

Council Meeting Agenda

Thursday, 17 August 2023 9.00am Council Chambers, 28-32 Ruataniwha Street, Waipawa

Order Of Business

1	Welcon	Welcome/ Karakia/ Notices				
2	Apolog	Apologies3				
3	Declara	Declarations of Conflicts of Interest				
4	Standir	ng Orders	3			
5	Confirn	nation of Minutes	3			
6	Reports	s from Committees	24			
	Nil					
7	Report	Section	25			
	7.1	Resolution Monitoring Report	25			
	7.2	Minutes of the Risk and Assurance Committee Meeting held on 27 April 2023 and 22 June 2023	29			
	7.3	Electoral System for 2025 Local Government Elections	46			
	7.4	Update on Central Hawke's Bay Mayoral Relief Fund and Recommended Closure of Fund	58			
	7.5	Asset Management Policy - Proposed amendments	62			
	7.6	Citizens Initiated Referenda on State Highway Maintenance	73			
	7.7	Quarterly Non-Financial Performance Report 1 April - 30 June 2023	79			
	7.8	Cyclone Gabrielle - Recovery Update	. 114			
	7.9	Key Project Status Report - Big Wastewater/Bigwater Story	. 142			
	7.10	Fourth Quarter Organisation Report April - June 2023	. 178			
	7.11	District Licensing Annual Report 2022-2023	. 219			
	7.12	Central Hawke's Bay Animal Control Report 2022/2023	. 225			
8	Date of Next Meeting 231					
9	Chief Executive Report					
	Nil					
10	Public Excluded Business					
11	Time of Closure					

1 WELCOME/ KARAKIA/ NOTICES

2 APOLOGIES

3 DECLARATIONS OF CONFLICTS OF INTEREST

4 STANDING ORDERS

RECOMMENDATION

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

21.2 Time limits on speakers

21.5 Members may speak only once

21.6 Limits on number of speakers

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

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

5 CONFIRMATION OF MINUTES

Extraordinary Council Meetings held on 29 June and 3 August 2023.

RECOMMENDATION

That the minutes of the Extraordinary Council Meetings held on 29 June 2023 and 3 August 2023 as circulated, be confirmed as true and correct.

MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL EXTRAORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA ON THURSDAY, 29 JUNE 2023 AT 9.00AM

UNCONFIRMED

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

IN ATTENDANCE: Doug Tate (Chief Executive) Nicola Bousfield (Group Manager, People and Business Enablement) Dennise Elers (Group Manager Community Partnerships) Dylan Muggeridge (Group Manager Strategic Planning & Development)

> Alison Bell (Strategic Communications Advisor) Reuben George (Director Projects & Programmes) Pam Kupa (Pou whātuia – Māori Relationships Manager) – *from 9.39am* Riley Kupa (Recovery Manager) – *from 9.39am* Shawn McKinley (Transport Manager) – *from 9.55am* Ben Swinburne (Project Development & Engineering Manager) – *from 10.01am* Tracey Wilson (Finance Lead) Annelie Roets (Governance Lead)

1 WELCOME/ KARAKIA/ NOTICES

The meeting started at 9.09am.

Her Worship, The Mayor Alex Walker apologised for the late start due to technical difficulties. Mayor Alex welcomed everyone to the meeting and Councillor Kate Taylor opened with a karakia.

2 APOLOGIES 23.45

Moved: Cr Kate Taylor Seconded: Cr Pip Burne

That the apologies for Councillors Exham Wichman and Jerry Greer be accepted and noting Cr Brent Muggeridge attending online.

CARRIED

3 DECLARATIONS OF CONFLICTS OF INTEREST

Councillor Kelly Annand noted what she is currently appointed as the Waipukurau Community Room appointee and requested that she be removed from the appointment due to being appointed as Chairperson for the Food Basket. Cr Pip Burne indicated she is willing to accept to be appointed.

That the Council and Community Representation Schedule for 2022-2025 be updated.

4 STANDING ORDERS

RESOLVED: 23.46

Moved: Cr Gerard Minehan Seconded: Cr Kelly Annand

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: 23.47

Moved: Cr Pip Burne Seconded: Cr Kelly Annand

That the minutes of the Ordinary Council Meeting held on 15 June 2023 as circulated, be confirmed as true and correct.

CARRIED

6 **REPORT SECTION**

6.1 **RESOLUTION MONITORING REPORT**

PURPOSE

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

RESOLVED: 23.48

Moved: Deputy Mayor Kelly Annand Seconded: Cr Tim Aitken

That the report be noted.

CARRIED

Doug Tate introduced the report which was taken as read.

- Note Public Excluded resolution re the Tukituki Swing bridge to be made public.
- 'Proposed Amendments to Fees and Charges 2023/2024' to ensure this resolution is scheduled into a work programme.
- Confirmation sought on whether any communications went out on the 'Mayoral Relief Fund and whether the criteria of the CHB Mayoral Fund be re-opened for re-application by affected

tenants of yellow and red-stickered properties for additional support?'.

6.2 ADOPTION OF THE ANNUAL PLAN 2023/24

PURPOSE

The matter for consideration by the Council is the adoption of the Annual Plan 2023-2024.

RESOLVED: 23.49

Moved: Cr Gerard Minehan Seconded: Cr Pip Burne

That having considered all matters raised in the report:

- 1. That Council Adopt the Annual Plan 2023-2024 in accordance with section 95 of the Local Government Act 2002.
- 2. Delegate responsibility to the Chief Executive to approve the final edits required to the Annual Plan in order to finalise the documents for printing and distribution.

CARRIED

Doug Tate, Chief Executive invited Tracey Wilson, Finance Lead to introduced the report with discussions noting.

- Reflecting on the process Council has gone through, recognising that Annual Plan preparations begun in September 2022 recognising various affordability challenges.
- Before end of 2022, several emerging issues were flagged to Council likely to impact the 2023-2024 Annual plan which includes cost inflation, construction inflation, cost of funding, roading repairs etc.
- Work was undertaken to reduce the proposed 8.97% budget prior to Cyclone Gabrielle in Feb 2023.
- The cyclone caused major damage on roading infrastructure.
- The Government announcing a refresh in its proposed 3 Waters Reform programme delaying the programme by 2 years, which means Council needs to hold on to 3 Waters debt for a further 2 years and fund an additional 2 years of capital upgrades.
- The cost of roading repairs required became \$150m with the first \$35.9m being fully funded from Waka Kotahi, but the understanding that the remainder is likely to revert to a shared-cost model. Council agreed to budget to fund 5% of the remainder over a 3-year repair programme in the absence of funding clarity from Waka Kotahi.
- During May 2023, council settled on a draft budget with all factors taken into consideration, council proposed a 10.88% average rate increase for the district.
- Tracey Wilson gave an overview on the budgets noting that this is the second rating year using the new Quotable Values issued last year – there are no distortions caused by changes in property values this year.
- In the LTP, the expected rates movement were largely being driven by the #Big Water Story and forecast to impact urban, connected ratepayers.
- Cyclone Gabrielle impacting the whole district, the rating impacts in the Annual Plan are more evenly distributed across the entire district.
- The General Rate only increased by \$1.1m of the LTP and have no variance from the LTP in Targeted Rates.
- Property, Plant and Equipment has grown in value, improving Council's balance sheet.
- On the flip side, Council's Public Debt has grown from \$22m to \$62m in 2024, nearing the borrowing limit set in Council's internal treasury management policy.
- With \$62m, Council is nearing the top of its internal treasury policy that caps debt at 150% of operating revenue. This will need to be revised as part of the 2024-2034 LTP.
- The report was taken as read.
- Uncertainty around funding clarity from Waka Kotahi and Government for roading and recovery.

6.3 SETTING OF RATES FOR 2023/2024

PURPOSE

The matter for consideration by the Council is the setting of the rates for the 2023-2024 financial year.

The rating factors below, when combined with Councils rating database, will collect the rates revenue required as per the Annual Plan 2023-2024 which is included in this agenda for adoption by Council.

RESOLVED: 23.50

Moved: Cr Pip Burne Seconded: Deputy Mayor Kelly Annand

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 2023-2024 year.

1. General Rate

1.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 2023-2024 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	2023-2024 Cents per Dollar of Capital Value (including GST)
Waipawa / Waipukurau Central Business District Zone	1.3	0.11993
Rest of District	1.0	0.09225

2. Uniform Annual General Rate

2. 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 2023-2024 year, this rate will be \$431.77 (including GST).

Targeted Rates

3. District Land Transport Rate

3. 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.

4. For the 2023-2024 year, this rate will be 0.15125 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 he owner.

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

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

These examples are not considered inclusive of all situations.

4. Water Supply Rates

5. 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 Ōtāne, Takapau, Waipukurau, Waipawa, Kairakau, Pōrangahau and Te Paerahi.

6. 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.

7. 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 Ōtāne, Takapau, Waipukurau, Waipawa, Kairakau, Pōrangahau, 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.

8. 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 2023-2024 year these rates will be:

	Charge	Water Rate (incl GST)
а	Connected	\$1,011.54
b	Serviceable, not connected	\$505.77

5. <u>Metered Water Rates</u>

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 2023-2024 year these rates will be:

	Volume of water (cubic metres)	Rate per cubic metre (incl GST)
а	Below 40,000	\$2.95
b	Above 40,000, non- industrial	\$2.95
С	Above 40,000, industrial	\$2.95

6. <u>Sewage Rates</u>

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 2023-2024 year these rates will be:

	Charge	Sewerage Rate (incl GST)
а	First charge per separately used or inhabited part of a rating unit connected	\$1,026.00
b	Additional charge per pan after the first	\$1,026.00
С	Serviceable, not connected, per separately used or inhabited part of a rating unit	\$513.00
d	Additional charge per pan after the first – commercial accommodation provider, qualifying club	\$513.00

7. <u>Stormwater Rates</u>

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 Ōtāne Stormwater Catchment Areas on a differential basis as set out below:

Stormwater Catchment Area	Differential	2023-2024 Cents per Dollar of Capital Value (including GST)
Otane	0.48	0.02458
Takapau	0.36	0.01843
Waipawa	1.00	0.05120
Waipukurau	1.00	0.05120

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, Ōtāne, Onga onga, and Tikokino on each separately used or inhabited part of a rating unit to which the Council provides the service.

For the 2023-2024 year this rate will be \$138.64 (including GST).

9. <u>Refuse Collection Rate</u>

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the collection of household and commercial refuse for Ōtāne, Ongaonga, Takapau, Tikokino, Waipukurau, Waipawa, Pōrangahau, 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 2023-2024 year this rate will be \$35.13 (including GST).

10. <u>Te Aute Drainage Rate</u>

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 2023-2024 is \$103,500.

The amount per point is 140.59745 cents including GST.

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

Valuation	Hec	tares in eac	h classificat	tion		
Number	A (100pts)	B (80pts)	C (15pts)	F (3pts)	Total Points	Amount
1092000300	0	11.3	8.15	31.63	1,121	\$ 1,576.10
1092000800	0	32.83	74.69	23.42	3,817	\$ 5,366.60
1092000900	0	0	0.83	2.15	19	\$ 26.71
1092001001	77.96	16.65	11.94	17.95	9,361	\$ 13,161.33
1092001100	78.22	0	15.28	39.73	8,171	\$ 11,488.22
1092001107	0	0	18.02	68.04	474	\$ 667.02
1092001200	0	2.88	18.35	18.86	562	\$ 790.16
1092001201	0	20.25	19.15	12.31	1,944	\$ 2,733.21
1092001400	0	0	0	14.16	42	\$ 59.05
1092001600	0	0	0	10.12	30	\$ 42.18
1092001700	38.74	51.06	36.24	45.12	8,638	\$ 12,144.81
1092002100	188.81	0	0	23.93	18,953	\$ 26,647.44
1092002200	84.02	4.14	1.16	6.45	8,770	\$ 12,330.40
1092002300	41.02	5.2	20.43	22.8	4,893	\$ 6,879.43
1092002900	0	0	0	0.81	2	\$ 2.81
1092006100	0	84.44	0	20.77	6,817	\$ 9,584.53
Total	508.77	228.75	224.24	358.25	73,614	\$103,500.00

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:

- 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 2023 to 30 June 2024. 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 2023	20 August 2023	21 August 2023
2	1 October 2023	20 November 2023	21 November 2023
3	1 January 2024	20 February 2024	21 February 2024
4	1 April 2024	20 May 2024	21 May 2024

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 2023 to 30 June 2024. 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	20 th month following
All other Users	September, December, March, June	20 th 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 2023 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2024 (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

CARRIED

17 August 2023

6.4 ELECTED MEMBER PRIORITIES - 2022 - 2025

PURPOSE

That the Council Priorities for the 2022 – 2025 Triennium be adopted.

RESOLVED: 23.51

Moved: Deputy Mayor Kelly Annand Seconded: Cr Gerard Minehan

That the report be noted.

CARRIED

Doug Tate introduced the report with discussions noting.

- Recognise the process councillors has gone through following the election end of October 2022.
- Council considered its priorities at the end of 2022 and adopted new priorities in January 2023 considering key moves and focus areas for the district to continue to grow and prosper.
- Cyclone Gabrielle considerably changed Council's immediate plans, creating new constraints for funding, resourcing and capacity.
- Three focus areas have been identified as specific areas that Council wants to focus on across all of its activities for this triennium being, (1) Partnership and Localism, (2) Right sized for the future and (3) Climate Change and Resilience.
- Four big moves are proposed to be key are (1) Accountable delivery, (2) Resilient Roading, (3) Community Activation and (4) Social Infrastructure.
- A work programme across the focus areas and big moves have been developed and will now be further populated over July to form the basis of the remaining Council meetings for 2023 into early 2024.
- Next steps is to implement those priorities.
- These priorities supports elected priorities by performance outcomes and a work programme
- That we continue to work in partnership with central government to address long term opportunities for CHB.

6.5 ADOPTION OF GOVERNANCE STATEMENT

PURPOSE

The purpose of this report is for Council to consider the adoption of the Governance Statement 2022-2025.

RESOLVED: 23.52

Moved: Cr Pip Burne Seconded: Cr Kate Taylor

That the 2022-2025 Governance Statement for Central Hawke's Bay District Council be adopted.

CARRIED

Doug Tate introduced the report with discussions noting.

• The Governance Statement is a legal requirement and an important document in how council

operates and engage with its community, make decisions and how citizens can influence those processes.

- This is still a work in process and can be reviewed at any stage.
- Recognising there is an opportunity to build on the current Statement
- The Governance Framework is due for review and will be presented to council at some stage.

6.6 CYCLONE GABRIELLE - RECOVERY UPDATE

PURPOSE

The purpose of this report is to provide a formal update to Council on progress with the recovery from Cyclone Gabrielle. We intend to report monthly against the key six priorities and issues identified for the district through locality planning in future reports to Council.

RESOLVED: 23.53

Moved: Cr Kate Taylor Seconded: Deputy Mayor Kelly Annand

That the report be noted.

CARRIED

Riley Kupa, Recovery Manager introduced the report and gave an update on the progress made with the recovery from Cyclone Gabrielle. Discussions traverse:

- Vision for recovery is that it be led by the community who knows their needs best.
- Community discussions were held across the district to help understand the immediate needs of our community and longer-term aspirations to ensure a better and resilient for the future.
- These conversations helped frame the key priorities and issues identifies across the district.
- Six priorities and issues identified are (1) Performance and Management of river systems, (2) Land transport and drainage management, (3) Urban stormwater management, (4) Sustaining community wellbeing, (5) Building community resilience and (6) Climate change resilience.
- A First edition Recovery and Resilience Plan has been released and available on Council's website.
- A 2nd edition will be released later this year following an additional round of public engagement in August and September 2023.
- Will now report to council on a monthly basis going forward and give visibility on work undertaken specifically on a roading perspective (similar to Council's Key Status Report).
- A snapshot of key activities undertaken across the sic key priorities for CHB were discussed.

The meeting adjourned at 10.26am and resumed at 10.45am.

6.7 LOCAL GOVERNMENT NEW ZEALAND (LGNZ) REMITS AND ELECTION OF OFFICERS

PURPOSE

The purpose of this report is for Council to consider its position in relation to the 2023 LGNZ AGM Remits and the appointment of Officers.

RESOLVED: 23.54

Moved: Cr Kate Taylor Seconded: Cr Tim Aitken

- 1. That Mayor Alex Walker and Councillor Pip Burne are appointed as the two voting members at the Local Government New Zealand Annual General Meeting.
- 2. That Council support Remits 1-9 & 11 at the LGNZ AGM.

REMITS

Remit 1 – Allocation of Risk and liability in the building sector

That LGNZ:

- Engage directly with the Minister for Building and Construction to advocate for a change to the current joint and several liability framework, including examination of the MBIE policy position statement Risk, Liability and Insurance in the Building Sector.
- Make the case for alternatives and changes to joint and several liability through updating policy advice and engaging with industry groups.

Remit 2 – Rates Rebate

That LGNZ advocate to Central Government to:

- Raise the income threshold for rates rebate eligibility to enable more low and fixed income property owners access to the rebate.
- Adjust the rebate amount in line with inflation and the cost of living.
- Investigate options to make rates rebates more accessible for residents by implementing an income data sharing process similar to that of Horowhenua District Council and Levin MSD office. This will enable Councils to obtain benefit income on behalf of the ratepayer and make it easier to apply for the rates rebate.
- Investigate options for data sharing between Councils, Internal Affairs and Ministry of Social Development to proactively identify households that qualify for a rates rebate rather than waiting for people to apply.

Remit 3 – Roading/Transport Maintenance Funding

That LGNZ:

- Publicly lobby all political parties to increase Crown funding for state highway and local road maintenance budgets.
- Consider and pursue other avenues including the Office of the Auditor General to seek resolution of the issues facing the country in relation to the systemic rundown of our national roading infrastructure.

Remit 4 – Local Election accessibility

That LGNZ ensure Local Government Elections are fully accessible by advocating to central government to make local government candidates eligible for the Election Access Fund.

Remit 5 – Ability for co-chairs at formal meetings

That LGNZ explores and promotes options that enable councils to make greater use of cochair

arrangements for standing committees, joint committees and sub committees.

Remit 6 – Parking infringement penalties

That LGNZ advocate to central government to enable councils to determine penalties for

parking infringements.

Remit 7 – Rural and regional public transport

That LGNZ:

- Acknowledges the Government stated support for a major uplift in all urban bus networks nationwide under New Zealand's first emission reduction plan.
- Calls on the Government and opposition parties to commit to increasing investment in public transport for rural and regional communities to support access to essential services and amenities, vibrant rural communities and just transition to a low emission transport system.

Remit 8 – Establishing resolution service

That LGNZ:

- Investigates the creation of an LGNZ independent, national process to handle complaints or concerns, ensuring fairness, protection, and accountability in local government.
- Works with the Local Government Commission4 to implement findings from its September 2021 Report Local Government Codes of Conduct5.

Remit 9 – Earthquake prone buildings

That LGNZ investigate and report to members on ways to help councils and communities that are struggling with the time frames in the Earthquake Prone Building (EPB) sections of the Building Act and council policies pertaining to Priority Thoroughfares.

Remit 11 – Audit NZ Fees

That LGNZ calls on central government to take action to reduce council audit fees by:

- Revisiting the scope and requirements of reporting and auditing on councils.
- Conducting a review on the practice of audit in councils and work on best practice guidance to streamline this process.

CARRIED

Mayor Alex Walker introduced the report with discussions noting.

• Each Remit has been considered by Council and decisions noted above.

7 DATE OF NEXT MEETING

RESOLVED: 23.55

Moved: Cr Pip Burne Seconded: Cr Gerard Minehan

That the next ordinary meeting of the Central Hawke's Bay District Council be held on 17 August 2023.

CARRIED

RESOLVED: 23.56

Moved: Cr Kelly Annand Seconded: Cr Kate Taylor

That Council moves into Public Excluded business at 11.25am.

CARRIED

8 PUBLIC EXCLUDED BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED: 23.57

Moved: Deputy Mayor Kelly Annand Seconded: Cr Kate Taylor

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Public Excluded Resolution Monitoring Report	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	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
	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations	

	(including commercial and industrial negotiations)	
8.2 - Election of Officers - LGNZ President and Vice President Election	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
		CARRIED

RESOLVED: 23.58

Moved: Cr Pip Burne Seconded: Cr Tim Aitken

That Council moves out of Public Excluded at 11.59am.

CARRIED

9 TIME OF CLOSURE

The Meeting closed at 11.59am.

Cr Kate Taylor led the group with a closing karakia.

The minutes of this meeting will be confirmed at the next Council meeting on 17 August 2023.

.....

CHAIRPERSON

MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL EXTRAORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA ON THURSDAY, 3 AUGUST 2023 AT 3.45PM

UNCONFIRMED

- PRESENT: Mayor Alex Walker Deputy Mayor Kelly Annand Cr Tim Aitken Cr Pip Burne Cr Jerry Greer Cr Gerard Minehan Cr Brent Muggeridge Cr Exham Wichman
- IN ATTENDANCE: Doug Tate (Chief Executive) Nicola Bousfield (Group Manager, People and Business Enablement) Dennise Elers (Group Manager Community Partnerships) Dylan Muggeridge (Group Manager Strategic Planning & Development) Annelie Roets (Governance Lead)

1 KARAKIA

The meeting started at 3.40pm.

Her Worship, The Mayor Alex Walker welcomed everyone to the meeting and Councillor Gerard Minehan opened with a karakia

2 APOLOGIES 23.63

Moved: Cr Pip Burne Seconded:Cr Exham Wichman

That the apologies for Councillor Kate Taylor be accepted.

CARRIED

3 DECLARATIONS OF CONFLICTS OF INTEREST

There were no Declarations of Conflict of Interest received.

4 STANDING ORDERS

RESOLVED: 23.64

Moved: Cr Jerry Greer Seconded:Cr Exham Wichman

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

5 DATE OF NEXT MEETING

The resolution has been resolved at the previous meeting.

RESOLVED: 23.65

Moved: Cr Pip Burne Seconded: Cr Gerard Minehan

That Council moves into Public Excluded business at 3.44pm.

CARRIED

6 PUBLIC EXCLUDED BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED: 23.66

Moved: Cr Pip Burne 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
6.1 - Council Funding Agreements with the Crown - Cyclone Gabrielle	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	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
	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	

CARRIED

7 TIME OF CLOSURE

The Meeting closed at 4.42pm.

The minutes of this meeting will be confirmed at the next Ordinary Meeting on 17 August 2023.

.....

CHAIRPERSON

6 REPORTS FROM COMMITTEES

Nil

7 REPORT SECTION

7.1 **RESOLUTION MONITORING REPORT**

File Number:	COU1-1400		
Author:	Annelie Roets, Governance Lead		
Authoriser:	Doug Tate, Chief Executive		
Attachments:	1. Council Resolution Monitoring Report - 17 August 2023 J		

RECOMMENDATION

That the report be noted.

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.

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 goodquality 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 significantly alter 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 Ordinary Council meeting.

RECOMMENDATION

That the report be noted.



Council Resolution Monitoring Report 17 August 2023



	ltem Number	ltem	Council Resolution or Action	Resolution Date	Responsible Officer	Progress Report
1		Update on Central Hawke's Bay Mayoral Relief Fund	 That the report is noted. That the contribution from the Hawke's Bay Disaster Relief Trust is passed to property owners of yellow and red-stickered properties as quickly and efficiently as possible. That the criteria of the CHB Mayoral Fund be re-opened for re- application by affected tenants of yellow and red-stickered properties for additional support. That the assessment pa nel consider and implement a targeted approach for further support of rural properties. That Councillor Wichman was added as a member to the assessment panel. 	18-May-23	Brent Chamberlain	Complete - this agenda includes a report seeking to bring the fund to an end following Cyclone Gabrielle.
2		Centralines Aquatic Centre - Annual Plan 2023/24	 That the report is noted. That Council notes that a Section 17a Review will be conducted in collaboration with the Trust ahead of the development of a new agreement beyond 30 June 2024. That subject to the funding for urgent works being confirmed by Council, Officer's will develop an agreement with the Trust confirming expectations and obligations of the funding including that the Trust continue to seek external funding support for the required works. 	15-Jun-23	Dennise Elers	On Track - Planning for this work is underway following Councils resolutions of 15 June with a draft funding agreement currently being reviewed by the Trust.
3	75	Draft Annual Plan 2023/2024 Deliberations Report	That having considered all matters raised in the report: 1. That Council receives the feedback from the Annual Plan engagement. 2. That Council having considered this feedback from the engagement, having considered the information provided in the Rating Differential Paper, and having considered the Centralines Aquatic Centre Paper, that it continues to endorse the Draft Annual Plan 2023-2024 as engaged on, and request that it be finalised for adoption on 29 June 2023. 3. That the submitters are thanked for their comments.	15-Jun-23	Brent Chamberlain / Tracey Wilson	Complete - This work was finalised as part of the finalisation of the Annual Plan.

4	7.6	Kairaka u Water Treatment Plant Upgrade - Approval for funding and procurement	 That Council note the update on the project physical and financial progress That Council approve the increase in contract value to Trility from \$951,398 to \$1,188,480. That Council note the increase in total project budget from \$1,289,000m to \$1,700,000 to be funded from the water capital programme. That council endorse and accept an internal review of financial controls and process for capital projects to be completed and reported to the next Risk and Assurance Committee in September 2023. 		Rueben George	On Track - Item number four is included in the Risk and Assurance Work Programme for its September meeting.
5	6.2	Adoption of the Annual Plan 2023/24	That having considered all matters raised in the report: 1. That Council Adopt the Annual Plan 2023-2024 in a ocordance with section 95 of the Local Government Act 2002. 2. Delegate responsibility to the Chief Executive to approve the final edits required to the Annual Plan in order to finalise the documents for printing and distribution.	29-Jun-23	Brent Chamberlain	Complete - Annual Plan document publically released.
6	6.3	Setting of Rates for 2023/24	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 2023-2024 year.	29-Jun-23	Brent Chamberlain	Complete.
7	6.5	Adoption of Governance	That the 2022-2025 Governance Statement for Central Hawke's Bay District Council be adopted.	29-Jun-23	Annelie Roets	Complete - The adopted amended Governance Statement has been uploaded to the OHBDC Webpage.
8	6.7	LGNZ Remits and Election of Officers	 That Mayor Alex Walker and Councillor Pip Burne are appointed as the two voting members at the Local Government New Zealand Annual General Meeting. That Council support Remits 1-9 & 11 at the LGNZ AGM. 	29-Jun-23	Annelie Roets/ Doug Tate	Complete - Two Appointed member names provided to LGNZ on 29 June 2023 who voted at the LGNZ AGM in late July.

7.2 MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 27 APRIL 2023 AND 22 JUNE 2023

File Number:

Author:	Annelie Roets, Governance Lead			
Authoriser:	Doug Tate, Chief Executive			
Attachments:	1. 2.	27 April 2023 Risk & Assurance Committee Minutes 🗓 22 June 2023 Risk & Assurance Committee Minutes 🖞		

RECOMMENDATION

1. That the minutes of the meeting of the Risk and Assurance Committee held on 22 June 2023 be received.

The Committee refers the following recommendations to Council:

27 April 2023 – Risk Status Report:

- 1. That the report be noted.
- 2. That Council undertakes a review of the Council's strategic risk appetite and statements, given the immediate ongoing and long-term impact of Cyclone Gabrielle on the Council Strategy, risk profile and its stakeholders.

22 June 2023 – Endorsement of the Risk and Assurance Committee Work Plan 2023-2024

1. That the Risk & Assurance Committee endorse the Risk & Assurance Work Plan 2023-2024.

27 April 2023

MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL RISK AND ASSURANCE COMMITTEE MEETING HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA ON THURSDAY, 27 APRIL 2023 AT 9.00AM

PRESENT: Mayor Alex Walker Chairperson Neil Bain (Chair) Cr Tim Aitken Cr Gerard Minehan Cr Pip Burne

IN ATTENDANCE: Doug Tate (Chief Executive) Brent Chamberlain (Chief Financial Officer) Joshua Lloyd (Group Manager, Community Infrastructure and Development) Dylan Muggeridge (Group Manager, Strategic Planning & Development) Dennise Elers (Group Manager, Group Manager Community Partnerships) Nicola Bousfield (Group Manager, People and Business Enablement) Michelle Annand (Health & Safety Advisor) Ross Woodfield (Bancorp) (*via zoom*) Suresh Ranchhod (Bancorp) (*via zoom*) Annelie Roets (Governance Lead)

1 WELCOME/ KARAKIA/ NOTICES

The Chair, Neil Bain welcomed everyone to the first meeting for the year as well as for the triennium. A special welcome to Councillor Pip Burne, who are a newly appointed councillor to this committee. Mayor Alex Walker acknowledged the passing of CHB Tamatea rangitira, JB Heperi-Smit. His passing had a big impact on CHB community and us as Council. Mayor Walker opened with a karakia.

2 APOLOGIES

There were no apologies received.

3 DECLARATIONS OF CONFLICTS OF INTEREST

In terms of item 6.1 "Update on Internal Review of January 2023 Contractor Event", Mayor Alex Walker noted that she will not take part in the conversation due to being part of the interview process.

4 STANDING ORDERS

RESOLVED 23.1

Moved: Cr Gerard Minehan Seconded: Cr Pip Burne

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

- 21.2 Time limits on speakers
- 21.5 Members may speak only once
- 21.6 Limits on number of speakers

And that Option C under section 21 General procedures for speaking and moving motions

Page 1

27 April 2023

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 23.2

Moved: Mayor Alex Walker Seconded: Cr Tim Aitken

That the minutes of the Risk and Assurance Committee Meeting held on 16 February 2023 as circulated, be confirmed as true and correct.

CARRIED

Doug Tate noted that there were three actions outstanding from the previous minutes and will be carried forward to the next meeting in June 2023.

It will be reported through the "matters arising" following the minutes.

6 REPORT SECTION

6.1 RISK AND ASSURANCE COMMITTEE RESOLUTION MONITORING REPORT

PURPOSE

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

RESOLVED

Moved: Cr Gerard Minehan Seconded: Cr Pip Burne

That the report be noted.

CARRIED

The report was introduced by Doug Tate which was taken as read.

27 April 2023

6.2 HEALTH AND SAFETY REPORT: SEPTEMBER – FEBRUARY 2023.

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 for the period 1 September – February 2023 - this period recognises this is the first meeting in the Triennium, that the report has been received by the Committee.

RESOLVED

Moved: Cr Gerard Minehan Seconded: Cr Pip Burne

That the report be noted.

CARRIED

The report was introduced by Doug Tate noting the passing of a colleague at a work site. Reassured the committee that the council is taking seriously and following through with the appropriate due diligence. Our heartfelt throughs and sympathies goes out to the family and all those impacted by the Contracted staff member's passing.

Nicola Bousfield and Michelle Annand introduced the report with discussions noting:

- The report mainly focussed on the Cyclone Gabrielle response, but updates the committee on key health and safety initiatives from 1 September 2022 to February 2023.
- Safety and wellbeing played an integral part of council's response.
- Council engaged IMPAC to develop a critical risk framework which will result in the development and implementation of critical risk control standards (by May 2023).
- Request from Mayor Alex Walker for lead indicators to be introduced into the reports now being detailed in the Governance Health & Safety Dashboard.
- The "lag" indicators are presented as per normal reporting and show a corresponding increase in safety observations.
- Key contractor incidents are now being entered into Risk Manager and actions are being assigned to an appropriate CHBDC officer to follow-up.
- Report back to the next committee meeting on the progress on the development of the Critical Risk Framework.
- Some clarification sought on the "Lag indicator contractor reporting": Some contractors have under-reported due to the rapid response required during cyclone Gabrielle. Is there any other "under-reporting" which was related to any critical risk or relating to general safety etc?
- Will followup with contractors to ensure that any events that were not reported on during the cyclone, they are being reported on.

27 April 2023

6.3 TREASURY MANAGEMENT, POLICY SETTINGS, AND TREASURY RISK MANAGEMENT

PURPOSE

The purpose of this report is to give Councillors an update on Councils Treasury Management, Council's Treasury Management Policy, and how Council is managing treasury risk.

RESOLVED 23.3

Moved: Cr Gerard Minehan Seconded: Mayor Alex Walker

That the report be noted.

CARRIED

Brent Chamberlain introduced the report and welcomed Ross Woodfield and Suresh Ranchhod (from Bancorp) online. Discussions traversed:

- At the time of reporting, council was compliant with its Treasury Policies and ratios
- Council currently spending at elevated levels meaning council is currently holding higher levels of cash to provide additional liquidity
- The spend was mostly responding to the event and running an EOC from Council's chamber, emergency road repairs and water plants
- Bancorp provided advice on Council's debt financing requirements and interest rate management and also gave further update on the economy and interest rate expectations and how these particularly relate to the context and environment for CHB
- Interest rate "swaps" are the tools used to hedge interest rate risk council have always had fixed and floating rate debt instruments to manage the interest rate risk
- Interest rate swaps offers flexibility and are very beneficial
- Through the use of fixed rate and floating rate debt, plus the introduction of interest rate swaps, Council can minimise council's exposure of interest rate movements, but not entirely eliminate it
- Further update to be provided at the next meeting on forecasting and projections for the Long Term Plan on Revenue and Finance Policy.

6.4 RISK STATUS REPORT

PURPOSE

The purpose of this report is to provide the Risk & Assurance Committee (The Committee) with an update on the potential impacts on the Council's current strategic risk profile brought about by Cyclone Gabrielle.

The Chief Executive and Executive Leadership Team will provide a verbal update on the impact to the organisation of the Cyclone Gabrielle event of 14 February 2023. This will include emerging risks, transition from response to recovery phase and development of a recovery structure and strategy.

RESOLVED 23.4

Moved: Mayor Alex Walker Seconded: Cr Pip Burne

Page 4

27 April 2023

- 1. That the report be noted.
- 2. That the Committee recommend to Council a review of the Council's strategic risk appetite and statements, given the immediate ongoing and long-term impact of Cyclone Gabrielle on the Council Strategy, risk profile and its stakeholders.

CARRIED

The report was introduced by Nicola Bousfield who gave a high-level summary of the key impacts of the cyclone and the actions the council is taking to manage these were provided.

• Actively recruiting for a recovery manager and can expect an appointment soon.

6.5 UPDATE ON REQUIREMENTS FOR ELECTED MEMBERS TO REGISTER PECUNIARY INTERESTS

PURPOSE

The purpose of this report is to provide the committee an update on new requirements in the Local Government Act 2022 relating to pecuniary interests and to receive the latest summary of interests from Councils appointed Registrar.

RESOLVELD 23.5

Moved: Cr Gerard Minehan Seconded: Cr Tim Aitken

- 1. That the report is noted.
- 2. That the Committee receive the February 2023 Summary of Elected Members Pecuniary Interests, noting that there are no matters of materiality identified by the Registrar.

CARRIED

The item was taken as read.

6.6 INTERNAL AND EXTERNAL AUDIT MONITORING REPORT

PURPOSE

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

RESOLVED 23.6

Moved: Cr Gerard Minehan Seconded: Mayor Alex Walker

That the report be noted.

The report was taken as read.

Page 5

CARRIED

27 April 2023

RESOLVED 23.7

Moved: Cr Pip Burne Seconded: Cr Gerard Minehan

That Council moves into Public Excluded at 10.45am.

CARRIED

6.7 ANNUAL PLAN 2023-2024 - VERBAL UPDATE FROM THE CHIEF EXECUTIVE

PURPOSE

The purpose of this report is to provide a verbal update from the Chief Executive on the 2023-2024 Annual Plan development and key risks associated with the budget's development.

RECOMMENDATION

That the report be noted.

This item was not discussed and no recommendation has passed.

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.1 - Update on Internal Review of January 2023 Contractor Event	 s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority 	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
7.2 - Emerging Risks and Issues from Cyclone Gabrielle - Forum Discussion	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	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
	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	

Page 6

RESOLVED 23.8

Moved: Cr Pip Burne Seconded: Cr Gerard Minehan

That Council moves out of Public Excluded at 12.15pm.

8 DATE OF NEXT MEETING

RESOLVED RESOLUTION

Moved: Mayor Alex Walker Seconded: Cr Pip Burne

That the next meeting of the Central Hawke's Bay District Council be held on 22 June 2023. CARRIED

9 TIME OF CLOSURE

The Meeting closed at 12.15pm.

The minutes of this meeting will be confirmed at the next meeting to be held on 22 June 2023.

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CHAIRPERSON

Page 7

27 April 2023

CARRIED

22 June 2023

MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL RISK AND ASSURANCE COMMITTEE MEETING HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA ON THURSDAY, 22 JUNE 2023 AT 9.00AM

Unconfirmed

PRESENT: Chairperson Neil Bain (Chair) Mayor Alex Walker Cr Tim Aitken Cr Gerard Minehan Cr Pip Burne

IN ATTENDANCE: Doug Tate (Chief Executive) Joshua Lloyd (Group Manager, Community Infrastructure and Development) Dylan Muggeridge (Group Manager, Strategic Planning & Development) Dennise Elers (Group Manager Community Partnerships) (from 9.17am) Nicola Bousfield (Group Manager, People and Business Enablement) Reuben George (Director Projects & Programmes) Tracey Wilson (Finance Lead) Annelie Roets (Governance Lead)

1 WELCOME/ KARAKIA/ NOTICES

The Chair, Neil Bain welcomed everyone to the meeting and Mayor Alex Walker opened with a karakia.

2 APOLOGIES

There were no apologies received.

3 DECLARATIONS OF CONFLICTS OF INTEREST

In terms of Item 6.6 " Advice on seeking an External Credit Rating", The Chair reminded the Committee that he is the Chief Financial Officer for the Local Government Funding Agency and would keep comments to the minimum.

4 STANDING ORDERS

RESOLVED: 23.9

Moved: Mayor Alex Walker 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.

Page 1

22 June 2023

CARRIED

5 CONFIRMATION OF MINUTES

RESOLVED: 23.10

Moved: Cr Gerard Minehan Seconded: Cr Pip Burne

That the minutes of the Risk and Assurance Committee Meeting held on 27 April 2023 as circulated, be confirmed as true and correct.

CARRIED

6 **REPORT SECTION**

6.1 RESOLUTION & ACTION 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.

RESOLVED: 23.11

Moved: Mayor Alex Walker Seconded: Cr Gerard Minehan

That the report be noted.

The report was introduced by the Chief Executive, Doug Tate with discussions noting:

- Noting the new name for the report being "Resolution and Action Monitoring Report", putting actions in place for the work plan
- An Update on The Risk Status Review will be given in the Workshop later today
- Actions from 2022 are actioned and will be dealt with accordingly.
- The report was taken as read.

6.2 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: Mayor Alex Walker Seconded: Cr Gerard Minehan

That the report be noted.

CARRIED

The report was introduced by Nicola Bousfield with discussions noting:

• New updates from officers were captured in the Risk tables using *Italics*

Page 2

CARRIED

22 June 2023

- Emerging risks following Cyclone Gabrielle have been separated out
- Ms Bousfield gave a brief summary of the key impacts of the cyclone and the actions the Council is taking to manage these
- Under "Active risks" there was only one update being "Increasing economic pressures". Officers are actively monitoring Council's budget performance reports and working hard to live within existing budgets and are actively adjusting capital work programmes to suit.
- The report was taken as read.
- Question was raised on insurance and any future assumptions. A substantial update will be given on Insurance Policy Review, forecasting future increase etc at the September R&A Committee meeting.
- Query raised around "Failure to obtain replacement insurance on policy rollover" with underwriters insisting on the use of "loss limits". Refers to the Total loss limit. Further information on this to be provided by Mr Brent Chamberlain, CFO.
- Uncertainty around Roading Funding Don't have any certainty from Waka Kotahi or any other agency of when funding might be available.

6.3 HEALTH AND SAFETY REPORT: MARCH - APRIL 2023

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 for the period 1 April - 31 March 2023.

RESOLVED: 23.12

Moved: Cr Gerard Minehan Seconded: Cr Pip Burne

That the report is noted.

CARRIED

The report was introduced by Nicola Bousfield with discussions noting:

- Apologies for Ms Annand, Health & Advisor who was unable to present the report today.
- Key highlights includes key work on Roading Contractors which Ms Annand has been leading
- Identified emerging health and safety risks on CHB roading networks as damaged roads are being repaired following Cyclone Gabrielle.
- Frequent meetings with contractors are being held to discuss improvements to be put in place and get agreed outcomes.
- The Critical Risk update was one of the priorities from the gap analysis project to develop the Critical Risk framework and Risk Standard around each critical risk.
- Processes were reviewed and assessed for each critical risk to ensure the risk was current and fit for purpose.
- Previously, Council identified 13 critical risks and following the review, there are now 11 in total with 4 being removed, 1 was split into 2 and 1 new critical risks identified.
- Two Contractor Event incidents have been reported to WorkSafe by Contractors with both resulted in injury to the worker. It is being investigated by the individual contractors with support from Council.
- Staff wellbeing not listed as a Lead indicator in the report will report on this at the next meeting.
- The chair recognised the initiatives been taken to date and recognised a well written report.

Page 3

22 June 2023

6.4 TREASURY MANAGEMENT MONITORING REPORT

PURPOSE

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

RESOLVED: 23.13

Moved: Cr Tim Aitken Seconded: Cr Gerard Minehan

That the report be noted.

CARRIED

Tracey Wilson noted apology from Mr Brent Chamberlain, Chief Financial Officer who could not present the paper today.

Ms Wilson provided key points on council's investments, borrowings and OCR Rate forecasts. Discussions traversed:

- Next round of LGFA borrowing is on 5 July 2023 would be seeking direction from the Chief Executive whether Council are to partake in this.
- Debt being drawn down at a higher interest rate than normally experienced average cost of funds has moved to higher market rates.
- As on 30 April 2023 Council is holding sufficient funds to meet its financial obligations and is within its debt ceiling and within its financial costs ratios.
- Council has a debt to revenue ratio of 65.3% which is slightly misleading in that Council has been recipient of significant external funding (related to covid and cyclone recovery) that is one off funding so compared to regular, re-occurring income this ratio would be a lot higher (but still within policy).
- With Council's recent borrowing, it has been spreading its maturities to ensure that no one year has more than 35% of Council debt occurring in any one year. The debt profile is still relatively short dated with 66% of its debt maturing on or before 2026.
- Depending on what occurs at the election in October, this is the expected "go live" date of the new 3 waters entity where the responsibility of approximately 80% of Council will pass to the new entity with this entity assuming responsibility for refinancing this debt.
- The Reserve Bank of NZ is lifting its OCR (Official Cash Rate) to 5.5% pa (up 25 basis points) and signalling it was finished with rate rises.
- Council borrows through the LGFA which is funded through the wholesale markets so is less impacted by OCR changes but is impacted by general directions of interest rates.
- Council is currently waiting on ANZ's legal team to finalise an interest rate swap line to allow Council to access these rates.
- Question posed whether to review the Treasury Management Report going forward debt profile/ maturity/ forecast change/ forecast implications
- Reporting on "Impact of external funding on debt revenue and the implications thereof as well as financial strategy" at the next meeting.
- Request that a future workshop be held on Interest rate swops, risks involved and how it works be held.

22 June 2023

6.5 INTERNAL AND EXTERNAL AUDIT MONITORING REPORT

PURPOSE

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

RESOLVED: 23.14

Moved: Mayor Alex Walker Seconded: Cr Pip Burne

That the report be noted.

CARRIED

Tracey Wilson, Finance Lead introduced the report and gave a brief update on the audit recommendations recently undertaken. Discussions traversed:

- No new internal audits have been undertaken since the GST/FBT compliance audit was undertaken in July 2022.
- Internal Audits will be discussed during the Workshop later today.
- Currently have Ernst & Young External Auditors who begun an external audit on the interim Annual Report.
- Ernst & Young provided a brief overview this morning as to what their focus of their Audit is going to be this year. Staff will go through greater detail and will present to the next meeting in September 2023.
- Requested that the "focus document" and their proposed cost to this Audit be circulated to Councillors and what Council needs to consider pro-actively.
- No advancement on an updated internal audit programme is proposed until the December 2023/ February 2024 Risk and Assurance Meeting, noting the expected completion of the Risk Maturity work.
- This does not mean that other internal audit reports, such as the one included in the agenda are not occurring it does mean that they are not proactive audit reviews being completed in advance.
- Would be helpful if Council could benchmark as to what other Councils are spending in terms of internal Audits.

6.6 ADVICE ON SEEKING AN EXTERNAL CREDIT RATING

PURPOSE

The matter for consideration by the Council is to inform the Committee about the process involved in obtaining a credit rating.

COMMITTEE RESOLUTION

That having considered all matters raised in the report:

1. That the Risk and Assurance Committee recommend to Council that it should begin the process to seek a credit rating from one of the recognised credit rating agencies operating in New Zealand.

CARRIED

The report was introduced Tracey Wilson, Finance Lead seeking councillors recommendations to begin seeking a credit rating from a recognised credit rating agency. Discussions traversed:

• Council will very shortly be reaching their debt headroom.

Page 5

- Councill officers have begun work on exploring the key steps to be made ahead of the requirement for a credit rating as outlined in council's Financial Strategy ahead of the 2024 Long term Plan in the event that three waters reform did not eventuate as planned.
- A Credit rating is an opinion about credit risk and provide the community/public assurance to meet its financial obligations in full and on time (credit worthiness).
- With \$4m of existing debt maturing later in 2023, and a further \$10m in 2024, and Council projecting to reach existing debt caps in 2024, officers believe it is now prudent to consider investigating obtaining a credit rating.
- The level of debt owed by CHBDC is expected to increase over the next 12 months from \$42m to \$62m due to the level of capital works currently being undertaken an forecast to be undertaken based on the 2023/2024 Annual Plan.
- Based on a combination of new debt for capital works, and rollover of existing debts, Council expect that the CHBDC new loan requirements will exceed \$25m per annum for the next 2 years which should see the benefits of acquiring a credit rating exceeding the cost to Council.
- Based on advice received from the Chief Financial Officer, this is a prudent and appropriate approach in Council's current scenario.
- The Chief Executive suggested to not resolve the resolutions at this stage and bring back it back to the 13 September 2023 R&A meeting.
- Requested that the Chief Financial Officer provide more information as to what the expectation
 of the final credit rating would be. More information needed on the assumptions underlying
 –
 what the expected outcomes would be. Worst & best case scenario and financial implications
 as well as on 'if 3 Waters doesn't proceed'.
- There is an opportunity to provide the committee with a shadow credit rating which will provide a level of assurance, but will come at a cost.
- The resolutions were left on the table for the 13 September R&A Committee meeting.

The meeting adjourned at 10.22am and resumed at 10.41am.

6.7 ANNUAL PLAN 2023-2024 - KEY ASSUMPTIONS AND RISKS

PURPOSE

The purpose of this report is to provide an update on the key assumptions and risks contained in the Annual Plan 2023-2024, how these compare to the original Long Term Plan and the impact to this year's Annual Plan.

RESOLVED: 23.15

Moved: Cr Gerard Minehan Seconded: Cr Tim Aitken

That the report be noted.

CARRIED

Tracey Wilson introduced the report highlighting the assumptions contained in the Annual Plan 2023/2024:

- Three years on since Covid-19, the world is facing significant inflation and financial uncertainty together with the significant effects of cyclone Gabrielle causing damage to CHB's infrastructure and roading network (\$150m).
- Central Government announced a refresh in its proposed 3 Waters Reform programme on 13 April 2023 delaying this by 2 years which means council needs to hold its 3 Waters debt for a further 2 years and fund an additional 2 years of capital upgrades.
- Council using a number of levers to develop the current budget, council landed an average rate increase of 10.88%.
- Council has worked hard to keep rate increases as close to inflation, and to the original Long Term Plan, but despite this will require an additional \$2.7m in rates.
- The majority of Councils debt relates to 3 Waters, so the additional costs of debt serving falls

Page 6

22 June 2023

over approximately 4,500 rate payers which equates to an additional \$235 per connected household without any significant service level improvements to show for it.

- The additional cost of Councils capital program is debt funded, so this decision, and the lengthening of loan terms, will mean that the implications of inflation/interest rates will reach far beyond this current budget year.
- The uncertainty that three waters reform creates for connected ratepayers in the event that reform does not eventuate is a key issue that will have an impact for this Council.
- Another area of significant risk of the recovery from Cyclone Gabrielle, and in particular the cofunding level from Waka Kotahi.
- Council, in a normal year, rates \$7m per year for its share of roading which is only enough to provide preventative maintenance on existing roads, not to provide to extensive rebuilds they Council has been left facing post cyclone. \$115m at 59% assistance will require Council to find \$47m additional funding over the next 3 years, at 79% \$24m, or at 95% (the assumption contained in the annual plan) \$5.75m.
- Assuming that 3 Waters reform goes ahead as planned, this is only a short-term issue for Central Hawke's Bay District Council as in 2026 the debt relating to 3 Waters is transferred to the new entity.
- Questions raised in how does council become agile in uncertain times building mechanisms in financial strategies.

6.8 ENDORSEMENT OF THE RISK AND ASSURANCE COMMITTEE WORK PLAN 2023-2024

PURPOSE

The matter for consideration by the Risk & Assurance Committee is to review and endorse the Risk & Assurance Work Plan 2023-2024.

RESOLVED: 23.16

Moved: Mayor Alex Walker Seconded: Cr Pip Burne

1. That the Risk & Assurance Committee endorse the Risk & Assurance Work Plan 2023-2024.

CARRIED

Nicola Bousfield introduced the report and asked the Committee to endorse the Risk & Assurance Work Plan for 2023/2024. Discussions noted:

- The draft work plan outlined when the reports will be taken to the R&A Committee or when particular bodies of work will be undertaken.
- It also notes that further work programme items may be added following the Risk Maturity Review Schedule.
- The work programme will need to be adjusted as the year progresses, based on progress, availability on other factors.

22 June 2023

6.9 ASSURANCE MONITORING OF THE MAYORAL SPECIAL FUND

PURPOSE

The purpose of this report is to transparently detail discretionary expenditure made through the Mayoral Fund for the year.

RESOLVED: 23.17

Moved: Cr Pip Burne Seconded: Cr Gerard Minehan

That the report be noted.

CARRIED

The report was introduced by Tracy Wilson and was taken as read.

• The Mayor noted that in terms of the "Festival for the Future" (costs net of donations received), declared a personal conflict of Interest as the Mayor's daughter attended this event. The Mayor noted that she personally repaid the costs incurred.

8 DATE OF NEXT MEETING

RESOLVED: 23.18

Moved: Cr Pip Burne Seconded: Cr Gerard Minehan

That the next meeting of the Risk and Assurance Committee be held on 13 September 2023.

CARRIED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED: 23.19

Moved: Cr Gerard Minehan Seconded: Mayor Alex Walker

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.1 - Findings from Internal Operational Review of January 2023 Contractor Event	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local	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

Page 8

22 June 2023

	authority	
7.2 - Emerging Risks and Issues - Forum Discussion	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	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
	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	
		CARRIED

RESOLVED: 23.20

Moved: Cr Gerard Minehan Seconded: Mayor Alex Walker

That Council moves into Public Excluded at 11.04am.

CARRIED

RESOLVED: 23.21

Moved: Cr Tim Aitken Seconded: Cr Gerard Minehan

That Council moves out of Public Excluded business at 12.08 am.

CARRIED

Mayor Alex Walker led the group with a closing karakia.

9 TIME OF CLOSURE

The Meeting closed at 12.09pm.

The minutes of this Committee meeting will be confirmed at the next meeting to be held on 13 September 2023.

.....

CHAIRPERSON

Page 9

7.3 ELECTORAL SYSTEM FOR 2025 LOCAL GOVERNMENT ELECTIONS

File Number:

Author:	Annelie Roets, Governance Lead	
Authoriser:	Doug Tate, Chief Executive	
Attachments:	 Detailed Information on STV and FPP Electoral Systems.pdf Electoral System - All about STV and FPP.pdf 	

PURPOSE

The matter for consideration by the Council is to consider which electoral system to use for the 2025 and 2028 triennial elections as required under Section 27 of the Local Electoral Act 2001, by no later than 12 September 2023, and to give public notice Council's decision and of the right of electors to demand a poll on by 19 September 2023 in accordance with Section 28 of the Local Electoral Act 2001.

RECOMMENDATION

That Council:

- Exercises its discretion under Section 79(1)(a) and 82(3) of the Act and makes a decision on this issue without conferring directly with the community or others due to the option available to the public to demand a poll under the Local Electoral Act should they choose to do so and can obtain the necessary number of signatures (5% of the electors).
- 2. Resolves to retain the status quo and continue with the First Past the Post electoral system; OR

Resolves to change its electoral system to Single Transferrable Vote (STV) for the triennial elections.

OR

Resolves to hold a binding poll on the electoral system to apply for the 2025 triennial elections.

3. Gives public notice - by 19 September 2023 – of resolution 2 (above) and that electors have the right to demand a poll on the electoral system to be used for the next two triennial elections.

BACKGROUND

The Local Electoral Act 2001 (LEA) offers the choice between two electoral systems for local government elections: first past the post (FPP) and the single transferable vote (STV). Central Hawke's Bay District Council has used First Past the Post (FPP) as its electoral system for all previous elections.

In previous elections, District Health Boards were required by law to use the STV voting system, however, local authorities were able to choose which system they use.

DISCUSSION

The Two systems Prescribed by the Local Electoral Act 2001:

[5A General description of the First Past the Post (FPP) electoral system

For local electoral purposes, the First Past the Post electoral system,-

a) in the case of an election, has the following features:-

- i. voters may cast as many votes as there are positions to be filled.
- ii. where a single position is to be filled, the candidate who receives the highest number of votes is elected
- iii. where more than 1 position is to be filled, the candidates equal to the number of positions who receive the highest number of votes are elected (b) in the case of a poll, has the features specified in paragraph (a) as if, with all necessary modifications, every reference to a candidate were a reference to the matter or matters that are the subject of the poll.]

[5B General description of Single Transferrable Vote (STV) electoral system

For local electoral purposes, the Single Transferable Voting electoral system,-

- a) in the case of an election for multi-member vacancies, has the following features:
 - i. voters express a first preference for 1 candidate and may express second and further preferences for other candidates.
 - ii. a quota for election is calculated from the number of votes and positions to be filled.
 - iii. the first preferences are counted and any candidate whose first preference votes equal or exceed the quota is elected.
 - iv. if insufficient candidates are elected under subparagraph (iii), the proportion of an elected candidate's votes above the quota is redistributed according to voters' further preferences, and—
 - A. candidates who then reach the quota are elected; and
 - B. the candidate with the fewest votes is excluded.
 - v. the excluded candidate's votes are redistributed according to voters' further preferences.
 - vi. If insufficient candidates are elected under subparagraphs (iv) and (v), the steps described in subparagraph (iv) and (v) are repeated until all positions are filled.

Detailed information about how the two electoral systems work, their advantages and disadvantages can be found <u>here</u> and attached.

Community Engagement

Communities have an important role to play in the decision. They must be consulted by way of public notice as outlined in the body of this report.

Options for Council

Councils now have the option to decide, by 12 September 2023, whether to stay with their current electoral system to be used at the 2025 and 2028 local elections or to change.

The Council has an obligation to give public notice by the 19 September 2023 of the right for electors to demand a poll on the matter of the electoral system. If the Council does resolve to change the electoral system, it must include this information in the public notice and the fact that a poll is required to reverse a resolution to change.

There are no local authorities in Hawke's Bay that have used STV for its elections. Of the more than 70 local authorities currently in New Zealand, 14 use the STV election process with the majority opting for FPP. Most of these Councils that use the STV system are large metro Councils that will have multiple candidates standing, unlike Central Hawke's Bay.

5% of electors may demand a poll on the electoral system at any time. If the poll demand is received after 19 September 2023 the outcome of the poll will not apply until the 2031 elections.

Local Authorities in Hawke's Bay, not including Central Hawke's Bay District Council, will be deciding on the electoral system as follows:

- Hastings District Council will resolve its decision at the HDC meeting on 10 August 2023.
- Napier City Council will resolve its decision on 31 August 2023.
- Wairoa District council will resolve its decision on 22 August 2023.
- Hawke's Bay Regional Council will resolve its decision on 30 August 2023.

Those resolutions remain in effect until such time as a resolution to change is made or a poll determines otherwise.

The options open to Council are to:

- 1. Resolve to retain the status quo (FPP system).
- 2. Resolve to change the electoral system from FPP to STV for the 2025 and 2028 triennial elections.
- 3. Resolve to hold a binding poll on the electoral system to apply for the 2025 and 2028 triennial elections.

In any case, public notice of the right to demand a poll on the electoral system must be given by 19 September 2023.

In the event that Council chose to hold a poll, Council could expect costs in the vicinity of \$30 - \$50,000 to undertake the poll.

Decision Making Process

Council is required to make a decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained in Part 6 Sub Part 1 of the Act in relation to this item and have concluded the following:

- 1. The decision does not significantly alter the service provision or affect a strategic asset.
- 2. The use of the special consultative procedure is not prescribed by legislation.
- 3. The decision does not fall within the definition of Council's policy on significance.
- 4. Persons affected by the decisions in this paper will be the voters within the region. The Local Electoral Act gives the community the opportunity to contribute to this decision-making process through the option to demand a poll.
- 5. Options for Council to consider are to retain the FPP electoral system, to change to the STV electoral system, or to hold a poll on the electoral system.
- 6. The decision is not inconsistent with an existing policy or plan.
- 7. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, Council can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.

DELEGATIONS OR AUTHORITY

Only the Elected Council can make this decision.

SIGNIFICANCE AND ENGAGEMENT

This decision has been assessed under the Council's Significance and Engagement Policy as being of low significance. However, as stated earlier, the Council must advertise the public's right to demand a poll on the electoral system.

	Option 1	Option 2	Option 3
	Resolve to retain the status quo (FPP system).	Resolve to change the electoral system from FPP to STV for the 2025 and 2028 triennial elections	Resolve to hold a binding poll on the electoral system to apply for the 2025 and 2028 triennial elections
Financial and Operational Implications	n/a	n/a	Costs of \$30- \$50k to conduct the poll, with additional officer time.
Long Term Plan and Annual Plan Implications	n/a	n/a	The costs of a poll have not been factored into the current Annual Plan or budgets.
Promotion or Achievement of Community Outcomes	n/a	n/a	n/a
Statutory Requirements	By 12 Sept 2023	By 12 Sept 2023	By 21 Feb 2024
Consistency with Policies and Plans	n/a	n/a	n/a

Recommended Option

This report does not recommend an option to address the matter. This decision is a core foundational decision for the basis of governance in this district.

While there is precedent where the existing FPP system has been used in this District for some time and similar sized Councils, including those in Hawke's Bay – it is important the decision is ultimately led by Governance.

NEXT STEPS

Whether or not a council passes a resolution by 12 September 2023, it must give public notice by 19 September 2023 of the right of 5% of electors to demand a poll on the electoral system to be used at the 2025 and 2028 local elections.

RECOMMENDATION

That Council:

- 1. Exercises its discretion under Section 79(1)(a) and 82(3) of the Act and makes a decision on this issue without conferring directly with the community or others due to the option available to the public to demand a poll under the Local Electoral Act should they choose to do so and can obtain the necessary number of signatures (5% of the electors).
- 2. Resolves to retain the status quo and continue with the First Past the Post electoral system.

OR

Resolves to change its electoral system to Single Transferrable Vote (STV) for the triennial elections.

OR

Resolves to hold a binding poll on the electoral system to apply for the 2025 triennial elections.

3. Gives public notice - by 19 September 2023 – of resolution 2 (above) and that electors have the right to demand a poll on the electoral system to be used for the next two triennial elections.

Detailed Information on STV and FPP Electoral Systems

The following information has been taken from publications provided by Society of Local Government Manager (SOLGM), Local Government Commission and NZ Department of Internal Affairs.

About FPP

1. FPP is a "plurality" electoral system; this means that to get elected a candidate must win the most votes, but not a majority of the votes. In multi-member constituencies, like local government elections, voters cast multiple votes. This means that one voter can help to elect multiple candidates to represent him/her, and another voter may not elect any candidate to represent him/her. As a plurality system, many votes can be 'wasted' in FPP elections; 'wasted' votes do not help to elect a candidate. FPP is often described as a simple system for voters to use, but it is widely recognised as producing disproportional results; that is results that do not reflect the preferences of the broad community of voters.

About STV

- 2. STF is a 'proportional' electoral system; this means that to get elected a candidate must win a proportion of the overall votes cast (or 'meet the quota'). In multi-member constituencies like local government elections, a voter casts a single vote by ranking his/her preferred candidates. That single vote can transfer according to the voter's preferences to ensure that the voter has a good change of helping to elect one candidate to represent the voter. A good example to consider is an election to select three councillors for a constituency in a council election. Under STV, you would write '1' next to the name of your favourite candidate, '2' next to your second favourite candidate and so on.
- 3. Under a STV (Single-Transferable Vote) electoral system, voters rank candidates in their order of preference.
- 4. STV means that you have one vote, but can indicate your preferences for all the candidates and it can be transferred if your most preferred candidate is so popular, she/he doesn't need all their votes or is not popular at all with other voters. Under FPP, you would place ticks next to the names of up to three candidates, which means you would have three votes.
- 5. As a proportional system, STV minimise 'wasted' votes; un ither words more votes help to elect candidates. STV is often described as a complex system for voters to use, but it is widely recognised to produce proportional results that reflect the preferences of the broad community of voters.
- 6. Let's imagine that you vote in a local government FPP election to fill two vacancies, with four candidates standing for election. You vote for Candidate A and B. Imagine Candidate A wins by a landslide and Candidate B is the least popular of all candidates. The vote for the other candidate to be elected is very close between Candidates C and D; in the end Candidate D wins the second vacancy by a very small margin. Candidate D is your least preferred candidate.
- 7. You might think to yourself, once you see the results, 'I wish I had known that Candidate A didn't need my vote to win, and that Candidate B didn't have a change of being elected as I would have voted differently. I may have still voted for Candidate A, but would have voted for Candidate C instead of Candidate B'.
- 8. Now imagine you vote in the same election using STV. You have a *single* transferable vote even though there are two positions to fill. Again, Candidate A wins by a landslide and Candidate B is the least popular candidate. Candidates C and D are very close on first preference votes and so second and subsequent preferences become important.

- 9. You cast your vote by ranking the candidates according to your preferences, you rank Candidate A as '1', Candidate B as '2' and Candidate C as '3'. You don't rank candidate D at all because you don't want that candidate to be elected. Under STV:
 - 9.1. Candidate A is very popular and is elected on first preferences
 - 9.2. Candidate A has votes surplus to the number required to reach the quota and these are transferred according to voters' second preferences
 - 9.3. The surplus portion of your vote for Candidate A is transferred to your second preference, Candidate B
 - 9.4. Both Candidates C and D are very close to the quota at this point and Candidate B is least popular
 - 9.5. Candidate B is excluded and the proportion of your vote for this candidate is transferred to your third preference, Candidate C
 - 9.6. When preferences are counted again, Candidate C reaches the quota and is elected.
- 10. Under STV, unlike the FPP election, your ranking of the candidates makes your vote more effective and avoided it being 'wasted' on Candidates A (who had a surplus of fist preference votes) and B (who was excluded once surplus vote from Candidate A were transferred). In other words, despite Candidates A and B being your most preferred candidates, under STV you were also able to influence the race between Candidates C and D because you showed a preference between them on your voting document. ¹
- 11. These election results reveal an important difference between FPP and STV electoral systems. Think again about your FPP vote. You voted for two candidates to fill two vacancies. If you are part of the largest group of like-minded voters, even if that group is not the majority, you could determine the election of both candidates. Other voters (from perhaps only slightly smaller groups) won't have gained any representation at all.
- 12. In the STV election, however, you cast only one *single* transferable vote, even in multimember wards/constituencies. That vote is used to greater effect as long as you rank all the candidates you like in order of preference. Because your vote is a single vote that can be transferred in whole or in part according to your wishes, you and other voters will not be over-represented or under-represented. This is why STV, unlike FPP, in multi-member wards or constituencies, is called a proportional representation system. The outcomes potentially better reflect community view.

Advantages and Disadvantages of Each System

- 13. No electoral system is perfect, and different people will have different view on what is 'fair'. Both FPP and STV have advantages and disadvantages.
- 14. Overall, the **advantages of STV** relate to the people who get elected using STV. ² The system potentially achieves:
 - 14.1. Broad proportionality (in multi-member constituencies)

¹ These scenarios oversimplify how the vote count actually works under NZSTV, in order to explain the principle of vote transfers. The STV calculator uses a complex mathematical set of rules to ensure that the appropriate proportions of votes are transferred between candidates.

² For further discussions, see Graham Bush, 'STV and local body elections – a mission probable?' in J Drage (ed), *Empowering Communities? Representation and Participation in New Zealand's Local Government*, pp 45-64 (Wellington: Victoria University Press, 2002).

- 14.2. Majority outcomes in single-member elections
- 14.3. More equitable minority representation
- 14.4. A reduction in the number of wasted votes.
- 15. The **disadvantages of STV** relate to:
 - 15.1. The public being less familiar with the system and possibly finding it harder to understand
 - 15.2. Matters of process such as the way votes are cast and counted (for example perceived complexity may discourage some voters)
 - 15.3. The information conveyed in election results.
- 16. The **advantages of FPP**, on the other hand, relate to the simplicity of the process including the ways votes are cast, counted and announced.
- 17. The disadvantages of FPP relate to:
 - 17.1. Results of the election, including the generally 'less representative' nature of FPP councils
 - 17.2. The obstacles to minority candidates' election
 - 17.3. The number of wasted votes.
- 18. Detailed advantages and disadvantages include:

FPP	STV	
Casting votes	Casting votes	
 FPP is straight forward system of voting. FPP is familiar to most people. 'Tactical voting is possible; votes can be used with a view to preventing a candidate from winning in certain circumstances. 	 STV is a less straight forward system of voting. There is a need for more information for people to understand the STV ranking system of candidates. It is virtually impossible to cast a 'lactical' vote under STV. As a result, voters are encouraged to express their true preferences. 	
Counting votes	Counting votes	
 FPP is straight forward system for counting votes. Votes can be counted in different locations and then aggregated. Election results are usually announced soon after voting ends. 	 STV vote counting requires a computer programme (the STV calculator). Votes must be aggregated first and then counted in one location. Election results will usually take a little longer to produce. 	
Election results	Election results	
 Official results show exactly how many people voted for which candidate. Results are easy to understand. 	 Official results will identify which candidates have been elected and which have not and in which order. They do not show how many votes candidates got overall, as all successful candidates will have the same proportion of the vote (the quota). This information, at stages of the count, can still be requested. Results can be easy to understand if presented appropriately. 	
Election results	Election Results	
 A 'block' of like-minded voters can determine the election of multiple candidates in multi- member wards/constituencies, without having 	 STV moderates 'block' voting as each voter casts only one single vote, even in multi-member wards/constituencies. 	

FPP	STV
 a majority of the votes, thereby 'over representing' themselves. The overall election results will not be proportional to voters' wishes and will not reflect the electoral wishes of the majority of voters, only the largest group of voters who may not be the majority. In single-member elections, the winner is unlikely to have the majority of votes, just the largest group of votes. There will be more 'wasted' votes (votes that do not contribute to the election of a candidate). 	 The overall election results reflect the wishes of the majority of voters in proportion to their support for a variety of candidates. In single-member wards/constituencies, the winner will have the majority of votes (preferences). Every vote is as effective as possible (depending on the number of preferences indicated) meaning there are fewer 'wasted' votes and more votes will contribute to the election of a candidate than under FPP.

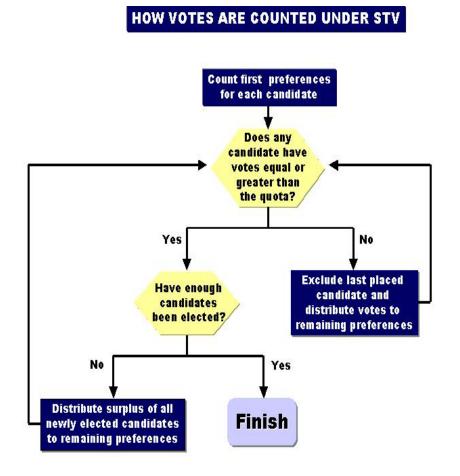
All about STV and FPP

About STV

Under a <u>STV (Single-Transferable Vote)</u> electoral system, voters rank candidates in their order of preference. A good example to consider is an election to select three councillors for a ward in a council election. Under STV, you would write "1" next to the name of your favourite candidate, "2" next to your second favourite candidate and so on.

STV means that you have one vote, but can indicate your preferences for all the candidates and it can be transferred if your most preferred candidate is so popular s/he doesn't need all their votes or is not popular at all with other voters. Under FPP, you would place ticks next to the names of up to three candidates, which means you would have three votes.

The number of vacancies and votes determines the quota a candidate must reach to be elected. The formula for deciding the quota is total number of valid votes, divided by the the number of vacancies plus one. This process is illustrated in the diagram below.



An animated demonstration of this process is on the <u>www.stv.govt.nz</u> site.

STV Voting Form

This is how a voting form might look for a local authority election held under the Single Transferable Vote method.

HYPOTHETICAL CITY COUNCIL DOWNTOWN WARD	
ELECTION OF THREE (3) COUNCILL ORS	Humber Hato
Rank candidates in order of preference '1' '2' '3' etc	
BROWN, Sandy	3
JONES, Sam	1
OWENS, Harry	5
SMITH, Ngaire	2
WATSON, Alice	

There are three vacancies in this ward. Instead of a tick you rank candidates in the order you prefer – "1" beside your first choice, "2" beside your second choice, "3" beside your third choice and so on. You can rank as few or as many candidates as you wish.

Here's How STV Works

Candidates must reach a set number (quota) of votes in order to be elected. By numbering your preferences you are saying:

"The candidate I most want to represent me on the council is Sam Jones. He's my number one choice - but if he gets more votes than the quota, then part of my vote is to be transferred to my second choice, Ngaire Smith, and maybe this will help to get her elected. On the other hand, if Sam has so little support that he can't possibly be elected, transfer my vote to Ngaire..."

About FPP

Under the <u>FPP (First Past the Post)</u> electoral system, the candidate with the most votes wins. This is a very simple method of electing candidates and is widely used throughout the world. It was used in New Zealand for Parliamentary elections up until the introduction of MMP (Mixed Member Proportional) in the 1996 general election. Although FPP is very simple, some people have argued that the results of an FPP election may not always reflect the wishes of the majority of voters. The following examples show how results of FPP elections may vary. Where one candidate has a clear majority of votes, it can be seen that the majority of people did support the winning candidate –

	Number of Votes	Percentage of Votes
Candidate One	140	70%
Candidate Two	20	10%
Candidate Three	20	10%
Candidate Four	20	10%

Total Votes = 200 Total Votes = 100%	
--------------------------------------	--

In this example, the winning candidate received 70 percent of the total votes. However, the winning candidate might receive more votes than any other one candidate, but receive fewer votes than the other candidates put together.

	Number of Votes	Percentage of Votes
Candidate One	80	40%
Candidate Two	60	30%
Candidate Three	40	20%
Candidate Four	20	10%
	Total Votes = 200	Total Votes = 100%

In this case, the winning candidate got 40 percent of the total votes, the other candidates received 60 percent of votes. It could be said that the election result did not reflect the wishes of the majority. Some people have also argued that even where the winning candidate gets the majority of the votes, many people's votes are "wasted".

FPP Voting Form

This is a typical voting form for a local authority election held under the First Past the Post method.

HYPOTHETICAL CITY COUNCIL DOWNTOWN WARD ELECTION OF THREE (3) COUNCILLORS	
You can vote for a maximum of three (3) candidates	Vale Here
BROWN, Sandy	
JONES, Sam	
OWENS, Harry	
SMITH, Ngaire	
WATSON, Alice	

In this case, there are three vacancies in the ward and voters can tick up to three candidates.

7.4 UPDATE ON CENTRAL HAWKE'S BAY MAYORAL RELIEF FUND AND RECOMMENDED CLOSURE OF FUND

File Number:

Author: Brent Chamberlain, Chief Financial Officer

Authoriser: Doug Tate, Chief Executive

Attachments: Nil

PURPOSE

The matter for consideration by the Council is to receive an update on the Central Hawke's Bay Mayoral Relief Fund.

RECOMMENDATION

- 1. That the Council note the contents of this report and the allocation of funds for the period.
- 2. That the Council close the fund effective 31 August 2023 with the remaining funds being distributed as follows: \$4k to the remaining yellow stickered property owners yet to be paid out, \$15k to the Hawkes Bay Rural Support Trust for the support of rural communities in the Central Hawkes Bay, \$15k of funds be provided to the Rotary River Pathway Trust for repairs, and the balance be added the Mayoral Fund for the Mayor to distribute to those impacted by the Cyclone as needed.

EXECUTIVE SUMMARY

Following the devasting effects of Cyclone Gabrielle, a Mayoral Relief Fund was established to collect public donations specifically for Central Hawke's Bay, and then in turn to distribute those funds to the households, businesses, clubs in Central Hawke's Bay that have been impacted.

At the time of writing, nearly \$608,824 has been collected in donations (including the stickered property funds from the Hawkes Bay Disaster Relief Trust), and \$561,367 has been allocated leaving a balance of \$47,457 to be distributed.

This report now recommends closing the fund, distributing remaining funds to identified projects.

BACKGROUND

On 13 and 14 February New Zealand's North Island was struck by Cyclone Gabrielle. Here in Central Hawke's Bay this caused extensive flooding, and significant damage to Council infrastructure and private residential/commercial properties. The ongoing impacts of the effects of the cyclone, such as the loss of water supply and the boil water notice has also had a major impact on community, along with other effects such as the extensive travel delays and impacts.

Following the devasting effects of Cyclone Gabrielle, a Mayoral Relief Fund was established to collect public donations specifically for Central Hawke's Bay, and then in turn distribute those funds to the households, businesses, clubs in Central Hawke's Bay that have been impacted.

Previous updates on the fund have been provided to Council on the fund.

DISCUSSION

Since the establishment of the fund, nearly \$608,824 has been received in donations to this fund (including the stickered property funds from the Hawkes Bay Disaster Relief Trust) at the time of writing.

At the 23 February 2023 Council meeting it was decided to establish a panel of three Councillors (Brent Muggeridge, Pip Burne and Kate Taylor) to assess applications requesting over \$500 to this fund (the under \$500 applications are being assessed by our Welfare Team).

At the 18 May 2023 Cr Wichman was added to panel of Councillors, and more recently Cr Minehan bringing the total panel to five.

The panel met for the first time on 10 March where they further agreed on a methodology for agreeing how to access the funding requests.

To date, the following funds have been approved for distribution:

- 1. \$10,000 be released to the Ngāti Kere Hapū Authority to support the community led welfare response in Pōrangahau (Confirmed by way of Council Resolution 23 February 2023).
- 2. \$23,804 paid out by the welfare team across 59 applications.
- 3. \$288,063 paid out by the panel of Councillors across 246 applications.
- 4. \$224,000 passed through as payments to red/yellow stickered property owners on behalf of HBDRT.
- 5. \$15,500 as been paid to affected tenants of red/yellow stickered properties following the fund being re-opened for re-application (as per Council resolution 18th May 2023).

The applications vary in requests and cover everything from repairs to flooded houses and properties, driveway/farm access repairs, to loss of contents, loss of vehicle(s), loss of clothing, loss of food, loss of firewood, loss of income, provision of alternative accommodation, and additional living costs such as generator fuel. Most applications are for multiple of these.

Council Officers have also been directing applicants to other funds, such as the temporary housing assistance supplement, where the application better fits these funds.

Closure of the Fund

Now that the fund balance has dropped to \$47k, 5 months has passed since the event, and applications have slowed to a trickle, the panel of Councillors recommend that the fund be wound up effective 31 August 2023.

The panel of Councillors recommend:

- 1. \$4k be retained for the 2 remaining yellow stickered property owners yet to make contact.
- 2. A further \$15k of funds be made available to the Hawkes Bay Rural Support Trust for the support of rural communities in the Central Hawkes Bay (\$10k has already been provided previously)
- 3. \$15k of funds be provided to the Rotary River Pathway Trust for repairs to their pathways and bridges.
- 4. The balance of funds be added to the existing Mayoral Fund for the Mayor to distribute to those impacted by the Cyclone as needed.

Other Funding Available

Councils website link <u>here</u> provides opportunities for people to connect across a range of community and government funding sources. If people are unsure, please encourage them to contact us at Council for more information.

Two other specific funds also available are detailed below:

New Zealand Red Cross

The New Zealand Red Cross are looking to roll out a "return to home" package for stickered properties owners which includes a package of whiteware. They are working through how this scheme might work, which retailers they will partner with, and further details will be released in due course.

Hawke's Bay Disaster Relief Trust (HBDRT)

The HBDRT has undertaken 3 tranches of support since it was set up:

- 1. Tranche 1 Support for up to \$1,000 per property suffering financial loss as a result of the Cyclone. This trance has now closed after distributing over \$2m across 3,500 claims.
- Tranche 2 Payments of \$2,000 per yellow/red stickered property to the local District and City Councils to distribute to those property owners. The total distribution was approximately \$2.3m.

Central Hawke's Bay District Council has received \$220k to "pass through" to property owners and is working through contacting each property owner to seek details of where to make the payment. As of 31 July Council has completed all but 3 pass throughs with the final 3 property owners proving difficult to contact.

 Tranche 3 – Payment of up to \$10,000 per property to assist with silt and debris clean-up from the Cyclone. To date distributions totalling \$1,700k during this trance. This trance closed on the 28th July.

The Trust has a balance of approximately \$912k left to distribute and has approximately 200 applications yet to process. It is likely that these 200 applications will need to be scaled back to a maximum of \$3,000 per property and this will exhaust this fund.

RISK ASSESSMENT AND MITIGATION

In order to make this fund available as quickly as possible, it was not possible to establish a separate Trust that holds charitable status. All funds have flowed through Council's main bank account and will be subject to Council's normal financial audit requirements.

As this is public money, all funding assistance made will be subject to public scrutiny with all funding decisions fully documented.

Also, Council needs to ensure that the fund is fully distributed at the end of the process with the funds used to support the Central Hawke's Bay Community as was the intention of the original donors. This report seeks to support this outcome.

FOUR WELLBEINGS

This fund will be a key method of providing economic assistance to those most at need and will help to bring the community together. In this context, the report supports the four wellbeing's in the widest sense.

DELEGATIONS OR AUTHORITY

As this is a Mayoral Fund, Council is responsible for the operation and distribution of the donations.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as of minor significance, but potentially of high public scrutiny.

NEXT STEPS

Council officers will continue to work operate the fund until such time as the funds are exhausted or the fund is closed (as per proposed recommendation).

RECOMMENDATION

- 1. That the Council note the contents of this report and the allocation of funds for the period.
- 2. That the Council close the fund effective 31 August 2023 with the remaining funds being distributed as follows: \$4k to the remaining yellow stickered property owners yet to be paid out, \$15k to the Hawkes Bay Rural Support Trust for the support of rural communities in the Central Hawkes Bay, \$15k of funds be provided to the Rotary River Pathway Trust for repairs, and the balance be added the Mayoral Fund for the Mayor to distribute to those impacted by the Cyclone as needed.

7.5 ASSET MANAGEMENT POLICY - PROPOSED AMENDMENTS

File Number:

Author:	How	ard Severinsen, CID Contractor
Authoriser:	Doug Tate, Chief Executive	
Attachments:	1.	Updated Asset Management Policy for Adoption - 2023 $\underline{\mathbb{J}}$

PURPOSE

The matter for consideration by the Council is to confirm an Asset Management Policy as an early step in building the Long Term Plan/Three Year Plan for the period commencing 1 July 2024.

The review of the Policy every three years in the preparation of Asset and Activity Management Plans is recognised as best practice in accordance with the International Infrastructure Management Manual and is an important cornerstone in the establishment of the Long Term Plan process.

RECOMMENDATION

1. That the reviewed Asset Management Policy be adopted.

EXECUTIVE SUMMARY

A Policy document is in place describing Council's approach to Asset Management. This has been reviewed and various minor changes are proposed. These are considered to be only of a minor nature, compared to the previous version in place.

BACKGROUND

As part of the policy framework Council has an overarching Asset Management Policy that applies across asset types. With this in place, the activities that have asset management plans will then incorporate this policy direction as asset management planning occurs and the specific category plans are developed.

The Policy had a major review in 2021, being brought to align with the ongoing sophistication of Council's asset management practices, which was reflected in the creation of the first asset and activity management plans across Council for many activities.

DISCUSSION

The previous policy has been reviewed and it is proposed that only minor changes are proposed. Recognising the already constrained position that Council faces in terms of timeframes and resourcing to see a 3 Year Plan achieved by 1 July 2024, the minor amendments reflect the level of maturity and ability that Council will have to improve its overall asset management sophistication within the timeframes and capacity of staff to deliver on the Three-Year Plan in this Long Term Plan Cycle.

In revising the policy, Officers have not been able to fully assess the policies impact or effectiveness, however, recognise that this would otherwise be core to ensuring effective long term improvement of asset management practices.

The key changes are highlighted in the policy and include:

• Change one – Incorporation of specific target levels of sophistication.

• Change two – Moving the focus of the policy away from focus upon individual staff members to a focus on higher level policies and practices.

RISK ASSESSMENT AND MITIGATION

No undue risks have been identified with the proposed minor changes.

FOUR WELLBEINGS

No major wellbeing issues identified.

DELEGATIONS OR AUTHORITY

No delegations are relevant.

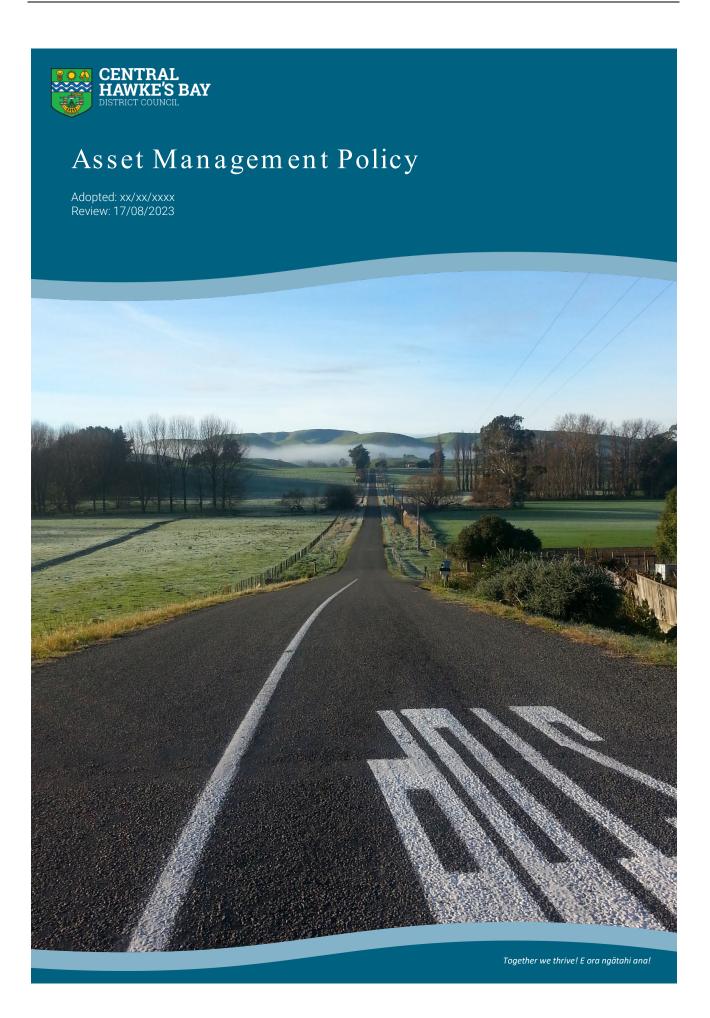
In accordance with the Council's Significance and Engagement Policy, this matter has been assessed. The matter is not of significance and no engagement is considered to be necessary.

NEXT STEPS

Further steps in asset management planning will follow this policy direction.

RECOMMENDATION

1. That the reviewed Asset Management Policy be adopted.



Asset Management Policy

Purpose

The purpose of this Policy is to support Council's vision, goals and objectives through the management of physical assets. The Policy contains Principles, Policy Statements and outlines the framework for Asset Management at Council.

Intended Audience

This Policy applies to all Council staff and contractors.

Related References

Documents Informing Asset Management Strategy and Direction:

- Group Business Plans
- Organisational Values
- Project THRIVE Documentation
- Infrastructure Strategy
- Long Term Plan 2018-21

Scope

This policy applies to all permanent employees of Central Hawke's Bay District Council and physical assets under their control. 3 Waters, Waste, Land Transport, Parks and Property assets in their management must all adhere to this Policy. This Policy does not apply to IT assets.

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Policy

Vision

Councils Vision is for "Central Hawke's Bay to be a proud and prosperous district made up of strong, connected people who respect and protect our environment and celebrate our beautiful part of New Zealand".

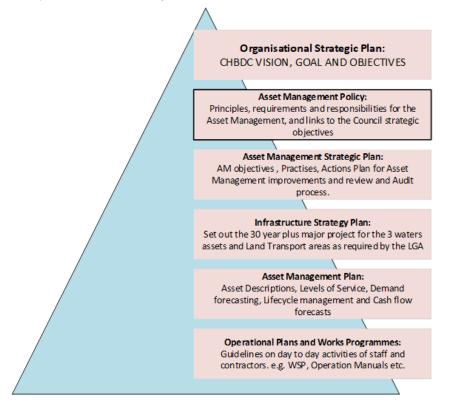
Values

Council intends to deliver on its aspirational vision by adhering to a set of values produced through a consultative piece of work with the community know as Project THRIVE. The values are:

- Trust we create trust by acting with integrity
- Honesty we do what is right even when no one is looking
- Respect we have respect for each other, our community and our stakeholders
- Innovation we find smarter ways to do things to produce improved and sustainable results
- Valuing People we are one team, supporting each other to succeed
- Excellence we deliver exceptional results

Strategic Context

The Policy sits at a governance level and provides strategic direction to Council Officers on how asset management is to be delivered by Council.



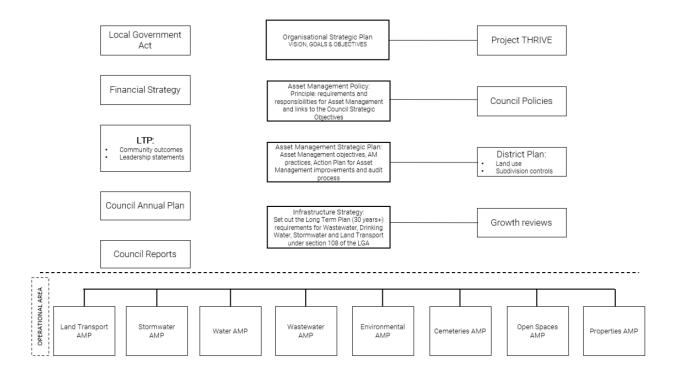
Document Owner: Howard Severinsen Group: Infrastructure Adopted Date: xx/xx/xxxx Review Date: 17/08/2023 Document Approver: xxx Together we thrive! E ora ngātahi ana! | 3 www.chbdc.govt.nz Key related policies, plans or strategies and their relationship to this Policy are described below.

Policy, Plan or Strategy	Relationship to 'the Policy'
Existing Asset Management Policy	The existing Asset Management Policy will be superseded by this document.
Infrastructure Strategy	Subordinate to the Policy and other documents and contains the 30yr strategy for managing key asset classes at a higher level of detail than individual asset management plans
Council Risk Framework	The Risk Framework prescribes in detail the risk approach used by Council. This approach will be used in asset management decision making – as outlined in this Policy.
Finance Strategy	Together with the Policy, and other documents are a key feed into Councils Long Term Plan
Strategic Asset Management Plan	To be developed. Will be subordinate to the Policy and will contain Asset Management Objectives and strategic approach to managing assets
Asset Management Plans	Subordinate to the Policy and will highlight work to be performed on the assets, with suitable justification in line with the Policy intent, principles and policy statements.

Asset Management System

The Policy is a primary component of Councils Asset Management System (AMS). The AMS is the encompassing framework that describes how Council carries out all aspects of asset management from decision making and planning through to on-the-ground lifecycle activities and operations on the assets. The AMS can be represented via a documentation hierarchy diagram which illustrates a line of sight from organisational goals and objectives through good asset management to realise intended value from assets. Councils AMS documentation hierarchy, with the Policy highlighted, is depicted below.

Document Owner: Howard Severinsen Group: Infrastructure Adopted Date: xx/xx/xxxx Review Date: 17/08/2023 Document Approver: xxx Together we thrive! E ora ngātahi ana! | 4 www.chbdc.govt.nz



Implementation of the Policy

The Policy is set by Governance and delivered operationally. Subordinate aspects of the Asset Management System must align with direction provided by the Policy and it is reasonable for Governance to expect to see these linkages. When Asset Management Plans are developed for example they must demonstrate alignment to the Principles contained within the Policy. When work is carried out on assets in the field, it must also demonstrate alignment to the Policy.

It is good practice for the Policy to be highly visible and is therefore an expectation that this Policy is actively communicated within the organisation and used by asset managers during planning and operational delivery aspects of asset management.

Asset Management Principles

At the core of this Policy are the following set of principles that seek to translate organisational intent into guidance and direction specific to how we manage our physical assets. The principles are logically grouped under each of Councils core values – providing line of sight from organisational to asset management intent.

Document Owner: Howard Severinsen Group: Infrastructure Adopted Date: xx/xx/xxxx Review Date: 17/08/2023 Document Approver: xxx Together we thrive! E ora ngātahi ana! | 6 www.chbdc.govt.nz

	Asset Management Principles - THRIVE
	Trust
	Acting unwaveringly ethically and transparently to gain the trust and confidence of our communities
	Ensuring compliance with all applicable legislative and regulatory requirements and industry and internal standards
	Acting responsibly with public funds and ensuring fit-for-purpose solutions are prioritised for all asset needs.
	Honesty
	Council will utilise accepted industry benchmarks of asset management planning sophistication and will publish Asset Management Plans at maturity levels as set out by IIMM
	Council will make publicly available information about its assets, their performance and our asset management practices
	Acknowledging when things go wrong and acting quickly to remedy and prevent all issues caused by our assets.
	Respect
	Ensuring that our people take personal responsibility for the safety of themselves, their colleagues, contractors and members of the public
	Ensuring that our assets are safe, resilient and free from defects and do not impact adversely on the environment
	Respecting the past and existing practices but focussing forward and empowering our staff and contractors to continuously question and improve.
	Innovation
	Ensuring that our people are empowered to find ways to do things better and continually improve asset management at Council
	Leveraging technology and systems to support our assets and asset management
	Utilising modern and current practices to manage our assets in a way that is intergenerational.
	Valuing People
	Recognising that our people are at the core of asset management and therefore developing the capability of people and teams
	Fostering a positive and collaborative work environment for staff, community, iwi and contractors
	Providing appropriate levels of resource to enable asset management objectives to be achieved.
_	Excellence
	Monitoring, measuring and reporting on asset and asset management performance
	Taking a risk-based approach to managing our assets
	Utilising data and information to inform decision making through agreed, transparent and rigorous decision-making processes.

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Policy Statements

The following statements apply to Asset Management practice at Council and must be adhered to. They, by design, give effect to the intent of the Policy and should be enacted in alignment with the Principles.

Asset Management Plans (AMPs)

AMPs will be consistent with other Council strategies and planning documents. Inconsistencies will be highlighted where these are unavoidable. The AMPs should demonstrate the links between the Outcomes, Council's vision, District Plan, Growth Assumptions, and other key documents.

- The AMPs will be drafted by December in the year preceding the delivery of the Council Long Term Plan (3yearly), after consultation with Council and, if appropriate, the community.
- AMPs will be maintained on an ongoing basis with changes to demand forecasts, levels of service, asset strategies and financial forecasts incorporated into the plan as an appendix as they occur.
- AMPs will be updated completely in the 3-yearly review if there is significant change.
- An improvement plan will be developed for each AMP with the overall coordination of the improvements being led by the Asset managers.
- The target AMP level of sophistication is Intermediate, but always equal or better than previous versions

Levels of Service and Performance Management

The levels of service set the performance goals for the documented Assets. They need to be clear, explicit, measurable and sensible to staff and the community.

- A performance management framework linking outcomes, goals, levels of service and Key Performance Indicators will be in place for all activities and approved by Council.
- The performance management framework will specify the frequency and type of reporting.
- The process for determining levels of service and performance targets will be transparent and documented and should incorporate:
 - a) Customer/stakeholder expectations
 - b) Strategic and corporate goals
 - c) Compliance requirements.

Demand Management

Demand forecasts will be included in AMPs. Assumptions will be clearly stated in regard to the basis for the forecasts, source data and confidence levels.

• Demand management initiatives will be stated in the AMPs, along with the rationale, cost and expected achievements.

Risk Management

A risk management framework will be used to identify Council's strategic and asset risks. High or extreme risks will be analysed in more detail and mitigation actions identified and managed.

• Council will identify critical assets in the asset register and have a process for managing these assets and responding to their failure.

Asset Operations and Maintenance

An operations and maintenance strategy and programme will be documented, including asset condition and performance monitoring programmes.

 Council will seek to identify the optimal balance of planned and unplanned maintenance in order to minimise wholeof-life costs.

Asset Investment Decisions

Council will seek to identify the optimal balance of maintenance and renewal in order to minimise whole- of-life costs.

Document Owner: Howard Severinsen Group: Infrastructure Adopted Date: xx/xx/xxxx Review Date: 17/08/2023 Document Approver: xxx Together we thrive! E ora ngātahi ana! | 8 www.chbdc.govt.nz

Financial Management

Assets will be revalued generally in accordance with New Zealand Equivalents to International Financial Reporting Standards (NZ IFRS). The methodology will generally be consistent with the NAMS Valuation and Depreciation Guidelines. Any deviations from the standards and the guidelines will be explicitly noted in the AMP.

• Financial forecasts in the AMP will be prepared at the level required for a minimum of ten years with underlying assumptions and confidence levels clearly stated.

Asset Management Systems and Data

Asset registers will be maintained for all Council assets, to an appropriate level of detail and accuracy to achieve the level of maturity defined in this policy.

- Asset management systems will provide the functionality to automate the delivery of the requirements of this
 policy.
- The information in the asset management systems will reconcile with information in other Council systems.

Asset Management Improvement Planning

AMPs will include an improvement plan that outlines the tasks, resources and deliverables required to achieve or maintain core-plus asset management levels as stated in this policy.

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7.6 CITIZENS INITIATED REFERENDA ON STATE HIGHWAY MAINTENANCE

File Number:

Author:	Doug Tate, Chief Executive			
Authoriser:	Doug Tate, Chief Executive			
Attachments:	 Letter for the Clerk of the House - Referenda Petition Wording Referenda Petition Form 			

RECOMMENDATION

1. That Council support the Petition for State Highway Maintenance Referenda, and request the Chief Executive Officer to make the petition available at suitable Council facilities.

OR

2. That Council do not support the Petition for State Highway Maintenance Referenda.

PURPOSE

The purpose of this report is to present for Councils consideration a petition for a citizens-initiated referendum on state highway maintenance and funding, to raise public awareness and to formally consider supporting the petition at a level.

The key content of this report has been taken from a report and supporting information prepared by Mayor Neil Holdom of New Plymouth District Council, who has led the promotion of this Citizen initiated referenda.

SIGNIFICANCE AND ENGAGEMENT

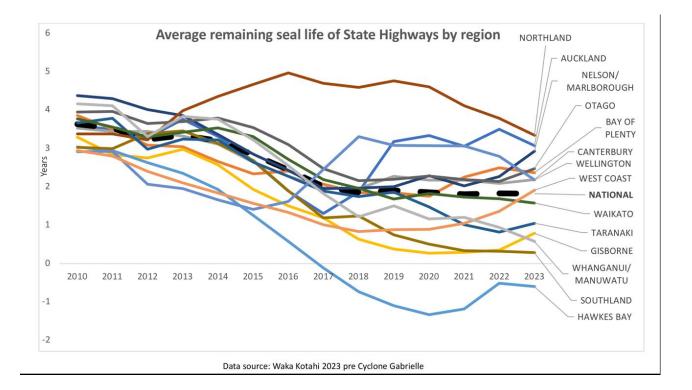
This report is provided for information purposes only and has been assessed as not significant.

BACKGROUND

Local Government New Zealand (LGNZ) members recently agreed to support the following remit with around 98% of the membership in agreement:

- That LGNZ publicly lobby all political parties to increase Crown funding for state highway and local road maintenance budgets.
- Consider and pursue other avenues including the Office of the Auditor General to seek resolution of the issues facing the country in relation to the systemic rundown of our national roading infrastructure.

Waka Kotahi's maintenance and renewal programme has clearly been insufficient to maintain asset health measured via the average remaining seal life. There are numerous media reports about the issues being faced across New Zealand.



Graph 1 (above) shows the average remaining seal life of state highways by region. This information was obtained under the Official Information Act 1982 from Waka Kotahi. It shows the significant decline in the average seal life of state highways.

Nationally, the average remaining life in 2010 was 3.6 years. In 2018 this declined to around 1.8 years and remains steady. However, at a regional level there are large discrepancies.

In 2010 every region had an average remaining life of between 2.9 and 4.4 years (a range of 1.5 years difference). By 2023 the range was from -0.6 to 3.3 years (a range of 3.9 years) with four regions having a seal age of less than one year, including Hawke's Bay which recorded its seventh year with an average of less than zero.

The issue nationally is predominantly with chipseal roads rather than asphalt mix, with some exceptions. In 2023, across chipseal roads, five regions have an average remaining life of less than one year, with Hawke's Bay's roads again below zero.

Within asphalt roads, Southland set an unfortunate record with an average remaining life of -2.5 years. Graph 2 (attached) shows the average remaining life of different surface types by region today.

Last year LGNZ commissioned Infometrics to undertake a report into trends in road transport funding. That report noted that funding for roads per kilometre travelled only increased by 0.8% p/a in the five years to 2021, whilst construction costs increased 1.1% p/a in the same five years. That report ended its analysis in 2021.

With considerable cost inflation over the past two years and decreased land transport revenue due to Covid, it is almost certain that the funding gap has grown even further. Inflation for Heavy and Civil Engineering Construction peaked at 15.1% pa in the September 2022 quarter.

That increased funding gap to roads is likely to result in even further pressure on state highway maintenance and lifespans.

The national stabilisation of the average remaining life of state highways may falter in the coming years, seeing further downward movement. Such a decrease will see more parts of the state highway network fail.

This year the Government is developing its next Government Policy Statement on Land Transport (the GPS). The GPS sets the funding buckets for Waka Kotahi.

Influencing the development of the next GPS is one keyway in which to ensure regional state highways do not continue to deteriorate. The Land Transport Management Act specifically states the Minister must regard the views of LGNZ.

An important step in resolving the current state highway pavement crisis is engagement with the public to clarify expectations. Members of our community deserve an opportunity to communicate their views on the maintenance of our roading infrastructure. To accelerate and facilitate this discussion, New Plymouth District Council (NPDC) has initiated the process to trigger a Citizens Initiated Referenda, focused on New Zealand's state highway network maintenance.

The wording, as approved by the Clerk of the House of Parliament, is as follows:

"Should the New Zealand government fund road maintenance at levels sufficient to reverse the current decline in the average age and condition of our national state highway network?"

The goal of the petition is to ask the question and let New Zealanders and the political parties who wish to lead the country through the next term of parliament answer it. NPDC is seeking to collaborate with councils across the country. Asking Councils to discuss and debate whether they wish to make the petition accessible in council service centres and other facilities throughout Aotearoa.

The objective is to provide as many Kiwis as possible with the opportunity to express their views and send a clear message to all members of parliament about their stance on this crucial aspect of our daily lives.

DISCUSSION

In considering whether to support the petition or not, there are some key areas of focus for Council to consider in its own context relating to Land Transport and funding.

The petition currently only focuses on the Waka Kotahi network – being the State Highway network. In a Central Hawke's Bay context, the key issue is funding support from Waka Kotahi and the Government for our local roading network operation, which the petition does not address. While supportive of the Waka Kotahi network, the petition does not address the key issues systemically facing our roading infrastructure.

A second key point for consideration is Councils own roading network and its condition. While ultimately reliant on funding support from Waka Kotahi as a major contributor, Councils own roading network requires major investment even prior to Cyclone Gabrielle, which could make the petition misplaced in terms of the key issues really facing the district.

In summary, there are primarily two options for Council:

Option 1 – Support the Petition

This would see the petition shared in Council facilities and ultimately would rely on Councillors to share and promote the messages of the petition with community.

Option 2 – Do not support the petition.

While sympathetic to the what the petition aims to achieve, Council chooses not to support the petition, recognising that there are wider funding and other implications involved.

The proposed wording of the referenda is attached to this report, along with the Petition form.

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:

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.

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

In the event that Council supports the petition, the Chief Executive Officer will organise for the submission to be distributed at appropriate Council facilities. Alternatively, if support is not given, Officers will continue seeking support for wider roading funding for the district.

RECOMMENDATION

- 1. That Council support the Petition for State Highway Maintenance Referenda, and request the Chief Executive Officer to make the petition available at suitable Council facilities OR
- 2. That Council do not support the Petition for State Highway Maintenance Referenda.



Bowen House, Parliament House, Private Bag 18041, Wellington 6160 +64 4 817 9475 parliament.nz

13 July 2023

Mayor Neil Holdom New Plymouth District Council 84 Liardet Street New Plymouth 4310

Dear Mayor Holdom

Final determination of question wording and form approval for indicative referendum petition

This letter is to confirm the wording determined by me as required by section 11 of the Citizens Initiated Referenda Act 1993. This wording is as follows:

"Should the New Zealand government fund road maintenance at levels sufficient to reverse the current decline in the average age and condition of our national state highway network?"

The notice will be published in the *New Zealand Gazette* on Wednesday, 19 July 2023. It will also be published in *The New Zealand Herald*, *The Post*, *The Press*, *and The Otago Daily Times*.

I have approved the attached form for use in gathering signatures. All signatures must be on this form. It is your responsibility to print and distribute the forms.

You have 12 months from the date of publication of the *Gazette* notice in which to deliver the signed petition to me. Otherwise, the proposal will lapse. The proposal will also lapse if you do not collect signatures amounting to 10 percent of eligible electors.

I have enclosed a copy of Notes for the Guidance of Persons Collecting Signatures to an Indicative Referendum Petition.

You need to be aware of statutory provisions relating to advertising your petition and filing returns. These are set out in sections 41 to 45 of the Citizens Initiated Referenda Act 1993. If you have any queries about this, you should contact the Chief Electoral Officer, PO Box 3220, Wellington.

If you have any other queries, please address them in the first instance to Bevan Rogers, Parliamentary Office (Parliamentary Law and Practice) on Bevan.Rogers@parliament.govt.nz or 04 817 9475.

Yours sincerely

David Wilson Clerk of the House of Representatives

Petition by New Plymouth District Council

for a

Citizens Initiated Referendum



To the House of Representatives, we, the undersigned, pursuant to the Citizens Initiated Referenda Act 1993, ask that an indicative referendum be held on the following question;

		(Print clearly in	n BLOCK letters)		(Print clearly in BLOCK letters)
	Signature	Surname or Family Name	Given or First Names	Date of Birth (Optional)	Residential Address
3					
4					
5					
6					
7					
8					
9					
0					

Name and address for correspondence with promoter of this petition: Mayor Neil Holdom - neil.holdom@npdc.govt.nz The wording of the question printed above, and this form, have been approved under the Citizens Initiated Referenda Act 1993.

7.7 QUARTERLY NON-FINANCIAL PERFORMANCE REPORT 1 APRIL - 30 JUNE 2023

File Number:	COU1-1400
Author:	Doug Tate, Chief Executive
Authoriser:	Doug Tate, Chief Executive
Attachments:	1. Non-Financial Quarterly Report April - June 2023 🕹

PURPOSE

The purpose of this report is to present to Council the Quarterly non-financial performance report for the period 1 April - 30 June 2023.

RECOMMENDATION

That having considered all matters raised in the report:

1. That the Quarterly Non-Financial Performance Report 1 April – 30 June 2023 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 2021-2031.

Non-financial performance measures, compare performance on levels of service against benchmarks set by Council when adopting the Long Term Plan (LTP).

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

The 2021-2031 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.

DISCUSSION

The report is attached.

As part of the Annual Report this year Council will miss a number of performance measures due to cyclone impacts. The office of the Auditor General is not granting cyclone impacted Councils any exemption from reporting these measures, but simply wants impacted Councils to report the missed performance measure and then add a short note about the impact of the Cyclone if applicable to the measure. This can been done where applicable through the report.

Overall the report speaks to a number of measures that have otherwise not been achieved through the year. While many areas have performed well in challenging circumstances and considerable progress has been made in some activities – engagement with Mana whenua as an example, this is not reflected in the achievement for the year period.

Council will be reviewing its Levels of Service and in particular its measures as we focus on the next Long Term Plan/3 Year Plan commencing on 1 July 2024.

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 goodquality 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 Non-Financial Performance Report will be reported to Council in October 2023 calendar year. Officers remain committed to lifting the performance of activities and seeing the achievement of performance measures for the remainder of the year.

RECOMMENDATION

That having considered all matters raised in the report:

1. That the Quarterly Non-Financial Performance Report 1 April - 30 June 2023 be received.

Central Hawke's Ba	ay District Council	1 April – 3	0 June 2023			
Leadership, Governance and Consultation 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 2022/2023	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%	Not Achieved76% of people consider that Council has responded well or very well to community needs and issues.This is an area that Council continues to work on, recognising the Council has responded to a wide range of issues in the last 12 months, most notably Cyclone Gabrielle.Through the Residents' Opinion Survey, we received consistent positive feedback in relation to our response to the Cyclone.2022 Result: 76%.			
	The percentage of formal consultation which follows legislative and policy requirements.	100%	Achieved All consultation has been compliant with legislation & policy.			
	The percentage of people who consider that Council has engaged and communicated well about Council business.	85%	Not Achieved 81% of people consider that Council has engaged and communicated well about Council business. The feedback from the Residents' Opinion Survey in relation to this is mixed, as we have strong feedback from people saying that they appreciated the good			

		communication while others have commented that they feel unheard or are not receiving adequate consultation on various matters.2022 Result: 91%.
Iwi and Marae report to be satisfied with the level of engagement and partnership with Central Hawke's Bay District Council.	80%	Not Achieved Steady progress has been made with Mana Whenua including a range of hui, communications and wananga, however we have still not reached a point of maturity of our relationships to appropriately measure the level of satisfaction.

The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	Performance Measure	Target 2022/2023	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%	Not Achieved 76% of people were satisfied with the Social Development activity of Council. From the feedback received through the Residents' Opinion Survey there were a number of concerns regarding housing, affordability, public transport and transparency around communication, while captured these concerns didn't necessarily relate to the services of Council. 2022 Result: 90%.	
	Council implements the Social Wellbeing Strategy	100%	Achieved Council continues to make solid progress through the implementation of the Network of Network Action Plans.	
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%	Achieved 100% of Network of Network partners who responded to the 2022/23 Social Development survey were satisfied or very satisfied with the advice and support provide by Council.	
	The percentage of community groups supported by Council are satisfied with the level of service provided.	100%	Not Achieved 95% of Network of Network partners who responded to the 2022/23 Social Development survey were satisfied or very satisfied with the level of service provided. While still a great achievement at 95%, this hasn't met the very high standard the measure sets.	

	tended to be reported in the Annual Rep		
The following performance	e targets have been set by Council to me	eaningfully asse	ss the achievement of levels of service.
Level of Service	Performance Measure	Target 2022/2023	Achieved level of service
Council supports the enhancement of economic wellbeing by the delivery of increased	Council implements the 2019 Economic Action Plan (Implementation Plan)	100%	Not Achieved
			Due to staff changes, there has been a delay on the implementation of actions.
job opportunities, a diversified and resilient	Representatives of the Economic Leadership Group that are satisfied that the 2019 Economic Development Action Plan deliverables are being achieved.	90%	Not Achieved
local economy and increased productivity.			Due to staffing changes, there has been a delay on the achieving this measure.
			There has been support provided post cyclone for local businesses and an Economic Development Recovery meeting has been held, including regular forums held wit the business community. Feedback has been positive to date of Councils involvement.

Performance measures inter	ided to be reported in the Annual F	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 2022/2023	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	Not Achieved Year: 1 July 2022 – 30 June 2023 Summary O Fatalities 8 Serious injuries. Quarter 1 Two serious injuries were reported between 1 July 2022 and 30 September 2022 1. A motorcycle lost control due to loose gravel 2. A cyclist was hit from behind in the dark wearing black clothing with no helmet and no light. There have been no fatalities on the network during this period. Quarter 2 Four serious injuries – none were road condition related; Two were alcohol and drug related; one intersection accident on an intersection that is programmed for safety improvements; and one car / pedestrian in an urban area. There have been no fatalities this quarter. Quarter 3 O fatalities there have been no fatalities this quarter. There has been one serious injury this quarter. This involved a motorbike accident on speed and alcohol were suspected factors. Quarter 4 1 serious injury reported – passenger jumped from moving vehicle at 70km/h. O fatalities reported.		

	The average quality of ride on a sealed local road network, measured by smooth travel exposure	Between 85 & 90%	Achieved The average ride quality on the local sealed road network is 90.7%. We acknowledge however this is still considerable issues across our network. This is measure generally in November however the last 2 years it has been measured in January, which would have occurred prior to Cyclone Gabrielle. The timing is in conjunction with the measurement of the State Highways.
	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%	Achieved As the footpath condition rating only happens once every three years the goal has been met (footpaths do not deteriorate as rapidly due to their usage being and any damage from incidents is reported and repaired quickly).
	The percentage of the sealed local road network that is resurfaced	Between 4 and 10%	Achieved While the re-seal season had been delayed due to weather, some reseals have been completed. We have achieved 4.2 percent sealed for the year in the third quarter. No reseals were completed in the 4 th quarter.

The percentage of customer service requests relating to road and footpaths to which the territorial authority responds within 3 working days	100%	Not Achieved Yearly Report. 69%. A percentage of the overdue were during the cyclone event to advise of road issues and not closed out. A percentage were assigned to the EOC and managed within the function, and while dealt with in the pace of the Cyclone event were not formally signed off in the timeframes. The total requests for 2021/22 were 1116 versus 1538 in 2022/23. An increase of 38%.(422 more requests).
The percentage of users satisfied with the roading service provided	90%	Not Achieved 34% of people were satisfied with the roading services provided. This result is not unsurprising based on the current conditions and effects that the severe weather has had across our roading network. Commentary from respondents also made it unclear if people fully understood they were responding about the local network only, not the State Highway Network. It is recognised however that there is significant work to achieve across the Land Transport Activity. 2022 Result: 67%.

Reserves and Open Spa	ces				
Performance measures inten	ded to be reported in the Annual Rep	ort.			
The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.					
Level of Service	Performance Measure	Target 2022/2023	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. The percentage of residential dwellings within 10-minute walk (pedshed) of a Council owned or supported playground.	0	Not achievedThere were no incidents due to inadequate or poor maintenance in the quarter.There was one incident recorded for the year.Not achieved41%.This is calculated based on the total number of residential parcels across the district's urban areas (below) that are within the target zone, divided by the total number of residential parcels within the township zone. There has been no change to this calculation in this financial year.A breakdown per urban area is provided below: Waipukurau 31% Waipawa 31% Otāne 99% Takapau 85% Tikokino 57% Põrangahau 100% Ongaonga 61%.The provision of a new playgrounds and play areas will be reviewed during the LTP conversations currently underway.		

The percentage of dwellings within (pedshed) of a pa community open	10-minute walk ark or	Achieved61%. No change.This is calculated based on th parcels across the district's un within a within 10-minute walk open space divided by the total parcels within the urban areasA breakdown per urban area is WaipukurauWaipukurau59% Waipawa48% Ötāne0tāne97% Takapau62% Tikokino54% Põrangahau88% Ongaonga62%	ban areas (below) that are c of a park or community al number of residential c.
The percentage of have used or visi reserve or open s 12 months.	ted a park,	Not achieved 79% of people have used or vi open space in the last 12 mor 2022 Result: 86%. This reduction could be attribu overall weather patterns, and February 2023, both of which the way people engage with o events, playing sports and vis	ths. uted to the impact of the the weather event in have significantly impacted pen spaces, attending

The percentage of people that are satisfied with the parks,	90%	Not Achieved
reserves and open spaces.		87% of people were satisfied with the parks, reserves and open spaces. The feedback received through the Residents' Opinion Survey is that residents have expressed a desire for more inviting, multipurpose parks with improved playground equipment. There is also a place to think about how we tell the story of our parks and open spaces, ensuring that community know how to access the full range of spaces available to them. This messaging reflects the intent and direction in the Thriving Places and Spaces Programme.
		2022 Result: 91%.

Retirement Housing 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 2022/2023 Achieved level of service			
Council provides safe, well maintained, and comfortable community housing for our retired community.	Tenants' overall satisfaction with Council's Retirement Housing service	95%	Not achieved 82% A total of 18 responses or 37.5% of surveys were returned which is similar to previous years number of respondents. The overall satisfaction question had 17 responses, with 78% (14 of 17) being satisfied – 5 of these were very satisfied. 3 were dissatisfied and there were no very dissatisfied responses. Those reporting dissatisfaction were mostly from the Kingston Place complex, with

	complaints being around increased cost, lawn mowing and window draughts.
	Tenancy Management - 88% satisfaction. Maintenance of unit – 75% satisfaction. Value for money – 82% satisfaction.

Public Toilets				
Performance measures intende	ed to be reported in the Annual Repo	ort.		
The following performance targ	ets have been set by Council to me	aningfully assess th	e achievement of levels of service.	
Level of Service Performance Measure Target 2022/2023 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	<8 complaints	Achieved One complaint was received in the third quarter. This totals seven complaints for the year. We are continuing to monitor and lift contractor performance in this respect.	

Community Facilities			
Performance measures intende	ed to be reported in the Annual Rep	ort.	
The following performance targ	gets have been set by Council to me	eaningfully assess t	he achievement of levels of service.
Level of Service	Performance Measure	Target 2022/2023	Achieved level of service
Council provides safe, affordable, and appropriate	The number of community users of the Waipawa pool.	13,000	Not Achieved
facilities that provide cultural	users of the walpawa pool.		Season total: 6,512.
and social well-being of our community. These, that are activated, and vibrant community spaces used by our community.			December and January numbers were well down against forecast due to the unseasonably wet summer. February started off well until Cyclone Gabrielle – with the pool shut from Cyclone Gabrielle and did not reopen for the season.
	The percentage of users that were satisfied with community halls.	60%	Achieved 91% of people were satisfied with the community halls provided in the district.

Libraries					
Performance measures intended	Performance measures intended to be reported in the Annual Report.				
The following performance targe	ets have been set by Council to m	eaningfully assess the ac	hievement of levels of service.		
Level of Service	Performance measure	Target 2022/2023	Achieved level of service		
Our libraries are inclusive places, and all people are encouraged to make use of the	The number of people visiting our libraries (physical).	Waipukurau – 81,000 Waipawa – 66,000	Not Achieved In the fourth quarter there have been 15,746 people		
library's services.			visit Te Huinga Wai and 11,698 visit Waipawa.		
			It is noted that in this quarter the main door counter at Waipawa Library was not working in April and half of May which has affected the stats.		
			The totals in the four quarters are 61,948 people visiting Te Huinga Wai and 72,432 visiting Waipawa. When combining the two locations we had 134,380 people visit both locations in the last year.		
			This therefore means that the target for number of visits to the Waipawa Library was exceeded however the number of visits to Waipukurau did not surpass the target.		
			The Cyclone can be attributed to this given the facility had to be closed affecting the number of people able to come through the door as well as the Christmas break which required the facility to be closed for eight working days.		

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Libraries			
Performance measures intende	d to be reported in the Annual Repo	ort.	
The following performance targ	ets have been set by Council to m	eaningfully assess the a	chievement of levels of service.
Level of Service	Performance measure	Target 2022/2023	Achieved level of service
	The number of digital visits through our website, online databases, and platforms.	12,000	Achieved In quarter four we have had 6003 digital visitors through the website, online databases, and platforms. This brings the total number of digital visits to 20,377 which exceeds the target.
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	Not Achieved The number of books issued in the last quarter has been 27,116 which includes physical and digital books. This is an increase from the last quarter and brings the total number of issues in the to 104,823. This equates to 7 issues per capita per year to date, which is under the target set. Not achieving this target is not unsurprising, particularly with both libraries closed for periods of time due to Cyclone Gabrielle.

Quarter Three - 1 April to 30 June 2023

Libraries			
Performance measures intended	to be reported in the Annual Repo	ort.	
The following performance targ	ets have been set by Council to me	eaningfully assess the a	chievement of levels of service.
Level of Service	Performance measure	Target 2022/2023	Achieved level of service
Council will provide a range of activities and learning	The number of events and programmes available and	400	Achieved
opportunities	participants.		Between the two facilities there has been 254 programmes run for the community in the fourth quarter.
		It is also noted that in previous reports the Spring Fling events were not captured in this report. There were 13 events run during this festival which were managed by the programs and partnerships lead.	
			This makes the total number of programmes run in the four quarters to 631.
	Participants of events including programmes, exhibitions,	6,000	Achieved
	author events, and classes.		In this quarter 2,900 people attended programmes, workshops, events.
		It is noted that in previous report the Spring Fling participants were not captured. There were 977 participants in the 2022 Spring Fling Festival held in September-November 2022.	
			The total number of participants attending programs in the four quarters 6,853.

Cemeteries 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 2022/2023	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%	Achieved 93% of people were satisfied with the condition and maintenance of the district's cemeteries. 2022 Result: 98%.
	No complaints about late or inadequate internment services at our cemeteries.	100%	Achieved There have been no complaints through the year.

District	Plan
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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 2022/2023	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	A District Plan current within the statutory timeframes.	Not Achieved	Achieved Decisions on matters and provisions raised in submissions were notified on 25 May 2023. This was within the 2-year statutory timeframe outlined in the Resource Management Act 1991 from the date of notification of a Proposed District Plan.

Quarter Three - 1 April to 30 June 2023

places and community values.			Appeals have now been received on the decisions and officers are now working towards how they will be resolved. The Proposed District Plan cannot become Operative until all appeals are resolved, of which there are no statutory timeframes.
	A District Plan that is future focussed and responsive to the District's Growth and development.	Develop changes to the District Plan to provide for projected residential and commercial growth.	Not Achieved In the uncertainty for Resource Management Act reform and resourcing challenged by Cyclone Gabrielle, this programme of work has not been able to be progressed.

Building Consenting						
Performance measures intended to be reported in the Annual Report.						
The following performance	targets have been set by Council to r	neaningfully ass	ess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2022/2023	Achieved level of service			
To protect the community	The percentage of building	100%	Not Achieved			
from unsafe buildings and ensure buildings are designed and constructed in a manner that promotes sustainable development.		82.73% of consents were processed within the 20 working day timeframes in the fourth quarter. This is up from the previous quarter. There were 99 consents processed. The BCA are working to get the % up to 100% within the required time frame. A new Building Consent Officer commenced 31 July which will increase the capacity of the team.Consent numbers are still high, with the team working hard to get this back to 100%.				
	The percentage of customers satisfied with Building Consent services provided.	90%	Not Achieved 88% of people were satisfied with the Building Control services provided. 2022 Result: 88%.			

Performance measures inter	nded to be reported in the Annual Repo	rt.	
The following performance t	argets have been set by Council to me	aningfully asses	ss the achievement of levels of service.
Level of Service	Performance Measure	Target 2022/2023	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%	Achieved 97% of dogs are currently registered.
	Percentage of serious dog incidences responded to within 2 hours	100%	Achieved 13 Serious dog incidences were responded to within 2 hours in the fourth quarter. A total of 43 serious dog incidents have been received to 30 June 2023, all of which were attended within 2 hours.
	Response to all stock complaints and requests within 24 hours	100%	Achieved 11 Stock complaints were received and responded to within 24 hours in the fourth quarter. A total of 59 stock complaints have been received to 30 June 2023, all of which were attended within 24 hours.
	The percentage of users satisfied with the Animal Control service provided	90%	Not Achieved 83% of people were satisfied with the Animal Control services provided. This is a decline from the previous year. The feedback received through the Residents' Opinion Survey is around absence of a rehoming facility and concerns around numbers of wandering dogs. 2022 Result: 91%.

Compliance and Mon	itoring		
Performance measures int	ended to be reported in the Annual R	eport.	
The following performance	e targets have been set by Council to	meaningfully assess the	e achievement of levels of service.
Level of Service	Performance Measure	Target 2022/2023	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.	95%	Achieved 100% notified
	All PIMs, LIMs, and CCCs issued within the statutory timeframe.	95%	Achieved 100% of LIM's have been delivered within 10 days. No PIMs or CCCs have been requested.
	Respond to complaints about non-compliance with bylaws within three days.	100%	Achieved 36 Complaints in relation to non-compliance with bylaws have been received and addressed within 3 working days in the quarter. A total of 107 complaints received to 30 June 2023.
	The percentage of resource consents monitored within two years of being issued.	100%	Not achieved Resource consents have not been monitored this quarter due to resourcing . We are working towards reallocating a 0.5FTE resource to monitor resource consents for the next quarter.

The percentage of users satisfied	90%	Not Achieved
with the Compliance and Monitoring service provided.		71% of people were satisfied with monitoring and investigation of property issues related to building and resource consents. The feedback received from the Residents' Opinion Survey was that people expressed a desire for a more proactive and regular communication from Council, that Council takes too long to respond to issues, Council not taking appropriate action, and that they found it hard to obtain clear information and guidance from Council. 2022 Result: 71%.

Environmental Health 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 2022/2023 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%	Achieved 1 complaint was received in this quarter and was responded to within three working days. A total of 16 complaints received to 30 June 2023.		
	The percentage of customers satisfied with the public health services delivered.	95%	Not Achieved 87% of people were satisfied with the public health services delivered. The feedback through the Residents' Opinion Survey was that there were concerns with the number of liquor licences being issued in certain areas and how some of the licences		

	satisfaction for this area. 2022 Result: 95%.
	feedback around wait times to see doctors, which while not directly linked has affected the results of
	were being adhered to. There was also strong

Land Use and Consenting 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 2022/2023	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).	80%	 Achieved 90% achieved for the fourth quarter. 61 non-notified consents were processed with 55 completed within the required timeframe. This is up from 45% in the last quarter. The total consent issued for this year is 190 non-notified consents, two have been notified – 32% of our annual consent volumes have been processed this quarter. The number of consents issued this quarter is a reflection of the hard work offered by our consultants in processing the final consents under the Operative District Plan, this tremendously helped out our customers who would've otherwise borne almost double costs to their consents. The adoption of the Proposed District Plan (Decisions Version) has increased complexities throughout our consent decisions and therefore has increased 		

		timeframes for processing while we seek legal opinions and ensure consistency in application of the new rules. There is still a heavy reliance on external consent processing as the team look to increase internal resource, including senior level and planner level resource which we know is having a material impact on the delivery of these services.
The percentage of customers satisfied with the land use and subdivision consent services provided.	90%	Not Achieved 59% of people were satisfied with the land use and subdivision consent services provided. This is a decline from last year. The feedback received through the Residents' Opinion Survey was that there was concern around subdivision and development going ahead without public notification (despite not being legally required to), longer processing times, and environmental impact from some developments, with the comments not necessarily linked to the services provided. Some of these comments do however reflect the pressure and volume of consenting the activity has experienced over some time. 2022 Result: 87%.

Solid Waste				
Performance measures intend	ded to be reported in the Annual F	Report.		
The following performance ta	rgets have been set by Council to	meaningfully a	ssess the achievement of levels	of service.
Level of Service	Performance Measure	Target 2022/2023	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 from transfer station and kerbside collections that is diverted from the landfill to recycling, reuse, and recovery.	40%	achieving a diversion Rate of YTD – Glass YTD – Plastics/Paper YTD – E-waste YTD – Tyres YTD – Concrete: YTD – Metals Diverted Fill Material: The impacts of the cyclone h waste received as well as div metals).	739.7 tonnes 482.72 tonnes 35.26 tonnes 8.35 tonnes 80 tonnes 133.86 1088 tonnes ave increased the amount of ertible materials (e.g. gravels and
	The amount of green waste processed each year.	2,275m ³		

The number of schools participating in waste minimisation programmes.	94.4%	Achieved 17 out of the 18 registered schools are participating in a waste minimisation programmes.
Hold waste minimisation promotional events in the district.	8	Achieved. 8 events completed – SH2 Clean up, Free Green Drop off over the labour weekend, 4 x Compost workshops, free Xmas tree drop off, Hazardous Waste Day.
The percentage of users satisfied with the solid waste service provided.	85%	Achieved86% of people were satisfied with the kerbside rubbish collection service provided.90% of people were satisfied with the drop-off recycling centres.87% of people were satisfied with the rural mobile recycling services.
	85%	Not Achieved 81% of people were satisfied with the kerbside rubbish services provided. The feedback received through the Residents' Opinion Survey showed the highest level of dissatisfaction was through the lack of service in the rural/coastal areas and the cost of purchasing council rubbish bags. 2022 Result: 87%. 76% of people were satisfied with the waste transfer station services provided. The feedback received through the Residents' Opinion Survey was that there was dissatisfaction in the cost of green waste disposal, the inconsistent charging of loads and limited access to the transfer stations e.g. would like to see longer opening hours. (2022 Result: 85%.)

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Stormwater						
Performance measures intend	Performance measures intended to be reported in the Annual Report.					
The following performance ta	rgets have been set by Council to	meaningfully as	ssess the achievement of levels of service.			
Level of Service	Performance Measure	Target 2022/2023	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	Not Achieved31 Properties affected per 1,000 connections.Based on 100 habitable floors flooded (Gabrielle) and 3,219existing connections to the stormwater systems.Clearly cyclone Gabrielle had a major impact on this.			
	Compliance with the territorial authority's resource consents for discharge from its stormwater system measured by the number of:					
	Abatement notices.	0	Not Achieved 1 abatement notice for a non-compliant discharge of wastewater into the stormwater network was received in the reporting period. The notice related to a reported wastewater overflow from the reticulation network in Waipawa caused by root intrusion in a pipe.			
	Infringement orders	0	Achieved 0 Infringement Notices.			
	Enforcement orders; and	0	Achieved 0 Enforcement orders.			

Quarter Three - 1 April to 30 June 2023

rei au	uccessful prosecutions, eceived by the territorial uthority in relation to those esource consents.	0	Achieved 0 Prosecutions.
ati mi thi nc	he median response time to ttend a flooding event, heasured from the time that he territorial authority receives otification to the time that ervice personnel reach the te.	≤ 2hr	Achieved 1.4 hours.
cc ab of (ex cc	he number of complaints received cout the performance f the stormwater system expressed per 1000 properties connected to the stormwater ystem).	≤ 5	Achieved 2.1 complaints per 1000 properties.
us	he percentage of sers satisfied with the cormwater service provided.	90%	Not Achieved 64% of people were satisfied with the stormwater services provided. This is to be expected given the recent weather events we have had, most notably Cyclone Gabrielle. The Residents' Opinion Survey feedback reflects the effects weather events have had on the network and the need to upgrade infrastructure to cope with weather patterns and increase in growth in the district. (2022 Result: 83%).

Wastewater			
Performance measures in	tended to be reported in the Annual Re	eport.	
The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.			
Level of Service	Performance measure	Target 2022/2023	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	Achieved 2 dry weather overflows per 1000 sewerage connections.
	Target number of total sewerage overflows (per 1000 connections to the total sewerage system).	≤30	Achieved 6 sewerage overflows per 1000 sewerage connections.
	the number of: Abatement notices	0	Achieved
		0	Achieved
	Infringement orders		0 Abatement Notices. Achieved
	Intringement orders	0	0 Infringement orders.
	Enforcement orders and	0	Achieved 0 Enforcement Orders.
	Convictions, received by the territorial authority	0	Achieved 0 Convictions.

faults (measure that notification time that the ser reach the site).	age overflows lockages or other d from the time is received to the rvice personnel	≤1hr	Achieved 0.5 hours
faults (measure that notification time that service confirm resoluti or other fault).	age overflows lockages or other d from the time is received to the e personnel on of the blockage	≤ 4 hrs	Achieved 2.1 hours.
annum per 1000 connections abo following: Sewerage odour faults, sewerage or Council's resp with its sewerage) sewerage but any of the r, sewerage system e system blockages bonse to issues ge systems.	≤ 10	Not Achieved 15 complaints per 1000 sewerage connections.
The percentage with the wastew provided.	of users satisfied vater service	90%	Achieved 93% of people were satisfied with the wastewater services provided. (2022 Result: 92%.)

	Water Supply Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	evel of Service Performance measure Target 2022/2023 Achieved level of service				
To provide safe, reliable, and consistent water supplies to our community working with our customers to support wise and sustainable water use.	The extent to which the local authority's drinking water complies with part 4 of the drinking water standards (bacteria compliance criteria).	100%	Not achieved 92% This does not reflect normal operations. This metric was on-track for achievement pre—Gabrielle. Also, part 4 has been replaced by new Drinking Water Standards.		
	The extent to which the local authority's drinking water supply complies with Part 5 of the drinking water standards (protozoal compliance criteria).	100%	Not achieved 92%. This does not reflect normal operations. This metric was on-track for achievement pre—Gabrielle. Also, part 5 has been replaced by new Drinking Water Standards.		
	Percentage of real water loss from the local authority's networked reticulation system.	<30%	Not achieved This data is not available as water loss is not actively tracked or monitored across Council's networks.		
	Attendance for urgent callouts; from the time that the local authority received notification to the time that service personnel reach the site.	< 2 hr	Achieved 0.7 hours.		

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.	< 6 hr	Achieved 1.8 hours.
Attendance for non-urgent call outs: from the time that the Local Authority receives notification to the time the service personnel reach the site.	< 12 hr	Achieved 0.8 hours.
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 hr	Achieved 17.2 hours.
Number of complaints relating to drinking water received (per annum per 1,000 connections to the local authority's networked reticulation system) Drinking water clarity, Drinking water taste, Drinking water odour, Drinking water pressure or flow, Continuity of supply, The local authority's response to any of these issues.	≤ 5	Not Achieved 10 complaints received per 1000 connections (based on 40 complaints YTD and 4084 connections to the reticulated system).

The average consumption of drinking water per day per water connection	<= 1.8 cu. m per day	Not achieved A full data set is not available as a result of cyclone damage to flow meters/equipment.
The percentage of users satisfied with the water supply service provided	90%	Not Achieved 88% of people were satisfied with the drinking water supply services provided. The feedback from the Residents' Opinion Survey was that many people expressed dissatisfaction with the taste and quality of the drinking and also the frequency of having to issue boil water notices, when the system should be at a level where boil water notices are not needed after every rain event. (2022 Result: 90%.)

Subject	Business (if applicable)	Date Received	
Office space, Working from Home and Stationary Enquiry	Taxpayers Association	11 April 2023	
Security-related services	Auckland University	13 April 2023	
Music Licenses	Taxpayers Association	26 April 2023	
Staff Suspensions	Taxpayers Association	26 April 2023	
Graphic Designs	Taxpayers Association	26 April 2023	
Staff Redundancies	Taxpayers Association	26 April 2023	
Chemical spraying on Council properties	Students for Sensible Drug Policy	2 May 2023	
Staff sick days	Taxpayers Association	2 May 2023	
Staff bonusses	Taxpayers Association	2 May 2023	
Companies involved in Recovery process	Private individual	2 May 2023	
Makororo Dam / request for funding	Private individual	3 May 2023	
Slander and defamation campaign against Responsible Campers Association Inc	Responsible Campers Association	17 May 2023	
Road Maintenance withing the district	Private individual	19 May 2023	
Ratepayer's Report – Irregularity check	Taxpayers Association	22 May 2023	
Fluoride	Private individual	22 May 2023	
Red & Yellow Stickered houses	NZ Police	22 May 2023	
Burial Fees	Stuff	1 June 2023	
Rates in arrears	Private individual	1 June 2023	
Red and Yellow stickered houses	CoreLogic Australia	1 June 2023	
Placards	MBIE	1 June 2023	
Contact details of Hearings Panel members (District Plan)	Private individual	20 June 2023	
NZ Remembrance Army correspondence	Private individual	27 June 2023	
Request a review on invoice 220008 – Elsthorpe road (fees)	Private individual	27 June 2023	
Staff working overseas	Taxpayers Association	30 June 2023	

7.8 CYCLONE GABRIELLE - RECOVERY UPDATE

File Number:

Author:	Riley Kupa, Recovery Manager			
Authoriser:	Dylan Muggeridge, Group Manager, Strategic Planning & Development			
Attachments:	 CHBDC Project Status Report - River Management.pdf CHBDC Project Status Report - Land transport recovery CHBDC Project Status Report - 3 Waters Recovery CHBDC Project Status Report - Community Wellbeing 			

RECOMMENDATION

That the report be noted.

PURPOSE

The purpose of this report is to provide a formal update on progress with the recovery from Cyclone Gabrielle.

SIGNIFICANCE AND ENGAGEMENT

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

BACKGROUND

Five months on from Cyclone Gabrielle, and the journey thus far has been a testament to the resilience and determination of the district. Despite the challenges faced, we continue to make progress. We are resolute in our objective for the Recovery in Tamatea, Central Hawke's Bay to be Community led and we continue to be guided by the discussions had with our communities via the nine 'Community Conversations' hui across the district.

This engagement process was critical in ensuring that our policies, approach, and initiatives reflected the needs and aspirations of district, which we hope, foster a sense of ownership and belonging in the Recovery process. Further discussion, reflection and reviewing of our processes since our first report to Council have helped reframe and refine the key priorities and issues identified across the district from six to four key priorities. The key four priorities and issues identified to date are:

- 1. River and Environmental management.
- 2. Land transport and drainage management.
- 3. 3 Waters Recovery.
- 4. Community Wellbeing and Resilience.

The immediate priorities for the community, as well as longer-term aspirations have been captured in Central Hawke's Bay's first edition of a recovery and locality resilience plan which can be accessed on Council's website. We are pleased to have confirmed the dates for the second round of 'Community Conversations', which are covered in the report.

This report constitutes a further formal report to Council on recovery, focusing on key actions and milestones reached for the different recovery activities over the past seven weeks. Detailed status reports for the key priorities described above are attached to this report.

DISCUSSION

A significant milestone achieved in July was an agreement reached between the Crown and the Five Hawke's Bay Councils for funding for the Future of Severely Affected Land (Categorised Properties) and the Cyclone Recovery. This agreement will provide more certainty for owners of storm damaged properties going forward. The agreement also provides for significant investment from the Crown on flood protection across the region, as well as funding for specific roading recovery projects.

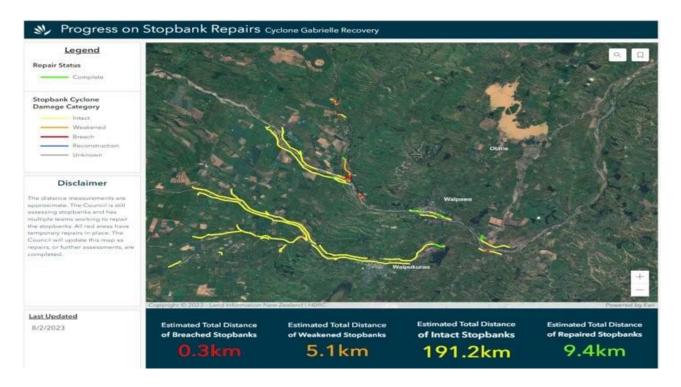
The following sections of the report provide Council with a snapshot of the key activities undertaken across the four key priorities for Central Hawke's Bay identified in the recovery and resilience plan. It is important to note that while these priorities are contained in the plan produced by Council, the priorities and issues identified will not be resolved by Council on its own. In particular, a number of the key priorities and actions in the recovery plan will be led and/or managed by partner agencies, in particular the Hawke's Bay Regional Council on work pertaining to repairs and improvements to flood protection schemes and activities in the *River and Environmental Management* priority.

This report summarises each of the identified key priorities in turn and highlight key milestones achieved (to date):

1. <u>Performance and management of our river systems</u>

The river and waterway management aspect of the Recovery Plan continues to be led by Hawke's Bay Regional Council (HBRC). The key areas of focus over these early stages of the Recovery have been on the rapid repairs to community flood safety schemes to move category 2C properties to category 1. These repairs have been completed restoring the stopbank network damaged in Cyclone Gabrielle to pre-Cyclone levels of service (for 1 - 100-year event). The diagram below illustrates the progress that HBRC have made to date with the stopbank network. The majority of the stopbank system in Central Hawke's Bay damaged in Cyclone Gabrielle have been repaired and the areas identified as weakened or breached are a result of subsequent weather events.

As mentioned in the 29 June 2023 report to Council, HBRC has committed to a full review of the Upper Tukituki Flood Control Scheme, a review of the upper Makara Scheme, and a biosecurity review of Chilian Needle Grass. HBRC have confirmed that the review panels have been established. They are currently meeting with community groups, stakeholders, TA's and mana whenua to discuss how these groups want to be engaged with through the review processes. The review has not yet formally started.



Land Categorisation

Since the last report, Council have met with categorised communities across the District. We facilitated Community hui for affected property owners in Waipawa, Ōtāne and Pōrangahau. The Waipawa hui were facilitated across two evenings (in late June) to accommodate the number of affected residents. Representatives from HBRC and our representatives were well prepared for the types of questions that the community wanted answers to, and the facilitators did well to navigate this.

The Ōtāne /Papanui hui was a lot smaller, with fewer affected residents than Waipawa, however, this hui was valuable in keeping the community informed and providing clarity for those affected residents, which was a key theme heard loud and clear by council officers during our initial round of community conversations.

Since the hui in Waipawa and Ōtāne /Papanui, both Communities have been recategorised from 2C* to 1, on the advice from HBRC that the flood protection measures (stopbanks) were repaired to a 1-100yr level.

Pōrangahau is our remaining community affected by the categorisation scheme, currently a 2A. A categorisation hui for Pōrangahau was held on 6 August. A key factor to be determined from this hui was HBRC's plan going forward for the community. HBRC confirmed their plan is to establish engineering pods to work with the remaining 2A, 2P and 2C properties across the region. Pōrangahau will be working with engineers from Pattle Delamore Partners (PDP) to assess and determine options moving forward.

To understand what took place during Cyclone Gabrielle, the engineering pods have been:

- Attending community huis.
- Reviewing community feedback, categorization maps, and historical data including flood history.
- Examining building inspections.
- Analysing high resolution aerial photography, photos and videos taken during and immediately after the event.

The information they gather will be used to develop a long list of flood resilience options.

These options will then be assessed for feasibility and effectiveness with support from flood modelling to create a shortlist of potential options. The intent is then for these shortlists to be put out for community feedback. Based on community feedback and feasibility considerations a solution will be chosen and concept designs created. Costings and any potential issues or pitfalls such as land access or consents are identified.

For a solution to be implemented it needs to:

- Meet the 1 percent annual exceedance probability (AEP) level of protection.
- Get agreement in principle from landowners for land access to deliver the solution.
- Have the required funding.

Once all three requirements are met the area can be released into Category 2C – meaning a solution will eventually get the area to Category 1.

In general, the meeting went well. Those present seemed motivated and open to working together with the engineering team to develop a plan and started this process by providing their knowledge of the riverway to contribute to the discussion on potential flood mitigation options. A suggestion was that a good starting point will be for the engineering pod to meet with locals and walk down the river to further their discussions. This is scheduled for 24 August.

PLACARDED PROPERTIES						
Locality	White	Downgraded to white	Yellow Partial (Y1)	Yellow Short Term (Y2)	Total properties	
Ōtane		1			1	
Pōrangahau	70	5	1	28	104	
Waipawa	310	24	2	38	374	
Waipukurau	74	5		1	80	
Ongaonga	67				67	
Rural	1		1	3	5	
Total	522	35	4	70	631	

PROPERTIES IN CATEGORISED LAND							
Cat 2P Cat 2C Cat 2C* Cat 2A Total Moved to Cat1							
8	8 130 138 467						

As referred to in the above table, Central Hawke's Bay currently has 8 properties categorised 2P in the district. Our planned approach is to work with each property owner on an individual basis to confirm with HBRC what flood mitigations needs to be established. We also have 70 properties that remain yellowed stickered. These property owners are working with council officers in the Building Consent team through the requirements confirmed to the property owners explained during an initial assessment. Once complete, property owners are able to screenshot photos of the completed work for council officers to consider for an eventual downgrading to white.

Key milestones/actions over the past two months

• HBRC have completed rapid repairs on stopbanks repairing and restoring the stopbanks to pre-Cyclone levels of service (for 1 – 100-year events).

- Elsthorpe changed from category 2A to category 1 on 21 June 2023.
- Waipawa category 2C* was released to category 1 on 7 July 2023. There is a small area of land currently category 2P located on Tikokino Road. This involves 4 properties, 2 of which are currently assessed as Yellow Short Term.
- Te Aute/Otāne/Papanui catchment category 2C* was released to category 1 on 10 July 2023.
- Tamumu Bridge changed from category 2A to 2P on 16 June 2023. Involves one property currently assessed yellow (note: two neighbouring yellow assessed properties not within land categorisation).
- Thirty-five (35) Properties downgraded from yellow placard to white.

2. Land transport and drainage management



Expenditure to Date \$16.63M				
Repairs Completed	Repairs Completed			
43.3%	1578			
All Closures from CG	Number of Cautions			
89	4			
Sites Still Closed	Restricted Reopened 3 80			

The Cyclone Gabrielle response phase is well underway and progressing with local contractors undertaking a number of tasks to help clear routes and make safe following the weather event.

The programme has recorded over 3,400 faults from Cyclone Gabrielle, and the overall scope of works and faults has not significantly changed over the last two-week period. Over 43% (1576) of the total faults have now been repaired. The majority of the completed sites relate to minor repair sites. There are 98 complex sites within the programme and these sites will take greater time and effort to repair due to the complex nature of the repair required.

Contractor	Spend
Downers	\$2,232,103.98
Higgins	\$1,844,696.00
Russell Roads Ltd	\$1,663,608.00
HB Civil Contractors	\$1,261,030.00
HES Earthmoving	\$538,518.52
Baron Contractors	\$369,340.00
CHB Earthmovers	\$363,343.00
Lattey Civil	\$360,987.00
GSI	\$239,439.31
Berkett Earthmovers	\$226,285.00
Geofabrics	\$211,303.00
8 x Minor Contractor Sub \$100,000	\$196,116.00

The programmes major construction providers by cost to date are:

The overall programme has been separated into two key phases, firstly the Response phase and secondly the Recovery phase. The Response phase is the initial works to create access, make safe and allow economic and community connectivity as soon as possible. The Recovery phase is rebuilding the network to an agreed level of service for the community including resilience and building back smarter.

Response phase

Planned activity is to progress with the repairing of the minor sites across the network, this is expected to be completed by April 2024.

We are working with Waka Kotahi regarding funding approvals for the major sites and ensuring that procurement for these sites is aligned to the procurement requirements set out by the agency and in line with Council strategies. This funding approval with Waka Kotahi has been challenging but is progressing.

Recovery phase

The Recovery Programme Business Case has been completed as draft for council review and then seeking Waka Kotahi approval. This approval will set out the full recovery programme and funding.

The response programme is continuing beyond 30 June and this has been accepted by Waka Kotahi and Council. The programme is noted as being green as the majority of the programme has been confirmed. Some funding approvals and subsequently needing to reschedule resources may still be required.

A major focus remains on establishing a formal Project Governance Group and endeavouring to structure the programme with a long term view, despite the uncertainty of funding and timeframe direction. Council can expect to hear more about this as we make progress.

The following shows a high-level programme progress.

CHBDC CYCLONE GABRIELLE RESPONSE PHASE WORKS	21%
A Response (funding agreed by Waka Kotahi)	37%
Project Management	51%
Emergency Inpections	0%
Business Case	100%
Bridge Faults	56%
Burnside Bridge (Council Decision required)	0%
Old Waipawa River Bridge (Council Decision required)	0%
> Taurekaitai Bridge	57%
> Wakarara Rd Br	2%
Logans Bridge	13%
Cheviot Slab	99%
Scannels Bridge	94%
Patangata Bridge	5%
Wilson Cutting Bridge/Road/Slips (ON HOLD)	1%
Old Station Br	16%
Te Kura Road Bridge	3%
> Titoki Br (Complex, Marcus Grierson)	5%
Hiranui Bridge	0%
Mangamaire Br	7%
Jones Rd Br	0%
Matheson Rd Culvert 72.00-314	3%
Macauleys Br (Culvert on Kahuraniki road)	4%
Culvert 16.00 – 2948 on Rotohiwi road	2%
Culvert 5.00-3593 on Epae Road	15%
Bridge Abbutment and Pier River Protection Works	35%
Roads	48%
Landslides	31%
Recovery	8%

Figure 1 High-level timeline

Note the programme is being adjusted to reflect the request from Council to present to Waka Kotahi. The additional rain events are shown below but have not been programmed in as yet. The priority list for the recovery programme is to be confirmed after public consultation is undertaken.

Key milestones/actions

Both the Minor and Simple repairs have been programmed and construction works are underway using mostly local contractors. This is progressing with works to clear debris and protect existing infrastructure.

Rock armoring and temporary reinstatement of the old bridge on Gwavas Rd has been completed last week to return access for 3.5T vehicles until the new bridge is constructed.

Armouring works are programmed to progress on Makaroro Bridge, Mangatarua Bridge and minor improvements on the temporary Douglas Cutting bridge.

The main maintenance contractors are continuing to progress with the key recovery zones. This work is continuing to progress well.

Over the last two weeks it is estimated that a further 5% of the programme has been completed, totaling 50% of the total programme now being complete.

Patangata Bridge response works have finished, and the bridge reopened to Class 1 HCV's. Designs are progressing for response protection and construction at piers 5,7 and 9. Recovery design is progressing for all piers. Geotechnical investigations were completed last week.

Douglas Cutting Bridge Design and build contract is progressing after receiving approval from Waka Kotahi and council to proceed. Design meetings are progressing as well as contract documents are being developed. Ongoing maintenance works and temporary works is ongoing.

The Gwavas culvert replacement has been approved to progress. Design meetings are progressing well as contract documents are being developed. Temporary reinstatement works are be undertaken to restore community access as above in simple repairs.

Tourere Road design and options report has been issued to client for approval. Further information has been supplied to Waka Kotahi. Construction of the retaining wall at RP3.4 on Tourere Road has started, and all piles have been installed. SW design is progressing.

Cheviot slab design has been completed and ready for IFC approval by council.

Taurekaitai Bridge, Black Station Road (on Road name) construction is now deemed recovery with the new funding criteria.

Cooks Tooth construction is on hold due to continued movement on the sites at 6.721km. The client has confirmed that we are to disestablish from site and re-establish in the summer when movement has reduced.

Makaroro Bridge rock armoring has started but is currently on hold due to the adverse weather and unsafe river height.

Wimbledon Road 9500-9700 design is progressing, a simple solution has been recommended under response with a river diversion planned as a resilient solution in the recovery phase.

Te Uri Road is currently on hold.

Fletcher Crossing River diversion meeting has been held with HBRC and a basis of design is being developed.

General ground investigation across complex landslides is underway again. Drilling re-started last week, and the remaining CPT and hand tool investigations will restart week commencing 14 August. 70% complete.

Finalising IFC documentation for 9 simple retaining wall sites is being completed.

Minor landslide repairs are progressing and currently 55% complete. Construction progress is Amber due to the challenges with funding approvals and the rescheduling of the programme to meet the amending scope.

3. <u>3 Waters – Recovery</u>

Drinking Water

Regular monitoring of drinking water continues post cyclone Gabrielle. Despite a boil water notice for the Waipukurau network in late June, monitoring revealed continuous delivery of safe drinking water. The Tikokino Road drinking water treatment plant site has been impacted by the Waipawa river breaching informal stop banks in the immediate vicinity, exposing it to more frequent inundation. Officers continue to advocate with Government officials and Ministers for funding to be provided to rebuild a stopbank that would provide protection and resilience to the plant.

Wastewater

Wastewater conveyance and treatment has returned to pre cyclone Gabrielle activity.

Stormwater

The weather continues to hinder the progress of our stormwater management. We have implemented our Stormwater Drain maintenance programme, which prioritises the major drainage channels that have the most effect on the townships. To date we have cleared 3.6 kilometres of our open drain network. We have focused our efforts initially on the major drainage channels in both Waipawa and Waipukurau as well as some work in outlying townships. We have investigated 1 kilometre of our piped network, focusing on the Blundell Ave, Montgomery St and Cook St sections that experienced flooding during the cyclone.

	Open Drain Length (m)	Planned Length for clearance (m)	Completed length cleared (m)	Percentage Planned for clearance	Percentage of planned complete
Waipawa	4,570	4,133	2,965	90%	72%
Waipukurau	10,202	3,178	227	31%	2%
Pōrangahau	291	199	113	68%	39%
Takapau	802	802	286	1%	36%
Ōtāne	136	0	0	0%	0%

Cyclone Gabrielle has identified an opportunity to address deferred system maintenance. This has involved determining asset ownership and responsibilities and intervention actions. A significant response programme of open drain clearance is underway. Additionally, the opportunity to align stormwater at a strategic level has been identified, and development of a stormwater strategy has commenced. Our proposed timeframes are as follows:

- Workshop with Councilors on Stormwater Strategy vision and expected outcomes 11 August 2023.
- Present Draft Stormwater Strategy to Council meeting 21 September 2023.
- High criticality maintenance in the area most affected by the cyclone (Lower Waipawa) completed, transitioning now to Waipukurau, aligning with development timeframes as the programme progresses.

Funding for programme of work will be mainly capital expenditure but will also incorporate some operational spend. Future budgeting will be informed by strategy and LTP process.

We want to continue to foster our relationship with Stormwater Focus Groups for Waipawa and Waipukurau and look at the possibility of establishing groups in other communities. We are working on a communication plan with the groups to keep them up to date with progress and provide them with opportunities for discussion. The Groups have provided valuable information of performance of our system and particular problem areas which has in turn informed the maintenance plan. The community groups have also assisted with our longer-term goals and aspirations for the system and will continue to as they develop through the recovery and into the future.

Key milestones/actions

- Engaged consultants (Beca) to assist in drafting Stormwater Strategy and review operational quick wins relating to current network.
- Evidence gathered to support prioritisation framework.

- Stormwater maintenance programme rolled out, increasing resilience of the highest criticality waterways.
- Collaborative community engagement commenced, driving efficiency and effective outcomes.

4. Community Wellbeing and Resilience

Over the past five months, we have been actively engaged with affected communities directly and via the community connectors and community hubs. The appointment of the Community Connections Manager Recovery made in June has been hugely valuable in this space.

The Community Connectors Manager Recovery has vast experience across numerous agencies within health, well-being and local government and is a member of the Rural Advisory Group, Horticultural Advisory Group and Welfare Coordination Group to support locality plan actions.

A monitoring framework has been developed to track locality plan actions.

Community Connectors continue to provide support to affected whānau via the hubs at Waipawa Library (CHBDC), Mataweka Marae, Pōrangahau Rugby club rooms and via Epic Ministries who are supporting families with vulnerable children.

New Zealand Red Cross cleaning kit resources have been sourced and 30 kits distributed via the hubs and connectors. Cleaning kits include shovel, brooms, mops, hoses, PPE, buckets and bulk cleaning products.

We're currently liaising with New Zealand Red Cross to source housing bundles for cyclone affected people identified via the community connectors. The bundles contain essential items needed to enable displaced people to return to their home (people who have suffered significant loss or damage to home contents and do not have access to funding to replace). Items available to order are beds and bedding, kitchen, laundry and bathroom (fridge, washing machine, stove or benchtop hob and microwave grill oven, kitchenware pack including dinnerware, cutlery, pots and bowl, and towels). Living room - dining table and chairs, sofa/s, and electric heaters. Bundles are sourced via the Warehouse Group and once orders are placed, the Warehouse will liaise directly with applicants to coordinate delivery (recognising there may be some significant time frames for people to return home).

Round 2 Community Conversations

A second round of 'Community Conversations' based on locality plan areas is being held during August/September. Based on community feedback, separate meetings will be held for Takapau and Ongaonga/Ashley Clinton.

		-	
Date	Time	Locality/catchment	Location
Tues 8 Aug	6 - 7.30pm	Waipawa	CHB Municipal Theatre
Tues 15 Aug	6 - 7.30pm	Omakere & Pourerere	Omakere Hall
Tues 22 Aug	6 - 7.30pm	Tikokino, Wakarara & Argyll	Tikokino Hall
Wed 23 Aug	6 - 7.30pm	Otāne & Papanui	Otāne Town Hall
Tues 29 Aug	6 - 7.30pm	Waipukurau	CHB College
Wed 30 Aug	6 - 7.30pm	Takapau	Takapau Town Hall
Tues 5 Sept	6 - 7.30pm	Wallingford & Flemington	Wallingford Hall
Thurs 7 Sept	6 - 7.30pm	Elsthorpe, Kairakau & Mangakuri	Elsthorpe Hall
Tues 12 Sept	6 - 7.30pm	Ongaonga & Ashley Clinton	Ongaonga Hall

Economic Recovery

An economic recovery meeting was held at the Centralines offices on 13 July. The aim of the workshop was to gather business specific input into the next iteration of the locality plan, create a work programme for the business network and inform the work plan for the incoming Economic Recovery Officer. Eleven business representatives attended. Six focus areas were identified. These are as follows:

- Explore water security options.
- Increase town centre vibrancy.
- Support the development of social infrastructure.
- Investigate and implement land use diversification.
- Work collaboratively to secure big projects for CHB, with coordinated local procurement.
- Support targeted skills/workforce development.

The interim economic development lead has been attending regional economic development recovery hui and sharing local intelligence. The replacement Economic Development /Recovery Lead role has been advertised.

- The Draft Squillions State of the District Economic and population forecast (August 2023) has been completed, helping paint a picture of the current state of play and trends and indicators.
- An application to MBIE's Tourism Infrastructure Fund for the Tukituki Trails has been submitted. Outcome will likely be known mid-August.
- An application to Lottery Environment and Heritage Fund for the restoration of the Makeretu stream has been submitted. This project has local procurement opportunities, and social, and cultural tourism benefits.
- The Council has been working with MBIE to provide funding for a seed drying facility in Otāne. This project will have positive economic uplift benefits for the district. The funding includes a component of funding directly to Council to support economic development. A plan for the use of this funding needs to be developed collaboratively with the seed drying facility project owners by 31 January 2024.

Mana Whenua Led Response & Recovery

Pōrangahau Village and the Lower Waipawa were two residential areas most affected by Cyclone Gabrielle in Central Hawke's Bay/Tamatea region with a high proportion of Mana Whenua dwellings affected.

In response to the Cyclone, from day one, a Welfare hub was set up from the Pōrangahau Rugby Clubrooms being one of the only communal buildings available for use in the village.

In Waipawa after the closure of the initial Civil Defence Centre at the Waipawa Municipal Theatre, Mataweka Marae, set up a Community Led Centre/hub to continue to support flood affected whanau in Waipawa.

Milestones Achieved

By May 2023, Ngāti Kere Hapu Authority (NKHA) had agreed to support the whole community by managing the flood recovery fund for incoming donations. NKHA also set up a business arm after securing funding to manage the rebuild programme for those uninsured homes as well as an agreement and partnership to continue to run the hub.

Mataweka Marae also set up as a charitable trust to be able to employ hub coordinators to manage food distribution and welfare support.

Other key milestones achieved:

- A collaboration of funding agencies, Te Puni Kokiri, Department of Internal Affairs, Ministry of Social Development and the Eastern and Central Trust funded both hubs.
- Rongomaraeroa Marae Trustees working in collaboration with MSD (Ministry of Social Development) and Te Taiwhenua o Tamatea.
- All displaced whanau in Pōrangahau had been relocated to either holiday homes kindly made available by the beach community or other arrangements managed by the hub coordinators.
- Temporary accommodation has been sourced for kaumatua in Porangahau with the implementation of cabins.
- Mataweka Hub report to supporting 60 plus whanau in the Waipawa area.
- Rebuild programme for 11 uninsured homes, kitchens and bathroom packages purchased.
- Council has been working across these community initiatives to align with Councils vision of Community led response and recovery.

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:

- 1. Council staff have delegated authority for any decisions made.
- 2. 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.
- 3. Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- 4. Any decisions made are consistent with the Council's plans and policies; and

NEXT STEPS

Officers will continue working consistently with our recovery plan with a focus on actioning the identified deliverables under each of the key priorities and undertake the next round of community engagements to keep up to date with community needs and feed into the next edition of Central Hawke's Bay's Recovery and Resilience plan, due later this year.

RECOMMENDATION

That the report be noted.



Project Status Report

Overall Status: Status

Project Name: River and Waterway management project

Date

Project Overview:

The River and Waterway management project aims to address the damage caused by Cyclone Gabrielle, restoration and restore the affected waterways, and safeguard the community against future flood events. The primary focus of the project is that it is community led. Accordingly, we have engaged with our community across 9 localities district wide. This has informed our first iteration of the Central Hawke's Bay District Recovery Plan. The Recovery Plan identifies the areas our community considers to be important in the Recovery Process. The project is a collaborative effort involving key stakeholders including local government authorities, Mana whenua, environmental agencies, and community groups. The attached table illustrates the actions identified across the nine localities. Our priority, at this stage, are the short-term actions identified (1 – 6 months).

Project Update : Include a status update on the progress made since the last report. Highlight the milestones achieved, tasks completed, and any major developments in the project.	Efforts have been focused on the rapid repairs to community flood safety schemes to move category 2C properties to category 1. These repairs have been completed restoring the stop bank network damaged in Cyclone Gabrielle to pre-Cyclone levels of service (for $1 - 100$ -year event). A comprehensive Review of the upper Tukituki Catchment, including a review of the Makara scheme, and a biosecurity review of Chilian Needle Grass have been confirmed. We are currently meeting with community groups, stakeholders, TA's and mana whenua to discuss how these groups want to be engaged with through the review processes. The review has not yet formally started.
Key Accomplishments: Highlight significant achievements or deliverables that have been completed during the reporting period. This could include completed tasks, successful milestones, resolved issues, or any other notable progress.	 HBRC have completed rapid repairs on stopbanks repairing and restoring the stopbanks to pre-Cyclone levels of service (for 1 – 100-year events). Elsthorpe changed from category 2A to category 1 on 21 June 2023. Waipawa category 2C* was released to category 1 on 7 July 2023. There is a small area of land currently category 2P located on Tikokino Road. This involves 4 properties, 2 of which are currently assessed as Yellow Short Term. Te Aute/Otāne/Papanui catchment category 2C* was released to category 1 on 10 July 2023. Tarnumu Bridge changed from category 2A to 2P on 16 June 2023. Involves one property currently assessed yellow (note: two neighbouring yellow assessed properties not within land categorisation). Pōrangahau changed from category 2P to 2A on 16 June 2023. Thirty-five (35) Properties downgraded from yellow placard to white.

CENTRAL HAWKES BAY DISTRICT COUNCIL

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CENTRA HAWKE	S BAY
Schedule and Timeline: Review the project's schedule and timeline, highlighting any changes or adjustments made since the last report. Identify critical upcoming milestones or deadlines.	River review start dates TBC River walk in Pōrangahau scheduled for 24 August 2023.
Stakeholder Engagement: Discuss the level of stakeholder engagement and communication during the reporting period. Address any stakeholder concerns or feedback received and describe any initiatives taken to maintain positive stakeholder relationships.	 Land Categorisation meetings held in Waipawa, Ōtāne and Pōrangahau. The Waipawa hui were facilitated across two evenings (in late June) to accommodate the number of affected residents. Representatives from HBRC and our representatives were well prepared for the types of questions that the community wanted answers to, and the facilitators did well to navigate this. The Ōtāne /Papanui hui was a lot smaller, with fewer affected residents than Waipawa, however, this hui was valuable in keeping the community informed and providing clarity for those affected residents, which was a key theme heard loud and clear by council officers during our initial round of community conversations. Pōrangahau is our remaining community affected by the categorisation scheme, currently a 2A. A categorisation hui for Pōrangahau was held on 6 August. A key factor to be determined from this hui was HBRC's plan going forward for the community.
Next Steps: Outline the next steps and actions planned for the upcoming reporting period. Include any upcoming tasks, milestones, or events that are crucial to the project's progress.	Commence the upper Tukituki River management review, review of the Makara scheme, and a biosecurity review of Chilian Needle Grass. River walks planned for Pōrangahau community and POD engineers to further discuss flood mitigation options.
Recommendations or Requests: Provide any recommendations or requests for additional support, resources, or changes needed to ensure the project's success.	CHB District Council to provide support and assistance to HBRC with regard to setting scope, TOR and proposed structure of the review.

CENTRAL HAWKES BAY DISTRICT COUNCIL





Central Hawke's Bay Cyclone Gabrielle Response Fortnightly summary report

Date: 02 August 2023

Project:	CHBDC Cyclone Gabrielle Response [February 2023 Storm Event]
Programme Duration:	Response Phase
Contractors:	Various
Engineers:	Stantec in conjunction with Holmes Consulting, Resource Development Consultants
Limited (RDCL), Civil Project	: Solutions (CPS), AECOM and Aprotean.
Total project budget:	\$35.935M
Construction budget:	\$25.9M (estimated)

Overall Status	Current:	Green	Trend:	Green	
Dashboard Summary		s to Complete 543	Expenditure to Date \$16.63M		
		le Repairs 268 3277	Repairs Completed 43.2%	Repairs Completed	
	BURNENCE BOAD - 7:50m fo BOAD - 2:00m fo CARAVAS BOAD - 2:00m fo LARRER 5:100m fo HARRER 5:	Closures and by Cyclose Galorike Wather week art Watherd completely impacaballe 42.2 hm (2004) art Watherd 25.2 hm (2004) argent as the all face and structures have been (2004) argent as the all face and structures have been (2004) argent as the advectored as the Cyclose (2004) argent argent argent argent argent argent (2004) argent argent argent argent argent argent (2004) argent argent argent argent argent (2004) argent argent argent argent (2004) argent argent argent (2004) argent argent argent (2004) argent argent (2004) argent argent (2004) argent argent (2004) argent	All Closures from CG 89 Sites Stat Closed 9 3	Number of Cautions 4 Number 4 80	
		cleansing is progressing			
Overall Commentary	 The Cyclone Gabrielle response phase is well underway and progressing with local contractors undertaking a number of tasks to help clear routes and make safe following t weather event. The programme has recorded over 3,400 faults from Cyclone Gabrielle, and the overall scope of works and faults has not significantly changed over the last two-week period. Or 43% (1576) of the total faults have now been repaired. The majority of the completed sit relate to minor sites. There are 98 complex sites within the programme and these sites w take greater time and effort to repair due to the complex nature of the repair required. The programmes major construction providers by cost to date are: 				
	Contractor	Spend			
	Downers		\$2,232,103.98		
	Higgins		\$1,844,696.00		
	Russell Roads Lto	1	\$1,663,608.00		
	HB Civil Contract	ors	\$1,261,030.00		
	HES Earthmoving	5	\$538,518.52		
	Baron Contracto	rs	\$369,340.00		
	CHB Earthmover	S	\$363,343.00		
	Lattey Civil		\$360,987.00		

Report Date: 02 August 2023

	וכט	ŞZ39,439.31	
	Berkett Earthmovers	\$226,285.00	
	Geofabrics	\$211,303.00	
	8 x Minor Contractor Sub \$100,000	\$196,116.00	
	The overall programme has been s and secondly the Recovery phase. make safe and allow economic and Recovery phase is rebuilding the n including resilience and building b	The Response phase is the initian d community connectivity as so etwork to an agreed level of ser	al works to create access, on as possible. The
Next Steps/Planned Activities	Response phase:		
	Planned activity is to progress with the repairing of the minor sites across the network, this is expected to be completed by April 2024.		
	We are working with Waka Kotahi regarding funding approvals for the major sites and ensuring that procurement for these sites is aligned to the procurement requirements set out by the agency and in line with Council strategies. This funding approval with Waka Kotahi has been challenging but is progressing.		
	Recovery phase:		
	The Recovery Programme Busines then seeking Waka Kotahi approva and funding.	•	

Status	Current	Change	
Programme Status	Green	Green	The response programme is continuing beyond 30 June and this has been accepted by Waka Kotahi and Council. The programme is noted as being green as the majority of the programme has been confirmed. Some funding approvals and subsequently needing to reschedule resources may still be required. The following shows a high-level programme progress.

Status	Current	Cnange		
	i I		CHBDC CYCLONE GABRIELLE RESPONSE PHASE WORKS	21%
			A Response (funding agreed by Waka Kotahi)	37%
			Project Management	51%
			Emergency Inpections	0%
			Business Case	100%
			▷ Bridge Faults	56%
			Burnside Bridge (Council Decision required)	0%
			Old Waipawa River Bridge (Council Decision required)	0%
			> Taurekaitai Bridge	57%
			▷ Wakarara Rd Br	2%
			Logans Bridge	13%
			> Cheviot Slab	99%
			 Scannels Bridge 	94%
			 Patangata Bridge 	5%
			 Wilson Cutting Bridge/Road/Slips (ON HOLD) 	1%
			 Virison cutting bruge/ toad/silps (ON HOLD) Old Station Br 	16%
			 Te Kura Road Bridge 	3%
			Titoki Br (Complex, Marcus Grierson)	5% 0%
			Hiranui Bridge	
			Mangamaire Br	7%
			> Jones Rd Br	0%
			Matheson Rd Culvert 72.00-314	3%
			Macauleys Br (Culvert on Kahuraniki road)	4%
			Culvert 16.00 – 2948 on Rotohiwi road	2%
			Culvert 5.00-3593 on Epae Road	15%
			Bridge Abbutment and Pier River Protection Works	35%
			▷ Roads	48%
			Landslides	31%
			▶ Recovery Figure 1 High-level timeline Note the programme is being adjusted to reflect the request from C present to Waka Kotahi. The additional rain events are shown below been programmed in as yet. The priority list for the recovery prograconfirmed after public consultation is undertaken.	v but have not amme is to be
Financial	Green	Green	The overall budget for the work has been set at \$35.935M with the being fully expended by the end of June 2023. It is forecast that the programme will not reach the full \$35.935M due to funding approva Estimated spend to 28 July: Professional Fees (including investigation contractors): \$6.8m. Construction: \$9.5m. The major expenditure at the start of the programme related to the response work during and early after the state of emergency. The re in expenditure represents the increase in physical construction activ	response al issues. immediate ecent increase

Status	Current	Cnange		
			remains separated from the response a governance are being provided by cour remain separate.	events and yet to have funding approval and recovery programme. Oversight and ncil to ensure these programmes of work ies require approval from Waka Kotahi via
Scope	Green	Green	Additional rain events are being linked	een added to the scope of response works. to Cyclone Gabrielle for funding approval. I 14 July being scoped as a separate Offer
Risks and Key Issues	Green	Green	added to the following risk table. The R	din Table 1. Traffic Management has been Recovery team are monitoring this closely hat both the community and the recovery Mitigation Provide information to help the decision- making process. Agree the revised focus once CHBDC internal discussions have been held. Agree programme as soon as possible and target any sites that are weather susceptible and a priority. In partnership with CHBDC, develop a communication strategy to ensure that the community understands the work that is being undertaken and the limitation on how the budget can be spent. Complete a procurement strategy and enable. Progress the design work and secure construction resources as soon as possible. Identify smaller packages of work and issue to contractors already engaged. Continue to monitor sites and traffic management. Support both client and the wider industry to increase understanding and the implementation of good traffic management to ensure both the community and the recovery work forces remain as safe as practicable
Resourcing	Green	Green	Resources have been identified and en internal to Stantec (from New Zealand, consultants such as Holmes Consulting, Limited (RDCL), Civil Project Solutions (Sub-contractors have also been engage	Australia and India) as well as partner , Resource Development Consultants CPS), AECOM and Aprotean.

Report Date: 02 August 2023

Status	Current	Cnange	
			investigations and aerial surveys.
			Minor and Simple repair works is being completed mostly by local contractors that have shown competency and are available to complete the required works. All contractors engaged in the recovery programme have been evaluated to ensure their rates are cost competitive and provide value for money, competency, and approval from Council to be engaged.
Quality	Green	Green	We have experienced some variation in quality of the larger rock being used for armouring/river protection works. We are investigating alternative supply options and associated costs to address these concerns. Scale of repairs for some of the scour repairs has been beyond that required. This is being addressed with contractors to ensure treatments are appropriate for the site. We are actively coordinating cyclone response works with BAU maintenance works to prevent reworks/double handling and get best value for money for the community.
Health and Safety	Green	Green	There has been no significant Health and Safety concerns over the last 2 weeks.
Resource Consents and Property	Green	Green	No change or new activity over the last two weeks.
			Minor repairs: 3277
			Simple repairs: 268
			Both the Minor and Simple repairs have been programmed and construction works are underway using mostly local contractors. This is progressing with works to clear debris and protect existing infrastructure. Rock armoring and temporary reinstatement of the old bridge on Gwavas Rd has
			been completed last week to return access for 3.5T vehicles until the new bridge is constructed.
			Armouring works are programmed to progress on Makaroro Bridge, Mangatarua Bridge and minor improvements on the temporary Douglas Cutting bridge.
			The main maintenance contractors are continuing to progress with the key recovery zones. This work is continuing to progress well.
			Over, from the last two weeks it is estimated that a further 5% of the programme has been completed, totaling 50% of the total programme now being complete.
Construction	Green	Green	Complex repairs: 98
	Green	Green	Patangata Bridge response works have finished, and the bridge reopened to Class 1 HCV's. Designs are progressing for response protection and construction at piers 5,7 and 9. Recovery design is progressing for all piers. Geotechnical investigations were completed last week.
			Douglas Cutting Bridge Design and build contract is progressing after receiving approval from Waka Kotahi and council to proceed. Design meetings are progressing as well as contract documents are being developed. Ongoing maintenance works and temporary works is ongoing.
			The Gwavas culvert replacement has been approved to progress. Design meetings are progressing as well as contract documents are being developed. Temporary reinstatement works are be undertaken to restore community access as above in simple repairs.
			Tourere design and options report has been issued to client for approval. Further information has been supplied to Waka Kotahi. Construction of the retaining wall at RP3.4 on Tourere Road has started, and all piles have been installed. SW design is progressing.

Report Date: 02 August 2023

Status	Current	Cnange	
			Cheviot slab design has been completed and ready for IFC approval by council.
			Taurekaitai Bridge, Black Station Road (on Road name) construction is now deemed recovery with the new funding criteria.
			Cooks tooth construction is on hold due to continued movement on the sites at 6.721km. The client has confirmed that we are to disestablish from site and re- establish in the summer when movement has reduced.
			Makaroro Bridge rock armoring has started but is currently on hold due to the adverse weather and unsafe river height.
			Wimbledon Road 9500-9700 design is progressing, a simple solution has been recommended under response with a river diversion planned as a resilient solution in the recovery phase.
			Te Uri Road is currently on hold.
			Fletcher Crossing river diversion meeting has been held with HBRC and a basis of design is being developed.
			General ground investigation across complex landslides is underway again. Drilling re-started last week, and the remaining CPT and hand tool investigations will restart week commencing 14 August. 70% complete.
			Finalising IFC documentation for 9 simple retaining wall sites is being completed.
			Minor landslide repairs are progressing and currently 55% complete.
			Construction progress is Amber due to the challenges with funding approvals and the rescheduling of the programme to meet the amending scope.
Community			The programme continues to work in partnership with council to ensure alignment between the scheduled construction works and community notification and involvement.
Outcomes and Engagement	Green	Green	The community engagement events have been undertaken by council and outcomes are being considered as the response and recovery repair work is undertaken. There will be a second round of community engagement which will influence future works under the recovery phase.
			There has been no significant change to report over the last two weeks



Overall Status: Status

Project Name: 3 Waters Recovery

Date

Project Overview:

The Recovery 3 Waters (feel free to change the name) project aims to address the damage caused by Cyclone Gabrielle, restoration and repair work on affected areas across our stormwater network, regular monitoring of our drinking water to ensure safe drinking water throughout the district, and ongoing management of our wastewater system ensuring safe treatment of wastewater. The primary focus of the project is that it is community led. Accordingly, we have engaged with our community across 9 localities district wide. This has informed our first iteration of the Central Hawke's Bay District Recovery Plan. The Recovery Plan identifies the areas our community considers to be important in the Recovery Process. The project is a collaborative effort involving key stakeholders including local government authorities, Mana whenua, environmental agencies, and community groups. The attached table illustrates the actions identified across the nine localities. Our priority, at this stage, are the short-term actions identified (1 – 6 months).

Project Update: Include a	Drinking Water – Regular monitoring of drinking water continues post cyclone Gabrielle. Despite a boil
status update on the progress made since the last report. Highlight the	water notice for the Waipukurau network in late June, monitoring revealed continuous delivery of safe drinking water.
milestones achieved, tasks completed, and any	The Tikokino Road drinking water treatment plant site has been impacted by the Waipawa river breaching informal stop banks in the immediate vicinity, exposing it to more frequent inundation.
major developments in the project.	Wastewater – Wastewater conveyance and treatment has returned to pre cyclone Gabrielle activity.
	Stormwater – Cyclone Gabrielle has identified an opportunity to address deferred system maintenance. This has involved determining asset ownership and responsibilities and intervention actions. A significant response program of open drain clearance is underway. Additionally, the opportunity to align stormwater at a strategic level has been identified, and development of a stormwater strategy has commenced.
Key Accomplishments:	Stormwater
Highlight significant achievements or deliverables that have been completed during the reporting period. This could include completed tasks, successful milestones, resolved	 Engaged consultants (Beca) to assist in drafting Stormwater Strategy and review operational quick wins relating to current network.
	• Evidence gathered to support prioritisation framework.
	 Stormwater maintenance programme rolled out, increasing resilience of the highest criticality waterways.
micatorica, resolved	• Collaborative community engagement commenced, driving efficiency and effective outcomes.

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ssues, or any other notable progress.	
Schedule and Timeline: Review the project's schedule and timeline, nighlighting any changes or adjustments made since the last report. dentify critical upcoming milestones or deadlines.	 Stormwater Workshop with Councilors on Stormwater Strategy vision and expected outcomes - 11 August 2023. Present Draft Stormwater Strategy to Council meeting – 21 September 2023. High criticality maintenance in the area most affected by the cyclone (Lower Waipawa) completed transitioning now to Waipukurau, aligning with development timeframes as the programme progresses.
Budget and Resource: Provide an overview of the project's budget and resource allocation. Detail any changes or adjustments made and highlight any budgetary constraintS or resource limitations.	 Stormwater Funding for programme of work will be mainly capital expenditure but will also incorporate some operational spend. Future budgeting to be informed by strategy and LTP process.
Stakeholder Engagement: Discuss the level of stakeholder engagement and communication during the reporting period. Address any stakeholder concerns or feedback received and describe any initiatives taken to maintain positive stakeholder relationships.	 Stormwater Strategic Inaugural meetings held with three Stormwater Focus Groups – Waipukurau, Waipawa and Waipukurau Industrial Area. Focus Groups and request for service informing maintenance programme. Strategy engagement to be built off current momentum with focus groups.
Next Steps: Outline the next steps and actions blanned for the upcoming reporting period. Include any upcoming tasks, milestones, or events that are crucial to the project's progress.	Stormwater Strategic. Presentation to Council workshop to define strategy and identify outcomes. Identify Quick Wins and opportunities to improve performance of current Stormwater network. Quarterly Update Newsletter to Stormwater Focus Groups. Continuation of maintenance on high criticality assets in Waipukurau with heightened focus on quality of works.



Recommendations or Requests: Provide any recommendations or requests for additional support, resources, or changes needed to ensure the project's success.

Conclusion: Provide a brief summary and concluding remarks on the overall project status. If necessary, append additional information or supporting documentation to the report.

Stormwater

A strategic direction for stormwater is under development which will align this activity with Council's high-level objectives and goals, outline how stakeholders influence stormwater and drive better outcomes for community. At the same time, deferred maintenance of high-criticality assets is being undertaken, increasing resilience and performance of the system.



Project Status Report

Overall Status: Status

Project Name: Community Wellbeing & Economic Development

3 August 2023

Project Overview:

The Community Wellbeing and Economic project aims to address the social, emotional and economic needs of the community in Central Hawke's Bay following the impacts of Cyclone Gabrielle. The primary focus of the project is that it is community led. Accordingly, we have engaged with our community across 9 localities district wide this has informed our first iteration of the Central Hawke's Bay District Recovery Plan.

The Recovery Plan identifies the areas our community considers to be important in the Recovery Process. The project focuses on promoting resilience, providing support services, and fostering community engagement to enhance the overall wellbeing of affected individuals and whanau.

The plan also seeks to facilitate the economic recovery through targeted initiatives and support programs. The attached table illustrates the actions identified across the nine localities. Our priority, at this stage, are the short-term actions identified (1 - 6 months, from May 2023).

Project Update : Include a status update on the progress made since the last report. Highlight the milestones achieved, tasks completed, and any major developments in the project.	Locality Plans Employment of Community Connections Manager Recovery made in June to oversee locality plan actions.
	Community Connectors Manager Recovery is a member of the Rural Advisory Group, Horticultural Advisory Group and Welfare Coordination Group to support locality plan actions.
	A monitoring framework has been developed to track locality plan actions.
	Community Connectors continue to provide support to affected whānau via the hubs at Waipawa Library (CHBDC), Mataweka Marae, Pōrangahau Rugby club rooms and via Epic Ministeries who are supporting families with vulnerable children.
	New Zealand Red Cross cleaning kit resources have been sourced and 30 kits distributed via the hubs and connectors. Cleaning kits include shovel, brooms, mops, hoses, PPE, buckets and bulk cleaning products.
	Currently liaising with New Zealand Red Cross to source housing bundles for cyclone affected people identified via the community connectors. The bundles contain essential items needed to enable displaced people to return to their home (people who have suffered significant loss or damage to home contents and do not have access to funding to

CENTRAL HAWKES BAY DISTRICT COUNCIL

Item 7.8- Attachment 4

1



replace). Items available to order are beds and bedding, kitchen, laundry and bathroom (fridge, washing machine, stove or benchtop hob and microwave grill oven, kitchenware pack including dinnerware, cutlery, pots and bowl, and towels). Living room - dining table and chairs, sofa/s, and electric heaters. Bundles are sourced via the Warehouse Group and once orders are placed, the Warehouse will liaise directly with applicants to coordinate delivery (recognising there may be some significant time frames for people to return home).

A second round of 'Community Conversations' based on locality plan areas is being held during August/September. Based on community feedback, separate meetings will be held for Takapau and Ongaonga/Ashley Clinton.

		-	
Date	Time	Locality/catchment	Location
Tues 8 Aug	6-7.30pm	Waipawa	CHB Municipal Theatre
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Wed 23 Aug	6-7.30pm	Otāne & Papanui	Otāne Town Hall
Tues 29 Aug	6-7.30pm	Waipukurau	CHB College
Wed 30 Aug	6-7.30pm	Takapau	Takapau Town Hall
Tues 5 Sept	6 - 7.30pm	Wallingford & Flemington	Wallingford Hall
Thurs 7 Sept	6 - 7.30pm	Elsthorpe, Kairakau & Mangakuri	Elsthorpe Hall
Tues 12 Sept	6 - 7.30pm	Ongaonga & Ashley Clinton	Ongaonga Hall

Economic Recovery

An economic recovery meeting was held at Centralines on 13 July. The aim of the workshop was to gather business specific input into the next iteration of the locality plan, create a work programme for the business network and inform the work plan for the incoming Economic Recovery Officer. 11 business representatives attended. Six focus areas were identified. These are:

- Explore water security options.
- Increase town centre vibrancy.
- Support the development of social infrastructure.
- Investigate and implement land use diversification.
- Work collaboratively to secure big projects for CHB, with coordinated local procurement.
- Support targeted skills/workforce development.



- The interim economic development lead has been attending regional economic development recovery hui and sharing local intelligence. The replacement Economic Development /Recovery Lead role has been advertised.
- Squillions State of the District Economic and population forecast (August 2023) has been completed, helping paint a picture of the current state of play and trends and indicators.
- An application to MBIE's Tourism Infrastructure Fund for the Tukituki Trails has been submitted. Outcome is known mid-August.
- An application to Lottery Environment and Heritage Fund for the restoration of the Makeretu stream has been submitted. This project has local procurement opportunities, and social, and cultural tourism benefits.
- The council has been working with MBIE to provide funding for a seed drying facility in Otāne. This project will have positive economic uplift benefits for the district. The funding includes a component of funding directly to Council to support economic development. A plan for the use of this funding needs to be developed collaboratively with the seed drying facility project owners by 31 January 2024.

Mana Whenua

Mana Whenua Led Response & Recovery

Pōrangahau Village and the Lower Waipawa were two residential areas most affected by Cyclone Gabrielle in Central Hawkes Bay/Tamatea region with a high proportion of Mana Whenua dwellings affected.

In response to the Cyclone, from day one, a Welfare hub was set up from the Pōrangahau Rugby Clubrooms being one of the only communal buildings available for use in the village.

In Waipawa after the closure of the initial Civil Defence Centre at the Waipawa Municipal Theatre, Mataweka Marae, set up a Community Led Centre/hub to continue to support flood affected whanau in Waipawa.

Milestones Achieved

By May 2023, Ngāti Kere Hapu Authority had agreed to support the whole community by managing the flood recovery fund for incoming donations. NKHA also set up a business arm after securing funding to manage the rebuild programme for those uninsured homes as well as an agreement and partnership to continue to run the hub (see link to reports here).

Mataweka Marae also set up as a charitable trust to be able to employ hub coordinators to manage food distribution and welfare support.

A collaboration of funding agencies, Te Puni Kokiri, Department of Internal Affairs, Ministry of Social Development and the Eastern and Central Trust funded both hubs.

Rongomaraeroa Marae Trustees working in collaboration with MSD (Ministry of Social Development) and Te Taiwhenua o Tamatea .

CENTRA HAWKE'	S BAY Icil
	All displaced whanau in Pōrangahau had been relocated to either holiday homes kindly made available by the beach community or other arrangements managed by the hub coordinators.
	Temporary accommodation has been sourced for kaumatua in Pōrangahau with the implementation of cabins
	Mataweka Hub report to supporting 60 plus whanau.
	Rebuild programme for 11 uninsured homes, kitchens and bathroom packages purchased.
	Council has been working across these community initiatives to align with Councils vision of Community led response and recovery.
Key Accomplishments: Highlight significant achievements or deliverables that have been completed during the reporting period. This could include completed tasks, successful milestones, resolved issues, or any other notable progress.	 Coordination of New Zealand Red Cross resources to support Central Hawke's Bay Community. Strong Mana whenua led response and recovery initiatives attracts early funding by collaborative funding agencies.
Schedule and Timeline: Review the project's schedule and timeline, highlighting any changes or adjustments made since the last report. Identify critical upcoming milestones or deadlines.	Second round of community conversations to be held during August/September.
Budget and Resource: Provide an overview of the project's budget and resource allocation. Detail any changes or adjustments made and highlight any budgetary constraints or resource limitations.	• Currently no budget allocated to locality plan actions. Investigating external funding sources to support community resilience initiatives and isolated rural communities via MPI and DIA.
Stakeholder Engagement: Discuss the level of stakeholder engagement	Refer earlier notes about ED recovery meeting. The notes from this meeting have been circulated.

CENTRA HAWKE' DISTRICT COUN	S BAY
and communication during the reporting period. Address any stakeholder concerns or feedback received and describe any initiatives taken to maintain positive stakeholder relationships.	
Next Steps: Outline the next steps and actions planned for the upcoming reporting period. Include any upcoming tasks, milestones, or events that are crucial to the project's progress.	Second round of Community Conversations to be held August/September. External funding applications to support locality plan actions. Finalise applications to for Red Cross housing bundles.
Recommendations or Requests: Provide any recommendations or requests for additional support, resources, or changes needed to ensure the project's success.	
Conclusion : Provide a brief summary and concluding remarks on the overall project status. If necessary, append additional information or supporting documentation to the report.	

7.9 KEY PROJECT STATUS REPORT - BIG WASTEWATER/BIGWATER STORY

Filo	Number:	
гпе	numper.	

Author:	Ben Swinburne, Project Manager
Authoriser:	Doug Tate, Chief Executive
Attachments:	 Key Project Status Report - Wastewater - August 2023 J. Key Project Status Report - 3 Waters Renewals - August 2023 J. Key Project Status Report - Water Supply - August 2023 J.

RECOMMENDATION

That the report be noted

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 and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.

The report covers three key programmes:

- Water Supply Upgrade Programme.
- 3 Waters Reticulation Renewal Programme.
- Wastewater Upgrade Programme (#thebigwastewaterstory).

SIGNIFICANCE AND ENGAGEMENT

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

BACKGROUND

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

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

Following project THRIVE, creation of The Big Water Story brand, and adoption of the LTP in 2018 and subsequently 2021, attention and focus have shifted from discussion and consultation to planning and delivery. Projects must be sequenced and prioritised based on several factors. This holistic approach to managing several interrelated projects to achieve a single promised outcome is referred to as Programme Management.

DISCUSSION

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

For the Wastewater programme:

• Our current focus has moved into considering and providing options to ensure the best possible outcomes for the community should funding constraints limit our ability to deliver the

programme to the timeframes outlined within the 21-31 Long term plan, this follows an update to budget forecasts and assessments of the impact of both Cyclone Gabrielle and a delay to the 3 Waters Reform (Affordable Waters) programme.

• Landowner and Iwi engagement and commitment is important in developing the long-term solutions for each of the sites and is an immediate focus of the project team along with consenting requirements. Stakeholder engagement is now moving into "what are we doing" (progress updates), rather than "what we are proposing" as we reach the end of consenting processes for both Takapau and Pōrangahau.

For the Renewals Programme:

- A number of projects are in the physical works stage. We have two projects due for completion in August.
- Our current focus has moved into considering and providing options to ensure the best possible outcomes for the community should funding constraints limit our ability to deliver the programme to the timeframes outlined within the 21-31 Long term plan, this follows an update to budget forecasts and assessments of the impact of both Cyclone Gabrielle and a delay to the 3 Waters Reform (Affordable Waters) programme.

For the Water Supply Upgrade:

- The Second Supply programme moved into the construction phase early this year with the access track underway and now nearing completion.
- Cyclone Gabrielle has raised issues with what was the original plan to extend the Tikokino Road Water Treatment plant. Cyclone Gabrielle, backed up by further research and flood modelling, have shown a scope change is needed to avoid future flooding issues. Feasibility studies have been completed for two possible options, these include an option to move the current WTP closer to the road and an option to increase the resiliency of the stopbank protecting the plant by rebuilding up to a 1% AEP design, these options however add significant additional expenditure above what is currently allocated to the 2nd Supply project.

Across all of these projects and programmes the capital constraints that Cyclone Gabrielle has created is critical in the long term implementation of these programmes of work. Council will need to carefully consider the constraints, risk and options ahead of it, which will be formally presented at its September meeting.

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 goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan.
- Any decisions made are consistent with the Council's plans and policies; and

• No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council or would transfer the ownership or control of a strategic asset to or from the Council.

RECOMMENDATION

That the report be noted.



Project/ Programme Name	Big Wastewater Story Programme					
	Link to previous report <u>here</u>					
	#thebigwastewaterstory is the overarching programme of works required to upgrade and re-consent all six of our wastewater projects. These plants either have problems meeting consent compliance or have consents expiring in the near future. Consistent with #thebigwaterstory, the following key objectives identify the drivers for the projects.					
	 Upgrade infrastructure so that it will last longer and we can maintain and improve service levels 					
Project Key Benefits	 Meet changing legislative and compliance requirements relevant to 3 waters assets Ensure we are providing for smart growth in the District including the rapidly 					
	growing number of new homes being built in our residential areas and forecast over the next 10 years					
	 Deal with wastewater to ensure minimal impact on our rivers 					
	 Ensure we do not burden future generations with ageing infrastructure 					
	The vision created by the wastewater reference group is to ensure:					
	"Our effluent is treated in a sustainable way that creates a resource, protects our environment, and continues to do so for generations to come"					
	To deliver the capital projects in the allocated year/s that align with future resource consents.					
Project Delivery Objectives	To deliver within budget and quality whilst ensuring maximum community benefit from these projects. Communicate and engage with the community and Mana whenua on the programme and the progress of each project.					
	To provide input through the design and improvement projects to inform future infrastructure works and asset management plans, to lead where future expenditure and improvements are targeted for the betterment of infrastructure in the district.					

Report No.	Report Date	Project Lifecycle Stage	Project Sponsor	Project Manager
		Planning		P1: WOW –Ben Swinburne
	05-08-2023	Planning	Doug Tate	P2: Pōrangahau – Rebecca England
2023-003		Planning		P3: Takapau – Rebecca England
		Execution		P4: Residuals – Ben Severinsen
		Monitoring		P5: Flows & Loads – Heather Flanagan

КЕҮ Р	KEY PROJECT STATUS REPORT – Quarterly								
Sponsor's Project	t Delivery (Confidence	Assessm	ent (Refer 1	to key on final page	2)			
Appears Highly Likely		Appears Probable		Appears Feasible	Appears	Appears			
Project Delivery Confidence Assessment Key:									

Delivery Confidence Assessments take into consideration progress against the main indicators (time, budget, scope, quality, benefits realisation) and other factors are known to affect deliverability.

Key	Delivery Confidence Assessment Definition
Suc this	\mathbf{C}
0	Successful delivery appears feasible but significant issues already exist, requiring management attention. These appear resolvable at this stage and, if addressed promptly, should not present a cost/schedule overrun.
	Successful delivery of the project is in doubt, with major risks or issues apparent in a number of key areas. Urgent action is needed to address these problems and/or assess whether their resolution is feasible.
•	Successful delivery of the project appears to be unachievable. There are major issues with project definition, schedule, budget, quality and/or benefits delivery, which at this stage do not appear to be manageable or resolvable. The project may need re-scoping and/or its overall viability reassessed.

Pro	Project Manager's Risk and Issues Assessment						
Keyl	Key Issues Impacting on Project Objectives		Yes	Explanation & Proposed Resolution			
1	Are there Business Case Benefit attainment problems?	~		With the adoption of the LTP 21-31, clear direction has been given to the overall programme of work. Each new project requires a project brief to clearly define the project's expected outcomes.			
2	Are there <u>Scope Control</u> problems?	✓ 		Scopes are set at the initiation of each project. Overall programme scope may need to be redefined in the short term should funding constraints dictate.			
3	Will Target Dates be missed?		 ✓ 	The milestone targets set within the LTP 21-31 are likely to be missed, while delays within the projects had put these at some risk, uncertainty surrounding financial constraints will almost certainly mean initial target dates will be missed			



Project Manager's Risk and Issues Assessment

Key I	ssues Impacting on Project Objectives	No	Yes	Explanation & Proposed Resolution
4	Will Project Costs be overrun?		✓	Recent budget projections, accounting for cost escalations resulting from inflation, material price increases and design refinements indicate project costs are likely to be overrun at the programme level.
5	Are there Quality problems?	✓		None at present
6	Are there <u>Resource</u> problems?		✓ 	With the aforementioned delays to the projects, the future availability of consultants to complete key design and consenting work is at risk.
7	Are there <u>Risk Management</u> problems?	√		No significant risk management problems are perceived at present, risks will be identified below and managed as per project management practices, with programme level risks escalated to the project governance group. Hazard/operability and Safety in design workshops are held for each physical works package.
8	Are there <u>Review and Approval</u> problems?	✓		The process for internal review and approval is working well.
9	Are there Teamwork problems?	✓		The team are engaged and collaborating well.
10	Are there Stakeholder problems?	✓		Key affected stakeholders will be communicated with and managed as per defined stakeholder management and communication plans for each project.
11	Kaupapa Māori and Iwi Engagement Considerations?	~		Iwi engagement is ongoing, and would benefit from additional focus in this area. Recently we have proactively engaged with iwi on the Takapau and Pōrangahau /Pōrangahau Beach WWTP upgrades and collaborated on opportunities within these projects. The PMO continues to engage with the Cultural Guidance Group (now Te Mana Taiao) and is looking to document guidance on best practice principles for engagement with iwi on both wastewater and water projects.
12	Are there <u>Communication</u> problems?	✓		None present, regular updates placed on CHBDC website and social media.
13	Are there <u>Change Management</u> problems?	~		Not at present, some change may be imminent in project scope as a result of consenting processes and/or budget management - these will be managed through our design review, and approval process.
14	Are there Health & Safety issues?	✓		None at present



Project Financial Update As At:

Key Project Statistics		Existing LTP Budget Re-estimated Budget		Actual Expenditure		
	W	nole Life (\$)	Wh	ole Life (\$)	@(05 Aug 2023
Project 1 - WOW	\$	53,995,591	\$	92,966,232	\$	6,458,097
Project 2 - Pōrangahau and Te Paerahi	\$	17,600,000	\$	23,650,498	\$	1,664,839
Project 3 - Takapau	\$	3,000,000	\$	6,699,374	\$	1,579,093
Project 4 - Residuals	\$	-	\$	-	\$	-
Biosolids strategy	\$	-		ided from P1,2 & 3 Igets	\$	50,465
Project 5 - Flow and Loads	\$	-	\$	-	\$	-
Inflow and Infiltration	\$	1,500,000	\$	1,500,000	\$	343,450
Total	\$	74,905,591	\$	125,116,104	\$	10,095,944

Note: Actual Expenditure Values have been adjusted to reflect council funded expenditure, external funding sources have been excluded



Key Project Risks:

Risk	Controlled Risk Status	Proposed Mitigations		
Programme Funding and Cost increases	Extreme	Thorough assessment of the opportunities for mitigation and the effects of this risk. Engagement with Governance group and councillors will be regular and ongoing		
Programme Delays	Extreme	Thorough assessment of the opportunities for mitigation and the effects of this risk. Engagement with Governance group and councillors will be regular and ongoing		
Existing and future consent non- compliances	Extreme	Alternative short term options being formulated and assessed to provide maximum possible benefit within existing constraints, active engagement with the regulators on the challenges faced		
Waipawa WWTP Bridge Delay	Moderate	A revised programme to be agreed following revision of the wider programme		
Põrangahau Consenting	Significant	Further conversations with HBRC directly to minimise the risk presented by current outstanding technical issues.		
Takapau River Erosion	Significant	HBRC are currently working on finalising a design plan which includes the affected area. We will continue to work with HBRC as their design progress. A brief memo is also being provided which will outline the implications and alternative design options if the erosion were to continue at the current rate.		
Takapau Landowner Relationship	Extreme	Continued communication with landowners to keep updated about HBRC work and concurrently progress agreement on operational and easement agreements.		
Takapau Filtration Design	Moderate	Further assessment of the proposed filtration and UV options being proposed by design consultants, Beca will take place. This will include trialling proposed UV options to assess performance.		
Community Engagement with I&I	Moderate	Communications plan in place with content and engagement encouraged through various mediums		
Biosolids Project Delay	Moderate	A revised programme to be agreed following revision of the wider programme		

	Consequence				
Likelihood	1 - Insignificant	2 - Minor	3 - Significant	4 - Major	5 - Catastrophic
5 - Almost certain	Low	Moderate	Significant	Extreme	Extreme
4 - Very Likely	Low	Moderate	Significant	High	Extreme
3 - Likely	Low	Moderate	Significant	Significant	Extreme
2 - Unlikely	Low	Low	Moderate	Moderate	Moderate
1 - Rare	Low	Low	Low	Low	Low

(Based on Central Hawkes Bay Risk Management Framework)

CENTRAL

KEY PROJECT STATUS REPORT – Quarterly



Project 1 – Waipawa, Otāne and Waipukurau

PROJECT: Waipawa WWTP Bridge Upgrade

STATUS	Planning/Strategic Brief					
TIMELINE	Jul 2020 April 2023 START DATE END DATE					
PROGRESS	30%					
BUDGET	\$400K TOTAL PROJECT	\$105K SPEND TO DATE	\$400K EXPECTED SPEND			
OVERALL RISK LEVEL						



SCOPE

Replacement of the existing culvert stream crossing at the Waipawa WWTP.

ACHIEVEMENTS

• Contracting partner Higgins procured for design and build contract. Detailed design and building consent have been approved and the bridge has been pre-casted. Methodology is currently being finalised for installation.

PLANNED

• Approval of methodology and commencement of works onsite.

RISKS

• Works in the bed of the drain have the potential to be delayed due to wet weather, depending on install methodology.

RECENTLY COMPLETED PROJECTS

- Waipawa and Waipukurau Waveband Remediation
- Waipawa and Waipukurau Desludging
- Otāne to Waipawa Wastewater Pipeline
- Otāne Pump Station
- Waipawa DAF
- Pourerere Road Watermain
- Pond Layout and Aeration



Project 2 and 3 - Porangahau and Takapau WW Upgrades

PROJECT: Porangahau and Porangahau Beach Wastewater upgrade

STATUS	Planning/Strategic Brief						
TIMELINE	Dec 2019 Jul 2029 START DATE END DATE						
PROGRESS	15%						
BUDGET	\$17.6M TOTAL PROJECT	\$1.8M SPEND TO DATE	TBC EXPECTED SPEND				
OVERALL RISK LEVEL							



SCOPE

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

ACHIEVEMENTS

- Irrigation RFT and contract ready for release
- Wastewater Treatment Plant and pump station concept design report finalised
- Pipeline route to connect Rongomaraeroa Marae to the Porangahau wastewater system confirmed

PLANNED

- Procurement of an irrigation contractor to design and build stage 1
- Finalisation of landowner agreements
- Commencement of a UV upgrade design at Porangahau
- Commencement of pipeline and pump station preliminary design

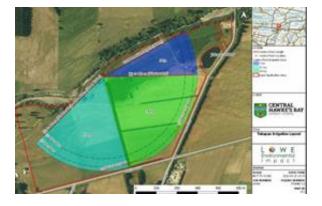
KEY RISKS

• There is a risk that consent conditions imposed by HBRC regarding nitrogen loading and concentration lead to a significant increase in cost to meet design standards and necessary change in scope



PROJECT: Takapau Wastewater Upgrade

STATUS	Planning/Strategic Brief				
TIMELINE	Sep 2017 START DATE	July 2025 END DATE			
PROGRESS	20%				
BUDGET	\$3M TOTAL PROJECT	\$1.68M SPEND TO DATE	TBC EXPECTED SPEND		
OVERALL RISK LEVEL					



SCOPE

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

ACHIEVEMENTS

- UV Filtration Options Analysis following trial
- Provision of LINZ acquisition agreement for Closed Road
- Irrigation RFT and contract ready for release

PLANNED

- Finalisation of landowner agreements
- Finalisation of preliminary design
- Procurement of an irrigation contractor to design and build
- Land acquisition required for construction of new storage pond

KEY RISKS

- There is a risk of a change in scope and/or cost to meet UV disinfection requirements set by the resource consent conditions.
- There is a risk of delay and increased cost to the project if the landowner declines to sign the operational agreement and easement agreement with the Council.
- There is a risk that the current irrigation design will need to be altered following erosion along the Mākāretu River's boundary with the proposed irrigation site



Project 4 and 5 – Residuals, Flow and Loads

PROJECT: Inflow and Infiltration

STATUS	Execution	Execution			
TIMELINE	Jul 2020 START DATE	Jun 2027 END DATE			
PROGRESS	40%				
BUDGET	\$1.5M TOTAL PROJECT	\$695K SPEND TO DATE	\$1.5M EXPECTED SPEND		
OVERALL RISK LEVEL					



SCOPE

Investigation of wastewater reticulation defects allowing liquid ingress and remediation of defects. Includes identification of stormwater system improvements that reduce I&I. Aimed at reducing treatment upgrade cost, increasing level of service of Stormwater/Wastewater system and reducing the environmental contamination.

ACHIEVEMENTS

- I&I Management Strategy and implementation plan for each township has been completed giving a direction for the investigations phasing.
- Hydraulic modelling for Stormwater and Wastewater systems in Waipawa, Waipukurau and Otāne has now been completed and enters the improvement phase.
- Pipe Vision have been procured as contractors to undertake further investigations; they are currently at work around CHB.
- There has been a total of 22.8km of pipe CCTV'd and 980 private property investigations undertaken.

PLANNED

- Work with Veolia is underway to priortise public assets that need remediation. Assets that are not priority will be fed into the renewals programme.
- Private property defects are being processed and planning for defect notices to private property owners is in process.
- An industry engagement evening with local plumbers and drainlayers is being planned to help engage and work with the remediation community.

RISKS

• There is a risk that the community will negatively engage with the remediation process of the private assets.



PROJECT: Biosolids Application to Land

STATUS	Execution			
TIMELINE	Apr 2023 START DATE	Dec 2024 END DATE		
PROGRESS	20%			
BUDGET	\$260K TOTAL PROJECT	\$10K SPEND TO DATE	\$200K EXPECTED SPEND	
OVERALL RISK LEVEL				



SCOPE

To apply the existing stabilized biosolids currently in geobags to agricultural land for beneficial reuse.

ACHIEVEMENTS

- Resource consent granted
- Procurement plan approved.

PLANNED

• Approve methodology, begin physical works.

RISKS

• Continued wet weather could impact application timeframes.



Project/ Programme Name	3 Waters Reticulation Renewal Programme
Project Key Benefits	 The benefits of #thebigwaterstory were communicated to the residents of CHB through workshops and through the 2018 LTP process. The key benefits were to: Upgrade infrastructure to last longer and so we can maintain the service you have always relied on Meet changing legislative and compliance requirements relevant to 3 waters assets Build resilience in our waters infrastructure by having second supplies, firefighting capacity and right sized reticulation systems Take on the learnings from the Havelock North water inquiry Ensure we are providing for smart growth in the district including the rapidly growing number of new homes being built in our residential areas and forecast over the next 10 years Supply those who are connected to Drinking Water with a safe, clean and reliable drinking water source in particular those smaller communities Deal with wastewater and stormwater to ensure minimal impact on our rivers
Project Delivery Objectives	To deliver the capital projects in the allocated year/s that together form the Big Water Story to budget and quality whilst ensuring maximum community benefit from these projects. Communicate to the community on the programme and the progress of each project. Provide input through the design and improvement projects to future infrastructure works and asset management plans, to inform where future expenditure and improvements are targeted for the betterment of infrastructure in the district.

Report No.	Report Date	Project Lifecycle Stage	Project Sponsor	Project Manager
2023-002	04-08-2023		Doug Tate	Georgia Stone

Sponsor's Project Delivery Confidence Assessment (Refer to key on final page)					
Appears Highly Likely	Appears Probable	Appears Feasible	Appears In Doubt	Appears Unachievable	
Appears in doubt.		1	1		

	Issues Impacting on Project ectives	No	Yes	Explanation & Proposed Resolution
1	Are there <u>Business Case</u> <u>Benefit</u> attainment problems?	~		The business case is self-supporting, was further strengthened through the setting of the 2021 LTP, and the creation of the 2021 asset management plans and infrastructure strategy. CHBDC assets are proven to require replacement, upgrade or



				augmentation. By delivering the specified projects, the asset constraints will be mitigated, and benefits realised.	
2	Are there <u>Scope Control</u> problems?	~		The scope of the Big Water Story is defined with listed projects. The scope will be better defined as each project progresses through design phases.	
3	Will Target Dates be missed?		\checkmark	Yes, inflation has caused the cost of projects to rise resulting in insufficient budgets. Therefore, requiring projects to be phased to ensure affordability.	
4	Will Project <u>Costs</u> be overrun?		\checkmark	Yes, as per above. Inflation has caused the cost of projects to rise.	
5	Are there <u>Quality</u> problems?	~		The risk of poor-quality outcomes (e.g., poorly constructed projects) is considered low. The quality of physical works is considered non-negotiable and is managed through routine project management processes. Contractors have been procured through the newly formed contractor panel.	
6	Are there <u>Resource</u> problems?	~		The resourcing risk has been well managed internally. External resourcing has been managed through our civil and pipeline panel.	
7	Are there <u>Risk Management</u> problems?	~		Generally, risks are being well managed through thorough planning and workshops. Identifying risks and mitigation as we move forward with the renewals programme.	
8	Are there <u>Review and</u> <u>Approval</u> problems?	~		The process is thorough which takes time to get individual projects from proposed, through to design to construction. Careful planning will ensure results.	
9	Are there <u>Teamwork</u> problems?	\checkmark		The team is working well together. We are working well with our consultant partners and the operations team.	
10	Are there <u>Stakeholder</u> problems?	\checkmark		Generally, we are updating and renewing assets which is well received by stakeholders.	
11	Kaupapa Māori and Iwi Engagement Considerations?	~		Renewal works are considered low risk for engagement due to replacing existing assets – but ongoing information will be provided and available to the Taiao ropu.	
12	Are there <u>Communication</u> problems?	~		Communications throughout the community are important and something we must continue to prioritise were appropriate. We have an internal resource to guide with engagement. Educating contractors on communication expectations is also important.	
13	Are there <u>Change</u> <u>Management</u> problems?	\checkmark		Yes, some change may be imminent in overall programme. We are currently understanding the effects of the 3 waters reform being pushed out.	
14	Are there <u>Health & Safety</u> issues?	\checkmark		H&S management is another non-negotiable for the delivery of all Big Water Story projects. It is mandatory that robust H&S management plans and procedures are provided for each Big Water Story Project. This will develop further as construction progresses through site specific Health and Safety Plans	

Project Manager's Summary – Current Status and Planned Activities



We have made considerable progress on the long-term planning of renewals in the district. Through various workshops reviewing the 3 water networks we have established a process to understand priority areas based on age, condition, and operational issues. This has resulted in identifying over 50 projects and through this we have established a 10-year programme for wastewater and water supply based on priority areas and proposed budgets.

Currently we are assessing the effects of the 3 waters reform being pushed out along with budget constraints such as increasing costs. There is a level of uncertainty in this space as we work through what this looks like and reprogramming all 3 waters projects.

Pushing out the renewals programme would not result in huge operational risk. However, it would mean that council would need to invest more financially in the future to catch up.

Project Key Milestone Summary					
Project Key Milestones	Planned/Actual Completion Date	Milestone Status	Milestone Comments		
Porangahau Road Water Main Upgrade (Stage 1+2)	August 2023	In Progress	Construction underway August 2022, Minor delays due to Cyclone + operational risk in completing the final detail.		
Great North Road Water and Wastewater Upgrade (SP1+2)	July 2023	In Progress	Construction complete. Final project close out underway.		
Waipawa water upgrade Tikokino/ Abbottsford Stage 4	September 2023	In Progress	Construction due to start February 2023. Delayed until April due to Cyclone.		
Racecourse Road Water Main Upgrade Stage 3	TBC - Reprogramming	In Progress	Project ready for construction. Commencement date unknown		
Firefighting – Stage 3 Mathew Street	TBC - Reprogramming	In Progress	Project ready for construction. Commencement date unknown		
Racecourse Road Stage 4	TBC - Reprogramming	In Progress	Project ready for construction. Commencement date unknown		
Racecourse Road Stage 5	TBC - Reprogramming	In Progress	Project ready for construction. Commencement date unknown		
Gaisford Terrace WS + SW	TBC - Reprogramming	In Progress	Project ready for construction. Commencement date unknown		

Project Financial Update as At:

Comments On Financial Performance



Individual project budgets historically have not been set at a project level and have been created at a per year amount to get ahead of depreciation. We are now seeing large escalations in consultant, contractor and material costs.

We have developed a cost estimate calculator based on recent projects to establish a more realistic estimates that reflect these increases. These increases result in not being able to achieve the amount of projects we thought we would.

We are also currently seeing budget issues within the waters space, as a result of the 3 waters reform being pushed out along with the effects of cyclone Gabrielle from Feb 2023. This is currently being investigated and the renewals programme will be re-programmed to suit funding constraints.

Project	Budget	Spent to Date	Forecast Spend to end of FY	Forecast Spend to end of Project life
Porangahau Road Water Main Upgrade SP1&2	FY22/23 - \$1.84M	\$1.65M	\$150k	\$1.8M
Great North Road Water and Wastewater Upgrade	FY22/23 - \$550K + \$750k*	\$983K	\$300k	\$1.3M
Waipawa water upgrade – Tikokino/ Abbottsford Stage 4	FY22/23 - \$200K FY23/24 - \$672k*	\$500K	\$200K	\$700K
Mathew Street Water Upgrade	FY22/23 - \$637K	\$40K	On hold	\$640K
Racecourse Road Wastewater Upgrade SP4	FY22/23 – \$1.9m FY23/24 - \$2.6m	\$110k	On hold	\$1.6M
Racecourse Road Water Upgrade SP3	FY22/23 - \$479k FY23/24 - \$850k	\$10k	On hold	\$1.3M
Gaisford Road Water Main + Storm water	FY22/23 - \$187k FY23/24 - \$1.5m	\$60k	On hold	\$1.7M

Key Project Risks:



Comments On Key Risk and Mitigations Proposed

Risk	Controlled Risk Status	Proposed Mitigations
Renewing assets may not fix all known issues	Significant	Continuous investigation as improvements are made to understand network better.
Not prioritising high risk areas	Moderate	Annually reviewing identified projects with the operations team and our consultant partners to ensure priority areas are programmed accordingly.
Too many projects to catch up on aging assets	Significant	Annually reviewing proposed projects. Ensuring budgets allow for us to keep moving forward.
Not adhering to councils dig once approach – 3 waters	Moderate	Cross referencing against all water networks to ensure projects are done together. Project decision records.
Not adhering to councils dig once approach - Roading	Moderate	Working with the land transport team and Waka Kotahi to ensure projects align and efficiencies are made.
Project delays	Moderate	In depth planning. Using completed projects as lessons learnt to make realistic decisions.
Insufficient Budgets	Significant	Realistic planning, using estimates based on the new contractor panel rates.

We have reduced a lot of risk by developing a long-term plan based on in depth analysis of the 3 water networks. We continue to learn from ongoing projects to reduce risk in individual projects.

(Based on Central Hawkes Bay <u>Risk Management Framework</u>)

			Consequence		
Likelihood	1 - Insignificant	2 - Minor	3 - Significant	4 - Major	5 - Catastrophic
5 - Almost certain	Low	Moderate	Significant	Extreme	Extreme
4 - Very Likely	Low	Moderate	Significant	High	Extreme
3 - Likely	Low	Moderate	Significant	Significant	Extreme
2 - Unlikely	Low	Low	Moderate	Moderate	Moderate
1 - Rare	Low	Low	Low	Low	Low

Project Delivery Confidence Assessment Key:



Delivery Confidence Assessments take into consideration progress against the main indicators (time, budget, scope, quality, benefits realisation) and other factors known to affect deliverability.

Кеу	Delivery Confidence Assessment Definition
	Successful delivery appears highly likely and there are no major outstanding issues that at this stage appear to threaten delivery significantly.
\bigcirc	Successful delivery appears probable; however, constant attention will be needed to ensure risks do not materialise into major issues threatening
	delivery.
	Successful delivery appears feasible but significant issues already exist,
$\overline{}$	requiring management attention. These appear resolvable at this stage and, if
	addressed promptly, should not present a cost/schedule overrun.
	Successful delivery of the project is in doubt, with major risks or issues
\bigcirc	apparent in a number of key areas. Urgent action is needed to address these
	problems and/or assess whether their resolution is feasible.
	Successful delivery of the project appears to be unachievable. There are major
	issues with project definition, schedule, budget, quality and/or benefits
	delivery, which at this stage do not appear to be manageable or resolvable.
	The project may need re-scoping and/or its overall viability reassessed.



Photos/ Key Attachments

PROJECT: Matthew Street

STATUS		Execution	
TIMELINE	Jan 2021	May 20	
PROGRESS	40%		
BUDGET	\$640K TOTAL PROJECT	\$40K SPEND TO DATE	\$640 EXPECTED SPEND
RISK LEVEL			

SCOPE

The Central Hawke's Bay District Council, alongside our partner Stantec, has developed a work programme to improve firefighting and growth across Waipawa. The firefighting and shortfall in reticulation project aims to deal with challenges related to the Waipawa and Ōtane water supply network, specifically:



Resolving areas of fire flow compliance; specifically, the Low Zone and high fire areas.

Servicing planned future growth and infill; and;

Allowing for potential new connections inside the urban boundary.

The project has been broken down to stages to align with budget set aside in Council's Long-Term Plan. Stage 1 + 2 have been completed with stage 3 remaining.

Stage 3 Matthew Street to Rose Street. Approx. 392 from the temporary blank flange (end of Stage 2 connection at intersection between Abbotsford Road and Matthew Street) to the existing network connection (intersection between Matthew Street and Rose Street). Approx. 187 m of submain on Matthew Street.

This project was due to start early February. The Cyclone has caused our panel partner some resourcing issues. We have agree this project will follow on from our Abbotsford Road project.

ACHIEVEMENTS

- Stage 1 and 2 100%
- Stage 3 Procurement under the new contractor panel. Awarded to Higgins.

PLANNED

- Finalise Project Works Order
- Confirm construction period
- Establishment on site

- Timing for starting on site may be pushed out due to other projects in the area starting before this one.
- Disruption to residents.
- Connection into already completed Stages 1 +2.



PROJECT: Tikokino Road Water Main Renewal Stage 4 and 4A.

STATUS	Monitoring (stage 4 only)		
TIMELINE	April 2023 START DATE	-	st 2023
PROGRESS	80%		
BUDGET	\$700k TOTAL PROJECT	\$500k SPEND TO DATE	\$700k EXPECTED SPEND
RISK LEVEL			

SCOPE

To renew and replace the water main from the Tikokino Road water treatment plant to the reservoir on Abbottsford Road

This project was due to start in February. Cyclone Gabrielle caused a delayed start for stage 4 of this project. Contractor is now established on site and completion date is now August 2023.



ACHIEVEMENTS

- Works largely complete 90%
- Stage 4A connecting the reservoir is on hold due to land owner negotiations.

PLANNED

• Disinfection and commissioning of new pipe. On hold until stage 4A is completed.

- Landowner issues at the top of the reservoir are currently being worked through
- Connection to reservoir and commissioning of stage 4 and 5.



STATUS		Monitoring	
TIMELINE	June 2022 START DATE		2023
PROGRESS	98%		
BUDGET	\$1.8m TOTAL PROJECT	\$1.65m SPEND TO DATE	\$1.8m EXPECTED SPEND
RISK LEVEL			

SCOPE

To renew and consolidate the water main on Porangahau Road between Lake View and Gaisford Terrace. The upgrade will address known issues and support expected growth within the area. Stage 1 is from Lake view Rd to Peterson Place and Stage 2 is from Peterson Place to Gaisford Terrace.

Minor delay with our site closing due to Cyclone Gabrielle. Our completion date has been pushed from May 2023 to June 2023. We have some issues with being able to complete our last detail due to parts of the existing network not being able to be shut down. Operations are currently investigating this and we are workshopping options.

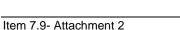
ACHIEVEMENTS

• Section between Lake View Terrace and Peterson Place has been commissioned.

PLANNED

- Detail A1 at Gaisford intersection is causing some issues Currently workshopping options to progress.
- Commissioning and livening of new main between Peterson Place and Gaisford Terrace.

- Detail connection A1 at Gaisford intersection. Risk around shutting down the network to complete.
- Landowner and road user disruption
- Weather moving into winter months
- The upgrade may not address all known issues in the area







• **PROJECT:** Great North Rd Wastewater extension and Water supply upgrade - Abbotsford to Tamumu (Stage 1 +2)

STATUS		Monitoring	
TIMELINE	Jan 2021 START DATE		2023 DATE
PROGRESS	60%		
BUDGET	\$1.3M TOTAL PROJECT	\$983K SPEND TO DATE	\$1.2m EXPECTED SPEND
RISK LEVEL			



SCOPE:

Wastewater:

Wastewater Main Installation to service future developments in the area, partly funded by developers. Includes design, liaise with Waka Kotahi for approval, and physical installation. Potential efficiency with Great North Road water main replacement

Water Supply:

Installation of new water assets along Great North Road. Ideally has some feasibility to be integrated with Great North Road wastewater main installation which will help with cost efficiency. This project will deliver more reliable infrastructure along this very costly and difficult to access section of main.

ACHIEVEMENTS

- Construction is complete Minor reinstatements on the foot path and road remain.
- New water main is now live
- New wastewater main is now live

PLANNED

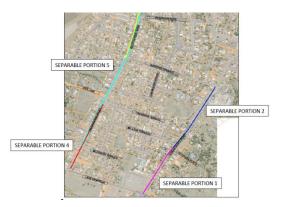
• Final reinstatements

- Communication with Waka Kotahi
- Disruption to main highway
- Investigative work/protecting existing services
- Consider local shops and cafes Communication
- Weather
- Disruption to residents with some night works



• **PROJECT:** Racecourse Road Wastewater upgrade (SP 4+5)





SCOPE:

Project planning has identified that wastewater renewal is needed on Racecourse Road, which extends

at the northern end from the rail crossing adjacent to Cook Street, along Racecourse Road to its southern end at Lake View Road. The priority is the northern section which is expected to benefit from capacity upgrades (currently being identified through the wastewater model).

The extent of renewal that can be put into a single physical works package for immediate construction is limited by the renewal budget. The physical works packages will therefore need to be prepared in

SP4: Supply and install 450m of DN150 PVC SN16 wastewater main along Racecourse Road from Lake View Road to Freyberg Terrace.

SP5: Supply and install 1364m of DN150 PVC SN16 wastewater main along Racecourse Road from McCarthy Terrace to Reservoir Road

This project is scheduled to start in the next financial year. We are waiting for budget updates before issuing a contract to our panel partners Fulton Hogan. We are currently finalising the design with Fulton Hogan on site completing some investigative work.

ACHIEVEMENTS

- Design is in progress and Fulton Hogan have been engaged to undertake investigative work to complete construction drawings.
- Procurement under the contractor panel

PLANNED

- Fulton Hogan continue on site with investigative works.
- Finalise construction drawings.
- Confirm commencement dates as planned for June/July

- Disruption to high use road
- Disruptions to residents
- Investigative work/protecting existing services
- Consider local shops and cafes Communication
- Weather
- Consideration to Giasford terrace stormwater
- Budget



• **PROJECT:** Racecourse Road Water Supply Upgrade (Stage 3)

STATUS		Execution	
TIMELINE	July 2023 START DATE		Der 2023
PROGRESS	30%		
BUDGET	\$1.6M TOTAL PROJECT	\$10K SPEND TO DATE	\$1.6m EXPECTED SPEND
RISK LEVEL			

SCOPE:

Further to Porangahau Road Stage 1+2, Stage 3 has also been identified that water supply renewal is needed from Racecourse Road from State Highway 2 to Gaisford Terrace. This upgrade is expected to also support local growth in the area as well as adhere to firefighting requirements.

Stage 3 has been awarded to Fulton Hogan on the basis of acceptable contractor performance in stages 1+2. This is outside of the Civil and Pipeline contractor panel. Expected commencement is FY 23/34. However, remains uncertain whilst reprogramming is confirmed.

ACHIEVEMENTS:

• Pre construction workshop has taken place, resulting in a few design changes which are currently underway.

PLANNED

- Fulton Hogan to begin looking at schedule of prices and programme
- Confirm commencement dates as planned for New financial year

RISKS

- Project delay due to the need to reprogramming renewals projects
- Disruptions to residents
- Investigative work/protecting existing services
- Weather moving into winter months
- Consideration to Giasford terrace stormwater
- Budget

*Note: Project was designed as larger C1215 Project hence total spend to date is only 10k.



• PROJECT: Gaisford Terrace Water Supply and Storm Water Upgrade

STATUS	I	Execution	
TIMELINE	March 2024 START DATE		Der 2024
PROGRESS	10%		
BUDGET	\$1.7M TOTAL PROJECT	\$60K SPEND TO DATE	\$1.7m EXPECTED SPEND
RISK LEVEL	1		

SCOPE:

Project planning has identified that water supply renewal is needed on Terrace due to high failure risk on the AC and CI twin mains. Upgraded capacity is also needed to allow growth in this area. Both of the twin existing mains (DN250 AC and the DN100 CI are to be replaced with a single new main. The scope includes new connections for existing customers including any rider mains that may be required.

The scope also includes stormwater upgrades along Gaisford Terrace and Racecourse Road to get runoff from Nelson Street to Woburn Street. Preliminary design of the stormwater solution can be provided by Council.

ACHIEVEMENTS:

• Engaged consultant partners Stantec to begin design phase. Integrated Water supply and Stormwater design.

PLANNED

• Continuation of construction drawings.

- Disruptions to residents
- Investigative work/protecting existing services
- Budget



Project/ Programme Name	Water Supply
Project Key Benefits	 The benefits of #thebigwaterstory were communicated to the residents of CHB through workshops and through the 2018 LTP process. The key benefits were to: Upgrade infrastructure to last longer and so we can maintain the service you have always relied on Meet changing legislative and compliance requirements relevant to 3 waters assets Build resilience in our waters infrastructure by having second supplies, firefighting capacity and right sized reticulation systems Take on the learnings from the Havelock North water inquiry Ensure we are providing for smart growth in the district including the rapidly growing number of new homes being built in our residential areas and forecast over the next 10 years Supply those who are connected to Drinking Water with a safe, clean and reliable drinking water source in particular those smaller communities Ensure we do not burden future generations with aging infrastructure
Project Delivery Objectives	To deliver the capital projects in the allocated year/s that together form the Big Water Story to budget and quality whilst ensuring maximum community benefit from these projects. Communicate to the community on the programme and the progress of each project. Provide input through the design and improvement projects to future infrastructure works and asset management plans, to inform where future expenditure and improvements are targeted for the betterment of infrastructure in the district.

Report No.	Report Date	Project Lifecycle Stage	Project Sponsor	Project Manager
2023-002	05-8-2023	In Progress	Reuben George	Bilyana Podrumac

Sponsor's Project Delivery Confidence Assessment (Refer to key on final page)				
Appears Highly Likely	Appears Probable	Appears Feasible	Appears In Doubt	Appears Unachievable

Project Manager's Risk and Issues Assessment

	Key Issues Impacting on Project Objectives		Yes	Explanation & Proposed Resolution	
1	Are there Business Case Benefit attainment problems?	~		The business case is self-supporting, was further strengthened through the setting of the 2021 LTP and the creation of the 2021 asset management plans and infrastructure strategy. CHBDC assets are proven to require replacement, upgrade or augmentation. By delivering the specified projects, the asset constraints will be mitigated and benefits realized.	
2	Are there Scope Control problems?	~		The scope of the Big Water Story is defined with listed projects. The scope will be better defined as each project progresses through phases.	
3	Will Target Dates be missed?		\checkmark	Yes, Current programme indicates the project completion and system operational by 30 December 2024. However, uncertainty of budget allocation and funding is likely to push this date out significantly. Considering rephasing of the 2 nd Supply project is required.	
4	Will Project Costs be overrun?		~	Cost overruns are anticipated, these are associated with variations associated with the access track and reservoir, unknown cost of river crossings and increased costs to create a higher level of resilience (stopbank) for the water treatment plant, or upgrade/relocate Waipawa Water treatment plant.	
5	Are there Quality problems?	~		The risk of poor-quality outcomes (e.g. poorly constructed projects) is considered low. The quality of physical works is considered non-negotiable and is managed through routine project management processes.	
6	Are there Resource problems?	~		Internal allocation of resources to this project is satisfactory. Externally project management team has worked out the strategy with delivery contractors, both designers and construction contractors, by forming a contractors panels, to ensure resources are adequately allocated. This will be closely monitored and actioned in time should resources become an issue.	
7	Are there Risk Management problems?	\checkmark		The risk management system is in place and is regularly reviewed and updated.	
8	Are there Review and Approval problems?	\checkmark		No as this has mostly already been completed.	
9	Are there Teamwork problems?	√		No, the team has worked cooperatively very well up to date and is committed to continue.	
10	Are there Stakeholder problems?	~		No, there is generally stakeholders full support for this project. All lease agreements have been signed of.	
11	Kaupapa Māori and Iwi Engagement Considerations?		~	Iwi impact is considered high for river crossings, and ongoing engagement is required.	
12	Are there Communication problems?	~		Internal communication is well established. External communication with affected parties and wide public is being run in a similar manner with regular project updates on Council website, social media and direct communication with affected landowners when required.	
13	Are there Change Management problems?	~		Not to date.	

17 August 2023





Project Manager's Risk and Issues Assessment

Key Issues Impacting on Project Objectives	No	Yes	Explanation & Proposed Resolution
14 Are there Health & Safety issues?	~		H&S management is another non-negotiable for the delivery of all Big Water Story projects. It is mandatory that robust H&S management plans and procedures are provided for each Big Water Story Project. This is developed further as construction progresses through site specific Health and Safety Plans.

Project Manager's Summary – Current Status and Planned Activities

The Second Supply moved more into implementation in January 2023 with the commencement of the Central Reservoir access track and platform construction which is nearing completion with final works and fencing to be complete as the weather becomes more suitable. Early Contractor Involvement (ECI) has been established with panel contractor to investigate and feedback on the rising/falling mains installations, the Central Reservoir itself and the associated crossings of the Waipawa and Tukituki Rivers. Due to cyclone impact on existing Waipawa water treatment plant and consideration is being given to flood protection measures, and constructing a new treatment plant building on nearby land above flood level is currently being investigated. A budget increase is required to proceed with the design and physical works. Difficulty with obtaining required budget has put this project on temporary hold.

Reservoir replacement programme has commenced, however, due to budget reschedule, the reservoir programme has now been deferred by one year. The design work and completion of the access track has been put on hold.

Kairakau water treatment plant upgrade project is completed with security fencing around the plant in place. Final delivery of As Built plans to Council will see the completion of contract, while the team still has to delivery on landscaping plan.

Project Key Milestone Summary				
Project Key Milestones	Planned/Actual Completion Date	Milestone Status	Milestone Comments	
SECOND SUPPLY				
Central reservoir access track and platform construction	15-Sep-23	In Progress	Contract awarded construction commencing mid January 2023	
River crossings resource consent	Reprogramming	In Progress	Geotechnical investigation completed, report issued April 2023. Panel contractor engaged to investigate options.	



Rising/falling mains construction	Reprogramming	On Hold	Design 90% completed, all landowners agreements in place. Contract to be issued to panel contractor late 2023.
Waipawa new bore resource consent	Reprogramming	On Hold	Consent lodged.
Central reservoir construction	Reprogramming	On Hold	Final supplier procurement in conjunction with panel contractor.
Upgrade of Waipawa Water treatment plant	Reprogramming	On hold	Budget increase required.
Scheme operational	Reprogramming	Not Started	Likely to be exceeded if budget not secured.
OTHER			
Kairakau Water Treatment Plant Upgrade	24 December 2022/31 March 2023	Plant operational	Construction of the new water treatment plant completed and plant under proving period of 3 months.
Reservoir replacement Programme	30-Jun-26	On hold	Budget rescheduled to 2024/25.



Project Financial Update As At:

Project	Budget	Spent to Date	Forecast Spend to end of FY	Forecast Spend to end of Project life
Investigation, Legal and Landowner (DIA)	\$2,200,000	\$2,200,000		\$2,200,000
Design and Contingency	\$2,930,000	\$1,631,006	\$100,000	\$2,930,000
Rising/Falling Main/River crossing/Reservoir	\$6,760,000	\$1,019,194	\$50,000	\$6,760,000
Access Track and Reservoir Platform	\$2,000,000	\$950,512	\$1,149,488	\$2,000,000
Waipawa WTP and Borefield Upgrade	\$1,900,000	\$312,379	\$50,000	1,900,000
2 nd Supply TOTAL	\$15,790,000	\$6,113,091	\$1,349,488	\$15,790,000
Option to build new Stopbank to 1:100 event	0	0	0	\$1,500,000 - \$2,000,000
Option to build New Waipawa WTP	0	0	0	\$4,500,000
Kairakau	\$1,868,000	\$1,740,011	\$127,989	\$1,868,000
Reservoir programme	0	\$385,179	0	\$9,500,000

Risk	Controlled Risk Status	Proposed Miitgations
Uncertainty on ability to cross river	High	Early contractor involvement to inform decision making, plan consenting process and undertake stakeholder engagement.
Budget overrun if pipe placed on bridge	High	Early concept design to include cost estimate. Timely additional funding obtained.
Insufficient budget to upgrade/relocate Waipawa WTP and provide adequate flood protection	High	Increase budget and consider relocating the building on high ground to future proof.
2 nd supply programme	High	Rephasing of the 2nd Supply project to reflect budget allocation is required.

(Based on Central Hawkes Bay <u>Risk Management Framework</u>)

Project Delivery Confidence Assessment Key:

	Consequence						
Likelihood	1 - Insignificant	2 - Minor	3 - Significant	4 - Major	5 - Catastrophic		
5 - Almost certain	Low	Moderate	Significant	Extreme	Extreme		
4 - Very Likely	Low	Moderate	Significant	High	Extreme		
3 - Likely	Low	Moderate	Significant	Significant	Extreme		
2 - Unlikely	Low	Low	Moderate	Moderate	Moderate		
1 - Rare	Low	Low	Low	Low	Low		

Comments On Key Risk and Mitigations Proposed

Waipawa to Waipukurau Second Supply

Landowner - All has reached agreements.

Iwi Engagement – Risk remains with support of iwi for the project, engagement remains strong.

River Crossing – The method of crossing the river remains uncertain until technical work completed. A

recommendation on preferred method expected by December 2023.

Consenting – Some major consents still needed and, until these are secured, this remains a risk (consent for new bore, reservoir platform land designation and rivers crossing).

New Waipawa Water Treatment Plant – Following cyclone impact on existing water treatment plant, increased budget required for the option to build new plant on high ground above 100yr flood level is required. New budget to allow for low level stopbank repair.

Programme – 2nd Supply project requires rephasing to reflect funding constraints and council decisions.





Delivery Confidence Assessments take into consideration progress against the main indicators (time, budget, scope, quality, risk, benefits realisation) and other factors known to affect deliverability.

Кеу	Delivery Confidence Assessment Definition
	Successful delivery appears highly likely and there are no major outstanding issues that at this
	stage appear to threaten delivery significantly.
	Successful delivery appears probable; however, constant attention will be needed to ensure
	risks do not materialise into major issues threatening delivery.
	Successful delivery appears feasible but significant issues already exist, requiring management
	attention. These appear resolvable at this stage and, if addressed promptly, should not
	present a cost/schedule overrun.
	Successful delivery of the project is in doubt, with major risks or issues apparent in a number
\bigcirc	of key areas. Urgent action is needed to address these problems and/or assess whether their
	resolution is feasible.
	Successful delivery of the project appears to be unachievable. There are major issues with
	project definition, schedule, budget, quality and/or benefits delivery, which at this stage do
	not appear to be manageable or resolvable. The project may need re-scoping and/or its
	overall viability reassessed.





Photos/ Key Attachments

PROJECT: Waipukurau Second Water Supply





SCOPE

To find and construct a new water source bore, pipe a

rising main to a reservoir, provide treatment and gravity feed back into Waipukurau to supply a second water supply to the town. Scope change from upgrade of existing Waipawa water treatment plant to new build at nearby high ground due to impact from cyclone Gabrielle and present location in flood zone.

ACHIEVEMENTS

- Production bore testing complete. Tikokino Road Stage 1, 2 and 3 watermain completed.
- Council decision achieved in May 2022. This provides mandate to progress a number of project items through to construction.
- Pipeline and Civil contractors panel established.
- Directly affected landowners' agreement completed in December 2022.
- Geotechnical investigation to inform river crossing completed March 2023.
- Construction of Central Reservoir access track commenced January 2023 and 60% completed.
- Iwi engagement ongoing, with representation called for a membership to the project Governance Group and the formation of the Taiao group to continue the work started by the Cultural Guidance Group.

PLANNED

- Further understanding and assessment of options to increase the flood resilience of Tikikino Road WTP
- Revision of the broader programme after guidance from council
- Continue water take consent
- Continue iwi and landowner engagement
- Complete construction of access track by end of September 2023 (part of the Pipeline & Civil panel).

- Funding constraints associated with 3 Waters reform
- River Crossings
- Resource consent for new water take and river crossings
- Budget for new water treatment plant, and/or stopbank protection to strengthen resilience of current water treatment plant and river crossings



PROJECT: Kairakau Water Treatment Upgrade



SCOPETo upgrade Kairakau WTP to meet Drinking Water standards and address hardness.



ACHIEVEMENTS

• Site works 100% done. Commissioning completed, plant activated and water sent into network on 30 March 2023.

PLANNED/OUTSTANDING ITEMS

• Landscaping plan and planting.

BUDGET OVERRUN

- The project experienced scope change during implementation, which triggered increase construction cost. In addition, new regulations required additional equipment and monitoring devices to be installed.
- Allocation of additional funds secured to complete outstanding items and finalise contractual obligations payments.

- Plant performance, however, risk minimal as regularly monitored during proving period.
- Backflow prevention as part of operational activities to be implemented at each connection.



PROJECT: Reservoir Programme / Waipawa Reservoirs Replacement

STATUS		Execution	
TIMELINE	Jul 2017 START DATE		2025 DATE
PROGRESS	15%		
BUDGET	\$0 TOTAL PROJECT	\$385K SPEND TO DATE	\$2.8M EXPECTED SPEND
RISK LEVEL			

SCOPE

• Design and construct replacement of Waipawa reservoirs including construction of the new access track.

ACHIEVEMENTS

- Geotechnical investigation for reservoirs platform.
- Following cyclone Gabrielle in February 2014, an emergency track was constructed via private property.

PLANNED

- Landowners agreements to purchase and/or easements for both platform and access track.
- Completion of the platform design.
- Reservoirs procurement and construction.

- Funding constraints associated with 3 waters reform.
- Landowners' agreements

7.10 FOURTH QUARTER ORGANISATION REPORT APRIL - JUNE 2023

File Number:	COU1-1400
Author:	Doug Tate, Chief Executive
Authoriser:	Doug Tate, Chief Executive
Attachments:	1. Fourth Quarter Organisation Performance Report 1 April - 30 June 2023 J

PURPOSE

The purpose of this report is to present to Council the organisation report for January – March 2023.

RECOMMENDATION

That the Fourth Quarter Organisation Report (April - June 2023) 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 goodquality 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 in June 2023.

RECOMMENDATION

That the Fourth Quarter Organisation Report (April - June 2023) be noted.





Fourth Quarter Organisation Performance Report – April – June 2023

2

E ORA NGĀTAHI ANA – TOGETHER WE THRIVE.

INTRODUCTION FROM THE CHIEF EXECUTIVE

As Matariki celebrations reach Tamatea – Central Hawke's Bay it's an important to time to reflect on the meaning of Mānawatia a Matariki, the Māori new year and what it means for us all as a community and council. It signals a time to remember those who have passed, celebrate the present and plan for the future.

In our context, it is a time to reflect on the significant challenges that we have faced, the trauma that so much of our community have endured, but also the stories that have emerged and the positivity and opportunity that lies ahead. As we look ahead to the future, we must acknowledge Gabrielle, but now also celebrate so much of what has been achieved and now, look confidently to the future, as we continue to navigate through the challenges ahead.

Direction and Elected Member priorities

In June, Council signed off on their revised Elected Member priorities. This followed work at the beginning of the Triennium where initial priorities were laid out. Clearly Cyclone Gabrielle has required us to carefully reconsider our priorities and capacity – both resource and funding, while also staying focussed on the long term aspirations and change needed to support community.

In the immediate days, weeks and months ahead - three key focus areas including the Long Term Plan, Representation Review and Recovery remain our three most pressing priorities. Rebalancing our capital funding in a time of uncertainty, is also another major focus requiring us to carefully navigate and plan with the constraints and uncertainty we are experiencing.

Challenge and opportunity abound

While there is much that has been achieved, there are still significant 'icebergs' for the community and council to navigate through the months ahead. Closing the initial negotiations with Government on support for Category 3 and 2 properties, has been one key milestone, however long term funding and certainty relating to our districts critical roading repairs and support for the ongoing implementation of our three waters programme will remain major obstacles ahead.



It is important that we focus on the opportunity through this period to continue to give confidence and hope for what lies ahead.

Future of Local Government Review

In late June the Review Panel presented their final update and list of recommendations to the Minister and Sector in their final report <u>He piki tūranga, hi piki kōtuku</u>.

The findings of the review align with many of the longstanding challenges and opportunities that this organisation has championed, from funding and finance to regional inequalities. While there will be areas that will challenge the sector, overall it lays down a challenge for Local Government to step into the report and adopt a leadership role in seeing the review brought to life.

Local Government New Zealand, have already begun to take a lead, launching the campaign 'Choose Localism' at Superlocal 2023 in July. As a Sector, LGNZ will also be forming a response to be presented to the new Government after the election.

Appreciation of Goodwill

Again, as I did in our last report, I do want to acknowledge the ongoing goodwill of our community, contractors and staff. The last 6 months have challenged us all, on top of what was an already challenging period through late 2022.

I want to again thank you all for your patience and ongoing support as we work through some of the most complex and challenging times that this district has faced in considerable time, following Cyclone Gabrielle.

Ngā mihi nui

Doug Tate Chief Executive



GOVERNANCE

Long Term Plan

Council have started working on development of the 2024-2034 Long Term Plan. Care is being taken to weave Recovery locality priorities and community feedback into development of key inputs.

Early engagement has commenced through the Recovery Community Conversations scheduled through August and September with a focus on roading. Further early engagement activities are being planned following the Community Conversations.

An Order in Council has been presented to Cabinet to allow Councils in Cyclone affected regions, to adopt a nonaudited Long Term Plan.

Work is on track for the Consultation Document to be released in March 2024 and the Long Term Plan to be adopted in June 2024.

REPRESENTATION REVIEW

Council has engaged with ElectionzNZ to assist with the next representation review for the 2025 Elections.

Councils are required by the Local Electoral Act 2001 to review their representation arrangements at least once every six years. It addresses the total number of councillors there should be for the district or region and the way they are elected.

First, Council must consider what Electoral System to use for the 2025 and 2028 triennial elections as required under Section 27 of the Local Electoral Act 2001 (LEA) by no later than 12 September 2023 and give public notice Council's decision and of the right of electors to demand a poll on by 19 September 2023 in accordance with Section 28 of the Local Electoral Act 2001.

The LEA offers the choice between two electoral systems for local government elections: first past the post (FPP) and the single transferable vote (STV). Central Hawke's Bay District Council has used First Past the Post (FPP) as its electoral system for all previous elections.

The Council has an obligation to give public notice by the 19 September 2023 of the right for electors to demand a poll on the matter of the electoral system. If the Council does resolve to change the electoral system, it must include this information in the public notice and the fact that a poll is required to reverse a resolution to change.

Council meeting to be held on 17 August, will decide whether or not to retain the status quo and continue with the First Past the Post electoral system or will resolve to change its electoral system to a Single Transferrable Vote for the 2025 triennial elections or Council may choose to resolve to hold a binding poll on a electoral system to apply for the 2025 triennial elections. Following this decision, Council will then have to consider Māori Wards by 23 November 2023.

A council's initial representation review proposal must be publicly notified no later than 8 September in the year before an election.

Key dates for a Representative Review as follows:

Electoral system	
By 12 September 2023	Resolution on electoral system FPP/STV (optional)
By 19 September	Public notice of electoral system (mandatory)
Māori representation	
By 23 November	Resolution on Māori Representation (optional)
Representation Review	
From 1 March 2024 (20 December 2023)	Earliest date to resolve Initial Proposal
By 31 August (31 July)	Last date to resolve Initial Proposal
By 8 September (8 August)	Notification of Initial Proposal – open consultation (14 days from resolution)
By 8 October (8 September)	Public submissions on Initial Proposal close (not less than one month after notification)
By 19 November (3 November)	Last date for notification of Final Proposal (8 weeks after end of submission period)
By 20 December (3 December)	Last date for public appeals/objections on Final Proposal
By 10 April 2025	If appeals/objections - last date for LGC determination

[Local Government Electoral Legislation Bill: Proposed new dates in red]

BETTER OFF FUNDING

Better off Funding of \$2.83m was approved by the Department of Interna Affairs in November 2022 for the following projects:

Project 1 - Community and Commercial Property needs (\$919.000)

This project will scope and explore in the context of a number of challenges the Tamatea-Central Hawke's Bay Community face in relation to community and commercial property, what the opportunities are for the district, where these should be located and to test the viability and scope of how they could be delivered.

Project 2 - Capability & Capacity Programme (\$425.000)

This project will explore opportunities to grow the capability and capacity – both across cultural, governance and leadership competencies across Tamatea – Central Hawke's Bay, creating the next generation of leaders to support investment, governance and be the voice for Tamatea Central Hawke's Bay on a regional, national and international stage.

Project 3 – Community Futures Investment Strategy (\$355.000)

This project will explore opportunities for circular community investment in Tamatea – Central Hawke's Bay, and local opportunities for philanthropic purposes to be developed.

Project 4 - Driving Housing Outcomes

This project will identify and explore the most appropriate structure to co-ordinate and deliver housing outcomes in the widest sense in Tamatea – Central Hawke's Bay.

Project 5 – Bringing Thriving Places and Spaces to Life (\$250,000)

This project will as a single-phase project following the adoption of the Thriving Places and Spaces Reserve Management Plan at Councils meeting of 29 September 2022, identify a number of quick win projects for implementation. Initial examples already identified include:

- Implementation of Places and Spaces Reserve Signage
- Green space activation Projects (such as Green Patch and Waipawa Museum)
- Accelerating Russell Park Master Planning.

SOCIAL AND ECONOMIC DEVELOPMENT

Central Hawke's Bay Network of Networks

The annual survey to our Network of Network partners has been completed. Partner agencies are asked.



• As a partner organisation of the Social Development Network, how satisfied are you with the advice and support provided to you by Council?

100% of respondents were satisfied or very satisfied. Respondents were also asked:

• How satisfied they are with the level of services provided to them by Council?

95% of respondents were satisfied or very satisfied.

Respondents were also asked to comment on what other support, advice or services could the Central Hawke's Bay District Council provide to support them as a Social Wellbeing Network partnership organisation. Comments included:

- "Keep doing what you are doing CHBDC"
- "CHBDC is a leading example of what can be achieved for the community when agencies work together in true partnership"
- "I am fine with the level of services and support I get from the CHBDC. There are some fine people doing great work for the CHB area. Other councils should be envious of the mahi that the CHBDC does".
- "CHB information flow to me as a partner organisation is exceptional raising my understanding of not only what is available but also what my organisation can do to support key programs within the district."

Partner agencies also provided insights and suggestions for continuous improvement in the Social Wellbeing that will be incorporated into planning and dialogue in the future:

- "While things have shifted in the right direction there is still a lot of work needed to develop a true integrated community response in the social wellbeing space".
- "List all other Networks available in CHB that do the work in this field on their website. Website is not easy to navigate so perhaps needs some work to develop a user-friendly website."

The Network of Networks have continued to provide significant support to the community in the recovery period following Cyclone Gabrielle. This has impacted on priorities and planned activities. All Networks have now reviewed their existing Action Plans to align and support recovery in our community with some business-as-usual activities resuming.

Safer Central Hawke's Bay

The coalition group met once during this reporting period on 9 May. Council officers were able to provide an update of the draft Central Hawke's Bay Cyclone Gabrielle recovery plan which had been completed the week prior to the meeting.

Safe and Healthy Homes Workstream

The Central Hawkes; Bay Smoke Alarms for Everyone (S.A.F.E) project is well underway. To date over 70 alarms installed in to 33 Central Hawke's Bay homes with another 50 homes on the waiting list. The project involves trained team members from, Recreational Services/Veolia spending time out in the community installing smoke alarms into homes where they also complete a home safety check. They have been provided with resources, equipment and dual branded jackets by FENZ who provide administration, coordination and oversight of the programme.



The Network is also coordinating Women's Personal Safety and Empowerment workshops into the community after receiving funding from ACC. Delivered by Brie Sergeant from Kia Haumaru this funding enables us to provide 10 workshops to women aged 18 – 65 throughout the district, complementing the workshops that are already being delivered into schools and to older women via Age Concern. To date, 3 workshops have been delivered with more scheduled between now and November 2023.



Violence Free CHB

This network has met twice during this reporting period. The network participated in the Ongaonga Community Roadshow on 16 June and supported Age Concern to promote awareness of Elder Abuse and Neglect during the awareness week held from 15 – 22 June 2023. Activities throughout this week, where the theme was "Break the Silence" included Cuppa with a Cop, Scooter Mob ride for awareness, colouring competitions and awareness displays in our CHB Libraries.





Community Resilience and Wellbeing Network

The network has not formally met during this reporting period due to partner agencies ongoing commitment to supporting cyclone Gabrielle recovery as the psychosocial needs of our community are understood and met.

Mates for Life is a suicide awareness and prevention programmed delivered at no cost to workplaces and organisations across Hawkes and Central Hawkes' Bay now has five local workplaces participating in the programme, including Central Hawkes' Bay District Council. These five organisations will now encourage and support other workplaces to participate in the programme. Across Hawke's Bay there are now 45 supporting workplaces, 359 trained Safety Aiders and over 2000 workers who have participated in Awareness training.

Road Safety Network

The focus for this network during this reporting period was Road Safe week which was held during the period 15-20 May 2023. Once again, the network delivered a range of events and activities to promote road safety prevention messages to our community including:

- > Over 60 children participated in a road safe colouring competition at our CHB Libraires.
- A car restraint clinic was held in Waipukurau involving network partners NZ Police, Roadsafe HB, CHB District Council, FENZ, Te Whatu Ora, Te Taiwhena O Heretaunga, Parents Centre, Pregnancy and Parenting Hub and Bright Futures. Those attending were treated to morning tea, information, resources, and the opportunity to win a range of prizes including a car seat donated by Roadsafe HB and vouchers sponsored by Safer CHB. Participants were provided with the opportunity to get their car restraints

checked by a qualified technician with 24 restraints and vehicles assessed during the morning. In event evaluation all participants recorded the event as very useful or extremely useful.

- Five roadside "Caught Being Good' checks were held throughout the week with over 150 vehicles stopped.
- In conjunction with Youth Week an event was held at Central Hawkes' Bay college to raise awareness of road safety amongst our young people. Partners present included NZ Police, FENZ, Roadsafe HB, CHB District Council, CONNECT, EPIC and the CHB Youth Council and over 350 young people participated in the lunch time activities. A highlight of this year's event was a high impact Motor Vehicle Accident scenario run by CHB FENZ volunteers and local Police where students and staff were able to get insights into the impacts that can occur when mistakes happen on our roads.



Central Hawke's Bay Older Persons Network

The network met one during this reporting period on 8 May 2023.

Older persons nutrition has been identified as a priority are for the network in 2023 and a piece of work has begun to assess the options in our district older people to access adequate and nutritional food as well as identifying the barriers and challenges to this. The CHB food Secure network will also be involved in this project.

Planning is well in hand for the Age Concern bi-annual Older Person's Active Living Expo which is being held in Waipukurau on 21 September 2023.

Central Hawke's Bay Disability Network

The network has met twice during this reporting period and organisations are now reporting being able to move back into business as usual following the disruption of the Cyclone. Regional resourcing of a Connector through the Disability Resource Centre Disability and targeted disability funding coordinated through CCS Disability has assisted greatly.

Youth Development Network

Youth week events were able to be held over 3 lunch days in Term 2 after Cyclone Gabrielle affected the Term 1 activities. This term's theme was "Leaders of Today" and the first day saw interactive quizzes held to explore leadership and the skills a leader needs to have. The second day say activities combined with the Safer CHB Road

Safety network to celebrate Road Safety week and on Friday the team from EPIC, alongside Youth council and the Jobs in CHB team came together in support of Pink Shirt Day.

Cyclone Gabrielle has interrupted the survey being done by the network to understand what providers are present in our community and what services and programmes are being offered. This work was aligning with a regional survey and will be re-instated at a later date – we will continue with our own locally led work in the interim.



Central Hawke's Bay Food Secure Network

The network has met twice in this reporting period with members still being kept busy responding to food needs as part of the Cyclone Gabrielle Welfare recovery.

The network has continued to advance the Food Secure Infrastructure project with the following resources purchased and operational:

20-foot food storage container. The container gives the network the ability to store surplus kai to level
out distribution peaks and troughs and to accept larger amounts of donated kai. This container is now
operational and is situated behind the old Waipukurau Library. The container is multi-functional – able to
support ambient, chilled, or frozen food.



- Walkie Stacker situated in a purpose-built enclosure beside the Food Secure Network container this
 piece of equipment gives network partners the resource to easily transport bulk food supplies or
 deliveries into the container or between nearby organisations. Bulk deliveries from trucks or vehicles
 are now able to be off loaded directly into the container and a smaller pallet jack enables movement of
 bulk supplies around the interior of the container.
- Caged Tandem Trailer allows network partners to pick up and transport kai from local and regional sources and can be used as a mobile or pop up Pataka.

COMMUNITY FUNDING

Creative Communities Scheme

Local community projects and art initiatives benefited greatly from funding allocated from Creative Communities NZ over the past year.

Total allocated	\$29,966.09
Total number of approved projects	17
Estimated number of participants	821
Estimated audience	3,756

The next Creative Communities Funding round opens on 4 August 2023.





Community Voluntary Organisation Support Fund (CVOS)

CVOS opens for applications on 10 July 2023 for a 4-week period.

Community Pride and Vibrancy Fund

Two applications to the Community Pride and Vibrancy Fund were successful in this reporting period.

- Pōrangahau Football were awarded \$1000 to support football in the Pōrangahau community. The grant provides funds to purchase team kit.
- The Tikokino Historic Projects Trust were awarded \$4500 to support the restoration of a historic dray that when completed will be a focal point in the community.

Environment and Sustainability Fund

The Environment and Sustainability fund is a fund managed by the Solid Waste team capped at \$20K per year. Applications are accepted throughout the year. The committee approved a grant worth \$4715 excl GST to the Waipukurau Primary School to purchase a paper shredder to assist in repurposing used paper with green waste to turn into compost.

Sport NZ Rural Travel Fund

The next round of Sport NZ Rural Travel Fund opens November 2023.

COMMUNITY PLANS

The impact of Cyclone Gabrielle has meant that community plan actions have not been a focus for local areas during this reporting period. The Community Plan working groups however were a vital link to communities during the Cyclone Gabrielle response, enabling us to connect and support in a more effective and efficient way. These working groups will be an important part of the locality recovery planning moving forward and there are logical connections between locality and community plans, as an enhanced focus on resilience occurs.

TOI TAMATEA - CENTRAL HAWKE'S BAY ART STRATEGY

The Toi Tamatea Network last met on 9 May 2023. Three months post the cyclone, those in attendance spoke about the struggles they had faced, but due to support from the community and some external funding, they were now in a positive space and planning ahead.

Nga Toi Hawke's Bay held two wellbeing sessions at the Welfare Hub in Waipawa for the local arts community, a place to come together and share their experience in a safe, supportive space. This was much appreciated by those who we able to attend and they plan to hold further ones in the future.

The focus for 2023 will be to monitor and implement actions identified within the Action Plan.

MĀORI ENGAGEMENT - TŪHONO MAI TŪHONO ATU

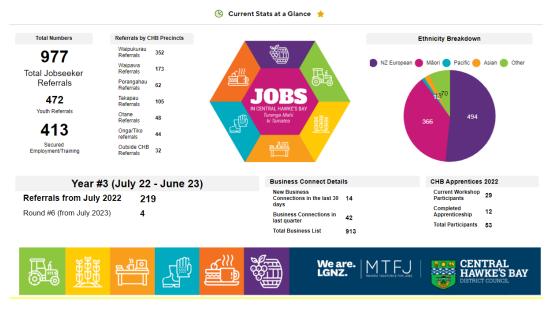
Work continues with the Pōrangahau and Mataweka Community Hubs, contracts are due to be reviewed to meet end of contract timeframes in September. Ngāti Kere Hapū Authority engaged an independent consultant to review how effective the services that they have been providing to community have been. The findings from the review were provided back to the community on the 23rd of July after a series of three community consultation hui being held. A final report is yet to be drafted.

Partnership discussions with Te Taiwhenua o Tamatea and Heretaunga Tamatea Settlement Trust to establish the Tamatea partnership committee are ongoing. Both entities are keen for partnership, however, agreement on what this may look like has not yet been decided.

The Pou Whātuia has been supporting the water team to provide notifications to Mana whenua on wastewater spills into the awa (river and waterways) has enabled improved communication and understanding of the issues facing Council around infrastructure.

JOBS IN CENTRAL HAWKE'S BAY - TŪRANGA 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, achieving **54** of the **50** required measurable outcomes by 30 June 2023. The team are excited to now have a further 2-year contract with MTFJ (Mayors Taskforce for Jobs) to deliver at least 38 measurable outcomes each year. We are currently sitting at **4** out of the **38** for July 2023 – June 2024.



(Above are the current statistics as at 26 July 2023)

Growing Great Entrepreneurs

The second cohort of GGE (Growing Great Entrepreneurs) have completed their training, presenting their business concepts to friends and family along with representatives from the HB Chamber of Commerce and Central Hawke's Bay District Council. With businesses in Fashion, CrossFit, Dance and Personalised Gifts, these participants will continue with a further 6 months of fortnightly business mentoring support to continue to develop their ideas. The next GGE starts on Tuesday, 22 August.



Business After 5



The monthly Business After 5 events are maintaining connection and engagement with local businesses, see above photos from the May event hosted by sisters Prue and Kate at their warehouse and showroom, Foxtrot Home, on Cook Street. A new record 35 attendees were given a fascinating glimpse into a local business with a firm social conscience. From ethically sourced imported flax linen to wool from their own Wanstead farm, Foxtrot Home's beautiful products are flying off the shelves of their Waipukurau warehouse.



July BA5 event was hosted by Sam Barry of CME, held at Centralines. Sam entertained attendees with stories of growth and change, with real insights for new and aspiring business owners. The quote of the night was, when asked if Cyclone Gabrielle had affected the business, Sam mentioned that the clean-up needed lots of machinery to be mobilised throughout the district, and *"if it's working, it's breaking"*. Sam set the bar high for future BA5 events with Iollies and other giveaways, and a timed hydraulic pipe assembly contest, with the fastest time winning a Kiwis Rugby League jumper courtesy of sponsors Pirtek. Thanks to Sam Barry and the CME team for educating and entertaining attendees, and thanks to Stuart Smith and the crew at Centralines for hosting.



The next BA5 is on Tuesday 22 August, at Vet Services Hawke's Bay bespoke-designed premises at 43 Takapau Road, Waipukurau hosted by Brendan James and the team.

Vet Services HB were the supreme champions at the 2022 Hawke's Bay Business awards. Hear from Brendan and his team on how they have developed a winning culture, which incorporates a thoughtful approach to talent attraction and retention, work practices to keep staff safe and engaged, and how they weave innovation through their business.

The Hawke's Bay Chamber will also be joining to share how entering the Datacom Hawke's Bay Business Awards will help businesses showcase their accomplishments, gain recognition, and inspire others within the community.

Also joining will be two Young Enterprise Scheme teams from Central Hawke's Bay College, showcasing their businesses.

Come along and be inspired!

RSVP for the August BA5 here

Partnering with Ministry of Social Development

Monthly Employment Workshops in collaboration with MSD have continued this year, offering a relaxed environment, with food and a variety of different support people. It has been great to invite a range of different employers along to showcase their current and future vacancies to our jobseekers. In June we combined our MSD Employment workshop with our Community Services Roadshow. The idea of the roadshows is to bring the providers located in our main towns (Waipawa and Waipukurau) out to the rural townships. Jobs in Central Hawke's Bays stall was next to the local MSD office, so we were able to approach any jobseekers in proximity. The local school came through the roadshow therefore they were given Jobs in CHB branded bags which contained information from both Jobs in CHB and other providers, the idea of this is to get the information into their homes, and also expose them to our branding. Our stall focussed on the 7 Key Employability Skills, and we had a display for the children that highlighted their future working environment, more than their vocation. How they want to feel at work is more important than their occupation and we showed them this with prompts like: "I want a boss that speaks to me kindly."



MSD VR Training Space

On Wednesday 24 May we hosted our first MSD VR Training Space at Te Huinga Wai, participants went through their Virtual Reality Site Safe training and assessment. Continuing to build their work readiness for Construction & Infrastructure pathways. This workshop continues to run on the 3rd Wednesday of the month.

Youth Transitions

Reality Check

On Tuesday, 16 May in collaboration with Central Hawke's Bay College and our local Skills, Training and Employment Network (STEN) we helped host the first "Reality Check" at Central Hawke's Bay College. The objective of Reality Check is to highlight the skills and achievements that are important for school leavers as they leave secondary education for further training or employment. The event involved introducing the year 12 and 13 students to the reality of what life would look like once the leave college, from how much do groceries cost? What is insurance? What skills do I need to be employable? and Can I cook a good meal? We were able to introduce

them to other agencies in the community that can support them. Each student had a card they were able to check off whether they were competent, had some understanding or need help as they are unsure, and this is now helping us to be able to go back into the school and assist in those areas, so our youth are better prepared when they leave home. There was a real buzz in the hall as the students engaged with each area and there has been plenty of positive talk since the event.

Check out the video from this event here.

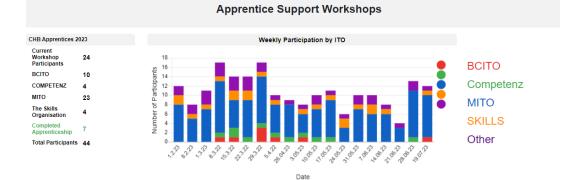


The Jobs in Central Hawke's Bay team were thrilled to receive a Highly Commended in the recent Taituara Local Government Awards in the Martin Jenkins Award for Collaborative Government Action.

The judges said "Jobs in Central Hawkes Bay is a great example of a small councils a working successfully with multiple government agencies to deliver wellbeing objectives. An important result for the sector – especially those in smaller local authorities!"

here is our entry <u>video</u>.

Our Apprentice Support Workshops continue to provide value to our local trainees, consistent attendance is producing create results for our local trainees, we are now catering for any learners who are doing on-the-job training from builders & mechanics to ECE teachers and electricians. – see below stats





Congratulations to our recent graduates; Lynus, Carlos and Niki on completing your current training.

We collected some great feedback from our regular participants highlighting the reasons they come; Dedicated time to work on my paperwork, Free food, The supportive learning space, Access to internet/computers, Spend time with other learners, Support from training advisor.

Celeste - "I like to have a dedicated time to study, and the environment created is the perfect space for me to focus and get work done. I also appreciate Jono pushing me to get my work done and stay on task. The other attendees

are also very supportive and encouraging. Jono does an amazing job running the workshop, keeping everyone on task whilst having a bit of banter. He has created a safe, inviting, calm, happy place for all learners to come together to connect and support each other in their work and industries. He also takes care of our emotional wellbeing which is super helpful for our stress filled lives.

He Ringa Whānau Ora

The Ringa Whanau Ora team have supported 38 whanau, including 55 dependent tamariki. The disruption from cyclone Gabrielle impacted the ability for Kaimahi to engage with new whanau however they have supported a number of whanau impacted by the event.

Following on from the successful six-week wanaga transformation pilot another programme has been scheduled to begin in July.

A co-design workshop has been held to gather whanau and community voice to inform a recommendation report on a community and whanau led way forward that support whanau in addiction recovery and healing in Tamatea/Central Hawke's Bay. The workshop was facilitated by Peter Thorburn an experienced counsellor with a demonstrated history of working in the mental health and addiction industry.

TOURISM

Spring Fling 2023

Preparations for the 2023 Spring Fling are well underway with twenty registered events on offer this year.

New events in this year's calendar include a Ngā Ara Tipuna Tour & Marae Experience, Oruawharo Food & Wine Pairing, Brews & BBQ at the Coles Factory, Evening at the Central Hawke's Bay Museum, Spring Picnic at Pukekaihau, St Vincent's & Maison Vauron, High Tea at the Ongaonga Museum and entertainment by an entirely improvised Austenian musical, Austen Found.

Annual favourites are back for another sensational year, including Taniwha Daffodils, Central Hawke's Bay Homestead Trail, Spring Market, Ōmakere Coastal Hill Walk, Gwavas Homestead & Garden Tour, Picnic in the Peonies, Hawke's Bay Arts Trail, Cooking Masterclass at Punanga Lodge, Garden to Vase floral inspirations, culinary delights at Wallingford Homestead and Waipawa Spring Festival – Duck Day.

Another key feature of the Spring Fling returning this year is the annual Hatuma Half Marathon, a picturesque 21.1 kilometre course that takes in the entire circumference of Lake Whatumā, open to walkers and runners so all the family can join in.

Tickets to these events go on sale 1st August with the programme launched on 24th July.





DRINKING WATER

Compliance update

Performance against Taumata Arowai's Drinking Water Quality Assurance Rules (DWQAR) has been largely positive. Good progress has been made with the establishment of critical systems, processes, and practices to help ensure that compliance is achieved; however, there are still areas within the drinking water space that needs to be improved to provide better oversight and control in how our water supplies function.

A Boil Water Notice (BWN) was in place for the town of Waipukurau in response to a weather event that transpired on the last week of June 2023. The monitoring parameters that determine compliance to section 22 and 23 of the Water Services Act 2021 and the DWQAR, were in an upward trend, and was projected to breach compliance levels, hence a BWN was declared to mitigate any public health issue that may arise due to unsafe drinking water. The Operations and Compliance Team worked with our regulatory partners (Taumata Arowai and Te Whatu Ora-Health NZ) all through the event, providing valuable input on how we navigate our response to the weather event.

Monitoring and testing for bacterial contamination and chlorine residual revealed that the water quality throughout was safe.

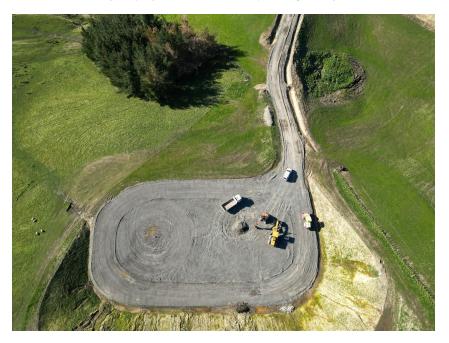
Operational update

The Tikokino Road drinking water treatment plant site has been impacted by the Waipawa river breaching informal stop banks in the immediate vicinity, exposing it to more frequent inundation during moderate freshes in the Waipawa river.

Requests for service from customers remain high due to high levels of rainfall and post Gabrielle matters.

Waipawa to Waipukurau Water Supply

The construction of the platform and access track to the new reservoir contract is near completion. Our panel contractor Fulton Hogan's programme indicates completion by 25 August 2023.



Due to the cyclone impact on existing Waipawa water treatment plant and its vulnerability to major rain events, a need to investigate treatment plant building relocation to higher ground has been triggered. A budget increase is required to proceed with the design and physical works. The feasibility study is underway, and the decision is still to be made.

The phasing of the Waipukurau Second Water Supply project is also under review mainly due to financial uncertainty with Cyclone Gabrielle and the impacts of water reform changes.

Porangahau Road Water Supply Upgrade

This project is now in the final stages. We have 2 more details to be completed before commission and livening takes place. We have had some issues with shutting down the network due to old infrastructure. We are also experiencing some delays due to cyclone Gabrielle and Fulton Hogan redeploying water crews to emergency works. We are looking at completion of this project in August 2023.

Pourerere Beach Water Supply

The water supply to Pourerere Beach campground has been re-consented and now transitions into the network upgrades phase following a successful funding bid to the Tourism Infrastructure Fund.

Great North Rd Water Supply Upgrade



The Great North Road Water Supply Upgrade is nearing completion with Higgins working through the snag list at this time. The Higgins have successfully installed 215m of new pipe by trench less drilling. The first detail connection on the corner of Abbotsford Road was successfully installed in March with the remaining two details scheduled for April. There have been some challenges shutting down the network which alongside cyclone Gabrielle has resulted in some delays. The Wastewater extension that is also part of this project has begun. Higgins have installed the new manholes on Tamumu Road and crossed the main road with new pipe. Completion for this project is now scheduled for August 2023.



Waipawa Water Main Renewal/Upgrade.

Tikokino Road Water Rising Main – Higgins are now at the point of preparation for the detail installation that will allow the new Tikokino Road Rising Main to be connected into the Network that provides Water to the Waipawa Reservoirs. Pressure testing has been completed, the concrete anchor block is ready to pour, and planning for disinfection of the new rising main is underway.

Stage 4 has started with the pipe having been successfully installed and awaiting Stage 4a to be completed.

Waipawa Water Fire Fighting and Renewal Improvements

Stage 3 – Matthew Street is the last project under the firefighting improvement projects with future projects included in renewals programmes. Matthew Street has been procured under the new panel agreement and awarded to Higgins. Works were due to begin in Feb, however, have been rescheduled to begin in the new financial year due. However recently we have put the commencement of this work on hold while awaiting decisions around budget availability and work s prioritisation.

SH2 Borefield Upgrade

An offer of service has been received from Stantec to investigate and design Concrete Pillars/Steel Frame to support the repaired Pump. The Project team are assessing the Offer of Service from Stantec and are working to prioritise understanding the budget needs to enable this work to add necessary additional resilience to the site.

The Pump Manufacturer has acknowledged the fault during manufacture process and has supplied replacement parts to rebuild the Pump. The 3 Waters Team have had pump motor checked with repairs carried out to allow continued use once repaired pump is reinstalled.

The Borefield is currently running on one New Bore and Pump in conjunction with the Original Stage 1 Bore A Pump upgrade.

Kairakau Water Upgrade

Kairakau water treatment plant upgrade project is fully completed. The 3-month proving period is also nearing completion and engineer is busy checking outstanding items and prior to issuing completion certificate.



Reservoir Renewal Programme

Abbotsford - Waipawa

Abbotsford Road reservoir replacement as part of the Reservoir replacement programme, was delayed as part of the Annual Plan 2023/24. There is no major work progressing on this programme.

SH2 Borefield to Pukeora Reservoir – Rising Main Replacement

A concept design and preliminary report to include high level cost estimate to construct new reservoir and water treatment plant at existing SH2 site has been completed. However, this project is now on hold and till the completion of the Waipukurau Second Water supply.



WASTEWATER

Wastewater Treatment Operational Performance

Wastewater - Wastewater conveyance and treatment has returned to pre cyclone Gabrielle activity.

Requests for service from customers remain high due to high levels of rainfall and post Gabrielle matters.

Recent overflows and high inlet flow as a result of Cyclone Gabrielle have created isolated non-compliance at our sites but overall performance of the wastewater treatment plants, and systems has been exceptional for the time of year. Seasonal changes and frequently high incoming flow would typically create a string of non-compliances; however, we are seeing an atypically drier period (excluding the cyclone) and greater performance overall. Losses of key equipment and lengthy lead times for replacement parts and equipment poses a significant risk to compliance in the short/medium term, which we expect to resolve before the end of Q4.

Wastewater reticulation performance

Aside from performance as a result of the cyclone, overall network performance has also been good, with an unprecedented low number of dry weather blockages and network faults. Severe weather events have continued to challenge our networks.

Inflow and Infiltration Management

Stormwater and wastewater system modelling has provided recommendations informing this programme of work, to identify and remediate wastewater and stormwater defects. This programme of work is underway with manhole repairs, pipe relining, jetting, flow monitoring and CCTV. A contract was awarded to Pipevision for the investigative works, with larger scale renewals to be planned following from their recommendations. More than a quarter of the network has currently been investigated; 24 kilometres of pipe and 331 manholes. Renewal prioritization and planning will follow from here as well as more detailed investigation.

Private property inspections, including recent network "smoke" testing, have been completed for over 700 properties in the district and a number of defects contributing to the amount of stormwater entering our wastewater networks identified. Officers are working through the finalisation of a process around the remediation of these defects.

Great North Road Wastewater Extension

Alongside the water supply upgrade that is currently underway, the wastewater network is being extended from Tamumu Road to Abbotsford Road to facilitate growth. Higgins began on this stage end of March with new manholes being installed on Tamumu Road and successfully crossed the main road with new pipe installed. A few challenges with a lot of underground services and traffic to manage. This project is on track to be completed in August with Higgins completing the final snag list and expected to be offsite in August 2023

Waipawa, Waipukurau, Otāne Wastewater Upgrade Projects

Details on current projects below:

Waipawa & Waipukurau WWTP Short term Improvements

Currently several short-term improvement projects are either well into the planning stages or have recently commenced, these include optimisation of pond layouts and aeration (which has physical works mostly complete) and upgrading of the UV treatment systems (currently in planned stages).

We continue to work on developing options for the treatment improvements within our existing constraints. Planning for Long-term solutions to move to a centralised treatment plant and away from current surface water discharges are well advanced and ready to be actioned should funding allow.

Waipawa and Waipukurau Biosolids application to land

Consent has been granted for beneficial reuse of biosolids for fertiliser on agricultural land. Management documents have been completed and approved for the application and procurement and methodology is being finalised for commencement.

Tukituki Swing Bridge Rebuild

At the end of 2022 Council approved funding to be brought forward from Y8 of the Long-Term Plan and subsequently procure a contractor, Abseil Access to design and build the bridge. Significant design and investigation work has taken place and following Council's approval to continue with the project in June 2023, design has progressed further. We are currently working to finalise all the details required, including better understanding of cost escalations since the contract was awarded and budget availability, to enable construction to commence.

Takapau Wastewater Upgrade Project

The consent for this wastewater upgrade was approved in October 2022. Following finalisation of concept design in November 2022, work has been underway to finalise preliminary design. This has involved a filtration trial to better understand the particle and UV filtration required for the site. In the future this will also include a super critical UV trial and collimated beam testing.

Porangahau and Porangahau Beach Wastewater Upgrade Project

Resource consents for Pōrangahau and Pōrangahau Beach wastewater treatment plant upgrades were publicly notified on 14 April 2022 and submissions closed on 17 May 2022. Submissions are accessible on Hawke's Bay Regional Council's website (Hawke's Bay District Health Board, Ngāti Kere Hapu Authority, Ngāti Kere MACA Working Party, Rongomaraeroa Marae and Te Toro o Punga RMA Unit). Pre-hearing meetings were held on 27 June and 27 October 2022 and 20 January 2023. Council continues to work through remaining technical issues on consent conditions with Hawke's Bay Regional Council and submitters.

Concurrently the concept design for the new wastewater treatment plant has been finalised. A scope of work for the preliminary design of both the new pipeline routes, pump stations and new WWTP has been drafted, ready for work to commence following its approval subject to funding availability. Design for the interim UV treatment system will also commence soon.

You can read more about the project here.



Rongomaraeroa Marae wastewater connection

Following approval of funding from the Tourism Infrastructure Fund (TIF) at the end of June 2022, Council has been engaging with Marae Trustees and beneficiaries on plans to connect the Marae to Pōrangahau's wastewater system. TIF preconditions were satisfied, and the funding contract was signed on 21 December 2022. Following a meeting with Rongomaraeroa Marae Trustees at the end of June the pipeline route along Cooks Tooth Road was confirmed. In the coming months the project team hope to discuss the possibility of any other private connections along the network extension with relevant property owners. Detailed design of this work will commence shortly.





STORMWATER

Stormwater Operational and Compliance update

The unprecedented levels of rainfall associated with cyclone Gabrielle caused widespread flooding around the district. Municipal stormwater systems were inundated, and low-lying areas suffered from overflows in some areas. Urgent maintenance works have been undertaken in high priority drains, with more expected before the end of winter and the intention to have a more structured maintenance regime going forward. River gravels and sediment have also been removed in areas where blockages of the network occurred. High priority piped systems have undergone investigation and jetting where necessary and determination of asset ownership and responsibilities is progressing.

Requests for service from customers remain high due to high river levels impacting ground water, continuing levels of rainfall and post Gabrielle matters.



Stormwater Strategy and Catchment Management Plan

The opportunity to align stormwater at a strategic level has been identified and a strategy is currently under development to work alongside the Catchment Management Plan (CMP) and other high-level guidance. The scope of works includes a peer review of the CMP and longer-term flood mitigation options to offer a higher level of service to the Waipawa and Waipukurau communities. A workshop with councillors is planned for August/September following which engagement with wider stakeholders will continue on the vision for Stormwater management and the principles under which this is achieved.



LAND TRANSPORT

Summary General

The last quarter of the 2022/23 fiscal year saw a continued focus on the response to cyclone Gabrielle ensuring at least minimal access to all of the communities throughout the district. This involved not only physical work but a series of negotiations and discussions with Waka Kotahi to get approval for various response activities which we wanted classed as response and not recovery.

The existing contract work of road maintenance continued under very constrained budgets.

The prioritisation tool that was developed has been tested and is now in use to create a forward works programme based on the needs of the network, safety, the road hierarchy, and other factors. This provides for more visibility around the programme going into the future.

A series of workshops were held with contractor staff, and contract managers to refresh everyone's understanding of the requirements of the contract. This has been extremely successful with everyone's expectations aligned with the contract specifications; however, we acknowledge that there is still significant work ahead of us to address overall service delivery to the community.

Maintenance

Our local contractor has been busy keeping up with regular maintenance such as grading, pot-hole patching, street sweeping, and drainage work even through the cyclones. This has and continues to be a big challenge. Programming and preparation for the new fiscal years work is well underway.

We acknowledge that there is still considerable work for us to achieve in this activity.

Winter Storm Damage / Cyclones

All communities have been connected in various ways to the rest of the network. Some of the connections are tenuous and require monitoring and repairs after even a minor event. Where response activities allow, we have been improving on the initial access to allow more capacity to assist with movement of livestock and crops.

There is still a lot of work to complete both in response and recovery once funding is approved. Community input will be invaluable in shaping these works.

We spent approximately \$14, 000,000 of the \$35.9 million by the end of June and secured through Waka Kotahi approval to carry forward the unspent funding so that work can continue. We have 5 contractors currently working on the network completing minor works like drain cleaning, scour repair and fixing small dropouts caused by the cyclone and subsequent storms. Larger works are being investigated and designed and we have a further detailed update.

Reseals

The reseal programme continued in spite of the bad weather, and we have accomplished our target for the year with 4.2% of the network being sealed this year. We have further planning ahead for this year reseal programme, noting that many roads condition have been identified as not needing sealing as forecast in the Long Term Plan 2021 – 2031.

Footpaths

Footpath maintenance and renewals continued to address unsafe areas throughout the network.

Work continues on the "Transport Choices" planning to create footpaths in both Ōtāne and Pōrangahau which will be completed in the 2023/24 Financial year. Council can expect a further update on this programme in the coming months.



Environmental Waste

Cyclone Gabrielle Recovery

The impacts of Cyclone Gabrielle are still felt in the district. Throughout April and June, the focus was on managing the transition from response to recovery and business as usual. Free disposal of household waste from Cyclone Gabrielle was managed on a case-by-case basis. This option was phased out by the end of June as cost recovery mechanisms from Central Government cease.

The Environmental Waste team is on track to recover 100% of the eligible costs through the Cyclone Gabrielle – Solid Waste Fund administered by NEMA to the tune of \$340,000 (Excluding GST).

The waste levy attributed to cyclone related waste was also waived.

Approximately \$150,000 was also recovered through the Silt Recovery Fund for the resourcing and improved infrastructure to assist in the disposal of silt at the district landfill.

WMMP Action Plan Priorities

The programme for CHBDC Waste Management and Minimisation Plan (WMMP) Action plan for the current fiscal year will focus on the following priorities:

- Continue to focus and where possible, expand waste minimisation education programme at schools.
- Support initiatives that encourage individuals, households, and small community groups to divert green waste and food waste through small scale or home composting opportunities.
- Increased public awareness around our kerbside recycling where it goes, what happens to it and what it ends up as.
- Support behaviour to repair, reuse or donate before disposing.

Waste Diversion

Green waste, scrap metal, e-waste, tyres, and recyclables from agriculture waste continue to be diverted through diversion options at our transfer stations. Volumes are high due to the additional waste due to the impacts of Cyclone Gabriel. Where practical, recyclable materials were diverted.

As the recovery progresses, CHBDC along with the other Councils in the region have informed the Ministry for the Environment (MfE) of the need for a Construction and Demolition waste (C&D) sorting and recovery facility in the region and the necessary infrastructure to support it. MfE are aware of the need and are keen to have further discussions with the Councils in the region.

On 16 April, CHBDC organised a Hazardous Waste Day at the Waipukurau Transfer Station. The community was allowed to drop off hazardous waste for appropriate disposal at no cost.



Hazardous waste day at the Waipukurau Transfer Station

Waste Minimisation Education

The waste minimisation (Zero Waste) education programme is underway for the 2022-2023 financial year. Since July, we have completed the programme in the following schools:

- Pukehou School
- St. Joseph School
- Waipukurau School
- Elsthorpe School
- The Terrace School
- Ōtāne School
- Waipukurau School.
- Argyle East School.

We also support waste minimisation education through our Paper for Trees programme and Enviroschool Programme managed by the Hawkes Bay Regional Council.

To date, 17 out of the 18 registered schools and 5 early childhood centres are participating in one or more of the above programmes.in the district.

Food/Green Waste Diversion Initiative Program

As we transition to more business-as-usual operations, we continue holding composting workshops events. A food waste diversion demonstration was held at the Onga Onga Workshop.

Green waste volumes continue to increase likely owning to the very wet summer the region experienced, damage from Cyclone Gabrielle and a clean out of all green waste that accumulated in the outlying transfer stations. This year we collected and diverted of 6500 m^3 - an increase of 40% from previous years.

Public Education for Recycling

As a result of the feedback from the Roadshows, we have updated our recycling collateral.

The key changes are:

- Information of location of nearest recycling drop off centre for residents who do not have kerbside recycling.
- Highlighting the need to remove the bottle caps and lids.
- Using the NZ standard recyclable plastic type symbols.

Kerbside Recycling, Refuse & Transfer Station Services

Kerbside recycling volumes remain steady although transfer station volumes remain slightly elevated. Transfer station staff are now required to visually screening loads whilst attempting to remove contamination where safe and practical to do so. This has resulted in no recycling loads being rejected at the materials recovery facility (MRF).

Works to repair the green waste bunkers and some potholes at the Waipukurau Transfer Station due to flooding and high traffic volumes after the Cyclone have been completed.

CHBDC have adjusted the volume-based pricing structure for all transfer stations. These changes considered the views of transfer station users and resulted in a fairer pricing structure. In general, this has been well received by customers.



Repairs and resurfacing of green waste bunkers at Waipukurau Transfer Station.

District Landfill

The district landfill tonnages remained high in April but returned to more normal levels in June.

Month	April	May	June
Year			
2023	1480 tonnes	1050 tonnes	897 tonnes
2022	823 tonnes	892 tonnes	806 tonnes

Landfill Tonnages for the month compared with previous year

Total tonnages received at the landfill for the 2022/2023 from all sources for this financial year was 13,982 tonnes.

This compares with tonnages received at the landfill from all sources in the 2021/2022 of 14,925 tonnes. However, it is noted that this includes a one-off disposal of 2,500 tonnes of sewage sludge as part of project to maintain and improve Council sewage treatment infrastructure.

Extreme rainfall during Q1 & Q2 in calendar 2023 means that leachate levels are very high but have not overflowed. Tankering to Waipukurau WWTP during July 2023 has provided hydraulic relief during the low evapo-transpiration months of winter. Managing leachate within annual budget will remain a challenge for FY 2023/24.

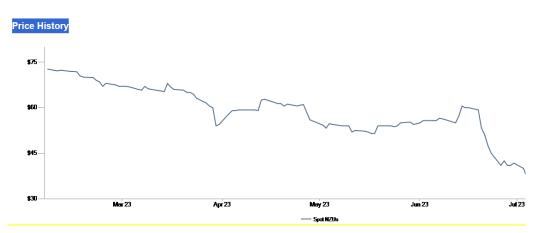


Aerial view of the landfill in June 2022



Aerial View of the landfill in June 2023

Carbon Prices



Carbon prices continue to fall due to uncertainty about the government's position on the ETS scheme. The spot price at the end of June was currently approximately \$40. The Council hedges its carbon liability through purchasing carbon through a futures contract. This means CHBDC purchase carbon credit at a price of what it may be in a years' time. Unfortunately, we have committed to a futures contract when the price was higher.

For the reasons above, we are unable to pass the current lower costs on to landfill users. If this trend continues, we are likely to pass these savings in future financial years.

Waipukurau Transfer Station Weighbridge

The installation of the Waipukurau transfer station weighbridge has been delayed as the Council reviews its capital expenditure programme.

CONSENTING

Consent application volumes for 1 April - 30 June 2023 reporting period

Building Consents:

- Total consents: 110
- New dwellings: 22
- Total value: \$15.069.637M.

Overall consent volumes remain high but a reduction in the volume of consents for new dwellings is being experienced and the consents are now more based on Adds and Alterations to existing properties. Inspection volumes remain very high with the team of inspectors running at full capacity to keep on top of demand. Beyond the high volumes of consents in the system, the complexity of many consents remains a challenge in many cases.

In November 2022 the BCA had their routine accreditation process with IANZ.) Council received high praise and commendation from IANZ and obtained accreditation with a low-risk rating.

Councils Online Portal for building consents is now live and is being heralded a huge success with significant efficiency added to the consenting process and greater visibility and confidence resulting in much-improved customer experience outcomes.

Council continues to push for the continued development and education of its consenting team with 2 Officers currently working through formal qualification processes. They have completed their first year of studies and are part way through the second year. The studies are due for completion in December 2023

Resource Consents:

- Total consents: 49.
- Number of new lots to be created: 75.

Resource Consent volumes have reduced substantially since we notified the decisions version of the proposed district plan (25 May 2023). This has been influenced by the dramatic policy shift away from developing in the rural areas. In contrast, enquiries, and pre-application requests to discuss the implementation of the new provisions has increased. The consents being lodged contain a high degree of complexity through either large subdivisions or subdivisions with complex policy, infrastructure/engineering requirements.

We still have two internal planner position vacancies with few applications. Council continues to rely very heavily on the use of external planners and an expert team of RMA specialists to drive our subdivision consenting function. While not considered a long-term option, Council is confident that the partnering approach it has in place with its support partners is resulting in good quality and cost-effective outcomes for customers of the consenting process.



Emergency Management

On 7 and 8 June the CIMS Level 3 & 4 Course (Coordinated Incident Management System) was held at the Waipawa Municipal Theatre.

The course had 20 participants with a mix of Council, HBCDEM and Te Taiwhenua o Tamatea Staff. The training was delivered by Land Search and Rescue.

CIMS describes how New Zealand agencies and organisations coordinate, command, and control incident response of any scale, how the response can be structured, and the relationships between the respective CIMS functions and between the levels of response. Enhancements from previous editions introduced by the 3rd edition include (among others):

- Strengthening the core foundations that CIMS is based upon, through emphasising a strong community focus.
- Flexibility in application so that it can be used for small to large responses, and from Incident level through to National level, and
- Unity of effort, i.e., organisations working together towards common objectives.
- Highlighting the importance of the inclusion of iwi/Māori in response and recovery.
- Introducing a holistic consequence assessment approach to ensure all consequences (including those not immediately evident) are considered in any response and recovery.
- Expanding on the CIMS supporting protocols and systems by the introduction of an 'Incident Classification' system, expanding on the description of 'Governance', and introducing a 'Strategic Communications' role.

Being prepared and well trained is a key part of supporting our community to move forward and build resilience, it was wonderful to see such a large turnout, who all commented that it was a privilege to serve their community during the response, something the tutors said, was very humbling to hear. Keep up the great work team.



Congratulations to the Winner of the "National Get Ready Challenge" - Jaycee Sciascia of Põrangahau School. Go hard Põrangahau.

The National Get Ready Challenge this year was themed "tell people about the dangers of floodwater.

• Floods happen often in New Zealand and can cause a lot of damage and loss of life. Floods can have fast-flowing water filled with debris and can sweep people away. Floodwater can even be strong enough to pick up vehicles. Floodwater can be contaminated with chemicals and sewage and can make you sick.

- The challenge was to make a poster using the slogan 'Floodwaters are Deep Trouble'. Your poster should warn people about one of the dangers of floodwater and what they can do to stay safe.
- Take a video of yourself presenting your poster to your class and upload the National Emergency Management Website to win an IPAD.

It is always thrilling to have one of our local CHB children win this competition, last year our winner was from Ōtāne.





PLACES AND OPEN SPACES

Open Spaces Contract Performance

A major focus on accountable delivery has been occurring in the Places and Open Spaces activity, with a real focus on contract expectations, delivery and working with the contract team on the service deliverables expected. This has seen a lift in the short term of contract outcomes with a focus on sustaining long term contract delivery improvements.

Progress on cyclone impacted open spaces

A focus for the activity remains on addressing impacted open spaces as funding allows, including:

- Otaia/Lindsay Bush HBRC undertook to clear the significant volume of woody debris that had accumulated in the entrance to Otaia/Lindsay Bush (including the intact Black Creek bridge). Forest and Bird are now hard at work on a replanting programme.
- Madge Hunter Park was extensively damaged, with both ends of the skate bowl undermined, the pump track
 completely washed away, fences broken, and silt deposited across the park. Downers have adopted this park
 restoration as one of their community projects, and this is proceeding as other work allows.
- Coronation Park river shingle was deposited across one of the league fields, we have been working closely with HBRC as the stop bank repair work proceeded, and they engaged a contractor to remove the shingle.

Project updates

TIF Round 6 projects (as previously reported) -

- Pourerere dry vault sustainable toilets were completed and opened in July.
- Otaia/Linday Bush carpark upgrade is on hold due to the impact of Cyclone Gabrielle

Takapau motorhome dump station at the Takapau Cenotaph Reserve – awaiting the outcome of discussions around the location for the proposed new Takapau Health Centre to see this project completed.

SAFETY AND ELLBEING

Council's Health and Safety function continues to remain focussed on a number of internal initiatives to mature and lift the approach to Health and Safety across the organisation.

Operational Review following the passing of Contractor Employee

Further to one of our contracting partners sadly passed while at work on a Council open space in January, Council engaged an external provider to conduct an Internal Operational Review, the recommendations that came out of this resulted in a formal Critical Incident Management Plan being developed and implemented across the organisation.

As a Council officers take our responsibilities for the health, safety and wellbeing of our people incredibly seriously, and we acknowledge and understand the important leadership role we play in promoting and continuously improving our culture, to see every member of our wider team go home each day to their whanau.

Critical Risks

In May, Council undertook a review of our Critical Risks which resulted in the refining of the Critical Risk and prioritisation. We are currently holding workshops to progress these Critical Risks into critical risk standards to ensure that our critical risks are effectively controlled, and our staff will be provided with meaningful assurance around the management of each of these.

Priority	Critical Risks	Council or Contractor focus
1	Driving	Both
2	Public Interactions	Council
3	Transport Corridor	Both
4	Hazardous Areas/Sites	Both
5	Hazardous Energy	Both
6	Working at Heights	Both
7	Fixed Plant & Machinery	Contractor
8	Mobile Plant and Equipment	Contractor
9	Confined Spaces	Contractor
10	Excavations (including trenches)	Contractor
11	Hazardous Substances	Contractor

The table below identifies Councils Critical Risks:

Health and Safety Committee

The Health and Safety Committee continues to provide an active voice within Health, Safety and Wellbeing across the organisation and the Health and Safety Reps are taking a lead role in chairing the Health and Safety Committee meetings.

Contractor Engagement

Council continues to engage with our contractors. Monthly meetings with our roading contractors is an initiative that was set up in response to Cyclone Gabrielle which is being positively received by these contractors as we share collaboratively the issues, hazards and opportunities for improvement collectively.

Work is also in progress to align our incident management system Risk Manager to better align with those of our contractors to minimise variation in our reporting. Work is in progress in the defining of a definitive process.

Reviewing of Fire Evacuation Procedures

Over the last few months Council has been reviewing the Fire Evacuation Procedures at the Waipawa Library, Te Huinga Wai and the Municipal Theatre with collaboration from the staff that work in these buildings and with FENZ. This has provided staff with more confidence that we have a safe plan and have the confidence in implementing it should fire evacuation be required. A walkthrough of the Municipal Theatre was undertaken with FENZ where we collaboratively reviewed our procedures. We have undertaken several trial evacuations at Te Huinga Wai and the Waipawa Library to test these procedures and will continue to do 6 monthly.

Wellbeing

The wellbeing of staff continues to be an absolute priority with a continued focus of connectedness across the teams. Bitesize sessions for staff are continuing to be offered for staff which offers topical advice and knowledge across the organisation. Mates 4 Life ran Safety Aiders training for a small group of staff, following this, suicide awareness workshops have been run with all staff with the support of the Safety Aiders and the trained Mates 4 Life team.

Covid-19 Internal Health Response

We continue to follow NZ Government guidance. Only COVID 19 positive individuals are required to isolate for 7 days.

We continue to promote healthy habits and encourage staff to remain home if they are sick and to take a RAT test if they have Covid-19 symptoms.

We still have air purifiers in place and are reviewing the use of these going forward in line with risk from the current flu virus. Hand sanitisers and masks are still in place for staff along with surface sanitiser.

	Local	New Zealand	Overseas	Total	
April 2023	103	155	26	284	
May 2023	384	152	18	554	
June 2023	322	298	20	640	
Total	809	605	64	1478	

Central Hawke's Bay Museum

On 20 May 2023 the museum launched a free entry to the museum for a year thanks to the Gwen Malden Charitable Trust grant of \$12.500. The visitor numbers doubled since then compared to the previous months. The donations from 20 May to the end of June were \$572.10 - compared to the donations from July 2022 to 20 May 2023 were \$495.50.

Ghosts of the Past: Jeremy Bright – A new exhibition of photographs of the old Waipukurau Hospital site by professional Taupo based photographer Jeremy Bright. Jeremy offered one free photo workshop to share his knowledge and skills of being a professional photographer.



Waipukurau Hospital Classic Ambulance – The 1949 Humber Pullman Super Snipe ambulance from the Waipukurau Hospital was purchased by a local private buyer and it is on long-term loan to the museum. It's been on display as part of the photographic exhibition in the museum exhibition hall since 20 May 2023.

Between the Lines – Readers and Writers Festival – 28 May 2023 – For the third time the museum hosted the Finale of the festival with full house.

Colouring competition – Part of the launch of the entry fee was a colouring competition. The museum received 45 entries from different local school students. 10 from Argyll East School, 16 from Omakere School, 14 from Terrace School, 2 from Takapau School, 2 from Tikokino School and 1 from St. Joseph School. The winner gets two free tickets to the Civic Cinema in Waipukurau.

Henry Russell statue – A statue of the founder of Waipukurau township Henry Robert Russell was donated to the museum by its craeator David Edgecombe. The statue was placed outside the museum, in the courtyard under the tree.

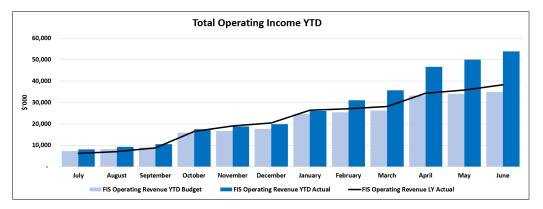
FINANCIAL PERFORMANCE ENDING 30 JUNE 2023

The graphs and tables below show the financial results for Council covering the financial results for the year ended 30 June 2023.

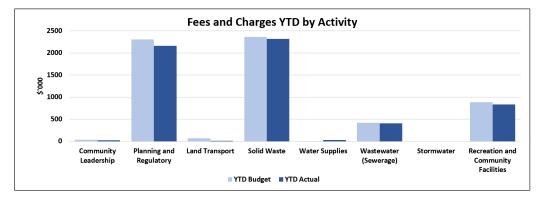
On 14 February New Zealand, and in particular Hawkes Bay, was hit by Cyclone Gabrielle. This financial report covers the financial impact of running a civil defence response for nearly a month, and the first four months of recovery.

Council has been granted up to \$35m in emergency funds from Waka Kotahi, of which \$16m had been spent before 30 June 2023. These funds are received as a reimbursement the month after the works are undertaken.

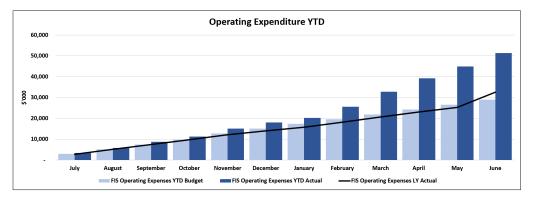
This along with the tail end of Covid recovery monies and PGF funding has meant that Council's income is \$19.0m ahead of budget for the year.



Putting this to one side and ignoring development contributions which are still well below expectations by \$1.9m, the business-as-usual Council activities are broadly achieving their revenue targets.



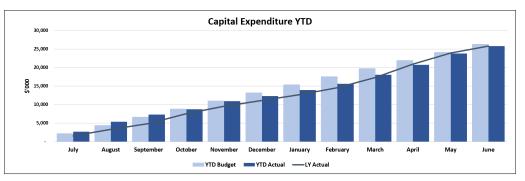
On the flip side Council's overall comprehensive costs (includes depreciation) are \$22.3m over budget.



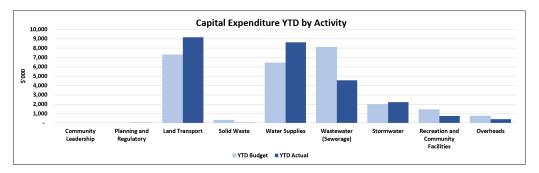
\$22.4m is in supplier payments which is related to the unbudgeted covid and Cyclone related costs as well as additional outsourcing which is being driven by the difficulties recruiting at present. This later cost is largely offset by the savings in the staffing line which represents a \$1.3m underspend for the year.

To date Council has received a \$0.5m progress payment on its Cyclone claim and recovered \$0.8m from NEMA and other agencies towards its Cyclone costs (excluding the roading funding from Waka Kotahi).

Capital expenditure finished the year largely on budget (note the Cyclone roading repairs are being treated as operating costs, repairs, rather than the construction of new assets).



Water was driven by the 2nd supply project and general firefighting and other reticulation improvements. Wastewater was underspent in the Waipawa/Otane/Waipukurau treatment improvement program as well as the Porangahu/Te Paerahi improvement program.



ourth Quarter Organisation Performance Report - April to June 2023

DISTRICT PLAN REVIEW





Scope

The review has now progressed past the notification of the decisions on the Proposed District Plan as required by the Resource Management Act. The notification of the decisions on matters and provisions raised in submissions now triggers the appeal phase of the review.

Progress Update

Council resolved to endorse and adopt the Hearing Panel recommendation reports as its decisions on the provisions and matters raised in submissions at an extraordinary Council meeting on 24 May 2023. The decisions and decisions versions of the PDP were publicly notified the following day, 25 May 2023.

Upon receipt of the public notice of the decisions, submitters and further submitters had the opportunity to appeal Council's decisions by lodging an appeal with the Environment Court within 30 working days. Following appeals, any eligible person was able to become a party to proceedings under section 274 of the Resource Management Act 1991. Council received a total of 9 appeals and 21 section 274 notices from 11 different parties.

Officers are now working through the appeal points to prepare for Environment Court direction and appeal resolution, and to release an appeals version of the Proposed District Plan.

ourth Quarter Organisation Performance Report – April to June 2023

7.11 DISTRICT LICENSING ANNUAL REPORT 2022-2023

File Number:	COU	J1-1400
Author:	Lisa	Harrison, Customer Relationships and Experience Manager
Authoriser:	Dou	g Tate, Chief Executive
Attachments:	1.	District Licensing Committee Annual Report 2022 - 2023 🦺

RECOMMENDATION

That the report be noted.

PURPOSE

The purpose of this report is that Council is required to report annually on the proceedings and operations of the District Licensing Committee under section 199 of the Sale and Supply of Alcohol Act 2012.

SIGNIFICANCE AND ENGAGEMENT

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

DISCUSSION

The Sale and Supply of Alcohol Act 2012 ("The Act") requires all District Licensing Authorities to report annually on their proceedings and operations. This report includes statistics around On/Off licences and managers' certificates.

This report is provided to you for your information. The report is also sent to the Alcohol Regulatory and Licensing Authority (ARLA).

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:

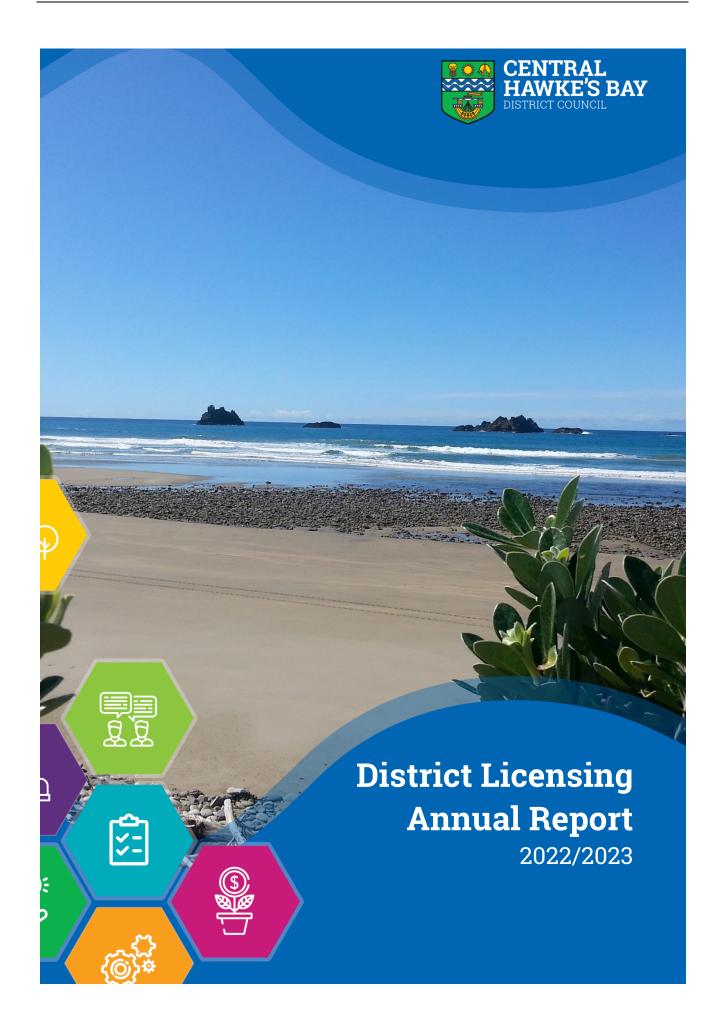
- Council staff have delegated authority for any decisions made.
- Council staff have identified and assessed all reasonably practicable options for addressing.
- Any decisions made will help meet the current and future needs of communities for goodquality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- 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

This report will be noted as being publicly available as required under Section 199 of the Sale and Supply of Alcohol Act 2012.

RECOMMENDATION

That the report be noted.



DISTRICT LICENSING ANNUAL REPORT

ANNUAL REPORT 1 JULY 2022 -30 JUNE 2023

Introduction

The Central Hawke's Bay District Council, as a territorial authority, is required to report annually on the proceedings and operations of the District Licensing Committee.

Section 199 of the Sale and Supply of Alcohol Act 2012 requires all District Licensing Authorities to report annually on their proceedings and operations. This report fulfils this statutory requirement for the financial year: 1 July 2022 to 30 June 2023.

Trends

We have not noticed any significant change in the numbers of applications or application types that we have received this financial year.

DLC Hearing

There have been no District Licencing Committee Hearings held for the 2022/23 year. However, we received notification from a licenced premise of an appeal to ARLA in relation to an Off-Licence. This appeal has since been revoked.

Improvements

Proactive Monitoring of licensed premises

We have not been able to undertake any controlled purchase operations (CPOs) due to the current environment. The agencies we operate the CPOs in conjunction with (Police and Health New Zealand (Te Whatu Ora) have had limited resourcing to be able to assist in a CPO.

Our Liquor Licensing Inspector is working alongside the agencies to set a date to complete a further CPO in our district in the 2022/2023 year.

Controlled Purchase Operations (CPOs) are planned operations designed to monitor and enforce the provisions relating to the sale of alcohol to minors in the Sale and Supply of Alcohol Act 2012 (SSAA). They involve supervised volunteers aged under 18 years attempting to buy alcohol from licensed premises.

Seamless Delivery

In November 2021 we implemented a new online portal (provided by Business Connect) via our website. This portal enables our customers to create their own account and submit their application(s) online, including submitting all their supporting documentation through this portal. When the portal went live in November 2021 we only accepted ON, OFF and Club licences but after further improvements the portal now enables our customers to apply for ON, OFF, Club, and Special Licences alongside food registrations and renewals.

For those first-time customers that would like to use the portal but need assistance, Our Liquor Licensing Inspector supports them through this process.

The feedback we have received from customers is that they find it easy to use, especially when it comes to renewal of

DISTRICT LICENSING ANNUAL REPORT 2022-2023

licences, as all their information is stored on their account for reference at the renewal stage.

We still have a small number of customers that prefer to utilise our hard copy applications, of which we are still happy to assist with also.

Communication

Council has met its obligations under the Act regarding public notices (which requires public notices be published in a local newspaper and a timeframe is put in place for any objections to be raised).

Our Liquor Licencing Inspector is available for those that require any support or advice in relation to licensing matters. We also have downloadable toolkits available through our key agencies.

Preparing for the Future

We are continuing to focus on additional monitoring of premises within the district, with a concerted focus on the wider electorate to ensure that we are meeting the object of the Sale and Supply of Alcohol Act, specifically -

- a) the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and
- b) the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

We continue to provide education on Safer Drinking and reducing alcohol related harm via Person to Person (P2P) events both independently and in conjunction with other agencies.

Potential Changes to Legislation

The Sale and Supply of Alcohol (Community Participation) Amendment Bill was introduced on 7 December 2022 to Parliament and has been through the First Reading and Select Committee. It is now awaiting the second reading. This bill is intended to:

- remove provisional LAPs and the ability for parties to appeal provisional LAPs to the ARLA
- enable DLCs and the ARLA to decline to renew a licence if the licence would be inconsistent with the local LAP
- allow any person or group to object to a new or renewed licence, except for trade competitors where the objection relates to trade competition
- enable DLCs and the ARLA to manage the volumes of objections and appearances at hearings
- require DLCs to establish procedures so that hearings avoid unnecessary formality and crossexamination
- make clear that licensing hearings can be conducted by phone, audio-visual link, or other means where appropriate and available.

The second reading of the bill is due in August.

The current Local Alcohol Policy (LAP) is due for review in the 2023/2024 year.

DISTRICT LICENSING STATISTICS

Number of On-Licence, Off-Licence and Club Licence Applications received:

Application Type	Number received in fee category: Very Low	Number received in fee category: Low	Number received in fee category: Medium	Number received in fee category: High	Number received in fee category: Very High
ON Licence new		1			
ON Licence variation					
ON Licence renewal		2	4		
OFF Licence new			1		
OFF Licence variation					
OFF Licence renewal	2	2	4	1	
CLUB Licence new					
CLUB Licence variation					
CLUB Licence renewal	3				
TOTALS	5	5	9	1	0
Total fee payable to ARLA (GST incl)	\$86.25	\$172.50	\$465.75	\$86.25	-

Annual Fees for Existing Licences received:

Licence Type	Number received in fee category: Very Low	Number received in fee category: Low	Number received in fee category: Medium	Number received in fee category: High	Number received in fee category: Very High
ON Licence		9	5		
OFF Licence	1	1	9	1	
CLUB Licence	17				
TOTALS	18	10	14	1	0
Total fee payable to ARLA (GST incl)	\$310.50	\$345.00	\$724.50	\$86.25	-

DISTRICT LICENSING ANNUAL REPORT 2022-2023

Managers' Certificate Applications received:

Certificate Type	Number received
Managers Certificate NEW	19
Managers Certificate RENEWAL	34
TOTALS	53
Total fee payable to ARLA (GST incl)	\$,1523.75

Special Licence Applications received:

Licence Type	Number received in fee category: Class 1	Number received in fee category: Class 2	Number received in fee category: Class 3
Special Licence	1	12	23
TOTALS	1	12	23

Temporary Authority Applications received:

Certificate Type	Number received
Temporary Authority	2
TOTAL	2

Permanent Club Charter Payments received:

Certificate Type	Number received
Permanent Club Charter Payments	0
TOTAL	0

DISTRICT LICENSING ANNUAL REPORT 2022-2023

7.12 CENTRAL HAWKE'S BAY ANIMAL CONTROL REPORT 2022/2023

File Number:

Author:	Lisa Harrison, Customer Relationships and Experience Manager	
Authoriser:	Doug Tate, Chief Executive	
Attachments:	1. Dog Control Policy and Practices Report 2022-2023 J	

RECOMMENDATION

That the report be noted.

PURPOSE

The purpose of bringing this report to Council is to formally report on the effectiveness of the Central Hawke's Bay District Council's dog policy and control practices. This report is required under the Dog Control Act 1996.

The report includes statistics for registrations and complaint investigation, as well as key achievements for the reporting period.

SIGNIFICANCE AND ENGAGEMENT

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

DISCUSSION

The Dog Control Act 1996 ("The Act") requires all territorial authorities to report annually on their dog control policy and procedures. The legislation sets out specific statistics that are required to be reported on, including the number of registered dogs, dogs classified as menacing or dangerous, and the number of complaints in the year.

This report is provided to you for your information. The report is also sent to the Department of Internal Affairs and will be published on our website. It is important that the public is able to access this information, via our website so that they can see the work Council is doing to support dog control and public safety.

Councillors will also recall that strategically focussing on improvement of regulatory activities was a priority in the 2022 CouncilMARK assessment report. There has been a strong focus on developing a consistent approach to managing compliance in this area through a Regulatory and Compliance Strategy, which has set the framework of a graduated model to gain compliance.

With a strong focus on education as the first step in gaining compliance we have seen some positive results. Due to this we have not issued as many infringements for non-compliance matters. We note however that taking the graduated approach to gaining compliance has absorbed officer time. This has been balanced against the effectiveness of issuing an infringement in gaining compliance as it is one of the last options we have in terms of enforcement.

As you will see in the attached report, there is a significant decrease in the number of infringements issued comparative to the 2021/2022 year (407). This is mostly due to the additional resource we had in the last financial year to focus on unregistered dogs which enabled us to have 97% of known dogs registered for the 2022/2023 year so less infringements were issued for non-registration.

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:

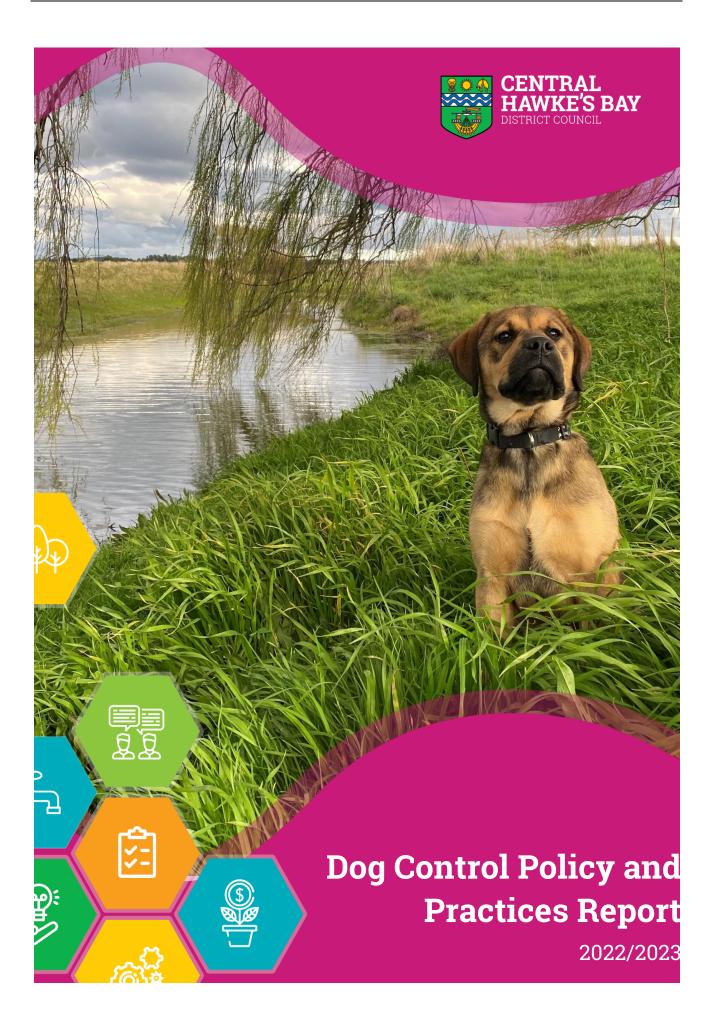
- Council staff have delegated authority for any decisions made.
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance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

This report will be provided to the Department of Internal Affairs and placed on our website for the public to view.

RECOMMENDATION

That the report be noted.



DOG CONTROL POLICY AND PRACTICES

ANNUAL REPORT 1 JULY 2022 -30 JUNE 2023

Introduction

The Central Hawke's Bay District Council, as a territorial authority, is required to manage and enforce provisions pursuant to the Dog Control Act 1996 (the Act) and subsequent amendments in 2003, 2004, 2006 and 2010.

S10A of the Act requires the Council to report annually to the Secretary of Local Government on its Dog Control Policy and practices. This report fulfils this statutory requirement for the dog registration year: 1st July 2022 to 30 June 2023.

The Council's Dog Policy and Practices

The Council adopted its Dog Control Policy in June 2017. The objectives of the policy are to:

- Provide a practical framework for the care and control of dogs throughout the district while minimising any danger, distress, and nuisance to the community in general.
- Integrate control measures passed through the Dog Control Act and Council's Dog Control Bylaws together with targeted education to modify the behaviour of both dogs and their owners to avoid nuisance situations.
- Encourage owners to make better provision for the control and care of their dogs and to clarify why Council undertakes Dog Control functions, the way those functions are undertaken and how Council intends to make changes to continually improve the service.

Fees for the 2022/2023 registration year

We offer a Responsible Dog Owner (RDO) status for owners who have lived in the area for one registration year. This status qualifies the owner for a discounted registration rate as noted below.

Category	Fees
Urban	\$110.00
Rural/Working Dogs	\$52.00
Responsible Dog Owner (RDO)	\$73.00
Gold Card Holders (Pensioners)	\$50.00

Key Achievements

Lifelong Tags

As part of the Waste Free CHB Strategy we have introduced lifelong tags. We have received positive feedback on the change with only a few minor issues with the quality of the tags which our current supplier is working with us on.

Education

We have had a strong focus on dog safety education. We have offered and presented dog safety presentations to several schools in the district, as well as external businesses.

We have also offered dog safety through our programmes being held at the Te Huinga Wai and the Waipawa Library. We have received positive feedback from those that have attended these sessions, and we will continue to offer this programme.

Education will continue to be a strong focus on for the 2023-2024 year as we have seen an increase in dog attacks in our district.

Community Engagement

This year we have continued to focus on proactive communication around what our Animal Services and Compliance Team provide to the Community.

We have also had a concerted effort as mentioned above to ensure that all known dogs are registered in the District. This has been reflective in the total number of dogs now registered in the District.

We have been active in the community throughout the year attending the community roadshows and other community events, engaging in dog safety education at schools and our facilities.

Regulatory and Compliance Strategy in Action

The Regulatory and Compliance Strategy (Strategy) has been, and continues to be, a key framework for how we manage compliance across the organisation in a consistent manner. We have a strong focus on education to gain compliance. Within the Strategy there is a graduated approach to compliance, with the ability to utilise other tools within the strategy which range from education, warnings and infringements through to prosecution. These tools ensure that we are meeting our obligations as a territorial authority under the Dog Control Act 1996.

This has gained positive results with our dog registration statistics, achieving 97% of all known dogs were registered in the 2022-2023.

DOG CONTROL STATISTICS

Number of Dogs Registered

2022/2023	2021/2022	2020/2021	2019/2020
5451	5295	5091	5224

Dangerous and Menacing

The number of dogs classified as dangerous (under section 31 Dog Control Act 1996)

Category	2022/2023
Dangerous by owner conviction S31(1)(a)	2
Dangerous by sworn evidence S31(1)(b)	3
Dangerous by owner admitting in writing S31(1)(C)	2
Total dangerous dogs in the district	7
Total number of dogs classified in 2022/23 year	2

The number of dogs classified as menacing (under section 33A or section 33C Dog Control Act 1996)

Category	2022/2023
Menacing by behaviour S33A(1)(b)(i)	14
Menacing by breed characteristics S33A(1)(b)(ii)	3
Menacing by Schedule 4 breed S33C(1)	3
Total menacing dogs in the district	20
Total number of dogs classified in 2022/23 year	1

Number of infringements notices issued

2022/2023	2021/2022	2020/2021	2019/2020
162	407	33	75

Probationary owners and disqualified owners

Probationary	Disqualified
1	3

Number of dog owners prosecuted by Central Hawke's Bay District Council

There were no dog owners prosecuted by the Central Hawke's Bay District Council in the 2022/2023 year. Within our Regulatory and Compliance Strategy we have a framework which has three key elements;

- Monitoring compliance developing strategic compliance monitoring programmes to assess compliance and detect potential non-compliance.
- Encouraging compliance engaging, educating and enabling regulated parties, and utilising appropriate enforcement options to bring about positive behaviour change when non-compliances are detected.
- Dealing with non-compliance utilising a range of enforcement tools to deal with non- compliance.

This ensures a consistent approach in the way that we manage non-compliance in the animal services and compliance activity. Whilst prosecution is one of the tools that Council has to ensure compliance, we have used other compliance tools for dealing with the attacks that have occurred in the district. We have also sought legal advice with several attacks to ensure we are meeting our obligations under the Dog Control Act 1996.

Dog-related complaints

DOG CONTROL POLICY & PRACTICES • ANNUAL REPORT 2022-2023

3

Category	2022/2023	2021/2022	2020/2021	2019/2020
Attacks on people	13	3	7	14
Attacks on dogs/animals	30	26	29	17
Barking dogs	122	87	103	97
Uncontrolled dogs i.e., rushing	34	45	29	33
Miscellaneous/Bylaw breach i.e., not on lead, fouling, general enquiries	458	434	390	309
Wandering and/or impounded	204	235	219	211
Total	861	830	777	681

DOG CONTROL POLICY & PRACTICES • ANNUAL REPORT 2022-2023

4

8 DATE OF NEXT MEETING

RECOMMENDATION

THAT THE NEXT MEETING OF THE CENTRAL HAWKE'S BAY DISTRICT COUNCIL BE HELD ON 21 SEPTEMBER 2023.

9 CHIEF EXECUTIVE REPORT

Nil

10 PUBLIC EXCLUDED BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Public Excluded Resolution Monitoring Report	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	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
	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
10.2 - Approval to enter into Kānoa Funding Agreement - Kaikora Seed Drying Project	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely	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

	unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	reason for withholding would exist under section 6 or section 7
	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
10.3 - Land Transport Contract Extensions	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	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
	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	
	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	
	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)	
10.4 - All of Government Electricity Tender	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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
	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)	exist under section 6 or section 7

10.5 - Water Rates Remission due to Water Leak	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would
	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	be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.6 - District Plan Key Project Status Report	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled	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
	to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	
	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	
10.7 - Minutes and Recommendations of the Chief Executive Employment and Performance Committee Meeting held on 30 June 2023	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
10.8 - Approval to sell property - 83 Porangahau Road	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(ii) - 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
	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)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of	

any enactment, where the making available of the information would be likely otherwise to damage the public interest	
s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	
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)	

11 TIME OF CLOSURE