



**CENTRAL  
HAWKE'S BAY**  
DISTRICT COUNCIL



## Council Meeting Agenda

Thursday, 9 June 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 - 6 April 2022

Extraordinary Council Meeting - 19 May 2022

**RECOMMENDATION**

That the minutes of the Ordinary Council Meeting held on 6 April 2022, and the Extraordinary Council Meeting held on 19 May 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 WEDNESDAY, 6 APRIL 2022 AT 9:00AM**

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

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

**1 KARAKIA**

Councillor Taylor lead the Karakia

**2 APOLOGIES**

Dr Maaka's apology was noted.

**3 DECLARATIONS OF CONFLICTS OF INTEREST**

nil

**4 STANDING ORDERS**

**RESOLVED: 22.4**

Moved: Cr Kate Taylor

Seconded: Cr Gerard Minehan

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****RESOLVED: 22.5**

Moved: Deputy Mayor Kelly Annand  
Seconded: Cr Exham Wichman

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

**CARRIED****6 REPORTS FROM COMMITTEES****6.1 MINUTES OF THE STRATEGY AND WELLBEING COMMITTEE MEETING HELD ON 10 MARCH 2022****RESOLVED: 22.6**

Moved: Cr Pip Burne  
Seconded: Cr Kate Taylor

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

**CARRIED****6.2 MINUTES OF THE FINANCE AND INFRASTRUCTURE COMMITTEE MEETING HELD ON 24 FEBRUARY 2022****RESOLVED: 22.7**

Moved: Cr Brent Muggeridge  
Seconded: Cr Jerry Greer

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

**CARRIED****6.3 MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 23 MARCH 2022****RESOLVED: 22.8**

Moved: Cr Gerard Minehan  
Seconded: Cr Brent Muggeridge

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

**CARRIED**

**7 REPORT SECTION****7.1 HAWKES BAY REGIONAL TRANSPORT COMMITTEE MINUTES****RESOLVED: 22.9**

Moved: Cr Kate Taylor

Seconded: Cr Pip Burne

That the minutes of the Hawkes Bay Regional Transport Committee from 3 December 2021, 3 February 2022 and 11 March 2022 be received.

**CARRIED****7.2 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: 22.10**

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 this report.

<b>7.3 FEES AND CHARGES 2022/2023</b>
<b>PURPOSE</b> The matter for consideration by Council is the adoption of the Fees and Charges for 2022/23.
<b>RESOLVED: 22.11</b> Moved: Cr Tim Aitken Seconded: Cr Pip Burne <b>That following the recommendation from the Finance and Infrastructure Committee, and having considered the additional information raised in the report:</b> <ol style="list-style-type: none"> <li>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 1.</li> <li>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.</li> </ol> <p style="text-align: right;"><b>2. CARRIED</b></p>
<b>SUBSTANTIVE MOTION</b> Moved: Cr Gerard Minehan Seconded: Cr Pip Burne <b>That the Council considers option 2 for inclusion in the 2022/23 fees and charges for rental housing.</b> <p><u>In Favour:</u> Crs Gerard Minehan, Kate Taylor and Pip Burne</p> <p><u>Against:</u> Mayor Alex Walker, Crs Kelly Annand, Jerry Greer, Exham Wichman, Brent Muggeridge and Tim Aitken</p> <p style="text-align: right;"><b>LOST 3/6</b></p>

Mr Chamberlain presented this report.

The substantive motion was defeated and Council adopted the Fees and Charges for the financial year dated 2022/23 with retirement housing rental option 1 (status quo).

***Meeting adjourned for morning tea break at 10:20am.***

***Meeting resumed 10:35am***



<b>7.4 ADOPTION OF THE ANNUAL PLAN 2022/23</b>
<b>PURPOSE</b> <p>The matter for consideration by the Council is the adoption of the Annual Plan 2022-23.</p>
<b>RESOLVED: 22.12</b> <p>Moved: Cr Brent Muggeridge          Seconded: Cr Tim Aitken</p> <p>a) <b>That Council Adopt the Annual Plan 2022/23 in accordance with section 95 of the Local Government Act 2002.</b></p> <p>b) <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.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>

Mr Chamberlain presented this report.

<b>7.5 CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY 2120: MEMORANDUM OF TRANSITION</b>
<b>PURPOSE</b> <p>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.</p>
<b>RESOLVED: 22.13</b> <p>Moved: Cr Jerry Greer          Seconded: Cr Kate Taylor</p> <p><b>That having considered all matters raised in the report staff RECOMMEND that Council:</b></p> <p>a) <b>Receives and notes the paper "Clifton to Tangoio Coastal Hazards Strategy 2120: Memorandum of Transition".</b></p> <p>b) <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.</b></p> <p>c) <b>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.</b></p> <p>d) <b>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.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>

Mrs Davidson introduced the report and Mr Dolley (Hawkes Bay Regional Council) and Mr Bendall (Traverse Environmental Limited) presented the report.

<b>7.6 ELECTED MEMBERS REMUNERATION - CHILDCARE ALLOWANCE OPTION</b>
<p><b>PURPOSE</b></p> <p>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.</p>
<p><b>MOTION</b></p> <p>Moved: Cr Kate Taylor  Seconded: Cr Exham Wichman</p> <p><u>In Favour:</u> Crs Alex Walker, Kelly Annand, Exham Wichman and Kate Taylor  <u>Against:</u> Crs Jerry Greer, Brent Muggeridge, Tim Aitken, Gerard Minehan and Pip Burne</p> <p style="text-align: right;"><b>LOST 4/5</b></p> <p><b>That having considered all matters raised in the report:</b></p> <ul style="list-style-type: none"> <li>a) That Council receives the information contained in the report.</li> <li>b) That Council agrees to approve, or not approve payment of a Childcare allowance as per the Remuneration Authority determination.</li> <li>c) That Council note 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.</li> </ul>

Mrs Davidson presented this report.

The resolution was defeated and Council will not include the Childcare allowance in the Elected Members Remuneration, Allowances and Reimbursements Policy.

## 8 MAYOR AND COUNCILLOR REPORTS

<b>8.2 STRATEGY AND WELLBEING COMMITTEE CHAIR REPORT</b>
<p><b>PURPOSE</b></p> <p>The purpose of this report is to present the Strategy and Wellbeing Committee Chair Report.</p>
<p><b>RECOMMENDATION</b></p> <p>That the Strategy and Wellbeing Committee Chair Report be received.</p>

This report was circulated to Councillors via email.

**9 CHIEF EXECUTIVE REPORT****9.1 BI MONTHLY ORGANISATION PERFORMANCE REPORT FEBRUARY - MARCH 2022****PURPOSE**

The purpose of this report is to present to Council the organisation report for August - September 2021.

**RESOLVED: 22.14**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Brent Muggeridge

That having considered all matters raised in the Bi-monthly Organisation Performance Report February - March 2022 the report be noted.

**CARRIED**

Mrs Davidson presented this report.

***Meeting adjourned for lunch at 11:50am.***

***Meeting resumed in public excluded at 12:30pm.***

**10 PUBLIC EXCLUDED BUSINESS****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLVED: 22.15**

Moved: Cr Pip Burne

Seconded: Cr Exham Wichman

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
<b>10.1 - Resolution Monitoring Report - Public Excluded</b>	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  s7(2)(h) - the withholding of the information is necessary to	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>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>	
<b>10.2 - District Plan Panel Chair - Commissioner Schofield Update</b>	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(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
<b>10.3 - District Plan Key Project Status Report</b>	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.4 - Appointment of Council Representatives to the Central Hawke's Bay District Community Trust</b>	<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
<b>10.5 - Procurement Plan - Porangahau and Racecourse Road Renewals</b>	<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)(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</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



	(including commercial and industrial negotiations)	
<b>10.6 - Procurement Plan - Pipeline and Civils Contractor Panel</b>	<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)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.7 - Disposal of Surplus Land - Ongaonga Road Holding Paddock</b>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.8 - Appointment of Interim Chief Executive</b>	<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
<b>CARRIED</b>		

**11 DATE OF NEXT MEETING****RESOLVED: 22.16**

Moved: Cr Gerard Minehan

Seconded: Cr Kate Taylor

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

**CARRIED**

**12 TIME OF CLOSURE**

**The Meeting closed at 2:19pm.**

**The minutes of this meeting were confirmed at the held on 9 June 2022.**

.....  
**CHAIRPERSON**







**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA  
ON THURSDAY, 19 MAY 2022 AT 9:00AM**

**PRESENT:** Mayor Alex Walker  
Deputy Mayor Kelly Annand  
Cr Jerry Greer  
Cr Brent Muggeridge  
Cr Tim Aitken  
Cr Gerard Minehan  
Cr Kate Taylor  
Cr Pip Burne  
Kaiarahi Matua Roger Maaka

**IN ATTENDANCE:** Doug Tate (Chief Executive)  
Brent Chamberlain (Chief Financial Officer)  
Joshua Lloyd (Group Manager, Community Infrastructure and Development)  
Darren de Klerk (Director Projects and Programmes)  
Dylan Muggeridge (Acting Group Manager, Customer and Community Partnerships)  
Caitlyn Dine (Governance Lead)

**1 KARAKIA**

Councillor Taylor led the karakia.

**2 APOLOGIES**

The apology of Councillor Wichman was noted.

**3 DECLARATIONS OF CONFLICTS OF INTEREST**

Nil

**4 STANDING ORDERS**

**RESOLVED: 22.27**

Moved: Cr Kate Taylor

Seconded: Cr Tim Aitken

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 REPORT SECTION

### 5.1 WAIPUKURAU SECOND WATER SUPPLY - PROJECT DECISION

#### 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.

#### RESOLVED: 22.28

Moved: Cr Brent Muggeridge

Seconded: Cr Tim Aitken

**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.

#### AMENDMENT

Moved: Cr Brent Muggeridge

Seconded: Cr Tim Aitken

1. That council adopt Option 1 – to build the Second Water Supply between Waipawa and Waipukurau by expanding the Waipawa borefield to supply a new central reservoir through a rising main. The reservoir will supply Waipukurau by the way of a falling main. Both mains to cross under the rivers, subject to geotechnical and resource consenting analysis.
- 1.
3. That council form a project governance group which includes at least two councillors, and invite Te Taiwhenua o Tamatea to provide a representative, to provide oversight and leadership of the project.

**CARRIED**

Mr de Klerk presented this report.

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

### **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.

### **RESOLVED: 22.29**

Moved: Cr Jerry Greer

Seconded: Cr Tim Aitken

**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.**

**CARRIED**

Mr Lloyd presented this report.

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

### **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.

### **RESOLVED: 22.30**

Moved: Cr Gerard Minehan

Seconded: Cr Kate Taylor

**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.**

**CARRIED**

Miss Dine presented this report.

## **6 PUBLIC EXCLUDED BUSINESS**

Nil

**7 DATE OF NEXT MEETING**

**RESOLVED: 22.31**

Moved: Cr Kate Taylor

Seconded: Cr Jerry Greer

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

**CARRIED**

**8 TIME OF CLOSURE**

The Meeting closed at 10:15am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Central Hawkes Bay District Council held on 9 June 2022.

.....  
**CHAIRPERSON**



**6 REPORTS FROM COMMITTEES**

**6.1 MINUTES OF THE FINANCE AND INFRASTRUCTURE COMMITTEE MEETING HELD ON 21 APRIL 2022**

**File Number:** COU1-1400

**Author:** Doug Tate, Chief Executive

**Authoriser:** Doug Tate, Chief Executive

**Attachments:** 1. Minutes of the Finance and Infrastructure Committee Meeting held on 21 April 2022

**RECOMMENDATION**

1. That the minutes of the meeting of the Finance and Infrastructure Committee held on 21 April 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, 21 APRIL 2022 AT 9:00AM**

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

**IN ATTENDANCE:** Neil Taylor (Interim Chief Executive)  
Brent Chamberlain (Chief Financial Officer)  
Doug Tate (Group Manager, Customer and Community Partnerships)  
Joshua Lloyd (Group Manager, Community Infrastructure and Development)  
Darren de Klerk (Director Projects and Programmes)  
Caitlyn Dine (Governance Lead)

**1 KARAKIA**

Dr Maaka led the karakia.

**2 APOLOGIES**

Nil

**3 DECLARATIONS OF CONFLICTS OF INTEREST**

Nil

**4 STANDING ORDERS**

**COMMITTEE RESOLUTION**

Moved: Cr Jerry Greer

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**

## **5 CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

That the minutes of the Finance and Infrastructure Committee Meeting held on 24 February 2022 as circulated, be confirmed as true and correct.

**CARRIED**

## **2 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 Exham Wichman

Seconded: Cr Gerard Minehan

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

**CARRIED**

Mr Taylor introduced the report with the support of officers.

Cr Annand noted that resolutions from 24 Feb Finance and Infrastructure Committee Meeting were missing. These will be added to the report for 23 June 2022.

### **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: Cr Exham Wichman

Seconded: Deputy Mayor Kelly Annand

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

**CARRIED**

**6.3 2021/22 FINANCIAL FORECAST****PURPOSE**

The purpose of the report is to provide the Committee an indication of the forecast year end position.

**COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan

Seconded: Cr Pip Burne

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

**CARRIED**

Mr Chamberlain presented this report.

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

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

**COMMITTEE RESOLUTION**

Moved: Cr Pip Burne

Seconded: Cr Jerry Greer

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

**CARRIED**

Mr de Klerk and Mr Swinburne presented this report.

## 6.5 KEY PROJECT STATUS REPORT - BIGWASTEWATERSTORY

### PURPOSE

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

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

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

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

### 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 Clark and Mr Swinburne presented this report.

## 6.6 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: Cr Jerry Greer

Seconded: Cr Pip Burne

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

**CARRIED**

Mr de Klerk presented this report.

**6.7 KEY PROJECT STATUS REPORT - PORANGAHAU 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 Pip Burne

Seconded: Deputy Mayor Kelly Annand

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

**CARRIED**

Mr de Klerk presented this report.

**6.8 PROVISION OF FUNDING - TEMPORARY FACILITIES CENTRALINES MULTISPORT TURF****PURPOSE**

The matter for consideration by the Council is to confirm funding for the Central Hawke's Bay District Community Trust to provide temporary facilities at the Centralines Multisport Complex (outdoor netball courts and artificial turf).

**COMMITTEE RESOLUTION**

Moved: Cr Pip Burne

Seconded: Deputy Mayor Kelly Annand

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

- a) That Council provide funding of up to \$24,000 to the Central Hawke's Bay Community Trust for the provision of temporary facilities associated with the Centralines Multisport Complex funding through the Rural Fire Reserve Account.**

In Favour: Crs Alex Walker, Brent Muggeridge, Kelly Annand, Gerard Minehan, Jerry Greer, Kate Taylor, Exham Wichman, Pip Burne and Roger Maaka

Against: Cr Tim Aitken

**CARRIED 9/1**

Mrs Leaf presented this report.

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

### PURPOSE

The purpose of this report is to provide the Finance and Infrastructure Committee (the Committee) with an update on the impacts to roading and waters assets from the March 23-24 rain event, and to seek a recommendation of the Committee to Council for use of up to \$450,000 from the Adverse Events Contingency and \$250,000 from the Catastrophic Events Fund.

### COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Chairperson Brent Muggeridge

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

- a) **That the Committee note the impact to water and roading assets from the March 2022 rain event.**
- b) **That the Committee recommend to Council that up to \$450,000 from the Adverse Events Contingency and up to \$250,000 from the Catastrophic Events Fund be used to make repairs to roading assets.**

**CARRIED**

Mr Lloyd and Mr McKinley presented this report.

### RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION

Moved: Cr Jerry Greer

Seconded: Cr Gerard Minehan

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
<b>7.1 - Public Excluded Resolution Monitoring Report</b>	<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,</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

	without prejudice or disadvantage, commercial activities	
<b>7.2 - Dissolution of Otane Bowling Club</b>	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(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>
<b>CARRIED</b>		

## 6 DATE OF NEXT MEETING

### COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Pip Burne

THAT the next meeting of the Central Hawke's Bay District Council Finance and Infrastructure Committee be held on 23 June 2022.

**CARRIED**

*Meeting adjourned for morning tea break at 10:44am.*

*Meeting resumed in public excluded at 11:00am.*

## 7 TIME OF CLOSURE

**The Meeting closed at 11:40am.**

**The minutes of this meeting were confirmed at the held on 23 June 2022.**

.....  
**CHAIRPERSON**



**6.2 MINUTES OF THE STRATEGY AND WELLBEING COMMITTEE MEETING HELD ON 5 MAY 2022**

**File Number:** COU1-1400

**Author:** Doug Tate, Chief Executive

**Authoriser:** Doug Tate, Chief Executive

**Attachments:** 1. Minutes of the Strategy and Wellbeing Committee Meeting held on 5 May 2022

**RECOMMENDATION**

1. That the minutes of the meeting of the Strategy and Wellbeing Committee held on 5 May 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, 5 MAY 2022 AT 9:00AM**

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

**IN ATTENDANCE:** Neil Taylor (Interim Chief Executive)  
Brent Chamberlain (Chief Financial Officer)  
Joshua Lloyd (Group Manager, Community Infrastructure and Development)  
Darren de Klerk (Director Projects and Programmes)  
Dylan Muggeridge (Acting Group Manager, Customer and Community Partnerships)  
Caitlyn Dine (Governance Lead)

**1 KARAKIA**

Cr Wichman lead the karakia

**2 APOLOGIES**

Nil

**3 DECLARATIONS OF CONFLICTS OF INTEREST**

Nil

**4 STANDING ORDERS**

**COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan

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: Cr Kate Taylor  
Seconded: Cr Exham Wichman

That the minutes of the Strategy and Wellbeing Committee Meeting held on 10 March 2022 as circulated, be confirmed as true and correct.

**CARRIED****2 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 Pip Burne  
Seconded: Cr Exham Wichman

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

**CARRIED****6.2 STRATEGY AND WELLBEING COMMITTEE PRIORITY REPORT****PURPOSE**

The purpose of this report is for the Strategy and Wellbeing Committee to receive a report on the progress of key committee priorities.

**COMMITTEE RESOLUTION**

Moved: Cr Exham Wichman  
Seconded: Cr Pip Burne

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

**CARRIED**

Mr Lloyd spoke to Priority 1 Solid Waste  
Mr Muggeridge spoke to Priority 2 Social Housing  
Mrs Campbell spoke to Priority 3 Economic Development  
Mr Lloyd spoke to Priority 4 Environment  
Mrs Renata Priority 5 Community Wellbeing

Mrs Kupa Priority 6 Māori Engagement  
Mrs Renata spoke to Priority 7 Community Planning

### **6.3 ADOPTION OF COMMUNITY WELLBEING STRATEGY - A THRIVING CENTRAL HAWKE'S BAY - OUR VISION FOR COMMUNITY WELLBEING**

This report recommends Option One – Adoption of A Thriving Central Hawke's Bay – Our Vision for Community Wellbeing 2021 – 2031 for addressing the matter.

#### **COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker

Seconded: Cr Gerard Minehan

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

- a) **That a Thriving Central Hawke's Bay – Our Vision for Community Wellbeing 2021 – 2031 is adopted.**

**CARRIED**

Mrs Campbell presented this report.

### **6.4 ADOPTION OF SOCIAL DEVELOPMENT STRATEGIC FRAMEWORK 2022 - 2025**

#### **PURPOSE**

The matter for consideration by the Council is adoption of the Central Hawke's Bay Social Development Strategic Framework 2022 – 2025.

#### **COMMITTEE RESOLUTION**

Moved: Cr Kate Taylor

Seconded: Cr Exham Wichman

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

- a) **That the Central Hawke's Bay Social Development Strategic Framework 2022 – 2025 is adopted**

**CARRIED**

Mrs Campbell presented this report.

At 10:29 am, Cr Gerard Minehan left the meeting.

***Meeting adjourned for morning tea break at 10:31am.***

***Meeting resumed at 10:51am***

The Committee changed the order of reports starting with 6.6 following with 6.7 and 6.5.

<b>6.6</b>	<b>COMMUNITY PRIDE AND VIBRANCY FUND - LANDEATER LIMITED - LONGEST PLACE NAME EVENT</b>
<b>PURPOSE</b>  The purpose of this report is to inform the Strategy and Wellbeing committee of the event funded by the Community Pride and Vibrancy Fund namely the launch of Tamatea Pokai whenua Pou at Porangahau, in accordance with the Policy.	
<b>COMMITTEE RESOLUTION</b>  Moved: Cr Kate Taylor Seconded: Cr Jerry Greer  <b>That, having considered all matters raised in the report, the report be noted.</b>  <b>CARRIED</b>	

Mrs Renata introduced this report. Henare Kani and Peggy Scott from Landeater Limited presented a short video trailer of their documentary The Launch of Tamatea Pokai Whenua – Pou they made with the Community Pride and Vibrancy Fund.

<b>6.7</b>	<b>CENSUS 2023</b>
<b>PURPOSE</b>  The purpose of this report is to update council on Census 2023 engagement strategies with communities.	
<b>COMMITTEE RESOLUTION</b>  Moved: Cr Kate Taylor Seconded: Cr Pip Burne  <b>That, having considered all matters raised in the report, the report be noted.</b>  <b>CARRIED</b>	

Mrs Renata introduced this report. Audrey Tolua and Karnak Heremia from Stats NZ presented the Census 2023 report.

**6.5 THRIVING PLACES AND SPACES: ADOPTION OF RESERVE MANAGEMENT PLAN FOR PUBLIC CONSULTATION****PURPOSE**

The matter for consideration by the Council is the adoption of a Reserve Management Plan and Sport and Recreation Facilities Plan for the Central Hawke's Bay District for public consultation.

**COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker

Seconded: Cr Jerry Greer

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

- a) That the Draft Central Hawke's Bay Reserve Management Plan 2022 (attachment 1 to this report) is adopted for the purpose of community consultation pursuant to Section 41(6) of the Reserves Act 1977.
- 2.
- b) That the Draft Sport and Recreation Facilities Plan 2022 (attachment 2 to this report) is adopted for the purpose of community consultation alongside the Draft Reserve Management Plan.
- 3.
- c) That the Acting Chief Executive is authorised to make minor amendments to the plans to ensure accuracy and correct minor drafting errors for community consultation.

**CARRIED**

Mr Muggeridge presented this report.

**6 DATE OF NEXT MEETING****COMMITTEE RESOLUTION**

Moved: Cr Jerry Greer

Seconded: Cr Pip Burne

THAT the next meeting of the Central Hawke's Bay District Council Strategy and Wellbeing Committee be held on 7 July 2022.

**CARRIED**

Cr Wichman closed with a karakia.

**3 TIME OF CLOSURE**

**The Meeting closed at 11:42am.**

**The minutes of this meeting were confirmed at the held on 7 July 2022.**

.....  
**CHAIRPERSON**

**6.3 MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 26 MAY 2022****File Number:** COU1-1400**Author:** Doug Tate, Chief Executive**Authoriser:** Doug Tate, Chief Executive**Attachments:** 1. Minutes of the Risk and Assurance Committee Meeting held on 26 May 2022**RECOMMENDATION**

1. That the minutes of the meeting of the Risk and Assurance Committee held on 26 May 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 THURSDAY, 26 MAY 2022 AT 9:00AM**

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

**IN ATTENDANCE:** Doug Tate (Chief Executive)  
Brent Chamberlain (Chief Financial Officer)  
Joshua Lloyd (Group Manager, Community Infrastructure and Development)  
Darren de Klerk (Director Projects and Programmes)  
Dylan Muggeridge (Acting Group Manager, Customer and Community Partnerships)  
Caitlyn Dine (Governance Lead)

**1 KARAKIA**

Mayor Walker led the karakia

Chairperson Mr Bain congratulated Mr Tate on his new role of Chief Executive of Central Hawkes Bay District Council.

**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 Tim Aitken

That the minutes of the Risk and Assurance Committee Meeting held on 23 March 2022 as circulated, be confirmed as true and correct.

**CARRIED**

## **2 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 Jerry Greer

Seconded: Cr Gerard Minehan

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

**CARRIED**

Mr Tate presented this report.

### **6.2 RISK AND ASSURANCE COMMITTEE PRIORITY REPORT**

#### **PURPOSE**

The purpose of this report is for the Risk and Assurance Committee to receive a progress update on the Risk & Assurance Committee Work Programme.

### **COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker

Seconded: Cr Jerry Greer

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

**CARRIED**

Mr Tate presented this report.

Mayor Walker requested policy reviews be added to the priority report.

### **6.3 TREASURY MANAGEMENT MONITORING REPORT**

#### **PURPOSE**

The purpose of this report is to provide an update on Treasury Management and Policy Compliance.

#### **COMMITTEE RESOLUTION**

Moved: Cr Tim Aitken

Seconded: Cr Gerard Minehan

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

**CARRIED**

Mr Chamberlain presented this report.

### **6.4 AUDIT FINDINGS MONITORING REPORT**

#### **PURPOSE**

The purpose of this report is to track and update the committee on audit recommendations from recent audits.

#### **COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan

Seconded: Cr Jerry Greer

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

**CARRIED**

Mr Chamberlain presented this report.

### **6.5 HEALTH AND SAFETY UPDATE**

#### **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 Jerry Greer

Seconded: Mayor Alex Walker

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

**CARRIED**

Mr Lloyd presented this report alongside Ms Annand.

**6.6 RISK STATUS REPORT****PURPOSE**

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.

**COMMITTEE RESOLUTION**

Moved: Cr Jerry Greer

Seconded: Cr Gerard Minehan

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

**CARRIED**

Mr Lloyd presented this report.

**6.7 PROTECTED DISCLOSURES POLICY****PURPOSE**

The purpose of this report is to give the Risk and Assurance Committee visibility of Council's Protected Disclosure Policy, following an action from the March 2022 Risk and Assurance Committee Meeting.

**COMMITTEE RESOLUTION**

Moved: Cr Tim Aitken

Seconded: Mayor Alex Walker

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

**CARRIED**

Mr Chamberlain presented this report.

**RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker

Seconded: Cr Tim Aitken

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
<b>7.1 - Public Excluded Minutes of the Risk and Assurance Committee Meeting held on 26 May 2022</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

<b>CARRIED</b>
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**7.1 PUBLIC EXCLUDED MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 26 MAY 2022**

**COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker

Seconded: Cr Jerry Greer

1. That the Public Excluded minutes of the meeting of the Risk and Assurance Committee held on 26 May 2022 be received.

**CARRIED**

**6 DATE OF NEXT MEETING**

**RECOMMENDATION**

THAT the next meeting of the Central Hawke's Bay District Council be held on 22 September 2022.

**3 TIME OF CLOSURE**

**The Meeting closed at 10:24am.**

**The minutes of this meeting were confirmed at the held on 22 September 2022.**

.....  
**CHAIRPERSON**

## 7 REPORT SECTION

### 7.1 RESOLUTION MONITORING REPORT

**File Number:** COU1-1400

**Author:** Doug Tate, Chief Executive

**Authoriser:** Doug Tate, 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 June 2022

Key					
Completed					
On Track					
Off Track					
Item Number	Item	Council Resolution or Action	Resolution	Responsible	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	Doug Tate	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 inputs including the analysis and early consideration of what an investment strategy may look like for the business. Councillors can expect further workshops to continue to define the scope of a wider investment strategy for Council, which is where the key focus for sustainable long-term non-rateable income will result.
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	Shawn McKinley	<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. Due to price, a change in methodology is underway with the intent to seal when we get good 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	<p>Detailed design has been completed and approved. Building consent was submitted mid-April and is currently being processed.</p> <p>A further update on timeframes will be able to be provided once the building consent has been approved and procurement process has been completed.</p>

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	Doug Tate	On Track - Council adopted an additional resolution on 13 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. There are no new updates in this reporting cycle.
Land Transport Section 17(a)	That Council adopt the completed and attached Land Transport Section 17(a) Report and support Officers to programme and complete work to meet the recommendations.	29/08/2019	Josh Lloyd	On Track - the Land Transport Strategic Framework was a key document in informing the recently update Asset Mgmt. Plan and work programme to be included in the LTP and RLTP. Officers have developed a means of reporting on the numerous listed initiatives within the Framework and this is being routinely reported at Finance and Infrastructure Committee meetings
Elected Members' Remuneration and Expenses Policy	That the council review the Elected Members' Remuneration and Expenses Policy including the childcare provision and its content before the next triennium.	14/11/2019	Doug Tate	Complete - This was considered by Council at its April meeting.
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	Doug Tate	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.

	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	Doug Tate	On Track - No progressive work has progressed on this item, given the affordability constraints presented in the Long Term Plan 2021-2031 timeframe. While provision has been included in the budgets for the replenishment of the Adverse Events Fund, at this stage no further replenishment of the Ward funds has been considered. This work will be further reviewed during the development and review of Councils current Investment Policy, where options for Community Endowment and partnerships with existing foundations will be considered.
	Section 17a Review Solid Waste	<p>1) Council receive the Solid Waste Section 17a Report, prepared in accordance with the requirements of Section 17a of the Local Government Act 2002.</p> <p>2) That Council adopt the combination of options in principle for inclusion in the 2021 Long Term Plan;</p> <ul style="list-style-type: none"> <li>• That Council 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.</li> <li>• That Council provide a 120L wheeled bin for kerbside refuse from Year 3 of the Long Term Plan 2021-2031; and that Council includes status quo in the consultation options with community.</li> <li>• That the Recycling Drop off Centres in Otane, Takapau, Ongaonga and Tikokino close from Year 1 of the Long Term Plan 2021-2031;</li> <li>• That Council plan for a centralised Central Hawke's Bay Recovery and Refuse Centre in between Waipukurau and Waipawa in Year 10 on the Long Term Plan, and on opening the Centre, the Waipawa and Waipukurau Transfer Stations are closed;</li> <li>• 5a, to provide a regular rural recycling collection service at designated rural and coastal sites in partnership with existing local community organisations or groups;</li> <li>• That Council direct Officers to regularly report back to Council or Committee on the progress of the various food waste collection trials occurring in New Zealand with a plan to 'follow fast' those that have successfully implemented systems;</li> <li>• That Officers report back to Council on green and food waste collection options for Annual Plan 2022/2023.</li> </ul>	18/11/2020	Josh Lloyd	<p>On Track - The majority of service delivery changes have been rolled out 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	<p>1. That the Council receives the petition.</p> <p>2. That the Mayor responds to community member Dean Rangi as the instigator and submitter of the petition.</p> <p>3. That Council strongly advocate on behalf of community and urge NZTA to improve safety through the Waipawa township.</p> <p>4. That Council advocates via the Regional Land Transport Plan for inclusion of this road safety project.</p>	18/11/2020	Josh Lloyd	<p>On 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. Pleasingly, this submission has been moved to a second round of review which is a good signal that success is likely. Further, Waka Kotahi have confirmed additional funding available internally from their own budgets to install two raised platform crossings in 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, Resolution D completed</p> <p>Project underway and construction on track.</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	Jennifer Leaf	<p>Complete - These items have now all been addressed and will be further considered as apart of the Thriving Places and Spaces work programme.</p>

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> <p>the following areas of the Government's proposal that Council needs more information on:</p> <ol style="list-style-type: none"> <li>1. Commercial arrangements between Entity C and existing suppliers, stakeholders or partners</li> <li>2. The decision-making process for this reform programme and the current proposal/s</li> <li>3. Service delivery and response challenges for the new entity and how it will meet customer needs</li> <li>4. Financial implications of the proposals and modelling</li> <li>5. Governance and ownership considerations</li> <li>6. Pricing and charging mechanisms</li> <li>7. Prioritisation of work (maintenance and capital works) under the new entity</li> <li>8. Challenges and opportunities during any transition/change process</li> <li>9. Support from Government for the proposed and preferred Hawke's Bay model</li> </ol> <p>the following changes to the Government's proposal/process:</p> <ol style="list-style-type: none"> <li>1. The establishment of a Hawke's Bay Regional model for the delivery of 3 waters services</li> <li>2. That Central Hawke's Bay is guaranteed representation in any proposed governance structure of a newly established entity</li> <li>3. That the reform process be clarified, and that community are formally and meaningfully engaged to provide feedback</li> <li>4. That we demand Central Government to take a stronger lead and work with the sector in better informing and communicating with community about the multiple reform programmes with a particular emphasis on the difference between 3 Waters Reform, and Water Services Bill. We request that the Government provide clear and concise reassurance about the combined vision of the multiple reform programmes that effect Local Government, and how that relates to the constitutional makeup of democracy in New Zealand.</li> </ol>	23/09/2021	Doug Tate	<p>On Track - Letter was sent to the Minister and DIA. Since then the government have announced their intention to legislate and mandate 3 Waters Reform. Council have publicly noted its objection to this decision, and communicating this. Minister Mahuta responded to Elected Members in 2021 following correspondence which outlined Central Hawke's Bay District Councils position on Three Waters Reform. Council are actively involved in a number of advocacy strategies including with Local Government New Zealand and C4LD. Regional communications, specifically noting how the community can have their say on the reforms are being planned to coincide with the expected consideration of the new legislation.</p>
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10.4	C1126 - Extension of Desludging Contract	<p>a) Approve the award of an extension of contract C-1126 to a cap of \$1.75m, increasing the scope of works to now include the desludging of the Waipukurau Wastewater Treatment plant and removal of redundant infrastructure from the Waipawa pond, to Hydracare NZ Limited consistent with the attached procurement plan.</p> <p>b) That the expenditure and cashflow for delivery of this project within the programme is managed within the overall #bigwastewaterstory budgets.</p> <p>c) That the minute relating to this item be released as publicly available information on 23rd September 2021</p> <p>d) That Council request the Chief Executive bring a report back on options for proposed amendments to the Delegations Manual for streamlining Capital Programme delivery.</p>	23/09/2021	Darren De Klerk	<p>Complete - Contract awarded</p> <p>On Track 31/1/22 - Awarded contract, Delegations manual proposed amendment still under review</p> <p>On Track - negotiations underway, work planned for start following Waipawa WWTP</p>
7.4	Creation Of Publicly Contestable Private Water Supply Fund	<p>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.</p> <p>C) That Council give the Chief Executive delegations to finalise the detail of the criteria within the Private Water Supply Fund Policy.</p>	17/11/2021	Josh Lloyd	<p>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.</p> <p>Applications are currently being reviewed and worked through with the applicants.</p>
10.3	Chief Executive Recruitment and Appointment Process	<p>1. That, having considered all matters raised in the report, the report be noted.</p> <p>2. That Council confirms the appointment of EQUIP as the Executive Recruitment Agency to support Council through the recruitment of a Chief Executive.</p> <p>3. That Council give delegations to the Chief Executive Employment and Performance Committee to consider a process and appointment for acting Chief Executive arrangements.</p> <p>4. That Council endorses the process outlined to recruit a new Chief Executive.</p> <p>5. That Council note that the Chief Executive Employment and Performance Committee will work with the current Chief Executive to develop transition arrangements and report back to Council.</p> <p>6 That the minute of item 10.3 Chief Executive Recruitment and Appointment Process be publicly released following staff notification by the Mayor.</p>	10/02/2022	Mayor	<p>Complete - Doug Tate Appointed to CE role following recruitment/selection process</p>

7.3	Fees and Charges 2022/2023	<p>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 1.</p> <p>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.</p>	6/04/2022	Brent Chamberlain	Complete - Fees and Charges Adopted. Website/Magiq fees will be updated for 01/07/2022
7.4	Adoption of the Annual Plan 2022/23	<p>a) That Council Adopt the Annual Plan 2022/23 in accordance with section 95 of the Local Government Act 2002.</p> <p>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.</p>	6/04/2022	Brent Chamberlain	Complete - Annual Plan Booklet available from website
7.5	Clifton to Tangoio Coastal Hazards Strategy 2120: Memorandum of Transition	<p>a) Receives and notes the paper "Clifton to Tangoio Coastal Hazards Strategy 2120: Memorandum of Transition".</p> <p>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.</p> <p>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.</p> <p>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.</p>	6/04/2022	HBRC	Complete - Hawke's Bay Regional Council implemented 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.

7.6	Elected Members Remuneration - Childcare Allowance Option	<p>a)That Council receives the information contained in the report.</p> <p>b)That Council agrees to approve, or not approve payment of a Childcare allowance as per the Remuneration Authority determination.</p> <p>c)That Council note 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.</p>	6/04/2022	Caitlyn Dine	The resolution was defeated and Council will not include the childcare allowance in the Elected Members Remuneration, Allowances and Reimbursements Policy.
5.1	Waipukurau Second Water Supply - Projection Decision	<p>1. That council adopt Option 1 – to build the Second Water Supply between Waipawa and Waipukurau by expanding the Waipawa borefield to supply a new central reservoir through a rising main. The reservoir will supply Waipukurau by the way of a falling main. Both mains to cross under the rivers, subject to geotechnical and resource consenting analysis.</p> <p>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</p> <p>3. That council form a project governance group which includes at least two councillors, and invite Te Taiwhenua o Tamatea to provide a representative, to provide oversight and leadership of the project.</p> <p>4. That council continue to engage with mana whenua, and identify and pursue opportunities for collaboration and co design of solutions.</p>	19/05/2022	Darren De Klerk	On Track - decision recently been made, officers are currently progressing the resolutions and next steps
5.2	March 2022 Rain Event - Access to adverse events and catastrophic events funds	<p>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.</p>	19/05/2022	Josh Lloyd	Works are underway to repair damage to the transport network following the rain event. The works are progressing well and updates will continue to be provided to Council/Committee
5.3	Order of candidate names on voting papers - 2022 Local Body Elections	<p>a) That the report be noted.</p> <p>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.</p>	19/05/2022	Caitlyn Dine	Complete - Council resolved random order on the voting documents. Electionz has been informed of the decision.

**7.2 QUARTERLY NON-FINANCIAL PERFORMANCE REPORT JANUARY - MARCH 2022****File Number:** COU1-1400**Author:** Doug Tate, Chief Executive**Authoriser:** Doug Tate, Chief Executive**Attachments:** 1. Non-Financial Quarterly Report January - March [↓](#)**PURPOSE**

The purpose of this report is to present to Council the Quarterly non-financial performance report for the period 1 January – 31 March 2022.

**RECOMMENDATION**

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

That the Quarterly Non-Financial Performance Report 1 January – 31 March 2022 be received.

**SIGNIFICANCE AND ENGAGEMENT**

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

**BACKGROUND**

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

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

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

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

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

**DISCUSSION**

The report is **attached**.

**IMPLICATIONS ASSESSMENT**

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

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

- Any decisions made will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

**NEXT STEPS**

The third quarter Non-Financial Performance Report will be reported to Council 6<sup>th</sup> April 2022.

**RECOMMENDATION**

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

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



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

<b>Social Development</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council has a strong voice so that it can, in partnership with community, advocate and lead change in social issues and opportunities for the district.	The percentage of the community satisfied with the Social Development activity of Council	95%	<b>On track to be achieved</b> This will be measured via the 2022 Resident Opinion Survey and reported on in the fourth quarter of the financial year.
	Council implements the Social Wellbeing Strategy	100%	<b>On track to be achieved</b> Council through the Strategy and Wellbeing Committee has made solid progress through the implementation of the existing Community Wellbeing Strategy and their related action plans, with many focus areas underway. Community Wellbeing Strategy and Social Development Strategy were both adopted at the Strategy and Wellbeing meeting 5 May 2022.
Council creates opportunities for the community to build capacity and is resourced to deliver on community priorities.	The percentage of community groups associated with the Social Wellbeing Network that are satisfied with the advice and support provided by Council. Council supports community groups to achieve their goals.	85%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year, however regular meetings and inputs into community groups happen all year round. Significant engagement with key community group stakeholders happened during workshops for social and community wellbeing strategy work during November.
	The percentage of community groups supported by Council are satisfied with the level of service provided.	100%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year

<b>Economic Development</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council supports the enhancement of economic wellbeing by the delivery of increased job opportunities, a diversified and resilient local economy and increased productivity.	Council implements the 2019 Economic Action Plan (Implementation Plan)	100%	<b>On track to be achieved</b> A number of actions are either complete and/or underway as appropriate. This is a 10-year plan so some actions will be implemented long term. Regular updates on Economic Development are reported on at each Strategy and Wellbeing Committee as part of priority reporting. A dashboard and an updated website are in the planning stages with the aim of implementation in the second half of the year once an Economic Development Officer has been appointed.
	Representatives of the Economic Leadership Group that are satisfied that the 2019 Economic Development Action Plan deliverables are being achieved.	90%	<b>On track to be achieved</b> As part of the Community Wellbeing review mentioned above, representatives will have the opportunity to provide their feedback and satisfaction levels on the ED Action Plan deliverables. While we are still yet to formally develop this leadership group, we will measure from a group of people we regularly contact for Economic Leadership related activities.

<b>Land Transport</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To deliver safe, reliable and lasting road assets that connect our people and places and allow our district to prosper.	Reduce fatalities and serious crashes on the local road network to zero.	Reduce to zero	<b>Not achieved</b> There have been five serious crashes/injuries to date against this performance measure. Council continues to work with the Police and RoadSafe Hawkes Bay to understand crash statistics and crash data. General road conditions have not been a contributing factor in the listed accidents above. Fatalities this quarter = Nil Fatalities YTD 2021/22 = Nil Fatalities 2020/21 = Nil Serious Injuries this quarter = 0 Serious Injuries YTD 2021/22 = 5 Serious Injuries 2020/21 = 5
	The average quality of ride on a sealed local road network, measured by smooth travel exposure	Between 85 & 90%	<b>On track to be achieved</b> This will be measured and reported in the fourth quarter of the year.
	At least 20% of the footpaths in excellent condition and no more than 10% of the footpaths in poor condition measured annually	Excellent >50% Poor <10%	<b>On track to be achieved</b> This will be measured and reported in the fourth quarter of the year.

	The percentage of the sealed local road network that is resurfaced	Between 4 and 10%	<b>Achieved</b>  4.1% of the network has been resealed this year and the programme is complete.
	The percentage of customer service requests relating to road and footpaths to which the territorial authority responds within 3 working days	100%	<b>Not achieved.</b> YTD = 88%  A problem with internal reporting and closing out completed actions in the RFS system has meant that completed tasks have not accurately flowed through into reporting. This has meant the target has not been met so far year to date despite in most cases the RFS's appropriately being responded to. The system issue has been resolved and will not be a factor going forward.
	The percentage of users satisfied with the roading service provided	90%	<b>On track to be achieved</b>  This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.

<b>Reserves and Open Spaces</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides a range of parks and reserves that are affordable, well maintained, safe and provide for the recreational (play and sport), cultural, and environmental well-being of the community.	Monitoring the number of health and safety incidents or injuries due to inadequate or poor maintenance in our parks, reserves and sports grounds.	0	<b>Achieved</b> There have been no reported health and Safety accidents or injuries for the period or year to date.
	The percentage of residential dwellings within 10 minute walk (pedshed) of a Council owned or supported playground.	60%	<b>On track to be achieved</b> This measured data is being updated and reported on with the availability of more current orthoimages (aerial photo mapping). We expect to be able to update in the fourth quarter.
	The percentage of urban dwellings within 10 minute walk (pedshed) of a park or community open space.	60%	<b>On track to be achieved</b> This measured data is being updated and reported on with the availability of more current orthoimages (aerial photo mapping). We expect to be able to update in the fourth quarter.
	The percentage of people that have used or visited a park, reserve or open space in the last 12 months.	80%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.
	The percentage of people that are satisfied with the parks, reserves and open spaces.	90%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.

CHBDC - Quarterly Financial Report January – March 2022

Together we Thrive! E ora ngātahi ana!

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

<b>Public Toilets</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides public toilets that are clean, safe, in good working order and meet the needs of our community and visitors.	The number of complaints we receive about inadequate maintenance and poor cleaning of our toilets	<10 complaints	<b>On track to be achieved</b>  In the first quarter, 13 Requests for services were received on Public Toilets. One was a complaint about inadequate maintenance or poor cleaning.  2 <sup>nd</sup> quarter: There were 20 requests for service were received on public toilets. No complaints were received for inadequate maintenance.  3 <sup>rd</sup> quarter: 26 requests received. No complaints were received for inadequate maintenance



<b>Community Facilities</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides safe, affordable and appropriate facilities that provide cultural and social well-being of our community. These, that are activated and vibrant community spaces used by our community.	The number of community users of the Waipawa pool.	12,000	<b>Achieved</b> Total: 13,301 year to date. Pool open December through March. 2 <sup>nd</sup> quarter: Opened 5 December Total 3,651 (General public: 951, Schools 2700) 3 <sup>rd</sup> quarter Pool closed 21 March due to weather and Omicron outbreak Total 9,650 (General public 2,170, Schools 7,480)
	The percentage of users that were satisfied with community halls.	60%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.

<b>Libraries</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
Our libraries are inclusive places and all people are encouraged to make use of the library's services.	The number of people visiting our libraries (physical).	Waipukurau – 81,000 Waipawa – 66,000	<b>Not on track to be achieved</b> For the first two quarters of this financial year there have been several infrastructure and system challenges with the door counters which have included Wi-Fi dropping out, inadequate equipment etc, which has meant incorrect stats and data. In this quarter we are working on several solutions and implementation planned before the last quarter. This includes new counters and full wiring to data ports for uninterrupted network connections. The equipment has now arrived from Melbourne for Waipawa and expected to be installed week one of June.  Te Huinga Wai – approximately 7035 based on programme/meeting attendees, average number of books checked out and AA/Council Service interactions.  Te Huinga Wai 3 <sup>rd</sup> quarter door count 4412.  Waipawa Library 3 <sup>rd</sup> quarter no numbers available

	The number of digital visits through our website, online databases and platforms.	12,000	<p><b>Achieved</b></p> <p>In the second quarter we saw 6371 users of our website, online databases, and platforms.</p> <p>3<sup>rd</sup> Quarter 5264 digital visits</p> <p>Year to date 18081 digital visits</p> <p>This continues to be a significant increase as we promote this platform to our users.</p>
Council will provide a range of information services for community to access	Levels of issues per capita per annum – both physical and digital.	8 issues per capita	<p><b>Not on track to be achieved</b></p> <p>This is an annual measure and will be reported on fully in the fourth quarter.</p> <p>Final statistics will be influenced by the fact that Waipukurau has been closed for part of the year and that COVID closed Waipawa during Lockdown, with numbers generally down overall, reflecting the general trend of most services.</p>
Council will provide a range of activities and learning opportunities	The number of events and programmes available and participants.	400	<p><b>Not on track to be achieved.</b></p> <p>In the 2nd quarter 46 programmes which includes the activity packs and reading programmes. The expected drop in programmes is the result of COVID. We have been unable to run programmes in the libraries for groups of more than 10 and these have not been well attended but the take home packs have been a success.</p> <p>114 total for the first half of the year on.</p> <p>3<sup>rd</sup> quarter 30 - numbers were low as we were in Red and still guided by social distancing so programmes were limited indoors. This quarter did not include school holidays so there were no activity packs, and this does not include outdoor activities such as the Playtrailer.</p>

	Participants of events including programs, exhibitions, author events, and classes.	6,000	<b>Not on track to be achieved</b> 2 <sup>nd</sup> Quarter 776 participants, the drop in numbers reflects the challenges which COVID restrictions bring. 3 <sup>rd</sup> Quarter 104 - Statistics reflected by the fact we were still at level Red and limited by Covid restrictions. Year to date participants 3667.
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<b>Cemeteries</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
Council looks after its Cemetery grounds, providing a special place of remembrance for loved ones amongst attractive and well-maintained grounds.	The percentage of the community satisfied with the condition and maintenance of our Districts cemeteries.	90%	<b>On track to be achieved</b> This will be measured and reported on in the fourth quarter of the year as part of Council's annual survey.
	No complaints about late or inadequate interment services at our cemeteries.	100%	<b>Not achieved</b> 1 <sup>st</sup> quarter achieved 2 <sup>nd</sup> quarter Not achieved. One complaint was received over the Christmas period regarding interment services. The matter was addressed and the issue resolved. Processes have been reviewed and adjusted to mitigate repeat issues occurring. 3 <sup>rd</sup> quarter achieved. There was a report that a service had been missed, however after investigation it was identified that no one had ever applied or booked the interment (of ashes) with Council. We still worked to co-ordinate and deliver on this as a priority for the family.

<b>District Plan</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
Council creates an environment where development and the use of land in our District balances the need for growth while protecting our special places and community values.	A District Plan current within the statutory timeframes.	Not Achieved	<b>On Track to be achieved</b> We are on track to have reached by 2023/24 in accordance with the 2021-2031 Long Term Plan measures, an Operative District Plan with statutory timeframes that gives effect to national policy statements and national environmental standards.  The District Plan Review is currently going through formal hearings which are due to be completed by the end of 2022. Following this, the Panel of Commissioners deliberate and make decisions on a new District that it will recommend to Council for adoption by May 2023, within statutory timeframes (within 2 years of public notification).
	A District Plan that is future focussed and responsive to the Districts Growth and development.	Develop a project plan for changes to respond to growth and rolling reviews over the next 10 years.	<b>Not on track to be achieved</b> Officers are currently addressing the development of the project plan to integrate issues that have not been able to be included into the current District Plan review programme.  It is anticipated this plan will outline the sequencing of reviews (including potential plan changes) that will be required to ensure the District Plan stays current and enables/facilitates strategic planning and development over the next 10 years, in particular in light of the growth Central Hawke's Bay is experiencing.  This work programme has however been put on hold as the planning team is encountering resourcing issues, and must prioritise delivery of the current District Plan review in order for a new District Plan to be operative in 2023.

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			<p>We are also mindful of the timing of the Resource Management Act reform and based on advice from Ministry for the Environment expect that the full Natural and Built Environment Act will be available for consultation later in 2022. This creates some level of uncertainty as to how the new district plan will transition into the new resource management system. In association with the Strategic Planning Bill and public consultation on the new legislation Council will be seeking to ensure the district is as well placed for this as it can be.</p>
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<b>Building Control</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To protect the community from unsafe buildings and ensure buildings are designed and constructed in a manner that promotes sustainable development.	The percentage of building consents processed within 20 working days (the statutory timeframe).	100%	<b>Not on track to be achieved</b> <b>73.2% consents processed within 20 working days</b> <ul style="list-style-type: none"> <li>• 112 consents processed this period</li> <li>• 49.3% increase compared to the same period last year (75 consents)</li> <li>• Average processing days = 16</li> <li>• Average inspection timeframe = 4 days</li> </ul> Application volumes continue to grow on the back of recent subdivision growth and new section creation. A tight labour market and two staff vacancies continue to impact processing times. Investment in the training of three cadets continues and is slowing increasing our ability to process in-house. In the interim, we continue to have a heavy reliance on external providers but expect this to reduce in the coming months. The focus on reducing inspection timeframes to minimise the impact in what is a challenging building environment has been well received by industry. For context, both processing and inspection timeframes are well below that of Napier and Hastings which currently sit at around three weeks for an inspection and up to six weeks for processing. Delays are a national issue. The introduction of a new online application portal in June 2022 will provide further opportunities to streamline and simplify the process for our customers.
	The percentage of customers satisfied with Building Control services provided.	90%	<b>On track to be achieved</b> To be measured through Targeted Surveys.

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			During the period we received a number of emails from customers with positive feedback related to the service provided. We can expect that delays in processing times, may start to result in some concerns, however we have worked to proactively communicate these to people.
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### Animal Services

Performance measures intended to be reported in the Annual Report.

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

Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To ensure that animals are looked after in a humane manner and not menacing, dangerous or a nuisance to the public.	The percentage of known dogs registered.	>95%	<b>Achieved</b> 96% of known dogs are registered as at 31/03/2022.
	Percentage of serious dog incidences responded to within 2 hours	100%	<b>Achieved</b> 10 dog attack complaints received this quarter. Of the 10 attacks, 2 were notified days following the attack but were followed up accordingly.
	Response to all stock complaints and requests within 24 hours	100%	<b>Achieved</b> 100% - 9 Stock wandering complaints were received this quarter and responded to within 24 hours.
	The percentage of users satisfied with the Animal Control service provided	90%	<b>On target to achieve</b> To be measured through Targeted Surveys.

<b>Compliance and Monitoring</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council provides a compliance and monitoring service which is compliant, efficient and customer friendly.	Owners, or their agents, advised that their BWOF has lapsed within one month of expiry.	90%	<b>On target to achieve</b> 100% of buildings have current BWOFs. The addition of an experience IQP to the compliance team has significantly increased our ability to complete 3 yearly audits and update documentation with most audits now completed for larger, higher risk premises and schools throughout our district. There has been a noticeable increase in demand for investigations related to breaches of the RMA and Building Act related to unconsented dwellings with several currently in progress.

	All PIMs, LIMs, and CCCs issued within the statutory timeframe.	100%	<p><b>Achieved</b></p> <p>16 LIMs were issued with 94% (15) within the statutory 10 day timeframe. Only one was over the timeframe at 17 days with the delay a direct result of staff annual leave. Only one staff member is trained to create these reports and additional training is underway to reduce the reliance on an individual staff member.</p> <p>Average processing days = 6.0.</p> <ul style="list-style-type: none"> <li>The local housing market has remained buoyant throughout this period however there has been a noticeable drop off in demand for LIM reports. The speed in which properties have been sold has potentially impacted the demand for LIMs with applicants often opting to view property files themselves rather than risk a 10 day turnaround.</li> <li>78 CCCs issued - 100% within statutory timeframe</li> <li>0 PIMS issued - not commonly requested</li> </ul>
	Respond to complaints about non-compliance with bylaws within 3 days.	100%	<p><b>Achieved</b></p> <p>100% - 6 complaints received for this quarter.</p>
	The percentage of resource consents monitored within two years of being issued.	100%	<p><b>Achieved</b></p> <p>New reporting tool in development to increase relevance with full implementation in line with adoption of the proposed district plan early 2022. Currently there is only 1 consent that requires ongoing monitoring.</p>
	The percentage of users satisfied with the Compliance and Monitoring service provided.	90%	<p><b>On track to be achieved</b></p> <p>To be measured through Targeted Surveys.</p>

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

<b>Land Use and Consenting</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To enable use, development and subdivision of land in line with our District Plan and other environmental policies	The percentage of resource consents (non-notified) processed within 20 working days (the statutory timeframe).	100%	<b>Will not be achieved</b> <b>Total Resource Consents</b> 77.4% of all resource consents issued within statutory timeframes <b>Land Use Consents</b> 66.7% of consents issued within 20 days <b>Subdivision Consents</b> 78.4% of consents issued within 20 days  <b>Permitted Boundary Consents</b> 100% of consents issued within 10 days.  Consent application numbers have continued to grow on the back of notification of the Proposed District Plan. Increases in complexity are noticeable with timeframe exceedences in most cases the result of limited engineering resources. The loss of our senior (and only) resource consents planner in March has significantly added to the workload however we have now secured additional external resources to assist in the interim. Processing services continue to be undertaken by The Property Group Ltd and we rely heavily on their expertise. We continue to recruit in an incredibly tight labour market but have been unable to fill existing vacancies in the last two years. A reduction in processing timeframes is expected in the coming months however meeting target this year is no longer achievable. Delays in processing due to regional growth, Covid and a shortage of planners and engineers is a national issue.

	The percentage of customers satisfied with the land use and subdivision consent services provided.	90%	<b>On track to be achieved</b> To be measured through Targeted Surveys in the fourth quarter. While we have received many positive responses to our work, we can expect that processing delays will impact overall satisfaction in this activity.
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### Solid Waste

Performance measures intended to be reported in the Annual Report.

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

Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
Council supports and provides incentives for waste reduction, reuse and recycling in order to achieve its Waste Free CHB goals.	The percentage of total waste that is diverted from the landfill to recycling, re-use and recovery.	32%	<b>On Track to Be Achieved</b> Q3 Jan – 30.18% Feb – 33.28% March - 63% YTD 52%
	The amount of green waste processed each year.	>2,275m3	<b>Achieved</b> <b>Q3: 796m3</b> <b>Total YTD – 2655.m3</b> Separated green waste is stockpiled at the transfer stations until a third party is available to shred the material and transported to BioRich in Hastings for further processing.

	<p>The number of schools participating in waste minimisation programmes.</p> <p>(Continued) The number of schools participating in waste minimisation programmes</p>	90%	<p><b>On Track to meet target</b></p> <p><b>81%</b> of schools participating in waste minimisation programmes.</p> <p><b>Q3</b></p> <p>Enviroschools programme:</p> <ul style="list-style-type: none"> <li>• Hunter Park Kindergarten</li> </ul> <p>Continuation from 2020-2021 -</p> <ul style="list-style-type: none"> <li>• Argyll East School</li> <li>• Elsthorpe School</li> <li>• Omakere School</li> <li>• Ongaonga School</li> <li>• Otane School</li> <li>• Pukehou School</li> <li>• Sherwood School</li> </ul> <p><b>Zero Waste Programme: Continuation from 2020-2021</b></p> <ul style="list-style-type: none"> <li>• Omakere School</li> <li>• Flemington School</li> <li>• The Terrace School</li> <li>• Takapau School</li> <li>• St Joseph's School</li> <li>• Elsthorpe School</li> <li>• Porangahau School</li> </ul>
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	Hold waste minimisation promotional events in the District.	5	<b>Achieved</b> <b>Q3-</b> <ul style="list-style-type: none"><li>• Second Hand Sunday</li></ul> <b>Total YTD – 8 Events</b>
	The percentage of users satisfied with the solid waste service provided.	80%	<b>On track to be achieved</b> Awaiting results of 2022 Residents Opinion Survey – Results expected in Mid June .



<b>Stormwater</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2021/2022	Achieved level of service
To effectively manage stormwater in a manner that respects and protects private and public assets and preserves the health of our waterways.	For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.)	0	<b>Achieved</b> 0.31 habitable floors affected in flooding events this quarter (per 1000 properties connected). There are currently 3219 stormwater connections to the networked reticulation system.
	Compliance with the territorial authority's resource consents for discharge from its stormwater system measured by the number of abatement notices.	0	<b>Achieved</b> Number of abatement notices received for the quarter: 0
	infringement orders	0	<b>Achieved</b> Number of infringement notices received for the quarter: 0
	enforcement orders; and	0	<b>Achieved</b> Number of enforcement orders received for the quarter: 0
	Successful prosecutions, received by the territorial authority in relation to those resource consents.	0	<b>Achieved</b> Number of prosecutions received for the quarter: 0

	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	0	<b>Achieved</b> The median response time for the quarter is <b>2 Hrs.</b> There were <b>2</b> flooding events for quarter
	The number of complaints received about the performance of the stormwater system (expressed per 1000 properties connected to the stormwater system).0	≤ 5	<b>Achieved</b> 0.00 Complaints received per 1000 stormwater connections this quarter.  There was 0 complaint for the quarter There are currently 3219 stormwater connections to the networked reticulation system.
	The percentage of users satisfied with the stormwater service provided.	90%	<b>On track to be achieved</b> To be measured through Targeted Surveys in the fourth quarter.

<b>Wastewater</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
To provide for the effective reticulation, treatment and disposal of wastewater in a way that protects the health of our communities and natural environment.	Target number of dry weather sewerage overflows (per 1000 connections to the total sewerage system).	≤10	<b>Achieved</b> 0.87 dry weather sewerage overflows (per 1000 connections to the total sewerage system) this quarter. 3 reported dry weather overflow for the quarter. There are currently 3434 sewerage connections to the total sewerage systems.
	Target number of total sewerage overflows (per 1000 connections to the total sewerage system).	≤30	<b>Achieved</b> 0.87 Sewerage overflows (per 1000 connections to the total sewerage system) this quarter. There were 3 reported overflows for the quarter. There are currently 3434 sewerage connections to the total sewerage systems.
	Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of:	0	<b>Achieved</b> Number of abatement notices received for the quarter: 0 Number of abatement notices received year to date: 0
	abatement notices	0	

	infringement orders	0	<b>Achieved</b> Number of infringement notices received for the quarter: 0 Number of infringement notices received year to date: 0
	enforcement orders and	0	<b>Achieved</b> Number of enforcement orders received for the quarter: 0 Number of enforcement orders received year to date: 0
	convictions, received by the territorial authority	0	<b>Achieved</b> Number of convictions received for the quarter: 0 Number of convictions received year to date: 0
	Median response time for attending sewerage overflows resulting from blockages or other faults (measured from the time that notification is received to the time that the service personnel reach the site).	≤1hr	<b>On Track to Be Achieved</b> The median response time for the quarter was 1.75 hours. It is anticipated this median time across the full year will come down to within target limits.
	Median resolution time for attending sewerage overflows resulting from blockages or other faults (measured from the time that notification is received to the time that service personnel confirm resolution of the blockage or other fault).	≤ 4 hrs	<b>Achieved</b> The median resolution time for the quarter was 0.3 hours

	<p>Number of complaints received per annum per 1000 sewerage connections about any of the following:</p> <p>Sewerage odour, sewerage system faults, sewerage system blockages or Council's response to issues with its sewerage systems.</p>	≤ 10	<p><b>Achieved</b></p> <p>2.91 Complaints received per 1000 sewerage connections this year.</p> <p>There was a total of 10 complaint for the year.</p> <p>There are currently 3434 sewerage connections to the total sewerage systems.</p>
	<p>The percentage of users satisfied with the wastewater service provided.</p>	90%	<p><b>On track to be achieved</b></p> <p>To be measured through Targeted Surveys in the fourth quarter.</p>

<b>Water Supply</b> Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2021/2022	Achieved level of service
To provide safe, reliable and consistent water supplies to our community working with our customers to support wise and sustainable.	The extent to which the local authority's drinking water complies with part 4 of the drinking water standards (bacteria compliance criteria).	All potable supplies 100%	<b>Achieved</b> Otane 100% Waipawa 100% Waipukurau 100% Takapau 100% Kairakau 0% - Exempt due to small supply Porangahau 100%
	The extent to which the local authority's drinking water supply complies with Part 5 of the drinking water standards (protozoal compliance criteria).	All potable supplies 100%	<b>Achieved</b> Otane 100% Waipawa 100% Waipukurau 100% Takapau 100% Kairakau 0% - Exempt due to small supply Porangahau 100%

	Percentage of real water loss from the local authority's networked reticulation system.	≤ 30%	<b>On Track to be Achieved</b> Work remains underway to install meters and conduct night-flow analysis to accurately measure water losses. Currently this cannot be accurately measured.
	Attendance for urgent callouts; from the time that the local authority received notification to the time that service personnel reach the site.	≤ 2 hours	<b>Achieved</b> The median response time for this quarter is 20 minutes.
	Resolution of urgent call outs; from the time that the local authority receives notification to the time the service personnel confirm resolution of the fault or interruption.	≤ 12 hours	<b>Achieved</b> 0.1 hours This median is based on 16 requests
	Attendance for non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel reaches the site.	≤ 6 hours	<b>Achieved</b> The median response time for this quarter is 1 hour.
	Resolution of non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel confirm resolution of the fault or interruption.	≤ 72 hours	<b>Achieved</b> The median resolution time for the quarter is 9.2 hours.

	<p>Number of complaints relating to drinking water received (per annum per 1000 connections to the local authority's networked reticulation system)</p> <p>Drinking water clarity, Drinking water taste, Drinking water odour, Drinking water pressure or flow, Continuity of supply, The local authority's response to any of these issues.</p>	≤ 5	<p><b>Achieved</b></p> <p>4.4 Complaints per 1000 connections this quarter.</p> <p>There was a total of 18 complaints for the quarter.</p> <p>There are currently 4084 water connections to the networked reticulation system.</p>
	The average consumption of drinking water per day per water connection	≤1.80m3	<p><b>Achieved</b></p> <p>1.50 average consumption of drinking water per day per connection for the quarter.</p> <p>There are currently 4084 water connections to the networked reticulation system.</p> <p>554,945m3 produced across the quarter or 6166m3 produced per day.</p> <p>Water conservation and management strategy being reassessed.</p>
	The percentage of users satisfied with the water supply service provided	90%	<p><b>On track to be achieved</b></p> <p>To be measured through Targeted Surveys in the fourth quarter.</p>



**LGOIMA Requests**

<b>Subject</b>	<b>Business (if applicable)</b>	<b>Date Received</b>	<b>Date Completed</b>
Tranche 2 Groundwater Submission		19/02/22	14/03/22
Proposed pyrolysis and waste to energy plant in Manawatū	Office of Hon Eugenie Sage	2/03/22	8/03/22
investigation relating to Paoanui Point Subdivision, lot 48 Punawaitahi Road	HBRC	14/03/22	8/04/22
Bridges in CHB	Bridge It NZ	14/03/22	11/04/22
Draft/proposed plan NFL-P5	Forest and Bird	16/03/22	6/05/22
Makaroro Legal Opinion		17/03/22	13/04/22
Crime Scene Cleaners	RNZ	22/03/22	20/04/22
CHBDC management protocols delegated to persons managing Pourerere Motor Camp		22/03/22	21/04/22
Budget Information	Taxpayers Union	23/03/22	6/04/22
Fluoride testing data	Otago University	24/03/22	26/04/22

## Quarterly Activity Reporting

### Wastewater Treatment Quality Results

Showing number of exceedances in YTD sampling.

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

	pH	cBOD <sub>5</sub>	SS		DRP	Ammonia	E.Coli	
Waipawa	4	1	8		3	20	2	X
Waipukurau	0	2	10		20	20	1	X
Ōtane	0	8	7	X				
Porangahau	0	0	0	✓				
Te Paerahi	0	0	1	✓				
Takapau	0	0	2	✓				

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

Showing number of exceedances in 12 months of sampling.

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

	pH	cBoD <sub>5</sub>	SS		DRP	Ammonia	E. Coli	
Waipawa	5	1	10		4	26	5	X
Waipukurau	0	2	13		26	26	1	X
Ōtane	0	8	8	X				
Porangahau	0	0	0	✓				
Te Paerahi	0	0	1	✓				
Takapau	0	0	2	✓				

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

	FLOW			
	Limit	Exceedances Allowed	Result	
<b>Waipawa</b>	1,500 m <sup>3</sup> per day	36 days	40 Exceedances	<b>X</b>
<b>Waipukurau</b>	4,000 m <sup>3</sup> per day	36 days	17 Exceedances	✓
<b>Ōtane</b>	225 m <sup>3</sup> per day	36 days	87 Exceedance	<b>X</b>
<b>Porangahau</b>	415 m <sup>3</sup> per day	18 days	17 Exceedance	✓
<b>Te Paerahi</b>	190 m <sup>3</sup> per day	18 days	4 Exceedance	✓
<b>Takapau</b>	216 m <sup>3</sup> per day	No limit	Not Applicable	✓

### 7.3 SETTING OF RATES FOR 2022/2023

**File Number:** COU1-1400

**Author:** Brent Chamberlain, Chief Financial Officer

**Authoriser:** Doug Tate, Chief Executive

**Attachments:** Nil

#### PURPOSE

The matter for consideration by the Council is the setting of the rates for the 2022/23 financial year.

The rating factors below, when combined with Councils rating database, and the new property values set by Quotable Value, will collect the rates revenue required has per the Annual Plan 2022/23 which was adopted on by Council on 6 April 2022.

#### RECOMMENDATION FOR CONSIDERATION

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

- a) Pursuant to Section 23(1) of the Local Government (Rating) Act 2002, the Central Hawke's Bay District Council resolves to set the rates, due dates and penalties regime for the 2022/23 year.

##### 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 based on the rateable capital value of all rateable land within the District on a differential basis as set out below:**

General Rate Differential Zone	Differential	2022/23 Cents per Dollar of Capital Value (including GST)
Waipawa / Waipukurau Central Business District Zone	1.2	0.10502
Rest of District	1.0	0.08721

##### 2. Uniform Annual General Rate

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 \$361.71 (including GST).**

## **Targeted Rates**

### **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 0.13951 cents per dollar (including GST) based on the land value of all rateable land in the district.**

## **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 the 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)
<b>a</b>	<b>Connected</b>	<b>\$931.38</b>
<b>b</b>	<b>Serviceable, not connected</b>	<b>\$465.69</b>

## 5. Metered Water Rates

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'

**For the 2022/23 year these rates will be:**

	Volume of water (cubic metres)	Rate per cubic metre (incl GST)
<b>a</b>	<b>Below 40,000</b>	<b>\$2.75</b>
<b>b</b>	<b>Above 40,000, non-industrial</b>	<b>\$2.75</b>
<b>c</b>	<b>Above 40,000, industrial</b>	<b>\$2.75</b>

## 6. Sewage 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:**

	<b>Charge</b>	<b>Sewerage Rate (incl GST)</b>
<b>a</b>	<b>First charge per separately used or inhabited part of a rating unit connected</b>	<b>\$870.07</b>
<b>b</b>	<b>Additional charge per pan after the first</b>	<b>\$870.07</b>
<b>c</b>	<b>Serviceable, not connected, per separately used or inhabited part of a rating unit</b>	<b>\$435.04</b>
<b>d</b>	<b>Additional charge per pan after the first – commercial accommodation provider, qualifying club</b>	<b>\$435.04</b>

## **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, Takapau, and Otane Stormwater Catchment Areas on a differential basis as set out below:

Stormwater Catchment Area	Differential	2022/23 Cents per Dollar of Capital Value (including GST)
Otane	0.32	0.01816
Takapau	0.24	0.01362
Waipawa	1.00	0.05674
Waipukurau	1.00	0.05674

#### 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, Onga Onga, 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 \$108.66 (including GST).**

#### 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 Pourerere 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 \$29.24 (including GST).**

#### 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 \$46,000**

**The amount per point is 62.48811 cents including GST.**

The Te Aute drainage scheme area is defined by reference to the classification list establishing the graduated scale.

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	\$700.49
1092000800	0	32.83	74.69	23.42	3,817	\$2,385.17
1092001001	77.96	39.78	50.27	51.27	11,886	\$7,427.34
1092001100	78.22	0	15.28	39.73	8,171	\$5,105.70
1092001107	0	0	10	61.44	334	\$208.91
1092001400	0	0	0	14.16	42	\$26.25
1092001600	0	0	0	10.12	30	\$18.75
1092001700	38.74	51.06	36.24	45.12	8,638	\$5,397.72
1092002100	188.81	0	0	23.93	18,953	\$11,843.37
1092002300	125.04	9.34	21.59	29.25	13,663	\$8,537.63
1092002900	0	0	0	0.81	2	\$1.25
1092003400	0	0	8.02	6.6	140	\$87.48
1092005800	0	18.63	0	4.93	1,505	\$940.45
1092006100	0	65.81	0	15.84	5,312	\$3,319.37
<b>Total</b>	<b>508.77</b>	<b>228.75</b>	<b>224.24</b>	<b>358.25</b>	<b>73,614</b>	<b>\$46,000.00</b>

### 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 2021 and is effective from 1 July 2022.

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

- I. spread the incidence of rates as fairly as possible
- II. be consistent in charging rates
- III. ensure all ratepayers pay their fair share for council services
- IV. 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.

### 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
Commercial/Large Users	Monthly	20th month following
Waipawa / Waipukurau	September, December, March, June	20th month following
Takapau / Otane	August, November, February, April	20th month following
Kairakau / Porangahau / Te Paerahi	July, October, January, April	20th month following

**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 2023 (Section 58(1)(b)) excluding metered water rates.

Targeted rates for metered water supply will be invoiced separately from other rates invoices. A 10% penalty will be added to any part of the water rates that remain unpaid by the due date as shown in the table above as provided for in Section 57 and 58(1)(a) of the Local Government (Rating) Act 2002.

## EXECUTIVE SUMMARY

This report is the final step in the process of being able to set the rates for the 2022/23 financial year following the adoption of the Annual Plan 2022/23. The rates included in the report are part of the Funding Impact Statement that is included in the Annual Plan for the 2022/23 financial year.

## BACKGROUND

Council is required to resolve to set the rates, due dates and penalties regime for the 2022/23 year. The rates required by Council to be able to meet the requirements of the purpose of Local Government are part of the development of Long Term Plan and are set out within the attached Funding Impact Statement within the Long Term Plan. Following the adoption of the Long Term Plan, Council is required to set rates in accordance with the Funding Impact Statement and Section 23 of Local Government (Rating) Act 2002.

## DISCUSSION

Once Council has set its Annual Plan for the year it knows what it expects its cost structure to be, and therefore what income it needs from rates and fees and charges to recover these costs.

To ensure that the appropriate level of rates are levied, it must set appropriate "Rate Factors" that will generate the required level of rates revenue.

For example, Land Transport is rated based on "Land Value" and Central Hawkes Bay District has \$5.85 billion of land value across its District. The Rates required to cover the Land Transport activity is \$8.2m, so by dividing one into the other, Council is required to rate \$0.0013951 for every dollar of Land Value a property has. This is its Rate Factor.

So working through an example, a house in Waipukurau with a Land Value of \$100,000 will pay \$139.50 in Land Transport Rates.

On Wednesday 1 June 2022, Council Officers undertook a rates strike based on the rating database at that point in time, to set the Rates Factors for 2022/23 that would generate the revenue required to match the 2022/23 Annual Plan expectations.

The full list of rates factors are:

Rates Type	Notes	2021/22 Factor	2022/23 Factor	% Change
General Rate	Diluted by QV	\$0.13141	\$0.08721	-33.64%
Land Transport	Diluted by QV	\$0.22172	\$0.13951	-37.08%
Refuse Collection		\$29.06	\$29.24	0.62%
Sewerage		\$836.59	\$870.07	4.00%
Stormwater	Diluted by QV	\$0.08747	\$0.05674	-35.13%
Water Supply		\$847.95	\$931.38	9.84%
Water Supply by Meter		\$2.65	\$2.75	3.77%
Recycling		\$88.30	\$108.66	23.06%
UAGC		\$309.00	\$361.71	17.06%
Te Aute Drainage		\$0.62488	\$0.62488	0.00%
Rates Penalty	Back to 2019 /20 Levels, reflects higher interest rates	6%	10%	66.67%

Historically Central Hawkes Bay District Council has only ever applied rates penalties to non-volumetric rates (that is they have excluded metered water charges). This is not the case for some other Councils across New Zealand, and Officers are recommending that Central Hawkes Bay District Council introduces penalties on overdue water meter charges in the same manner as other rates types.

### **RISK ASSESSMENT AND MITIGATION**

Setting of the rates is a requirement of the LGA and the Section 23 of Local Government (Rating) Act 2002. Council is required to set the rates in accordance with the Act to ensure they are lawful and can be collected from ratepayers.

The nature of the resolution recommended to Council is aligned with legal advice.

### **FOUR WELLBEINGS**

Rates funding allows the Council to deliver the services included in the Long Term Plan which are based on the Community Outcomes included in the plan. The rates proposed to be set are consistent with the Annual Plan 2022/23, therefore the decision before Council enables the Council to fund and finance the programmes and services which will in turn support the fostering of community wellbeing.

### **DELEGATIONS OR AUTHORITY**

Council is required to set rates based on the Long Term Plan and in accordance with Section 23 of Local Government (Rating) Act 2002. This is a duty that only Council has authority to make and is unable to delegate.

### **SIGNIFICANCE AND ENGAGEMENT**

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being critical to the financial management of the Council, however the decision before Council to strike the rates does not trigger significance in itself.

### **OPTIONS ANALYSIS**

#### **Option 1**

Pursuant to Section 23(1) of the Local Government (Rating) Act 2002, the Central Hawke's Bay District Council resolves to set the rates, due dates and penalties regime for the 2022/23 year.

#### **Option 2**

Council resolves to not set the rates, due dates and penalties regime for the 2022/23 year and to give Officers guidance on which amendments are needed and an amended timeframe related to setting of rates would be required. Any amendments are likely to result in amendments to the Annual Plan, which will require further guidance and instruction from Office of the Auditor General.

Setting of rates is key for the service provision and the financial management and funding of Council. Following the adoption of the Annual Plan 2022/23, this allows the Council to collect the rates required to deliver the service of Council for 2022/23. Not setting the rates would put Council at financial risk.

### **Recommended Option**

This report recommends option number one "setting the rates" for addressing the matter.

### **NEXT STEPS**

Following the setting of Rates, Council Officers will strike the rates within the Council rating system and following 1st July, the first rates assessment will be sent to ratepayers.

**RECOMMENDATION FOR CONSIDERATION**

That having considered all matters raised in the report:

- a) Pursuant to Section 23(1) of the Local Government (Rating) Act 2002, the Central Hawke's Bay District Council resolves to set the rates, due dates and penalties regime for the 2022/23 year.

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 based on the rateable capital value of all rateable land within the District on a differential basis as set out below:**

General Rate Differential Zone	Differential	2022/23 Cents per Dollar of Capital Value (including GST)
Waipawa / Waipukurau Central Business District Zone	1.2	0.10502
Rest of District	1.0	0.08721

2. **Uniform Annual General Rate**

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 \$361.71 (including GST).**

**Targeted Rates**

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 0.13951 cents per dollar (including GST) based on the land value of all rateable land in the district.**

**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 the 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)
<b>a</b>	<b>Connected</b>	<b>\$931.38</b>
<b>b</b>	<b>Serviceable, not connected</b>	<b>\$465.69</b>



## 5. Metered Water Rates

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
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**For the 2022/23 year these rates will be:**

	Volume of water (cubic metres)	Rate per cubic metre (incl GST)
<b>a</b>	<b>Below 40,000</b>	<b>\$2.75</b>
<b>b</b>	<b>Above 40,000, non-industrial</b>	<b>\$2.75</b>
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- For commercial accommodation providers, each subsequent pan will be rated at 50% of the charge.

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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)
<b>a</b>	<b>First charge per separately used or inhabited part of a rating unit connected</b>	<b>\$870.07</b>
<b>b</b>	<b>Additional charge per pan after the first</b>	<b>\$870.07</b>
<b>c</b>	<b>Serviceable, not connected, per separately used or inhabited part of a rating unit</b>	<b>\$435.04</b>
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**For the 2022/23 year this rate will be \$29.24 (including GST).**

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

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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 \$46,000**

**The amount per point is 62.48811 cents including GST.**

The Te Aute drainage scheme area is defined by reference to the classification list establishing the graduated scale.

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1092001107	0	0	10	61.44	334	\$208.91
1092001400	0	0	0	14.16	42	\$26.25
1092001600	0	0	0	10.12	30	\$18.75
1092001700	38.74	51.06	36.24	45.12	8,638	\$5,397.72
1092002100	188.81	0	0	23.93	18,953	\$11,843.37
1092002300	125.04	9.34	21.59	29.25	13,663	\$8,537.63
1092002900	0	0	0	0.81	2	\$1.25
1092003400	0	0	8.02	6.6	140	\$87.48
1092005800	0	18.63	0	4.93	1,505	\$940.45
1092006100	0	65.81	0	15.84	5,312	\$3,319.37
Total	508.77	228.75	224.24	358.25	73,614	\$46,000.00

### 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 2021 and is effective from 1 July 2022.

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

- V. spread the incidence of rates as fairly as possible
- VI. be consistent in charging rates
- VII. ensure all ratepayers pay their fair share for council services
- VIII. 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.

### 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
Commercial/Large Users	Monthly	20th month following
Waipawa / Waipukurau	September, December, March, June	20th month following
Takapau / Otane	August, November, February, April	20th month following
Kairakau / Porangahau / Te Paerahi	July, October, January, April	20th month following

### 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.

Targeted rates for metered water supply will be invoiced separately from other rates invoices. A 10% penalty will be added to any part of the water rates that remain unpaid by the due date as shown in the table above as provided for in Section 57 and 58(1)(a) of the Local Government (Rating) Act 2002.

**8 MAYOR AND COUNCILLOR REPORTS****MAYOR'S REPORT****File Number:** COU1-1400**Author:** Alex Walker, Mayor**Authoriser:** Doug Tate, 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 Lead**Authoriser:** Doug Tate, Chief Executive**Attachments:** 1. Strategy and Wellbeing Chair Report [↓](#)**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.





9 June 2022

# Strategy & Wellbeing

## CHAIR REPORT

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

It's always a highlight when I sit down to write these reports and reflect on the past 8 weeks of council life. The best part is when you get to see the completion of priorities set 3 years ago. Even better is when you start to see the action that has flowed on from strategic intent. One thing I have had to learn is that things take time but if you consistently push forward, things do happen. I love seeing strategy that produces action. A few weeks ago our community witnessed the installation of the final pou at Pukekaihu. It was a moment of reflecting on 7 years of hard work to ensure Tamatea CHB is committed to Māori Engagement and honouring history – seeing the park now, from what it was, is truly inspirational. We also adopted the Social Development Strategy and wider Community Wellbeing Strategy on the 5 May. Being part of recent network meetings and seeing the members start to understand the wider community wellbeing they are collectively working towards and contributing to is so cool – where there is unity there is blessing. Kelly



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

26 March, WOW Pathway Opening  
 29 March, CHB Wastewater PCG Meeting  
 1 April, Digital Boost Launch  
 4 April, CE Performance & Employment Committee  
 4&5 April, CE Interviews  
 6 April, Council Meeting  
 6 April, Monique Farewell  
 8 April, Monique staff breakfast  
 10 April, Councillors dinner with Monique  
 11 April, PCG Thriving Places  
 11 April, CHB Community Trust meeting  
 12 April, Extra Ordinary Council meeting  
 12 April, BAS  
 14 April, Recordings for Te Parahi and Porangahau Wastewater  
 19 April, PCG Wastewater project  
 21 April, Finance & Infrastructure Committee  
 25 April, Anzac Day  
 26 April, PCG Thriving Places & Spaces PCG  
 28 April, Tamatea Housing Taskforce sub group meeting  
 29 April, Horowhenua with Monique Davidson  
 30 April, Meetin with Te Pairu & Mataweka marae  
 3 May, Chairs catch up  
 4 May, Tamatea Housing Taskforce  
 5 May, Strategy & Wellbeing Committee  
 11 May, Beautification Group  
 12 May, Streets for People Leadership Group  
 16 May, Mihi Whakatau for Doug Tate  
 16 May, Rates & Revels Facebook live  
 19 May, Extra Ordinary Council Meeting  
 27 May, Wall Walk Training



Together we Thrive! E ora ngātahi ana!





### Strategy and Wellbeing Priority Updates:

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

Priority	Lead Councillors	Achievements
Lead and monitor the implementation of Waste Free CHB Strategy  Wellbeing: Environment	Cr Minehan Prof Maaka Cr Taylor Cr Burne	<ul style="list-style-type: none"> <li>National consultation has started on the proposed recycling changes</li> <li>Beginning stages of establishing a CHB Beautification group</li> </ul> 
Lead the delivery of the Social Housing Strategic Framework  Wellbeing: Economic and Social	Cr Wichman Prof Maaka Cr Minehan Cr Annand	<ul style="list-style-type: none"> <li>Tamatea Housing Taskforce &amp; Strategic Housing Framework work has progressed</li> <li>Sub group established to progress Porangahau Road site with KO</li> </ul> 
Monitor the implementation of the Economic Development Strategy  Wellbeing: Economic	Cr Aitken Cr Greer	<ul style="list-style-type: none"> <li>Digital Boost Launched</li> <li>Business After 5's</li> <li>Farmers Market</li> <li>Community workshops</li> <li>Thriving Places &amp; Spaces Reserve Management Plans open for consultation</li> </ul> 
Monitor the implementation of the Environmental Strategy  Wellbeing: Environment	Cr Aitken Prof Maaka Cr Greer Cr Annand	<ul style="list-style-type: none"> <li>Second Supply option passed through council meeting</li> <li>Thriving Places &amp; Spaces Strategy – set to recognise its part in ecological sites</li> </ul> 
Review the current Community Wellbeing Strategy and monitor the implementation of a revised Social Development Strategy  Wellbeing: Social	Cr Annand Cr Taylor Cr Burne	<ul style="list-style-type: none"> <li>Strategy &amp; Wellbeing adopted social development and community wellbeing strategies these are now live and being communicated to networks</li> <li>Pink shirt day, Road Safety Week and Youth week all events that were recognised across CHB</li> </ul> 
Develop a Māori/Iwi Engagement Strategy  Wellbeing: Cultural	Cr Wichman Prof Maaka Cr Annand	<ul style="list-style-type: none"> <li>Last Pou installed at Pukekaihai</li> <li>Wall Walk Training</li> <li>Meeting with Mataweka and Te Pairu Marae</li> </ul> 
Monitor development and implementation of Community Plans  Wellbeing: Social	Cr Taylor Cr Minehan Cr Burne	<ul style="list-style-type: none"> <li>Anzac Day recognised across CHB</li> <li>Thriving Places and Spaces work adopted S&amp;W Committee</li> <li>Street for People with NZTA progressing</li> </ul> 

*Together we Thrive! E ora ngātahi ana!*

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

**File Number:** COU1-1400  
**Author:** Caitlyn Dine, Governance Lead  
**Authoriser:** Doug Tate, 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.

**ARAMOANA/RUAHINE WARD REPORT****File Number:** COU1-1400**Author:** Caitlyn Dine, Governance Lead**Authoriser:** Doug Tate, Chief Executive**Attachments:** 1. Aramoana / Ruahine Ward Report [↓](#)**PURPOSE**

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

**RECOMMENDATION**

That the Aramoana/Ruahine Ward Report be received.



## Key activities and achievements over the last 8 weeks

### Kate Taylor

Water and roads remain the two most complained about or talked about issues this month. Like so many others, I'm seriously concerned about the state of the highways through our district, especially SH50 north of Gwavas and through the centre of Waipawa. Waka Kotahi is indicating speed reviews for both of those highways, which doesn't bode well for us not ending up with the same fight as our Hastings neighbours with SH5's 80km speed limit.

We know some of our own roads need work after several big weather events – a reminder to people to use the Snap, Send, Solve app on their mobile phones to report issues and to get in touch with one of us if they're not getting the levels of service they expect.

It was moving to attend both the Hatuma and Takapau Anzac Day services – the latter marked the centenary of the Takapau Cenotaph, where Mayor Alex played the Last Post, as well as giving a moving speech about her own family link with Anzac Day.

I greeted Minister Stuart Nash, along with Cr Jerry and MPs Kieran and Anna, at the Digital Boost 'Checkable' launch in Waipawa. It had been named by the Ministry of Business, Innovation and Employment as the "most digital town in Aotearoa" after many of the town's small businesses were introduced to the Digital Boost programme. Council staff facilitated the programme, alongside our regional digital business hub, Te Huinga Wai. More than 100 Waipawa businesses now have visibility online and it all helps with spreading the good news of Central Hawke's Bay to the rest of the country and beyond.



We also farewelled CE Monique to Horowhenua with a moving powhiri and welcomed new CE Doug Tate. Bring on the second half of 2022!

### Jerry Greer

Once again, a very busy time at council with the farewell of our CE Monique and the welcoming in as our new CE Doug Tate just to add to the mix.

Time has been spent with concerned community members with regard to the state of our two state Highways going through Central Hawke's Bay. It has become quite clear to me dealing with NZTA (Waka Kotahi) can be a frustrating process. When it comes to the safety on these roads and the obvious disrepair of them causing concern by many, something needs to happen.

Also in conversations recently is the maintenance of our many metal roads in Central Hawke's Bay. With obvious pressure on contractors after the storm in March hopefully they will catchup on grading and metal maintenance.

Had the opportunity last week to visit a Viola crew just finishing yet another water leak repair in Waipawa. As part of a Health and Safety workshop the team leader explained their procedures.

This was quite impressive to me but also learning of the extreme pressures they are under to fix leaks was sobering.

Looking ahead, after workshoping and consulting I am looking forward to the next part of the consultation process for our Thriving Places and Spaces Strategy.

*Together we Thrive! E ora ngātahi ana!*

**RUATANIWHA WARD REPORT****File Number:** COU1-1400**Author:** Caitlyn Dine, Governance Lead**Authoriser:** Doug Tate, Chief Executive**Attachments:** 1. Ruataniwha Ward Report [↓](#)**PURPOSE**

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

**RECOMMENDATION**

That the Ruataniwha Ward Report for be received.



9 June 2022

# Ruataniwha Ward

## REPORT

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

- Thriving Places and Spaces continued consultation
- Progressing Streets for People work
- Reforms and Future for Local Govt.

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

- Appointed a new CEO
- Farewelled Monique
- Digital Boost roll out
- Progressed Streets for People
- Anzac Day commemorations
- Final Pou installed at Pukekaihou



*Together we Thrive! E ora ngātahi ana!*

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

26 March, WOW Pathway Opening  
 9 April, Digital Boost  
 5 April, CE Interviews  
 6 April Council Meeting  
 6 April, Farewell for CE Monique Davidson  
 8 April, Staff farewell breakfast for Monique  
 10 April, Councillors Dinner with Monique  
 12 April, Safer CHB meeting  
 12 April, Extra ordinary Council meeting  
 12 April, BA5  
 21 April, Finance & Infrastructure Committee Meeting  
 25 April, Anzac Day  
 26 April, Thriving Places & Spaces update  
 29 April, Monique Powhiri in Horowhenua  
 30 April, Te Pairu and Matawaka Marae Hui  
 5 May, Strategy & Wellbeing Committee Meeting  
 12 May, Streets for People meeting with NZTA  
 16 May, Mihi Whakatau for Doug Tate  
 16 May, Last Pou at Pukekaihou installed  
 19 May, Extra Ordinary Council meeting  
 27 May, Wall Walk Training







**CENTRAL  
HAWKE'S BAY**  
DISTRICT COUNCIL

# Ruataniwha Ward

## REPORT



*State Highway Two is one of our communities' main connectors.*

*For many people who live in Waipawa, it has been a constant concern to residents and visitors who at times take their life into their own hands to cross the street. The Highway can be a thoroughfare for speeding vehicles.*



*After years of lobbying, it is exciting that a successful "Street's for People" application we might be getting somewhere. We are looking forward to working with Waka Kotahi over the coming months to create a "safer, healthier and more people-friendly street, so everyone can get to where they are going safely".*

*Whilst still in the planning stages, Council staff have some innovative ideas. These will be worked on with the community to make Waipawa a safer place to live, work and play.*

*Cr Pip Burne*

*Together we Thrive! E ora ngātahi ana!*

## 9 CHIEF EXECUTIVE REPORT

### 9.1 BI MONTHLY ORGANISATION PERFORMANCE REPORT APRIL - MAY 2022

**File Number:** COU1-1400

**Author:** Doug Tate, Chief Executive

**Authoriser:** Doug Tate, Chief Executive

**Attachments:** 1. Organisation Performance Report [↓](#)

#### PURPOSE

The purpose of this report is to present to Council the organisation report for April – May 2022.

#### RECOMMENDATION

**That having considered all matters raised in the Bi-monthly Organisation Performance Report April – May 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 9<sup>th</sup> June 2022.



**RECOMMENDATION**

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





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.

### What we know - Our DNA -

<p><b>WORKING TOGETHER</b> Central Hawke's Bay will be stronger when we work together. Partnerships and collaboration are at the core of everything we do.</p>	<p><b>CUSTOMER EXCELLENCE</b> 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.</p>	<p><b>PLANNING FOR TOMORROW</b> We will act with purpose, and think with a long-term lens to make sure our actions future-proof Central Hawke's Bay.</p>	<p><b>THINKING SMARTER</b> 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.</p>
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### 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 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 KOUTOU FROM THE CHIEF EXECUTIVE

**This report provides an update of the organisation's activity over the April – May 2022 and provides a snapshot of some of the organisation's achievements and activity over the period.**

It's a great privilege to be presenting my first Chief Executive's Organisational report as Chief Executive of Central Hawke's Bay District Council – Te Kaunihera a rohe o Tamatea.

It was incredibly special to be re-welcomed into the organisation on 16 May with the Mihi Whakatau, led by local Manawhenua. The strong and heartfelt words shared speaks well to the existing special partnership we have, and I am looking forward to continuing to see this grow into the future.

As I did at my mihi whakatau, I want to acknowledge Her Worship Mayor Alex and Councillors. As an Elected Member, selecting a new Chief Executive is often the most significant decision that you will make any triennium, more so in a period of unprecedented growth and change - like that which we are currently in.

Thank you for valuing and recognising the sector leading and unique culture that we have collectively built as a high performing governance and management team, as we seek to continue to enhance the mana and momentum we have created to date. I am incredibly proud to be working alongside you all as elected members, this time in a new way as your Chief Executive, as we stay focussed on lifting the bar in public sector excellence and local democracy in New Zealand.

To the Central Hawke's Bay whanau, Executive Leadership Team, staff, contractors, community champions and leaders, thank you for your kind words, support and messages over these last few weeks. The decision to apply for the role of Chief Executive, to sustain the momentum we've created, and to enable and support you all in continuing the amazing mahi you deliver was an easy one to make.

Armed with the knowledge of who we are, where we've come from – but most importantly where we want to be - I'm incredibly optimistic for our future and the benefits that we will realise and bring to life for this community together.

The rohe of Tamatea – Central Hawke's Bay is an incredibly special place and again I am incredibly privileged to be working alongside you all, as we work to build a thriving Central Hawke's Bay of the future.

I also want to acknowledge again my family, Mum, Dad, Sarah, Cooper, Huddy and Zara. Thank you for giving me the space to grow and the opportunity to serve this outstanding community we get the privilege to call home.

### Ongoing Impact of Growth and COVID-19

In this report, I want to particularly acknowledge the continuing pressure and additional efforts staff are making as we continue to work through the continuing pressures of COVID-19, growth and additional workloads from one-off events such as weather.

With a number of vacancies across the organisation in hard to recruit activities compounding this, I want to say thank you to the teams and individuals working hard to deliver on a thriving Central Hawke's Bay.

### Reform and Change

At the time of writing while we are waiting for the Water Services Entities Bill 2022 to be introduced into Parliament, we continue to participate and prepare the organisation for change to its three waters services. This has included being involved in Requests for Information, as well as a number of staff being involved in working groups for the transition. With a range of other reform underway and with pace, we are collectively working to ensure we are over the programmes that matter and will continue to impact and change the face of the Councils into the future.

Again, I am incredibly proud to call myself Chief Executive of this outstanding organisation and am very positive of our collective future, and the value and positivity we will create together for this community

Ngā mihi

**Doug Tate**  
Chief Executive

# Activity

## Updates



**Safer**  
CENTRAL HAWKE'S BAY  
Te Kaitiaki o te Tamatea

## SOCIAL AND ECONOMIC DEVELOPMENT

### Delivery on Strategy and Wellbeing Committee Priorities

Two new strategies were adopted at the Strategy and Wellbeing Committee Meeting on 5 May 2022.

- The *Community Wellbeing Strategy 2021 – 2031* provides a blueprint for a connected, caring, resilient community in which everyone has an opportunity to thrive, and embeds the strategic goals of Project Thrive in the future of the district. It confirms and extends the goals of Thrive into the future as the cornerstone of everything Council does, from roading to wastewater activities to facilities management and customer service.
- A new *Social Development Strategic Framework 2022 – 2027* weaves together the strands of community networks and explains how issues are identified, prioritised and escalated where necessary. This strategic framework is based on extensive consultation with our community partners, mana whenua and stakeholders both locally and regionally, as well as with Central Government representatives. Council's social development role is to support and facilitate initiatives to improve community wellbeing which can only be achieved in partnership with our community networks.

The adoption of these two documents reconfirms Council's commitment to community wellbeing as a foundation for all their work, and their key role of supporting community networks to build services that tie into the shared vision of a thriving Central Hawke's Bay and keep THRIVE ALIVE.



### Safer Central Hawke's Bay

The easing of COVID restrictions have seen the network return to a more normal way of working and many of the work streams have been able to engage in face-to-face activities and events over the past few weeks. The coalition group have met once during this reporting period.

The highlight during this period was the suite of activities delivered to the community as part of road safety week. Held between 9 and 13 May the Road Safety workstream planned and delivered a range of events throughout the week. These events were varied and deliberately designed to ensure we delivered road safety messaging and education to all age ranges in our community. Activities included:

- Road Safety colouring in competition held in conjunction with the CHB Libraries holiday programme
- Cycle Safety and cycle skills for children at Russell Park
- Youth event at Central Hawke's Bay College
- "Caught Being Good" check points in Waipawa and Waipukurau
- Staying Safe Older Drivers refresher course
- Media promotion of Road Safety messages

- Car Restraint clinic (postponed due to weather and will be rescheduled)

This is the first time a coordinated approach to Road Safety Week has been delivered in Central Hawkes' Bay and was made successful by the strength of the network and the participating agencies listed below.

- Roadsafes HB
- NZ Police
- Central Hawke's Bay District Council
- Parents Centre
- EPIC Ministries and Inspire Youth Council
- CONNECT Youth and Community
- Age Concern
- Sport Hawkes' Bay
- Brain Injury HB



The Safer Homes workstream held a Free Electric Blanket Check clinic on Friday 27 May. Partner organisations participating in this fire prevention initiative included FENZ, CHB Red Cross, Central Hawkes Bay Libraries, Weavers Electrical, Owen Spotswood and Mitre 10. It was the first time an event such as this has been held in Central Hawke's Bay and 22 blankets were checked during the day.

Six of these blankets failed the safety check and were disposed of, with their owners offered a discounted price on a new electric blanket by Mitre 10 Waipukurau.





### Central Hawke's Bay Older Persons Network

The network has met twice during this reporting period.

The network contributed to Road Safety week with Age Concern hosting a Staying Safe Refresher Course for Older Drivers on the 12 May 2022. Sixteen of our older residents attended this free 6-hour workshop and this initiative aligns with the networks priority areas of creating independence, reducing barriers and reducing social isolation.



A range of events and activities have been organised for the annual Elder Abuse and Neglect week promotion, and a workshop upskilling partner agencies on Mental Health and Wellbeing of older people has been set for Monday 4 July.

### Central Hawke's Bay Disability Network

The network has met once during this reporting period. The focus for the network has been on the development of the booking system for the All Terrain Beach Wheelchair and the launch to the community on Tuesday 31 May. We are extremely grateful to the management and staff of Aqua Management who have agreed to manage the bookings and house the All Terrain Wheelchair for the network.

### Youth Development Network

This network has met twice during this reporting period and have identified the following priorities for 2022.

- Youth Development
- preventative and pro social
- Youth at Risk
- Alternative Education
- Crime
- Youth Spaces
- Building Capacity
- Training/upskilling
- Increasing youth workers
- Corrective training
- Communication
- Who Are We?
- Understand who is working in the youth space in Central Hawke's Bay
- Service provision in Central Hawke's Bay

The network has been active and visible in our community during the past weeks including:

- Hosting a youth event at Central Hawke's Bay College during Road Safety week. Over 300 young people actively engaged with a range of organisations promoting road safety messages during their lunch break.
- Being the Hawke's Bay hosts of the Aotearoa Youth Employability Conference at Te Huinga Wai Knowledge and Learning Hub on Thursday 26 May.
- Delivering another successful Youth Week and Pink Shirt Day event at the Central Hawke's Bay College on Friday 20 May. A highlight of Pink Shirt Day was working alongside Age Concern from our Older Persons Network to capture video footage of young people telling us about the special older people in their lives and what they mean to them. The voices and insights gathered will form part of the upcoming Elder Abuse and Neglect promotion in June.



### Central Hawke's Bay Food Secure Network

The network continues to work together to ensure that every person has access to affordable, nutritious and sustainable food to meet their needs. We have secured additional funding from the Ministry of Social Development to invest into infrastructure which will increase the capacity of our community food distribution network.

## COMMUNITY FUNDING

### COGS Community Workshop

In early May we invited Department of Internal Affairs (DIA) staff to the district to facilitate workshops on their Community Organisation Grants Scheme fund (COGS). The workshops, which were held on 2 and 9 of May for 2 hours, provided an opportunity for local community group representatives to speak face to face with DIA staff. 14 people took advantage of this offer and were delighted to receive information and assistance to support their applications for annual COGS funding, which closed on 18 May 2022.

### Central Hawke's Bay Funding Roadshow

The inaugural Central Hawke's Bay Funding Roadshow was held at the Municipal Theatre from 7-9am on Monday 4 April 2022. Funders such as Eastern and Central Community Trust, Sport Hawke's Bay, HB Foundation, Department of Internal Affairs, Te Puni Kokiri and Funding HQ attended and spoke about all the funding options or support they have available. The event was offered in person and streamed online via Facebook. Over 36 people attended in person and 15 watched from the comfort of their own home. This event proved to be successful as it meant a wide range of people, organisations and community groups were offered an opportunity to hear about funding they could apply for. The presentations were all recorded and have been made available to watch in the future via our website.



### Creative Communities Fund

The Creative Communities Fund is currently closed.

At its last meeting the Creative Communities Panel decided to create a billboard which can be displayed when the funding rounds are open. The hope is that more people will apply to the fund as a result of driving past the billboard. The billboard is currently in the process of being designed.

### Community Voluntary Organisation Support Fund (CVOS)

CVOS is currently closed.

### Community Pride and Vibrancy Fund

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

### Rural Travel Fund

The Rural Travel Fund is currently closed.

## COMMUNITY PLANS

Regular reporting is provided in greater detail in the Strategy and Wellbeing Committee Priority report. Highlights for the period include:

### Tikokino

Following on from the second community workshop held on Saturday 26 February, the draft plan has been updated with feedback provided on the day and the working group have also met twice to further refine the document. Final details, including sourcing images, are currently being worked on with council officers and the community working group.



### Otane

Council officers met with a small group of Otane residents in May for initial discussions on their community plan. Planning is underway for the first community workshop to be held in late June/early July.

### Takapau

The Takapau Community Plan was adopted by Council on 24 September 2020. A number of smaller focus groups continue to work 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 24 September 2020. Several smaller focus groups continue to work on action points and priorities from the plan.

## MĀORI ENGAGEMENT – TŪHONO MAI TŪHONO ATU

The Pou Whatūia reports regularly to the Strategy and well-being committee.

The engagement priorities for this period have been:

The organisation of "Powhiri" and "Whakatau" ceremonies for outgoing Chief Executive Monique Davidson and incoming Chief Executive Doug Tate. Both events highlighted our progress as an organisation committed to adopting appropriate cultural practises, protocol and tikanga as guided by Mana whenua. Councillors, Mana whenua, staff and officials travelled through to Levin to support the Powhiri for Monique at Horowhenua District Council. The Whakatau for Doug new Chief Executive to Central Hawkes Bay District Council saw a range of officials from Central and Local Government attend with a large contingent of staff, locals, and Mana whenua.

The Wall Walk Treaty Training was conducted on the 27 May after having to be postponed due to COVID last year. The training was delivered by Dr Simone Bull, her PhD in gathering statistics about Māori in the justice system from the 1850s and onwards led to her interests in the history of bi-cultural relations and racial inequity in New Zealand. Dr Bull has developed the part theatre, part korero, part study Wall Walk training and has delivered to a range of organisations across New Zealand. The outcome of this training is designed to bring about an awareness of relations between the Crown and Māori.

The Coastal Hapu of Ngāti Kere, Ngā Hapu o Ngai Te Oatua Trust, Ngā Karanga Hāpu o Kairākau and Kairākau Lands represent iwi along the Coast. Future hui between the hāpu groups and Council are to be encouraged to strengthen relationships.

### Te Kupenga

The Te Kupenga team of Māori Managers across the 5 Councils priorities for this period has been to carry out the upgrade of the Te Kupenga application and then relaunch. The App has several new features and at this stage will be launched in June in time for Matariki.

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. Some recordings have also been modified.

There will be a national hui held under the umbrella of Taituarā and the Māori collective Te Pae Urungi who will meet with Minister Mahuta in June.

## ECONOMIC DEVELOPMENT

### New Regional Economic Development Agency (REDA)

The Establishment group who are responsible for setting up the new Regional Economic Development Agency for Hawke's Bay are working closely with the Matariki Governance Group on the appointments processes for the final entity. Councillors can expect an update in workshop on the item.

### Central Hawke's Bay Business Network

The second Central Hawke's Bay Farmers Market was held on Saturday 7 May 2022. This market showcases all that Central Hawke's Bay has to offer with over 40 local providers coming and selling their goods. Food trucks were present as well as the Waka Takāro which entertained the kids whilst the parents had something to eat and drink. There were close to 2000 people attending this event and people travelled from as far as Hastings, Napier and Dannevirke to attend. Planning has begun for the next event which will be a part of the Spring Fling in September.

The Central Hawke's Bay Business Network had its first meeting on Tuesday 10 May with local business owners attending and being led by Shelly Birdsall from Shop Central Hawke's Bay and Matt Sissons from Espresso Loco. The purpose of the network is to bring local businesses within Central Hawke's Bay together to network, work together on initiatives, provide insights into local trends and understand regional trends. The network will meet every 6 weeks with the hope of growing in attendance and representation of a range of industries and sectors.

### Economic Recovery

#### Tukituki trails extension project

Whilst we had the project work on the last bridge ready for completion, the weather event in March has impacted heavily. The loss of the swing bridge and the damage to the Tukituki trails means that we are now in a phase of recovery. Work is well underway with the help of HBRC, volunteers, Rotary and BT Ago to mend the tracks and options to re-build the swing bridge are underway. Any materials from the swing bridge that could be recovered will be used to help restore along the trails.

### 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 **40** new jobseeker referrals through the Mobile Employment Hub through April & May with visits to our outlying villages, Otane, Ongaonga & Tikokino resuming as well as our regular pop-up locations in Waipukurau, Waipawa, Takapau and Porangahau. When not out and about in the Mobile Hub our team is based at Te Huinga Wai – The Knowledge & Learning Hub in Waipukurau and meet with jobseekers and employers there too.



**Fruition** - Through the Skills, Training & Employment Network we connected with Fruition, and have worked closely with Antony (from Fruition) to get young jobseekers on their Tū Te Wana course – a great pathway into the horticulture industry. This course builds work readiness and pathways into local employment opportunities in our local Craigmores Orchard. We are excited to see how this goes, working with some of our less 'work ready' jobseekers to build them up into valuable contributors to the workplace, in a local career pathway that needs more staff. The current course has 11 participants and 6 of those are Jobs in Central Hawke's Bay direct referrals, the course includes 3 days/week paid work experience and pathways into ongoing employment in the local horticulture space. This is a great model for getting job seekers into the horticulture industry and Jobs in Central Hawke's Bay are looking at how we can replicate this model but in a general sense rather than specific to an industry.

Jobs in Central Hawke's Bay in partnership with our local Youth Development Network are hosting the [YEA Conference 2022](#), with online viewing available for Hawke's Bay on Thursday 26 May. This will allow us to offer this conference to our local providers, continuing to build our collaborative network.

Our numbers for the bi-monthly Business After 5 events are improving with 30 attending our April event and many of those being new faces that haven't attended a BA5 before. The April BA5 was focused on the project we were supporting with Digital Boost and Zeald to see our businesses thrive in the digital space.



#### Business Connect Details

Total Business List	769
Business Connections	304
Has Attended a BA5	44
Coming to the next BA5	0
<b>New Businesses Connected this week</b>	<b>27</b>
New Business Connections in the last 30 days	41
Monthly Email Subscribers	624
Business Connections in last quarter	120

#### Growing Great Entrepreneurs

GGE Course Applicants	38
GGE Waiting List	12
GGE Course Completed	22
New Business Established	17
Existing Business Supported	2
GGE Mentoring Participant	17
Current GGE Participants	6



We continue to send out the monthly Business Connections Newsletter which is being received by 587 businesses and approximately 50% of those opening and clicking on the links and information provided within. This month the newsletter focused on business wellbeing and the importance of networking.

The next [Growing Great Entrepreneurs](#) program started on the 17 May with a full group of 6. The feedback from these courses has been extremely positive and the outcomes been highly successful. Our last program saw 5 from 6 completing and starting their new businesses. We continue to support those entrepreneurs with pastoral care in the way of business mentoring and offering our support where required to see them continue with the creation of a successful Central Hawke's Bay business.

We continue to work with the Hawkes Bay Chamber of Commerce to bring relevant workshops and the likes to Central Hawke's Bay.



This month we are working with Leaine Jones, Accountant, to run a free 2-part workshop for all levels. This is an opportunity for businesses to upskill with Xero. 8 businesses attended the first workshop.

There has been a positive response to running three workshops with Jodine McIntyre from Social Smarty. There will be beginners, intermediate and advanced sessions run over the course of 2 months for social media and marketing lessons. There were 12 businesses that attended the first beginner's session.

We currently work with David Trim, Business Mentor through the Growing Great Entrepreneurs program together with Profit

Club. There appears to be a gap in support between those that are starting up businesses and those that have well established businesses; therefore, we are working with David to create a Central Hawke's Bay Business Support Programme. This will bridge the gap in support and offer those that require some additional guidance 1:1 to ensure their business stays on track.

Jobs in Central Hawke's Bay continues to receive positive feedback from having a focus on local businesses and supporting them where we can.



**Youth Transitions** - There has been continued collaboration in the youth space that has seen youth realise we are here and we will support them and follow them up. We have noticed the continued need for support around accessing and following through with such things as student allowance or loan enrolments and having the space and support to make the follow-up phone calls needed to Student Loan services.

We continue to work with the Year 13 college students and have 13 students closer to completing their CVs.

April has seen time spent following up youth to get them engaging with courses available and it has been encouraging to see 3 youth that were disengaging at school take the leap and take up the challenge to be involved with the Fruition course. At times the young people are hesitant to try new things and we are often being that reassuring ear so they will step out and take a risk.

The youth transition space is also continuing to build a relationship with the home schooling network and with the new local Te Kura coordinator to be able to connect and offer support to the youth they may be working with.

We will be surveying our local year 11 & 12 students with our [Student Pathway Survey](#) this term, allowing us to build connection and rapport with the students before they leave school in order to better support them as they transition into further training, education & employment.



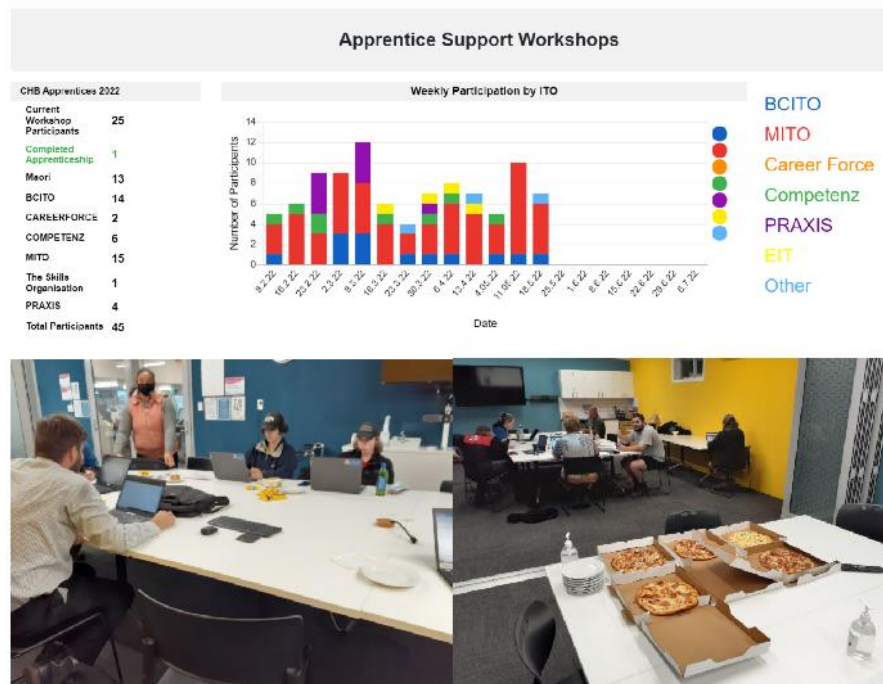
**Holiday Work Experience** - Tyler Deeds (back row, second from right) pictured with representatives from Central Hawke's Bay District Council Project Management Office. Tyler spent time with team members over the recent school holidays to get a glimpse into working within Council. Tyler, a local year 13 student, initially approached Jobs in Central Hawke's Bay through our Mobile Employment Hub looking for a chance to explore career opportunities in environmental work. As he is coming to the end of his secondary schooling and thinking about what is next. We facilitated the opportunity to spend time shadowing various staff in project management and waste management to help Tyler get a broad understanding of potential career pathways. Tyler's

experience was very positive, and he now has some great questions to take back to his school careers councillor to help plan his next steps.

**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 low 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 has secured a permanent position starting in July. To date 7 participants have completed the Te Māhuri work placement, with 5 securing ongoing employment, we currently have 5 more participants in their work placement. One of the 2 not in ongoing employment lost his role due to the business he was placed-in closing. We are working closely with him to secure ongoing employment.

Our [Apprentice Support Workshops](#) continue to provide great support to our local trainees. One apprentice mechanic has completed the paperwork component of his training in one year, by regularly attending the workshops. He has completed 90% of the work in our evening workshops – and just has his practical left to get signed off.

We look forward to hosting National MTFJ Coordinator Emma Anderson on June 1 to showcase the apprentice workshop and explore how it could be delivered in other rural communities around New Zealand.



**An Opportunity to explore Wastewater** – Central Hawke's Bay District Council's PMO, and partners LEI & Beca, showcased wastewater at the Waipukurau Treatment Plant on Thursday 5 May 2022 to 8 students and their teacher from the CHB College Environmental Council. The group was able to visit the site and learn about how the treatment plant works as well as hear more about the wastewater story. A great opportunity for the college students to be exposed to this environment and encourage their future thinking.



**Central Hawke's Bay College Workday** – Central Hawke's Bay District Council hosted 10 students from the college in various roles across council, giving the students an opportunity to explore potential career pathways within their local council while fundraising for the school. Thank you to the Project Management Office, People & Capability, Central Hawke's Bay Libraries, Council Archives and 3 Waters Teams for providing these opportunities.

**Visit from Wairarapa Youth 2 Work team** – Jobs in Central Hawke's Bay hosted the team from Wairarapa in an effort to share stories and showcase what's working well in each of our contexts.

### He Ringa Whānau Ora

He Ringa Whānau Ora continues to progress their kaupapa with 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.

## TOURISM

### Spring Fling Planning

Even though we are now well into Autumn, planning for the next Spring Fling event in Central Hawke's Bay is well underway. A lot of work happens behind the scenes for events like this and our partners Hawke's Bay Tourism have been working hard on our behalf to facilitate the programme design and a prospectus was sent out to all interested parties with registrations now complete. 17 events have been successfully confirmed on the programme and work is now underway to start organising the advertising schedule and programme design.





## DRINKING WATER

### Drinking-Water Compliance

#### District Drinking Water Supplies

Another successful period as we achieved compliance across all water treatment sites and distribution zones throughout the months of April and May.

There has been no significant change or events throughout the period, although progress is regularly made by the team in preparation for the updated drinking water standards due in July of this year.

A number of private bore supplies in Otane are currently experiencing high nitrate levels in excess of the maximum allowed values (MAV). This has been notified to the Hawke's Bay District Health Board who are actively working with the property owners to find a solution. We are currently monitoring our own supplies and have identified no change or areas of concern, noting that the Otane supply is located on Tikokino Road, Waipawa.

#### Operational update

A downturn in RFS's for the period has provided little respite for the team as they continue to tackle an extensive list of historical and high priority network issues. New connections and capital works continue to be a focus for the team; however, limited resources and high demand continue to drive a primarily reactive response. We have been working closely with our contracting partners to create new efficiencies across the reticulation space, with research into more collaborative works at the fore.

A challenging period for the team, with extensive works completed as part of the recovery from March's storm event, over 50% of the team affected by COVID and delivery of a number of key projects alongside the PMO (Project Management Office) team. Regardless of the challenges, the team ensured continued delivery of three waters services throughout April and May, with a number of noteworthy successes and delivery of key improvement items.

The team continues to work well with the community, always ensuring engagement with key groups and critical customers. Delivery of the two Waipawa water supply network shutdowns was an overall success, with only an isolated number of properties affected without the correct notification.

We welcomed a new starter in Cory Rees in the month of May as he joins our Water Treatment team from Water Testing Hawkes Bay. Cory has considerable experience in the water treatment industry, which will prove to be invaluable to our compliance team in the continued delivery of safe and compliant drinking water for the district.

#### Waipawa to Waipukurau Water Supply (W2WS)

In May 2022 council approved the project to progress to construction and a budget increase to \$15.8, with the river crossings to be confirmed in 2023 once relevant due diligence has been completed, officers are now planning the construction sequencing, finalising landowner agreements and consents required.

Watch this space over the coming months as the project progresses further.



**Tikokino Mains Upgrade (Stage 2 and 3)**

Work on Tikokino Road Stage 2 and 3 highlighted are progressing, and our contractor Russell Roads are aiming for June 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 Abbottsford Road.

To date approx. 2.4km of pipe has been installed and the project is at 80% complete. With a pipe bridge to be completed on Tikokino Road and the valves and flushing hydrants to be installed prior to a change over.

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

Works are underway on Stage 1 and 2 – are due to be completed in June 2022, all pipe is in the ground and a major shutdown occurred in mid May 2022 as 3 main connections occurred to allow the system to be changed over once the testing is completed.

The firefighting project will see the main upgraded to 250mm from the Abbottsford Reservoir through to the



bottom of Matthew Street in Waipawa. Alongside this is Stage 5 of the Waipawa Trunk Main Renewal.



**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.

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.

A final issue with an existing pump is being resolved prior to decommissioning of the existing pump system, this is being progressed with the pump supplier.

**Kairakau Water Upgrade**

A contract was awarded to Trility in November 2021, and they kicked into gear designing the solution, while local subcontractor Topline Contracting commenced site works in late April. Ground improvement works and installation of underground services is now underway. All the excavation works will be undertaken in the presence of an archaeologist who was monitoring for any artifacts of any items of archaeological interest.

Design of the new Water Treatment Plant is now completed and offsite fabrication will continue through to August 2022 when the treatment building is planned to arrive onsite. Commissioning and operational proven period is planned for September-November 2022.

**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 1100m<sup>3</sup> of water stored to 2800m<sup>3</sup> of water stored as a key project in the LTP, and construction is planned for 2023 all going well. This is progressing, and geotechnical works are planned for the next few months.



#### 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.





## WASTEWATER

### Wastewater Treatment Operational Performance

Overall compliance in wastewater continues to improve, with 100% compliance at our Porangahau and Takapau sites throughout April and May, and a small number of isolated non-compliances at the remaining sites across the district. An irregular nitrogen result at Te Paerahi WWTP has identified a potential issue at one of our main laboratories. This is currently being investigated and the samples re-tested; the results of which will determine the need for further investigation.

Performance improvements continue across the board as we are now seeing consistent delivery of consent requirements, with isolated non-compliances.

### Waipawa & Waipukurau Wastewater Treatment Plant Improvements

The Wastewater Operations team is pleased to see continuation of the DAF delivery as it has now entered the Commission phase of the project and continues to produce high quality effluent, with results significantly lower than our consented discharge values. The team has been working closely with the delivery team to learn and understand the operation of the DAF in preparation for practical completion in June.

### Wastewater reticulation performance

A number of wastewater overflows occurred throughout the period, with a continuation of the current trending as the frequency of these events is slowly trending upwards. Blockages as a result of root intrusion, fat and foreign material are the common theme. Hawke's Bay Regional Council has been in attendance to a number of these events and is satisfied with the response, both in terms of timing and actions taken. Improvements are to be made in this area as we continue to monitor high risk areas and work towards a programme for inspection and greater levels of service and maintenance.

### Trade Waste Reviews and Improvements

An improvement programme is nearing completion 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 charging regime has had a positive effect on the quality and volume of Trade Waste received by our wastewater treatment plants with cleaner production techniques being implemented by most traders. Monitoring and compliance is having an overhaul with a new, accredited sampling and testing provider and new data collection and display software. Management systems are developing for smaller scale Trade Waste dischargers and as part of this, Grease Trap Management is being improved internally through the environmental health system. New Trade Waste consents have been issued for each Trader with conditions that are more realistic and enforceable. Trader compliance has measurably improved. Implementation of discharge flow metering is under development. This project will be transitioned to operational at the end of this month.

### Inflow and Infiltration Management

Stormwater and wastewater system modelling has provided recommendations informing this programme of work which uses central government funding to identify and remediate wastewater and stormwater defects. This programme of work is underway with manhole repairs, pipe relining, flow monitoring and CCTV. A major contract was awarded to Pipevision for the investigative works. Investigations are complete in Otane, and are underway in Porangahau, Takapau and Waipawa. Remediation is underway in Otane, Porangahau and Takapau and developing for the rest of the district.

### 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 all the approximately 9km of pipeline in the ground across Stages 1, 2, 3 and 5. Fulton Hogan are currently working their way along the pipeline installing the final valving details into the already installed chambers as well as the final tie in to the Waipawa WWTP pond where the pipeline crosses the open drain and will go under the WWTP access track. We are currently awaiting the delivery of the final 5 isolation valves for the pipeline. As with the comments below on the Otāne



Pump Station, delay with supply of specialised materials has been a significant risk to the timeliness of the project delivery which has been realised throughout these two projects.

#### 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. Supply of the pumps themselves has been an issue with the Australian manufacturer having delays in their process and now extended shipping delays. The pump supply and related mechanical and electrical installations aside, the majority of the work has been completed with only the installation of a weir plate in one of the pond outlet manholes, screening basket installs and the construction of a small retaining wall to be completed.

#### Waipawa & Waipukurau WWTP Short term Improvements

The installation of DAF units at the Waipawa WWTP by providing customized and optimized tertiary treatment. This system effectively takes the place of the non-performing lamella clarifiers. With the improved treatment quality post DAF units, it is expected that the UV treatment process will also see an improvement in its efficiency. This work is occurring alongside and to complement the longer-term upgrades.

The installation and commissioning has been completed in the system is currently in its trial or proving period where the discharge is returned to the pond. 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.

Initial effluent quality results are demonstrating that the system is performing well and even exceeding expectations.



#### 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. Although progress was hampered by a number of obstacles in the pond below the water level, dredging of the pond has been completed with over 1250 dry tonnes removed.

#### **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 with all of the riprap rock installed, a small section adjacent to the tertiary treatment plant and new DAF unit is going to be constructed as a full concrete waveband extension and should be completed in June.



#### **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. Following this, HBRC has determined that the application will be “non-notified”, we await there S42a report.

#### **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 third 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>

#### **Porangahau and Te Paerahi Wastewater Upgrade Consenting Project**

Public notification of the consent ran from 14 April – 17 May. Seven submissions were received. A [video](#) of the project was produced in collaboration with Ngāti Kere and posted to social media and CHBDC website. Geotech work commenced on 23 May. This project aims to work towards ceasing wastewater discharge into the Porangahau River, using it instead, as a resource. Design scope and procurement remain 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/>







## 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.

### Stormwater Catchment Management Plan

Central Hawkes Bay District Council is currently commissioning an overarching stormwater catchment management plan which will outline the direction of stormwater management for the district. Working with project partners Stantec we are liaising with internal stakeholders to help capture problem areas, risks, and opportunities for future upgrades. We are aligning this plan with the results of the recent hydraulic modelling work as well as the stormwater improvements outlined in the Long Term Plan. A draft version is scheduled for review in August, with completion planned for September.

### Waipawa/ Otane 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. Workshopping with key users is planned.

### Waipukurau Stormwater Model

A hydraulic model update is being undertaken by WSP, an initial network walkover was undertaken in December, 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. We are also working with HBRC to include lake Whatuma in the scope of this work to give some idea of where development can be undertaken and to increase our understanding of the impact of lake levels after storm events. Integration of the findings of this work within the Catchment Management Plan is underway.

### Nelson Street Stormwater Upgrades

Nelson Street Stormwater project in collaboration with our construction partners Higgins is now 100% complete.

Water runoff is now serviced by new sumps and a network of up to 600mm in diameter concrete pipes that disperse surface water causing flooding issues on Nelson Street in the past. The pipe networks lead to the maxi bubble up sumps on Gaisford Terrace and the stormwater is then collected by mega sumps on the western end of Gaisford Terrace. This project was strategically programmed to be conducted before the Areawide pavement treatment for a tidy finished road surface as part of the 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.

The Contractor has been working on the regular programme as well as responding to the weather events of March and May.

#### March Storm Response

Work continues around the district re-instating drains, re-shaping metal roads, and clearing debris from the culvert inlets that accumulated during the storm event. This work is a high priority so council can claim as much of the 81% FAR as is possible before the end of June.

#### Reseals

The re-seal programme is complete, and sites are being scoped for next year's programme. Crews are being scheduled to do the pre-reseal repairs as sites are approved. This year saw a clear improvement in the planning and execution of the programme which enabled us to complete the work earlier than anticipated.

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

Work continues on the Nelson Reservoir Streets AWPT with Kerb & Channel being replaced and barring any more weather delays will be complete prior to the end of the fiscal year.

The materials for the handrails for the Matthew Street footpath have been received and installation will be taking place in May. Discussions have been taking place with residents in Otane regarding the next new footpath as to the location. Due to limited room within the road reserve, we are in discussions with the school to get an easement on the edge of their property to construct a full width footpath.

A business case has been prepared for Waka Kotahi for emergency funding for the March 23/24 event and although we have received verbal approval we are still waiting on formal approval within their system. The roads suffered damage district wide, and some were closed during the event, all roads are now open. Clean up continues and some of the repairs will require the installation of retaining structures for which we are ordering materials. Due to COVID impact some of the work will carry forward into the next fiscal. This will be defined over the next month once all the designs and costs are complete.

Due to the focus we are placing on the emergency events work to secure the 81% FAR for as much work as possible some of the planned work programme will be carried forward into the next fiscal.

#### Footpaths

Footpath maintenance and the construction of new footpaths remains a high priority focus area for our communities with steady feedback, questions and requests coming in. Council have an active footpath maintenance and renewal programme with some large sections of footpath due for significant upgrade work in the coming weeks. Council's new footpath construction programme is active with the construction of Matthew St underway. New footpaths are programmed via a prioritisation tool/matrix which is based on criteria set in a Policy of Council. The application of this Policy is being reviewed to ensure it is meeting expectations of both Council and Community.

#### Other Works

Work is progressing on the Single Stage Business Case for Porangahau & Wimbledon roads (old SH 52) with support and input from Regional Waka Kotahi staff

Designs for intersection improvements as identified in our business case are being progressed and put in the drawer ready for construction as budget allows

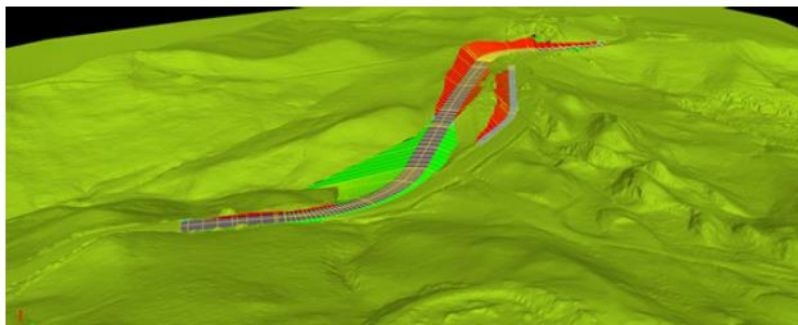
Work on the Road to Zero (R2Z) project at the intersection of Hatuma, Ngahape, Woburn and Arlington roads is being designed and will be completed this year. This involves enhanced signage and intersection controls to better define give-way rules at the intersection



### Kairakau Road Rebuild – Higgins

The property required to construct the new 2 lane access to Kairakau has been secured and site preparation is beginning with the re-location of the fence, vegetation removal and the construction of silt control devices. This will be followed by earthworks creating a foundation for the new road

Below is the aerial 3D design of the new road layout.



## SOLID WASTE

### Waste Free CHB

#### Waste Diversion

In mid-April, we sent approximately 500 units of e-waste largely consisting of TVs, printers, whiteware, microwaves and assorted appliances to South Waikato for recycling.

15 kg of batteries was diverted from landfill through processing by Upcycling.

#### Service Delivery

#### Kerbside Recycling and Refuse Services

Kerbside collections continue uninterrupted.

On average, council receives per week 3 or 4 complaints from ratepayers and these mainly due to missed collection. In the majority of cases, with the use of 3Logix technology, it has been proven that crates will have been brought out after truck has driven past.

Contamination levels from kerbside collections have remained very low and this can only be attributed to the use of open crates and public knowing contaminated items will be 'spotted' by contractor at time of collection and crate/s rejected.

Commencing	Week Ending	Commercial	Contamination
07/02/2022	13/02/2022	3	15
14/02/2022	20/02/2022	10	3
21/02/2022	27/02/2022	8	5
28/02/2022	06/03/2022	6	2
07/03/2022	13/03/2022	6	3
14/03/2022	20/03/2022	9	2
21/03/2022	27/03/2022	6	7
28/03/2022	03/04/2022	0	2
04/04/2022	10/04/2022	0	4
11/04/2022	17/04/2022	0	4
18/04/2022	24/04/2022	0	12

In total 3 621 households have kerbside collection.

#### Drop Off Centres

Drop Off centres remain fully functional and are still being regularly used. Illegal dumping at Porangahau and Onga Onga remains a concern. Removal of illegal dumping as soon as possible helps to stop attracting more of this unwanted behaviour.

Rural recycling trailer received positive media attention in the Bay of Plenty. These trailers were largely based on the recycling trailers Central Hawke's Bay District Council and Central Hawke's Bay engineering jointly designed.

#### **Waipukurau Transfer Station Weighbridge**

The PMO is currently working through an opportunity to fund a new weighbridge at the Waipukurau transfer station. Funding was approved by the Ministry for the Environment late April 2022. 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.



#### **District Landfill**

##### Landfill Operations

New operating procedures are being implemented, to create a smaller working tip face following an updated landfill filling plan. Large sections of the landfill which used to be exposed will now be covered with clay material.



Before

After

A smaller working tip face allows the service providers to manage litter and hazards at the site more efficiently as well as minimising leachate generation and the subsequent costs of disposing and treating of the leachate. With assistance from the Land Transport team, slip material from a nearby slip was repurposed as cover, a win-win for both departments.

#### Leachate to Landfill

The March storm events has meant that our focus has been to lower the leachate levels in the pond by more tankering than expected. Optimising the leachate spray system to meet the HBRC requirements to irrigate on average 30 – 40m<sup>3</sup> per day across the capped cell remains the focus once pond levels return to normal operating conditions.

## CONSENTING

### Consent application volumes for 1 March – 30 April 2022 reporting period

#### Building Consents:

Total consents: 97  
New dwellings: 21  
Total value: \$18.3M

#### Resource Consents:

Total consents: 44  
Number of new lots to be created: 132

The year-on-year numbers below follow on from a period of unprecedented growth for our District with building and resource consenting numbers continuing to increase month on month.

Consent volumes at this time of the year are often skewed by a large volume of applications for freestanding woodfire burners and this year is no exception. Demand for new housing remains high with a 23% increase in new dwelling consents received in this reporting period. Severe supply shortages as a result of COVID continue to impact the industry with many builds on hold awaiting material supply. Product substitutions and partial inspections have increased processing complexity. The impact of upcoming interest rates increases is yet to be seen.

Resource consent applications have increased again this period. Volumes are expected to remain steady however the workload is expected to increase in the short-term as we continue to work our way through the engineering approval stages of several large subdivisions and complexities associated with implementation of the Proposed District Plan.

Compared to the same period last year, resource consent volumes have dropped however volumes were artificially inflated during this period as applicants rushed to submit applications prior to the new Development Contribution Policy becoming effective on 8 May 2021.

The RMA Hearing for the Springhill 312 lot subdivision was heard on 17 and 18 May. The subdivision is a controlled activity under the Operative District Plan and the role of the hearing was to set conditions of consent, not to determine if it is granted or not. We expect to hear back from the Commissioners mid-June. A summary of consenting volumes and value compared with the previous year is provided below.



## March - April 2022

Building Consents	Mar - Apr 2021	Mar - Apr 2022	No. Change	% change
Volume - applications	122	97	-25	-26%
New dwellings - applications	24	31	7	23%
Total value (\$M)	\$13.6	\$18.3	\$4.7	26%
Resource Consents	Mar - Apr 2021	Mar - Apr 2022	No. Change	% change
Volume - applications	79	44	-35	-80%
No. new lots to be created	504	132	-372	-282%

## 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, National Processing, Stantec, WSP and The Property Group (TPG), for the provision of building and resource consent processing services and specialist engineering design and construction monitoring input.

The focus on training our three Building Consent Officer Cadets has continued throughout the pandemic. While the reliance on external partners to assist with the high workload remains, our ability to process more consents in-house is increasing and we expect this to continue in the coming months. The introduction of a new online building consents portal in June is expected to further streamline and simplify the process for our customers.



## 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.

## Flood Event

The Emergency Operations Centre (EOC) was stood up early on Thursday 24 March 2022 after significant overnight and morning flooding. Forecasters had warned of heavy rain but it was forecast to impact the northern areas of Hawke's Bay so it was unexpected in Central Hawkes Bay. Overnight the rain caused flooding, road and bridge damage, some services were lost to some of our outlying towns, and a small number of

properties were affected with flooding. Heading into the weekend there was the potential for more rain. The Incident Management Team (IMT), led by Josh Lloyd as the Controller, made plans but happily the path of the rain changed and the IMT was stood down on Friday evening.



## 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 incorporated this feedback into draft strategies and plans that will guide Council's management of, and investment decisions on, its open places, spaces and facilities.

On 5 May 2022 the Strategy and Wellbeing Committee adopted a draft *Central Hawke's Bay Reserves Management Plan* and a draft *Sport and Recreation Network Plan 2022* for public consultation. This consultation is now open until 18 July 2022. Council is seeking feedback from community on the mix of general objectives and policies contained in the documents, and more specific feedback on each of our parks and reserves. For the first time community has the ability to search through all of Council's parks and reserve, and provide feedback on the proposed management approach for these for the future.

### Waipawa Pool

The pool covers are now fully operational but will only be used during the summer months. The installer will return before the season opens to provide training to the lifeguard staff for safe and efficient operation.

High winds lifted one of the learner pool covers which dragged the roller into the pool. The pool operator had a chilly retrieval. Strategies to keep this from happening in the future were discussed, with a plan to fasten down the covers with ropes.

### Waipawa War Memorial Clock Tower



The Clock Shop and local horologist Jim Greef have completed the inner works of the clock tower. It now chimes regularly.

External lights have also been repaired. Some of the base concrete cracks have been filled. Painting of the outside is now underway. Following that the retaining wall and concrete base surface will be repaired.

### Libraries

The Central Hawke's Bay Libraries have embraced the changes that have come since we moved to COVID-19 Orange level. Programmes in both libraries are being held after school and gradually numbers of customers are increasing. This is the general information we are getting from other libraries beyond our region. Our community has not always found it easy with the changes in levels and confidence has not come back over night, but we are noticing that the libraries are busier.

We continue to answer pleas for reading material for families in isolation and we are grateful that we can do this. All members of the library team have been affected in some way by Covid, either personally or due to impacts on staffing levels, and have risen to the challenge.



*Big thanks to the Central Hawke's Bay District Libraries for a virtual delivery during isolation.*

Book Clubs have returned to the libraries with the understanding that when they leave the meeting rooms, they need to wear masks – they are just pleased to be back in the library as a group.

We are working on the final steps of totally removing collection from the old library based on condition or whether they are duplicates. Many are taken to Te Huinga Wai, and some are going to Waipawa. The balance of the collection will be donated to the Lions Club for their big book sale. The libraries have always benefited from these and from this has grown the Libraries Lions Collection of first readers/early chapter books totally supported by the Lions.

The Libraries have fine-tuned the reminder notices process and borrowers can now choose to receive a text message 3 days before their books are due to remind them to renew their books. If books are not renewed by the due date, then Kotui automatically sends a notice by email to all users who have opted for this service to



receive correspondence from the libraries this way. This has reduced the number of notices we have to send by mail by over 90% and we continue to call anyone who is going to receive a notice to ask if they would prefer to receive this by email so further reducing postage.

We have resurrected the Oral History group and have recorded one interview with a local family. Contact has been made with members of the OngaOnga Historical Society – the aim is to introduce them to the resources we have available in the library.

AA has been steady with Driver's Licensing. Road user charges are 36% cheaper until the 21 September 2022, so we are busier than normal processing these. AA transactions/income has increased this year. Students are coming in to get their Real Me verification done, as they look towards applying for universities next year.

We continue to work on updating our processes and guidelines, including creating a 'Welcome to the Library' pack. This welcome pack is in response to the steady number of new library cards being issued each week, and will provide concise information about the collections, facilities, and services offered within our Libraries.

### Outreach Role

The Memory Lane programme which is a programme targeted for those clients at Pakeke who have memory difficulties, has restarted. The first session held in April was showing them old photos of Central Hawke's Bay and seeing if they could name the places. The session held in May, Sharon got an old suitcase filled with items from the CHB museum and showed the clients. The highlight of this session was an article in an old rugby news about the Hawke's Bay rugby team scandal in 1889.

School visits have restarted, with classes of town schools visiting the libraries and librarians visiting schools. We are delighted to have the schools back in the libraries and they are delighted to be back – some more normality for the school children.



On the 24 May the Libraries celebrated National Simultaneous Storytime, where a specified book is read on the same day, preferably at the same time, throughout New Zealand and Australia. Sharon attended Waipawa Primary School and read the story to a participating class. With the change in alert levels, we look forward to being able to resume physical visits to our local schools.



### Workshops and programmes

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

**Talk Digital**- drop-in digital tech support service.

**Digital Banking** – Digital Banking support run in partnership with CHB Budget Services. This service is starting to pick up pace with 4 people attending sessions in April. Half of the month however the facilitator has been away therefore there were limited sessions offered.





**Growing Great Entrepreneurs Mentor Program** – David Trim is a business mentor who offered this program to those who complete the Growing Great Entrepreneurs program to ensure they continue to be supported following the completion of the program. David is working with approximately 8 businesses at this time, each of these businesses are being provided the support to help them grow and thrive.

**Profit Club** – These sessions are also run by David Trim who runs them in Napier also. They are designed to support businesses with Central Hawke's Bay to thrive and plan for their future. These sessions are offered out of Te Huinga Wai because the space is ideal for providing the digital capability businesses need to grow.

**Digital Boost Support** – We continue to offer support following the Digital Boost project and launch on 1 April 2022. A BA5 offer was held on 12 April 2022 which provided information to local businesses about the support both Digital Boost and Zeald can provide. Off the back of this 6 new businesses have signed up to get a new website and support. We continue to offer workshops and support to our local businesses in the digital space and Te Huinga Wai is offered as a meeting location given the technology that is available for local business to utilise.

A special workshop is scheduled to occur on Wednesday 25 May at the Waipawa Library for those Phase 2 businesses involved in the Digital Boost project. This workshop will offer them personalised support with signing up for a website and will also offer one on one support to those businesses in Phase 1 of the project to ensure they are confident to use their website in the future. Digital Boost and Zeald are supporting these workshops.

#### **He Kura Kainga Role:**

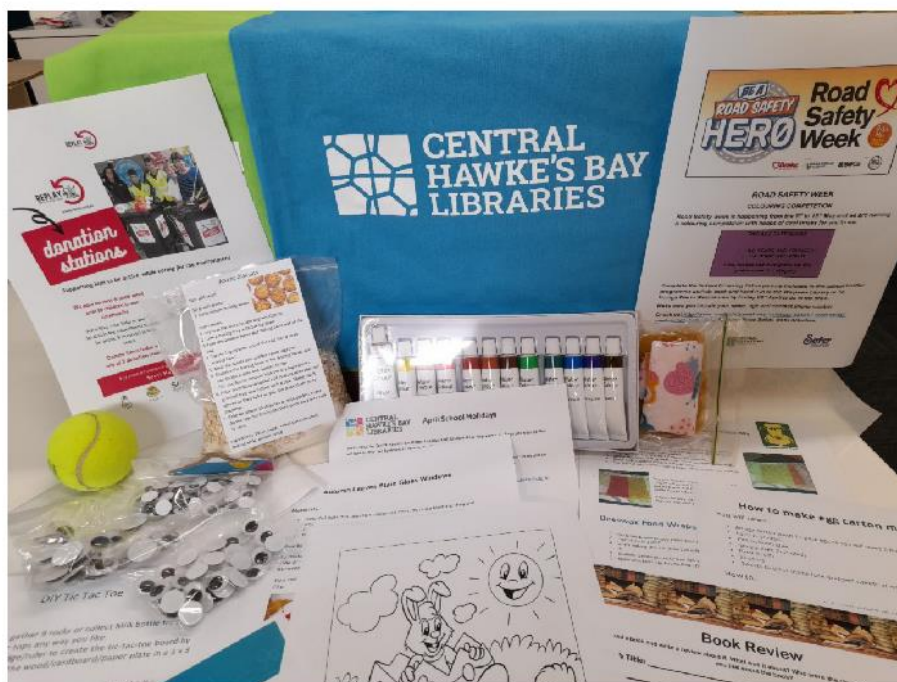
Donna is currently completing the role of He Kura Kainga. She has been working with a local provider to commence a Ranaga programme which commences 27 May 2022. She is also supporting Hogan and the He Taonga Tamata team to run another Ki O Rahi Tournament with local schools in the week leading up to Matariki. Discussions continue with the planning of the 2022 Matariki Celebrations with Te Taiwhenua O Tamatea leading this event and Council supporting it.

#### **General Programming:**

The April School Holiday programme proved to be very popular with over 200 activity packs being handed out to local tamariki. Within the packs were over 18 activities for children to complete at home.

These activities included:

- Make your own Tic tac toe – paint provided
- Cook Anzac Biscuits - all dry ingredients and golden syrup provided.
- Make Egg Carton Monsters - paint and googly eyes provided.
- Create dried leave stain glass windows to celebrate autumn - Clear Duraseal provided.
- Write a letter about your holidays.
- Read a Book and Tell us about it.
- Beeswax wraps. Material, beeswax, baking paper provided.
- Easter Colouring in.
- Make a poppy and bring it into the library. Red card and template provided.
- Replay! Get out, Get active. Get active Bingo sheet, tennis ball and chalk provided.
- Road Safety Colouring in Competition & Activity Sheet.



A further 100 packs were made up and provided to the COVID Welfare Hub to be provided to those isolating at home. This reinforced our strong partnership with our local coordinators who came and assisted with putting the packs together.



Activities were also offered within the library or in the Parks with these being Crafternoons, Digitplay, Waka Takāro and Beeswax Wraps with Neen from Sustainable Ewe. There were over 50 children attend at least one of these sessions offered.

### April School Holiday Programme

Pop in and Grab an Activity Pack or participate in one of our free programmes!



	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Week One</b> 18 – 22 April	 <b>EASTER MONDAY</b> Waipawa Library & Te Huinga Wai CLOSED	 <b>Crafter-mornings</b> 10.30 – 11.30am Waipawa Library	 <b>Waka Takaro</b> <b>Play Trailer Fun</b> 10.30am-11.30am Nelly Jull Park	 <b>Digi Play</b> 10.30 – 11.30am Te Huinga Wai, Waipukurau	 <b>Beeswax Wraps with Neen</b> 10.30 – 11.30am Waipawa Library
<b>Week Two</b> 25 – 29 April	 <b>ANZAC DAY</b> Waipawa Library & Te Huinga Wai CLOSED	 <b>Crafter-mornings</b> 10.30 – 11.30am Te Huinga Wai, Waipukurau	 <b>Waka Takaro</b> <b>Play Trailer Fun</b> 12.30-2pm Russell Park, Waipukurau	 <b>Digi Play</b> 10.30-11.30am Waipawa Library	 <b>Beeswax Wraps with Neen</b> 10.30 – 11.30am Te Huinga Wai, Waipukurau

For more information please visit [www.chblibrary.nz](http://www.chblibrary.nz) or our Facebook Page @CentralHawkesBayDistrictLibraries  
The Knowledge and Learning Hub – Te Huinga Wai, 4 Bogle Brothers Esplanade, Waipukurau, (06) 858 9154  
Waipawa Library, 64 High Street, Waipawa (06) 857 8123



**Crafternoons** – The Libraries continue with weekly crafternoon sessions. These sessions provide a fun and creative space for children to create our weekly crafts. Activities such as create your own hacky sack, craft with autumn leaves and decorate a poppy are some of the activities offered.

**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 library team are running Preserve Your Past every second week at the Waipawa Library. During these sessions community members are invited to bring in any documents or photos that they would like digitised and staff assist them with this. They are offered the option of sharing any of these items on the CHB Libraries' Recollect site <https://chbheritage.recollect.co.nz>

### Streets for People

Central Hawke's Bay District Council are working with Waka Kotahi NZ Transport Agency and the Waipawa community to develop local solutions to improve the safety and connectivity of the main street of Waipawa.

The council has gained funding and support for planning and scoping projects as part of the Streets for People programme, which builds on the Innovating Streets programme established by Waka Kotahi in 2019.

The programme aims to make it easier to create safer, healthier and more people-friendly streets, so people can get to where they are going safely. It also helps to reduce emissions and improve physical, mental and community wellbeing by making it easier for people to walk, bike or scoot to the shops, school or work.

For Waipawa, this will include planning to reduce traffic speeds through town and give people moving around the town centre safe and easy access to both east and west sides of the main street. Officers will continue to work over the next few months to build capability within our team, and will also engage with community in the next few weeks to discuss high-level plans and intervention proposals.





# 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 updated in April 2022 to reflect 'strongly encouraged' vs mandated Covid-19 vaccinations following NZ Government decision to amend mandates on vaccinations.

##### 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. Council continue to use air purifiers in Council meeting rooms and public spaces such as libraries.

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

Council continue to provide P2 and standard surgical grade masks to staff.

##### 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's RAT Assurance Programme continues to operate with full participation by Council's 3 Waters Team and a total of 43 other staff. Participation remains voluntary, with staff committing to 3 RAT tests per week, logging results in mycovidrecord and advising Council if a positive result is received.

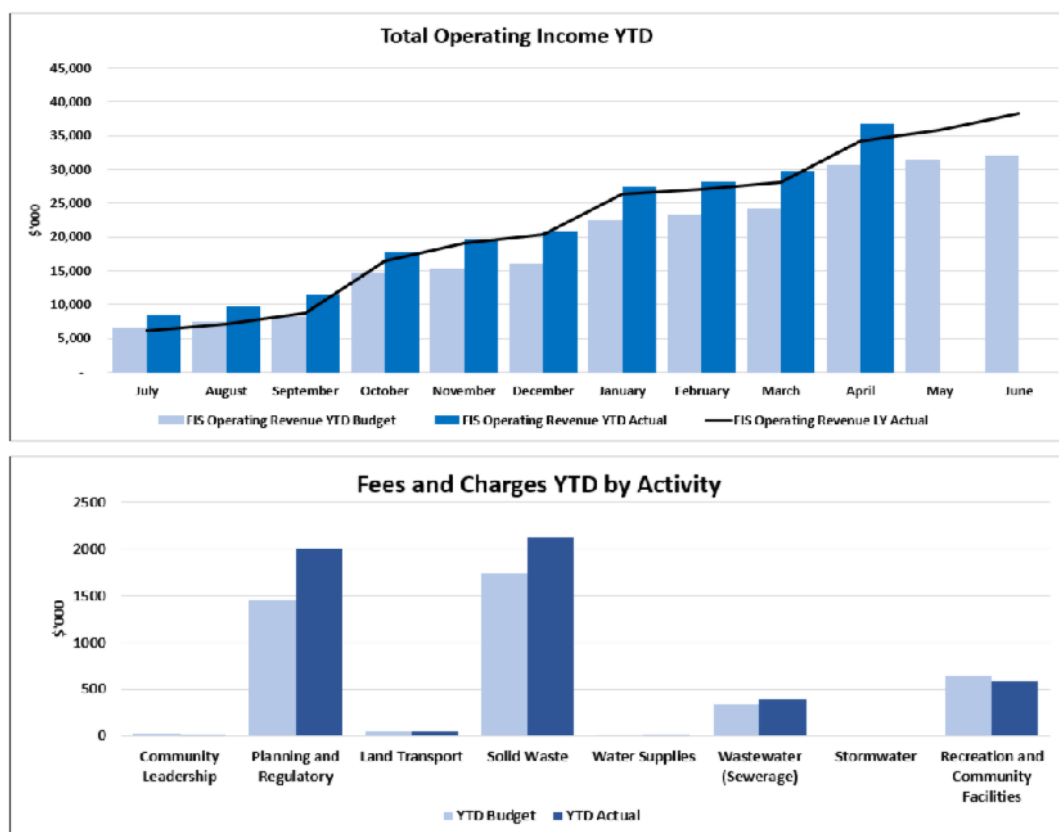
# Financial

## Performance

### FINANCIAL PERFORMANCE ENDING 30 APRIL 2022

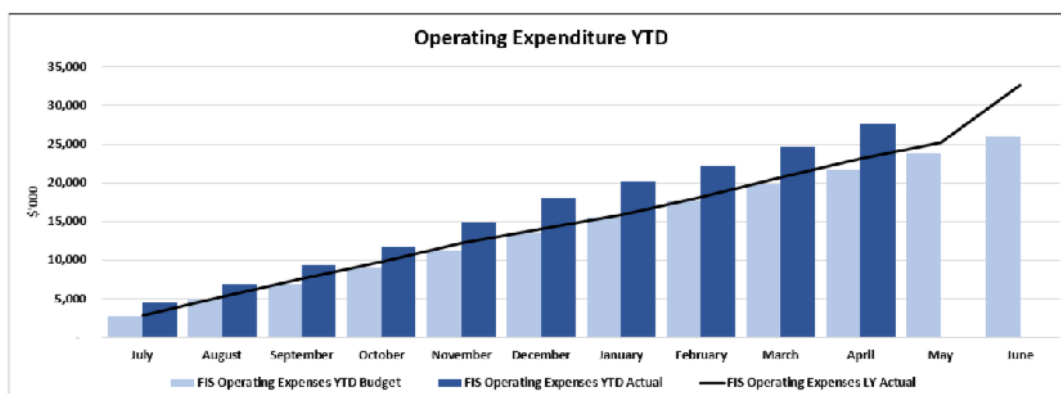
The graphs and tables below show the financial results for Council covering the financial results for the 10 months ended 30 April 2022.

Council is now over three quarters through its financial year, and Council is starting to see where it is likely to land financially at year end. 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.

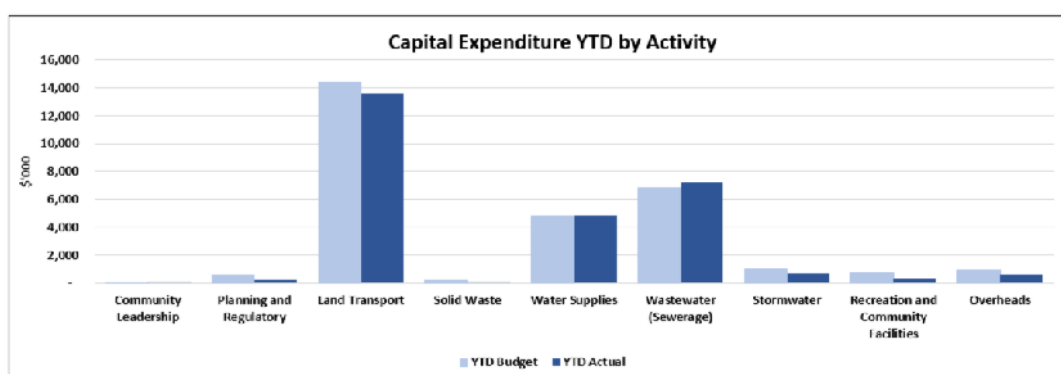
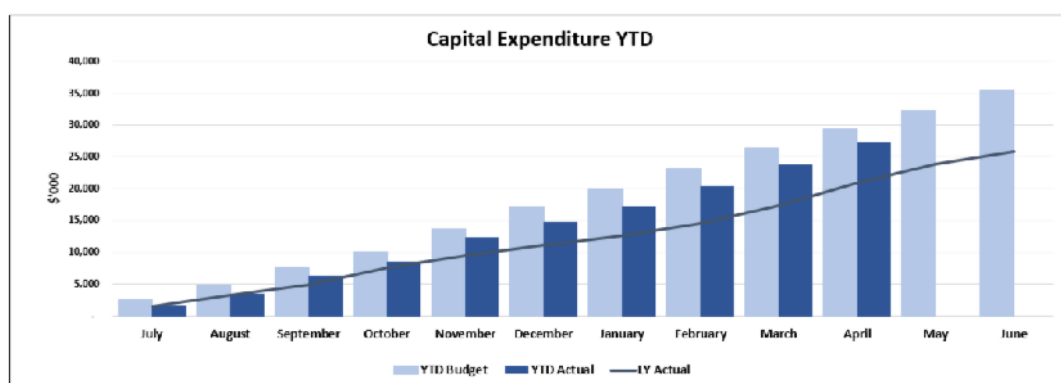


The operating expenses look high compared to budget, but this is due to Council spending grants received (tranche one 3 Waters and COVID Economic Recovery projects), additional costs of consent processing and consent consultancy costs (includes some design work that will be covered by future developer 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 – but less so than in previous reports. This is because the costs relating to the March weather event clean-up and the Kairakau Road slip are beginning to come through. Given that the contractors doing this weather related work are the same contractors who do Council's planned maintenance, we are having to delay some planned work.



# # the BIG. Waste Water Story

# # the BIG. Water Story

**#TheBigWaterStory** programme of work, and the **Waipukurau Second Supply** received a decision in May 2022. 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. 2.4km 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 Abbotsford 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 in tender with works to start in July 2022.

The **SH2 Borefield Upgrade** is making good progress with the trial commissioning of the new system progressing well.

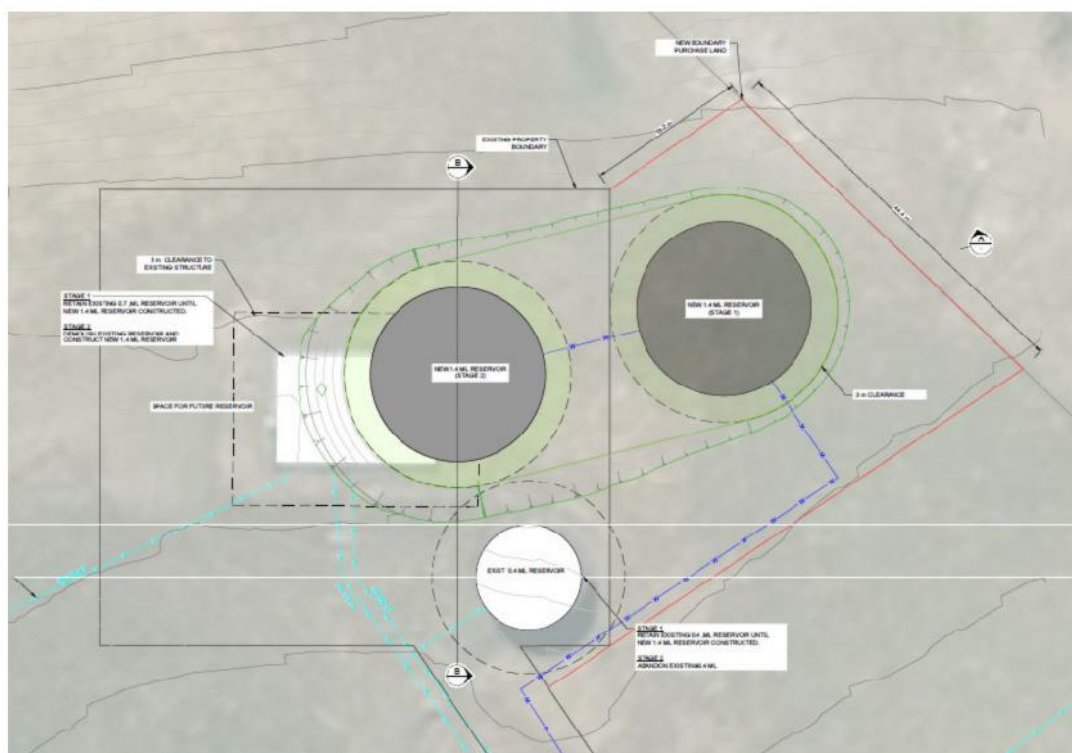


Figure 1: Outline of the reservoir replacement in Waipawa

#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 underway awaiting some key valves to complete – expected in June 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 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 –



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Officers are due to submit Q6 report in April 2022, to date just over \$9.9 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 underway through May 2022
6. **Wastewater Desludging** – Dry solids removal complete at Waipawa and Waipukurau, desludge complete at Waipawa, Waipukurau desludge nearing completion
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 – these studies are now underway.
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, these works are well underway.



Figure 4: Dredge on the Waipukurau wastewater pond

## PGF ROADING PROGRAMME – PŌRANGAHAU TO WIMBLEDON

PHASE	DESIGN/ BUILD	
TIMELINE	JAN 2020 START DATE	AUGUST 2022 END DATE
PROGRESS	75%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	Total Budget \$20.1m Spend to Date: \$14.77	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
RISKS		<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>

## Scope

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 completion in August 2022.

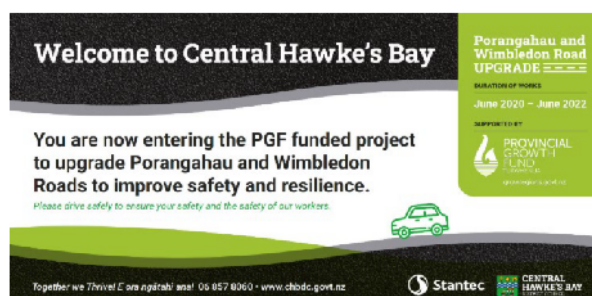
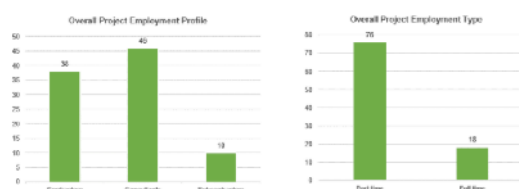
## Communications

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

[https://experience.arcgis.com/experience/947a211cafb4d4a96a063fcd1e8d3a461/page/page\\_10/](https://experience.arcgis.com/experience/947a211cafb4d4a96a063fcd1e8d3a461/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



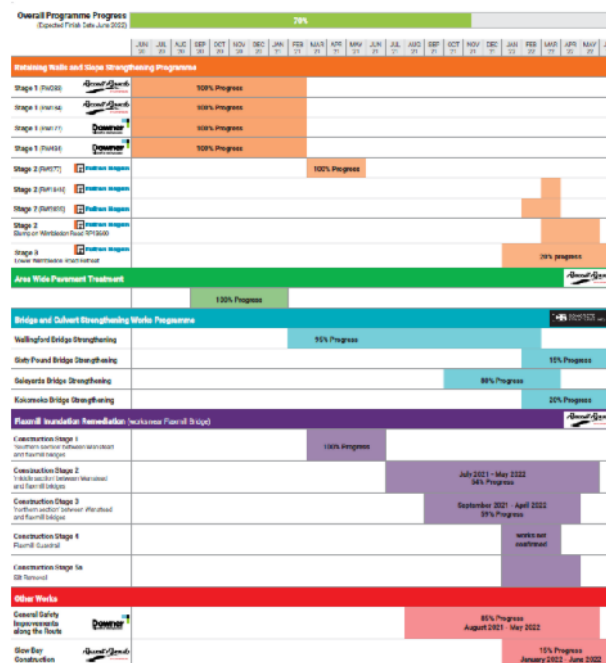
## Progress Update

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 consent granted.
- 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 March 2022 rain event with rising river levels impacting works and causing some delays and clean up as waters and debris impacted under construction projects.

This has caused some pressure on the programme, and Kanoa/ PGF have granted an extension to 30 August 2022 to complete the program





**Figure 5: Lower Wimbledon Retreat**

C1168 – Slow Vehicle Bay: Subbase works complete. Basecourse laid, compacted, and milled in preparation for cement stabilising.





**Figure 6: Flaxmill Bridge clearing**



**C1097 – Flaxmill Inundation Remediation Project (SP2):** Edge marker posts installed, and farm access completed.

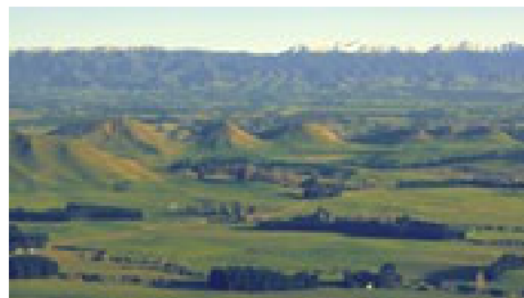


**C1097 – Flaxmill Inundation Remediation Project (SP3):** Basecourse testing, chipsealing and set out for road marking completed, guardrail installation and line marking commenced.



## DISTRICT PLAN REVIEW

PHASE	Hearings underway	💡 📅 ✏️ ⚙️ ✓
TIMELINE	AUG 2012 START DATE	March 2022 HEARINGS BEGIN
PROGRESS	80%	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
BUDGET	Total Budget \$3.5m Spend to Date: 2.3m	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>
RISKS		<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>

**Scope**

The review has now progressed to the phase of undertaking the formal Resource Management Act statutory hearings. Submitters to the District Plan Review have the opportunity to formally submit their views on the topics contained within their written submissions to a Panel of Commissioners appointed by Council.

The third hearing will take place from 15-17 June 2022 in Council Chambers, where submitters will be invited to talk to their submissions on sections and provisions in the plan pertaining to the Rural Environment.

It is anticipated that hearings will be completed before the end of the year. Following the hearings, the Panel will make decisions and recommend a new District Plan for Council to adopt in the first half of 2023.

**Progress Update**

The first two hearings for the District Plan Review were undertaken in March and April. The topics covered were the Natural and Coastal Environment (hearing 1) and the Urban Environment, Sustainability, and General District Wide Matters (hearing 2).

Following each hearing the Panel releases a memorandum covering post- hearing activities to be undertaken by Council's reporting officers, experts and or submitters, to further inform the Panel's deliberations and decisions

## POUND PROJECT

PHASE	DESIGN	💡 📋 ✎ ⚙️ ✓
TIMELINE	JUN 2018 START DATE	DECEMBER 2022 END DATE
PROGRESS	10%	■ □ □ □ □ □ □ □ □ □
BUDGET	\$700k TOTAL PROJECT	■ ■ ■ ✓ ■ ■ ■
RISKS		■ ■ ■ ✓ ■ ■ ■



### Scope

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

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

### Progress Update

Detailed design has been completed and approved. Building consent was submitted mid-April and is currently being processed.

A further update on timeframes will be able to be provided once the building consent has been approved and 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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>10.1 - Public Excluded Resolution Monitoring Report</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.2 - District Plan Key Project Status Report</b>	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.3 - Tender Outcome Report - Pōrangahau and Racecourse Road Renewals</b>	<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)(h) - the withholding of the information is necessary to</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

	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)	
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**11 DATE OF NEXT MEETING****RECOMMENDATION**

THAT the next meeting of the Central Hawke's Bay District Council be held on 4 August 2022.

**12 TIME OF CLOSURE**