



**The Meeting of the
Regulatory and Services Committee
will be held on Tuesday, 11 May 2021
in the Council Chamber, commencing at 9.00am**

AGENDA

REGULATORY & SERVICES COMMITTEE

Mayor M J Campbell
Councillor C J Ion – Chairperson
Councillor W Godfery
Councillor S Kingi
Councillor B J Julian
Councillor A Rangihika
Councillor R G K Savage
Councillor D Sparks
Councillor F K N Tunui

GUIDELINES FOR PUBLIC FORUM AT MEETINGS

1. A period of thirty minutes is set aside for a public forum at the start of each Ordinary Council or Standing Committee meeting, which is open to the public. This period may be extended on by a vote by members.
2. Speakers may address meetings on any subject. However, issues raised must not include those subject to legal consideration, or be issues, which are confidential, personal, or the subject of a formal hearing.
3. Each speaker during the public forum is permitted to speak for a maximum of three minutes. However, the Chairperson has the discretion to extend the speaking time.
4. Standing Orders are suspended for the duration of the public forum.
5. Council and Committees, at the conclusion of the public forum, may decide to take appropriate action on any of the issues raised.
6. With the permission of the Chairperson, members may ask questions of speakers during the period reserved for public forum. Questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

MONTHLY REPORT REGULATORY & PLANNING SERVICES

April 2021

1 Regulatory & Planning Services - Statistics and Issues

The attached data tables record activity in the various areas of the service for the month of April 2021.

Comments are as follows:

1.1 Animal Control

1.1.1 Dog Registration

At 30 April 2021, 1,481 dogs (1,481 listed in register) had been registered for the 2020/21 year representing 100% of known dogs.

1,324 (89%) dogs listed in the register have microchip transponders inserted.

1.1.2 Dog Control - Ranging, Complaints and Incidents

Complaints and incidents were generally of routine nature with the majority resolved where dogs were sighted and traced to owners.

There were two attacks on animals. One was an attack on another dog that is being investigated. The other incident involved a cat. The incident was witnessed by a member of the public but the rangers were unable to locate the 2 dogs involved. Extra patrols have been undertaken.

1.2 Monitoring and Compliance

1.2.1 Noise & General Enforcement

Noise complaints attended have been resolved, generally without incident. There were no seizures of equipment causing noise undertaken during the period.

1.2.2 Animals, Poultry and Bees

33 permits/licences have been issued to date for the year:

Stock – 15

Poultry – 14

Beehives – 4 (Note: Hives are removed for the winter season).

1.3 Alcohol Regulation

There are no issues to report.

1.4 Food Safety and Premises

1.4.1 Food Act

There are no issues to report.

1.5 Environmental Health

There are no issues to report.

1.6 Building Control

1.6.1 Building Consent Authority (BCA)

Building Warrant of Fitness and Swimming pool inspections have resumed.

There has been a surge in building inspections and building consents for April. Most inspections have been for new residential builds. Fifty percent of building consents issued for the month of April relate to fireplaces.

1.7 Civil Defence Emergency Management (CDEM)

1.7.1 BOP CDEM Group Controller Review

A review of CDEM Controllers and resourcing across the Bay of Plenty Group has been underway since January 28. Two workshops have taken place to date with a final workshop scheduled in Rotorua on May 12. Once Controllers have agreed on a collective response, a report is scheduled to be provided to the Joint Committee for consideration.

1.7.2 Local Controller

The Kawerau Local Controller (Lee Barton) has attended an EBOP Controllers breakfast to discuss the Controller review and tsunami evacuation planning. Further multi-agency planning is scheduled on June 10 in Whakatane, the overarching goal is *"to develop internal and multiagency communications and decision making procedures under conditions of times of uncertainty"*.

As previously reported Asaleo Care requested assistance with delivering a Civil Defence series of workshops to their employees. This was part of a wider Health & Safety project which included personal well-being, health and safety and FENZ. This took place in the last week of April. Emergency Management Bay of Plenty (EMBOP) Advisor Meagan Edhouse delivered each session (twelve in total; 45 minutes duration each) and provided information on local natural hazards, household planning in emergencies, emergency alerting and get away kits. The Kawerau Local Controller attended four of the sessions. Asaleo Care were extremely appreciative and approximately 240 of their employees attended the sessions. If a demand in the community emerges for similar workshop sessions, strong consideration will be given to providing further opportunities in the future.

Council staff attended a COVID Response award ceremony at the Concert Chambers on April 27. This was attended by His Worship the Mayor, Elected Members and Chair of the Joint Committee (David Love), KDC EOC staff involved in the COVID Response were recognised for their contributions with certificates and medals. Feedback from staff recipients was of genuine appreciation and completely unexpected.

1.8 District Plan

1.8.1 Resource Consents

One resource consent application was unaccounted for and not captured in the previous March reporting statistics. The application however was processed and granted within the 20 working day statutory timeframes:

<u>Applicant</u>	<u>Lodged</u>	<u>Description</u>	<u>Property Address</u>	<u>Decision</u>
Vodafone NZ	22/02/2021	Replace an existing 8.4 meter high street light pole with a 15 metre high modified telecommunication facility within the road reserve	Plunket Street Road Reserve (opposite 95 Onslow Street)	Approval granted 18/03/2021 (18 days)

RECOMMENDATION

That the report on Regulatory and Planning Services activities for the month of April 2021 be received.



Russell George
Chief Executive Officer

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**Regulatory & Planning
Animal/Dog Control - Monthly Statistics**

2019/20	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Dogs in Register (total)	1,501	1,502	1,489	1,475	1,473	1,493	1,489	1,499	1,507	1,504	n/a	n/a	1,504
Registered Dogs (total)	1,296	1,374	1,426	1,440	1,444	1,468	1,477	1,501	1,505	1,502	n/a	n/a	1,502
Microchipped Dogs (total)	1,180	1,153	1,145	1,118	1,111	1,114	1,094	1,086	1,082	1,080	1,077	1,041	1,041
Menacing by Breed (total)	51	50	50	45	44	45	44	44	44	44	44	66***	66
Menacing by Behaviour (total)	9	9	9	9	9	9	9	9	9	9	9	9	9
Menacing by Breed Charac. (total)	3	3	3	3	3	3	3	3	3	3	3	3	3
Dangerous Dogs (total)	3	3	3	3	3	3	3	3	3	3	3	4	4
Disqualified Owners (total)	1	1	0	0	0	0	0	0	0	0	0	0	0
Probationary Owners (total)	0	0	0	0	0	0	0	0	0	0	0	0	0
Dogs Impounded	29	20	24	22	35	23	16	25	7	11	12	18	242
Dogs Released to Owner	13	8	12	14	23	11	7	3	4	4	7	8	114
Dogs Rehomed	2	2	1	0	1	1	4	11	6	0	1	4	33
Dogs/Pups Referred to SPCA	4	4	0	0	2	1	0	6	0	1	1	0	19
Dogs Destroyed	6	2	10	9	7	3	5	4	1	6	0	6	59
Patrols (Day)	46	44	42	44	42	36	40	38	34	0	26	42	434
Patrols (After Hours)	31	31	30	30	30	29	28	28	31	27	31	29	355
Special Patrols	0	0	4	0	0	4	0	0	0	0	0	0	8
Requests for Service	107	94	97	81	95	81	106	85	66	27	65	110	1,014
Statutory Incidents	73	62	61	64	76	60	77	62	43	16	41	85	720
Stock Callouts	1	0	0	0	1	3	1	0	0	0	0	0	6
Notices, Warnings & Letters	19	28	157	34	44	23	34	21	26	4	7	23	420
Infringements	6	5	91*	5	1	1	5	7	0**	5	3	4	133
Prosecutions	0	0	0	0	0	0	0	0	0	0	0	0	0

* 90 infringements issued for non-registration

** Data not available

***. Improved technical data reconciliation reporting

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Dogs in Register (total)	1,497	1,486	1,491	1,459	1,467	1,473	1,475	1,475	1,481	1,481			1,481
Registered Dogs (total)	1,306	1,378	1,408	1,442	1,467	1,471	1,472	1,472	1,481	1,481			1,481
Microchipped Dogs (total)	1,013	1,001	991	1,410	1,401	1,391	1,382	1,370	1,365	1,324			1,324
2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Menacing by Breed (total)	66	64	65	64	66	66	67	68	68	65			65
Menacing by Behaviour (total)	8	9	9	9	10	10	11	11	12	12			12
Menacing by Breed Charac. (total)	3	3	3	3	3	3	3	3	3	3			3
Dangerous Dogs (total)	3	3	3	3	3	3	3	3	3	3			3
Disqualified Owners (total)	0	0	0	0	0	0	0	0	0	0			0
Probationary Owners (total)	0	0	0	0	0	0	0	0	0	0			0
Dogs Impounded	32	27	13	15	17	14	16	9	11	20			174
Dogs Released to Owner	12	5	6	6	7	9	8	2	5	7			67
Dogs Rehomed	4	3	3	6	4	3	1	1	5	2			32
Dogs/Pups Referred to SPCA	0	0	0	0	0	0	0	0	0	0			0
Dogs Destroyed	2	2	5	1	5	6	2	2	7	3			35
Patrols (Day)	46	42	42	42	44	42	36	38	46	46			424
Patrols (After Hours)	31	31	30	30	30	29	28	27	31	28			295
Special Patrols	0	0	0	0	0	4	0	0	0	0			4
Requests for Service	98	88	69	84	92	95	98	113	116	26			879
Statutory Incidents	69	59	48	57	75	79	73	95	82	14			651
Stock Callouts	0	4	0	1	0	3	0	0	0	0			8
Notices, Warnings & Letters	32	42	25	20	18	21	52	52	30	14			306
Infringements	4	3	18	50	10	9	11	1	13	0			119
Prosecutions	0	0	0	0	0	0	0	0	0	0			0

* 47 infringements issued for non-registration

**Regulatory & Planning
Monitoring and Compliance - Monthly Statistics**

2019/20	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Routine Bylaw Patrols	46	44	42	44	42	36	40	38	34	0	26	42	434
Noise Complaints	28	23	25	18	19	37	30	39	45	32	31	34	361
Excessive Noise	4	7	7	4	5	6	6	5	8	6	8	2	68
Noise Equipment Seizures	0	1	0	2	0	0	0	0	0	1	0	0	4
Other Complaints & Incidents	7	11	6	5	15	9	12	5	14	2	7	8	101
Bicycle Seizures	0	0	0	0	0	0	0	0	0	0	0	0	0
Bylaw Trading Licences (total)	2	2	2	2	2	2	2	2	2	2	2	2	2
Permits - Stock, Poultry, Bees (total)	23	24	26	26	26	27	27	27	28	28	29	30	30
Notices, Warnings & Letters	8	13	13	14	11	25	15	27	62	3	24	13	228
Infringement Notices	0	0	0	0	0	0	0	0	0	0	0	0	0
Abatement Notices	0	0	0	0	0	0	0	0	0	0	0	0	0
Prosecutions	0	0	0	0	0	0	0	0	0	0	0	0	0

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Routine Bylaw Patrols	46	42	42	42	44	42	36	38	46	46			424
Noise Complaints	20	21	29	39	49	70	33	36	37	27			361
Excessive Noise	2	6	5	6	9	12	6	4	12	10			72
Noise Equipment Seizures	0	0	0	0	1	0	1	0	0	0			2
Other Complaints & Incidents	9	4	11	6	13	7	4	2	4				60
Bylaw Trading Licences (total)	1	1	1	1	1	1	1	1	1	1			1
Permits - Stock, Poultry, Bees (total)	27	30	31	31	31	31	31	32	32	33			33
Notices, Warnings & Letters	8	5	17	9	16	5	8	9	10	0			87
Infringement Notices	0	0	0	0	6	3	0	3	0	0			12
Abatement Notices	0	0	0	0	0	0	0	0	0	0			0
Prosecutions	0	0	0	0	0	0	0	0	0	0			0

**Regulatory & Planning
Alcohol Regulation - Monthly Statistics**

2019/20	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Managers (Total)	46	46	45	44	44	43	41	40	40	39	39	39	39
Managers New	1	0	0	0	0	0	0	2	0	0	0	2	5
Managers Renewal	1	0	1	2	1	1	0	0	1	1	0	1	9
On Licence BYO (total)	0	0	0	0	0	0	0	0	0	0	0	0	0
On Licence BYO New	0	0	0	0	0	0	0	0	0	0	0	0	0
On Licence BYO Renewal	0	0	0	0	0	0	0	0	0	0	0	0	0
On Licence (total)	4	4	4	4	4	4	4	4	4	4	4	4	4
On Licence New	0	0	0	0	0	0	0	0	0	0	0	0	0
On Licence Renewal	0	0	1	0	0	0	1	0	0	0	0	0	2
Off Licence (total)	4	4	4	4	4	4	4	4	4	4	4	4	4
Off Licence New	0	0	0	0	2	0	0	0	0	0	0	0	2
Off Licence Renewal	0	0	0	0	0	0	0	0	0	0	0	0	0
Club Licence (total)	5	5	5	5	5	5	5	5	5	5	5	5	5
Club Licence New	0	0	0	0	0	0	0	0	0	0	0	0	0
Club Licence Renewal	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Licences	1	1	1	0	1	1	0	0	0	0	0	0	5
Temporary Authority	0	1	1	0	0	0	0	0	0	0	0	0	2
Inspections	0	0	1	0	0	0	0	0	0	0	0	13	14
Night Visits	0	0	0	0	0	0	0	0	0	0	0	0	0
Controlled Purchase Operations	0	0	0	0	0	0	0	0	0	0	0	0	0

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Managers (Total)	33	35	36	38	37	39	39	39	38	43			43
Managers New	0	2	1	2	1	2	0	0	2	2			12
Managers Renewal	0	1	0	0	1	0	0	1	3	2			8
On Licence BYO (total)	0	0	0	0	0	0	0	0	0	0			0
On Licence BYO New	0	0	0	0	0	0	0	0	0	0			0
On Licence BYO Renewal	0	0	0	0	0	0	0	0	0	0			0
On Licence (total)	4	4	4	4	5	6	6	6	6	6			6
On Licence New	0	0	0	0	1	1	0	1	0	0			3

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
On Licence Renewal	0	0	0	0	0	0	0	0	1	0			1
Off Licence (total)	4	4	4	4	4	4	4	4	5	5			5
Off Licence New	0	0	0	0	0	0	0	0	1	0			1
Off Licence Renewal	0	0	0	0	1	0	0	0	0	1			2
Club Licence (total)	5	5	5	5	5	5	5	5	5	5			5
Club Licence New	0	0	0	0	0	0	0	0	0	0			0
Club Licence Renewal	0	0	0	0	0	0	0	0	0	0			0
Special Licences	0	0	1	3	2	0	0	4	1	1			12
Temporary Authority	0	0	0	0	1	0	0	0	0	0			1
Inspections	0	0	7	2	0	0	0	0	0	0			9
Night Visits	0	0	0	0	0	0	0	0	0	0			0
Controlled Purchase Operations	0	0	0	0	0	0	0	0	0	0			0

Regulatory & Planning - Food Safety & Premises - Monthly Statistics

2019/20	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Registered Food Operations	37	37	37	37	36	36	37	37	37	37	35	35	35
Food Control Plans Single Site (SS)	24	24	24	24	23	22	23	23	23	23	23	25	25
Food Control Plans Mobile	7	7	7	6	6	6	6	6	6	6	4	4	4
National Programme 1	1	1	1	1	1	1	1	1	1	1	1	1	1
National Programme 2	0	0	0	0	0	0	0	0	0	0	0	0	0
National Programme 3	3	3	3	4	4	5	5	5	5	5	5	5	5
FCP Audits SS All	1	0	1	0	0	0	0	4	3	3	0	1	13
FCP Audits SS Current	1	0	1	0	0	0	0	4	3	3	0	1	13
FP FSP Exempt via MPI (total)	2	2	2	2	2	2	2	2	2	2	2	2	2
Food Hygiene Complaints	0	0	0	1	0	0	0	1	0	0	0	0	2
Hairdressers Premises (total)	5	5	5	6	6	6	6	6	6	6	6	5	5
Hairdressers Inspections (annual)	0	1	0	1	0	0	0	0	2	0	0	5	9
Requests for Service	0	1	0	0	2	2	0	1	5	5	0	2	18
Notices, Warnings & Letters	0	2	7	4	0	0	4	4	0	0	0	2	23

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Registered Food Operations	38	35	36	37	38	40	40	34	34	34			34
Food Control Plans Single Site (SS)	25	25	25	25	25	25	25	23	23	23			23
Food Control Plans Mobile	5	3	4	4	5	7	7	8	8	8			8
National Programme 1	1	1	1	2	2	2	2	2	2	2			2
National Programme 2	0	0	0	0	0	0	0	0	0	0			0
National Programme 3	5	4	4	4	4	4	4	5	5	5			5
FCP Audits NP 1/2/3	0	1	0	0	0	0	0	0	0	0			1
FCP Audits SS/M	0	12	1	1	0	0	2	1	2	1			20
FP FSP Exempt via MPI (total)	2	2	2	2	2	2	2	2	2	0			2
Food Hygiene Complaints	0	0	1	0	2	0	1	0	0	0			4
Funeral Director (total)	0	0	0	0	0	0	0	0	1	0			1
Hairdressers Premises (total)	5	5	5	5	5	5	5	5	4	4			4
Hairdressers Inspections (annual)	0	0	0	0	0	0	0	0	0	0			0
Requests for Service	6	2	0	2	2	0	0	0	0	0			12
Notices, Warnings & Letters	9	37	6	23	1	0	6	1	5	0			88

**Regulatory & Planning
Building Control - Monthly Statistics**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
2019/20													
Building Consents	1	3	7	4	6	5	5	8	3	1	10	3	56
Building Inspections (Consents)	34	14	24	25	27	18	21	32	21	1	18	38	273
Building Inspections (Other)	13	22	16	24	15	11	21	14	15	0	6	14	171
Exemptions	4	0	2	1	2	2	1	4	0	0	0	0	16
Project Information Memoranda	0	0	0	0	0	0	0	0	0	0	0	0	0
Certificates of Acceptance	0	0	0	0	0	0	0	1	0	0	0	0	1
Code Compliance Certificates	12	1	6	14	6	9	5	9	4	0	4	14	84
Compliance Schedules	0	0	0	0	0	0	0	0	0	0	0	1	1
Building WOF Register Total	79	79	79	79	79	79	79	79	79	79	79	80	80
Building WOF Anniversary Cert.	24	9	2	3	1	2	1	1	2	2	3	11	61
Building WOF Inspections	2	5	0	0	0	0	0	0	0	0	0	0	7
Swimming Pools Register Total	47	46	46	46	46	46	46	46	46	46	46	44	44
Pool Fencing Inspections (Existing)	2	3	0	0	0	0	1	0	2	0	0	2	10
Pool Fencing Inspections (New)	0	0	0	0	0	0	0	0	0	0	0	0	0
Land Information Memoranda	10	4	8	8	7	2	6	4	3	1	4	6	63
Requests for Service	3	5	13	4	9	7	6	7	10	3	7	11	85
Notices to Fix	0	0	0	0	0	0	0	0	0	0	0	0	0
Dangerous & Insanitary Building	0	0	0	0	0	0	0	0	0	0	0	0	0
Infringements	0	0	0	0	0	0	0	0	0	0	0	0	0
Prosecutions	0	0	0	0	0	0	0	0	0	0	0	0	0

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
2020/21													
Building Consents	19	2	9	7	10	8	4	6	9	12			86
Building Inspections (Consents)	25	22	34	30	34	27	19	33	43	46			313
Building Inspections (Other)	11	17	20	21	22	12	10	8	19	22			162
Exemptions	1	2	1	1	3	1	2	0	0	1			12
Project Information Memoranda	0	0	0	0	0	0	0	0	0	0			0
Certificates of Acceptance	0	0	0	0	0	1	0	0	0	0			1
Code Compliance Certificates	7	9	5	8	3	8	5	4	11	7			67
Compliance Schedules	1	0	0	0	0	0	0	0	0	0			1
Building WOF Register Total	81	81	81	81	81	81	81	81	81	80			80
Building WOF Anniversary Cert.	27	5	6	4	2	1	2	2	1	2			52
Building WOF Inspections	0	12	2	0	0	0	0	0	0	5			19
Swimming Pools Register Total	44	44	44	44	44	43	43	43	43	40			43
Pool Fencing Inspections (Existing)	1	1	0	0	0	1	1	0	0	6			10
Pool Fencing Inspections (New)	0	0	0	0	0	0	0	0	0	0			0
Land Information Memoranda	4	6	8	10	12	12	6	9	10	5			82
Requests for Service	5	7	10	13	24	11	10	11	28	19			138
Notices to Fix	0	0	0	0	0	0	0	0	0	0			0
Dangerous & Insanitary Building	0	0	0	0	0	0	0	0	0	0			0
Infringements	0	0	0	0	0	0	0	0	0	0			0
Prosecutions	0	0	0	0	0	0	0	0	0	0			0

MONTHLY REPORT

MANAGER, FINANCE & CORPORATE SERVICES

April 2021

1 Library and Museum

1.1 Library

April began with 70 eager attendees chasing Willie Wonka and the oompa loompas for a golden ticket and finished with a very successful school holiday programme. Activities during the month included: ANZAC Day (stories, poetry & wreath/poppy making), Earth Day crafts and Lego, technology and robotics. Author Helen Griffiths did a session on collective nouns for local youth and the Writers' Group also organised a separate session with her. The team trialled daily Facebook posts and this seemed to have an impact with 25-30 children at each day's activities.

The first group of *Better Digital Futures* finished their programme and feedback was positive. This group is keen to do more training and the team is looking at options around this.

Replacement furniture arrived for the teen area and the technology/picture book areas which has been a significant improvement. The Assistant Librarian, Jacqueline Godfery, resigned this month and arrangements are underway to recruit a replacement.

This month the displays were ANZAC Day and School holiday programming.

Library Statistics

	April 2021	YTD 2020/21	April 2020	YTD 2019/20
Items issued	3,921	38,483	223	36,508
People visiting	7,307	56,510	0	59,473
New Members	23	188	0	279
Members Active*	1,744			

*Those people that have used library services in the last 2 years

1.2 Museum

With the death of Prince Philip, a small exhibition was put up in the Library foyer featuring his visit to Kawerau in 1956, and our Facebook post on this topic received very positive reactions. Staff also created a copy booklet on Prince Philip's itinerary for the public to view and an exhibition booklet on *My Favourite Things About Kawerau*.

The main focus for the month was putting the moved material away after the last fumigation. The Museum Curator successfully completed the online basic Vernon course.

Sir James Fletcher Kawerau Museum Statistics

	April 2021	YTD 2020/21	April 2020	YTD 2019/20
Exhibitions	1	6	0	6
Historical Articles	2	10	0	9
Objects	18	51	0	82
People	4	78	2	204
Documents	1	265	1	309
Photographs	19	211	0	552

2 Weather Station

The following table shows: the average temperature for the month of April, the average temperature for the calendar year, the total sunshine hours for the month and the accumulated sunshine hours for the calendar year and the rainfall for the month along with the total for the year, with comparisons to the previous year.

	April -2021	April -2020	April YTD - 2021	April YTD - 2020
Average Temperature (°C)	20.3	22.0	23.1	25.4
Sunshine Hours (Hrs:Mins)	167:37	192:47	823:44	905:48
Rainfall (mm)	128.0	43.5	123.5	131.9

3 Payments

There were six payments made in April 2021, which exceeded \$50,000.00:

- Inland Revenue Department (x2) – PAYE F/E 14/3 & 28/3 \$114,271.70 and F/E 11/4 \$55,030.31
- Cooney Lees & Morgan (x2) – Progress Payments Units 26 & 27 \$150,300.00 and Units 5 & 6 \$150,300.00
- Intergroup Ltd – Renewals to Wastewater Treatment Plant \$53,860.05
- Loveridge Ltd – Replacement of riser main \$183,267.88

4 Grants

4.1 Community Grants Scheme:

The Community Grants Committee met 22 September 2020 and allocated \$19,931.00 to twelve community groups. The community grants budget has been fully spent for the year and the next allocation of grants will be in 2021/22.

4.2 Creative Community Fund:

Creative NZ approved the carry forward of the unallocated balance from the 2019/20 year (\$9,139) and Council has since received a further \$19,287.60 from Creative NZ.

The committee met 18 November 2020 for the first funding round of the year and allocated \$5,748.62 to three applicants. The second funding round was planned for 4 May 2021, however, as no applications were received, the period for making applications has been extended, with the meeting to consider applications to be held 1 June 2021.

5 Website

The website (www.kaweraudc.govt.nz) statistics for the month of April were:

	April 2021	April 2020
Visits (Sessions)	4,810	3,107
Page Views	16,858	10,769
Average time mm:ss]	3:55	2:07
Visitors (users)	3,529	2,208

Top pages for the month of April were:

1. Library
2. Pool
3. Transfer Station
4. Vacancies
5. Rates / Property search

Top cities / towns of origin of visitors

Top Cities / Towns of Origin	April 2021	April 2020
Auckland	928	637
Whakatane (incl Kawerau)	744	204
Tauranga	194	362

Top countries of origin (apart from NZ)

Top Countries of Origin	April 2021	April 2020
USA	216	175
Australia	71	91
Philippines	17	9

6 Requests for Service

The following table has the total number of service requests received for April and identifies if they have been completed or still being progressed by the end of the month.

Service	Total	
	Completed	Progressed
Dogs	105	3
Noise	27	
Building Enquiries	21	
Trees* & Parks	4	13
Rubbish (Bins & Collections)	42	4
Water	9	
Wastewater	2	
Stormwater	2	
Roading and Streetlights	4	7
Enforcement/Health/Food/Stock	6	
Council Buildings/Facilities – Maint.	7	10
Other (Events/Consents/Rates)	13	3
Total	242	40

Eight requests came via the website, the balance of the requests came from phone calls, visits or emails.

*Requests mostly relating to the removal of trees which are added to a priority list.

7 Communication

Below is a brief summary of the communication tasks that were delivered during April:

7.1 Council Community Updates (Newsletter)

- Completed Community update on 16 April and 30 April
- Community Update delivered to houses, published on website and social media

7.2 Media Relations

Promote positive stories and respond to media requests:

- 5 proactive media releases: Reappointment of Chief Executive, Kawerau Anzac Day parade and service, Commodore Melissa Ross - Anzac guest speaker, Creative NZ Community Grant Scheme, Kawerau Community Awards
- 1 reactive media release: Review in future of local government

7.3 Porritt Glade Village - Update

- Six owners now residing at the village.
- Building of next 6 units well underway
- Two sold and three under contract for these units.
- Completion expected end June 2021
- Ongoing enquiries for units

7.4 Online Media

Promote positive stories, upcoming events and notify residents of projects, issues and hazards. Top trending posts for the month were:

- Bereavement notice for Chris Jensen
- Anzac Day Parade and Memorial Service
- Long Term Plan early update
- Kawerau Community Awards
- Solid Waste education campaign (old paint and steel information)
- Dog registration renewal notices
- Public information notices

8 Residential Developments – Progress to Date

	Central Cove	Te Arika	Porritt Glade	TOTAL
Total Sections / Units	31	4	29	64
Sections / Units Sold	7	0	6	13
Remaining Sections / Units	24	4	23	51
Units completed			6	
Units under construction			6	
Surplus (Deficit) to Date	-\$340,636	-\$127,113	-\$2,184,755	-\$2,652,504
Value of Remaining Sections/Land	\$ 2,650,000	\$ 660,000	\$ 1,281,259	\$ 4,591,259
Breakeven				
Sales still required to break even	3	1	23	

Rates				
Rates on Sold sections / units	\$26,519	\$-	\$15,492	\$42,011
Estimates				
Estimated Proceeds from Sales	\$2,353,842	\$532,887	\$-	\$2,886,729
Utilised to 30 June 2021				-\$813,500
Unused surplus proceeds (expected)				\$2,073,229
2021 - 2031 LTP budget:				
2021-22				-\$500,000
2022-23				-\$400,000
2023-24				-\$300,000
2024-25				-\$200,000
2025-26				-\$100,000
Total				-\$1,500,000

The table shows the expenditure and revenue received to date for Council's residential developments.

Five of the six units that are currently being constructed at Porritt Glade have purchasers and there is strong interest in the remaining unit. Council has committed to constructing another 7 units as soon as these units are completed.

There have been 2 further sales for Central Cove and Council will receive the value of the sections early in May. There is strong interest in other sections and it is anticipated more will be purchased in the near future.

Generations Homes are putting together a marketing package for the Te Ariki Place which will be promoted through the Council newsletter.

9 Funds

The following funds were held at 30 April 2021:

Invested in	\$	Mean Interest	% External
ANZ – on call	895	0.05%	0.04%
BNZ – current & on-call	1,252,659	0.05%	58.14%
Rabobank (on-call)	901,118	0.35%	41.82%
Total Funds (Cash)	2,154,672	0.18%	100.00%
Internal Loans	1,802,051		
Total Investments	\$3,956,723		

The following table shows Council's reserve and general funds balances as at 30 April 2021:

	April 2021	April 2020
Reserve Balances		
Depreciation Funds	\$5,103,273	\$5,942,107
Development Feasibility	\$11,000	\$11,000
Total Reserve Balances	\$5,114,273	\$5,953,107
General Funds	(\$1,157,550)	(\$922,147)
Total (comprising funds & internal loans)	\$3,956,723	\$5,030,961

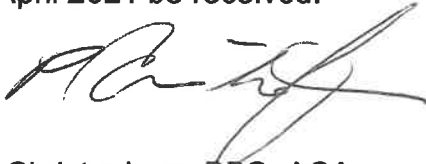
The figures show that Council has less funds (general and reserves) than this time last year. This is as a result of the current projects being undertaken and also the country was in lockdown during April 2020.

The projected cash-flow graph shows that Council is unlikely to go into deficit until the new financial year, but there are a few unknowns such as further sales of residential sections and also the timing of unit sales. The graph does not include funding from loans. Staff will arrange loan funding prior to Council going into deficit.

Council is a member of LGFA and able to borrow funds from them when required.

10 RECOMMENDATION

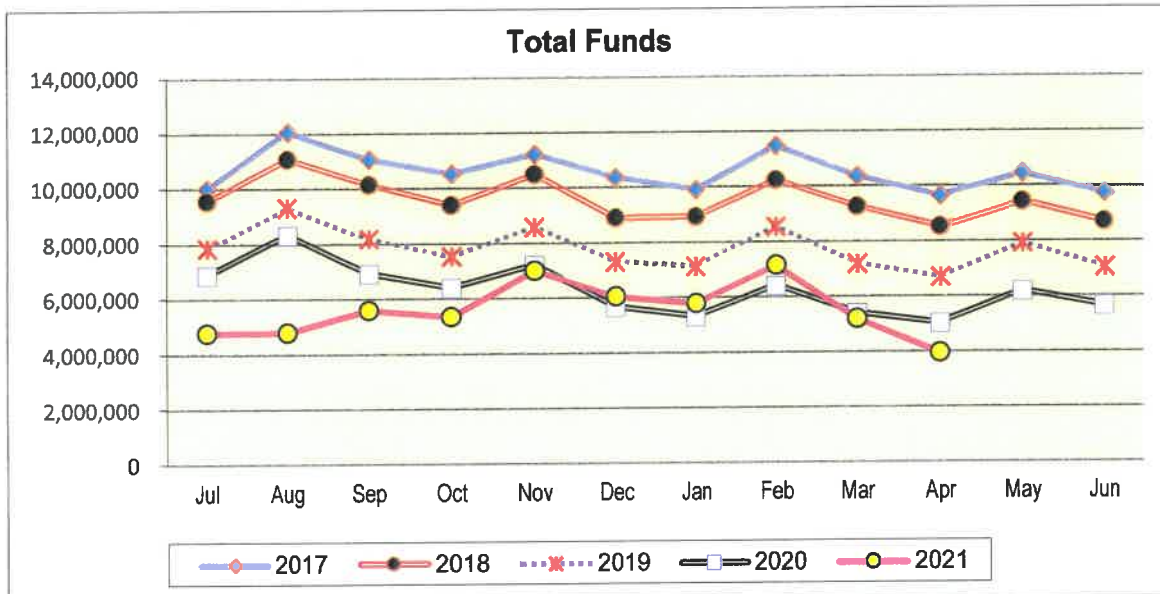
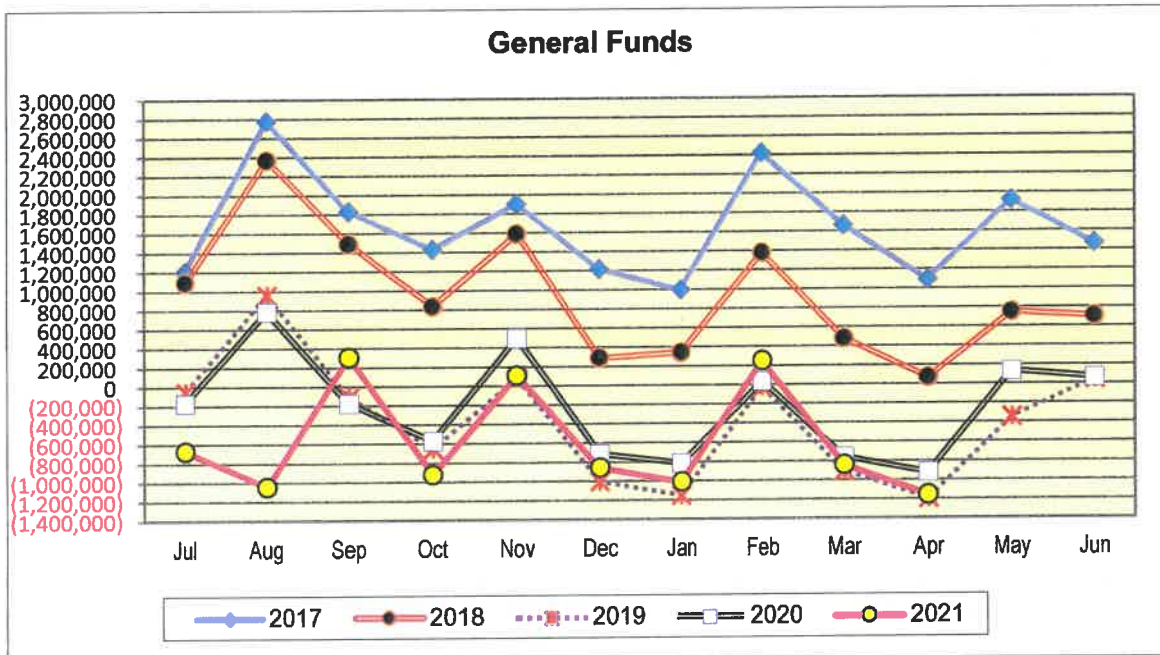
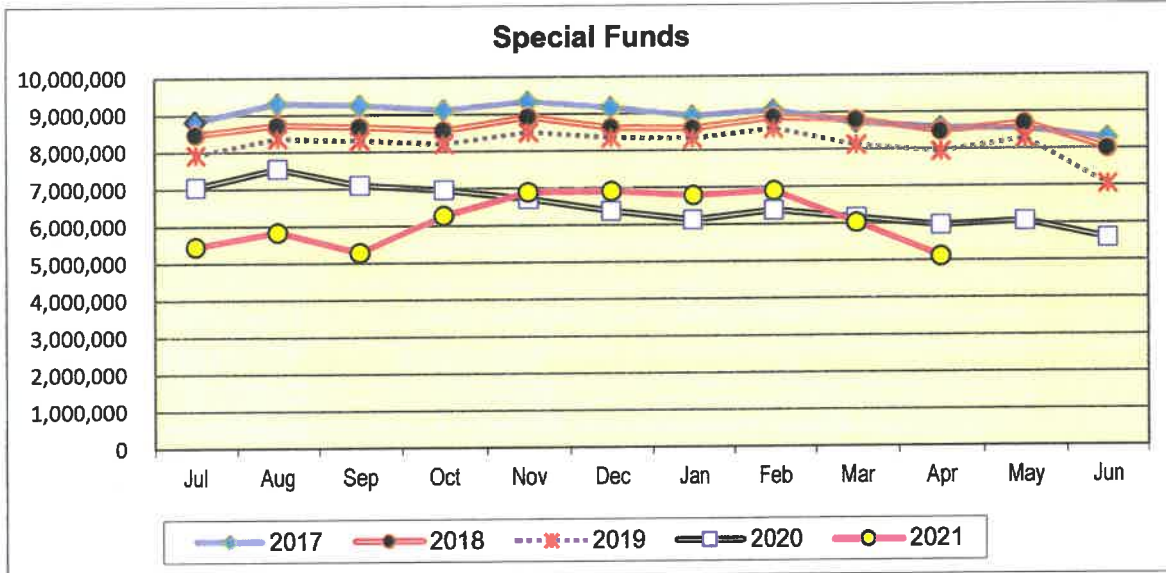
That the report from the Manager, Finance & Corporate Services for the month of April 2021 be received.

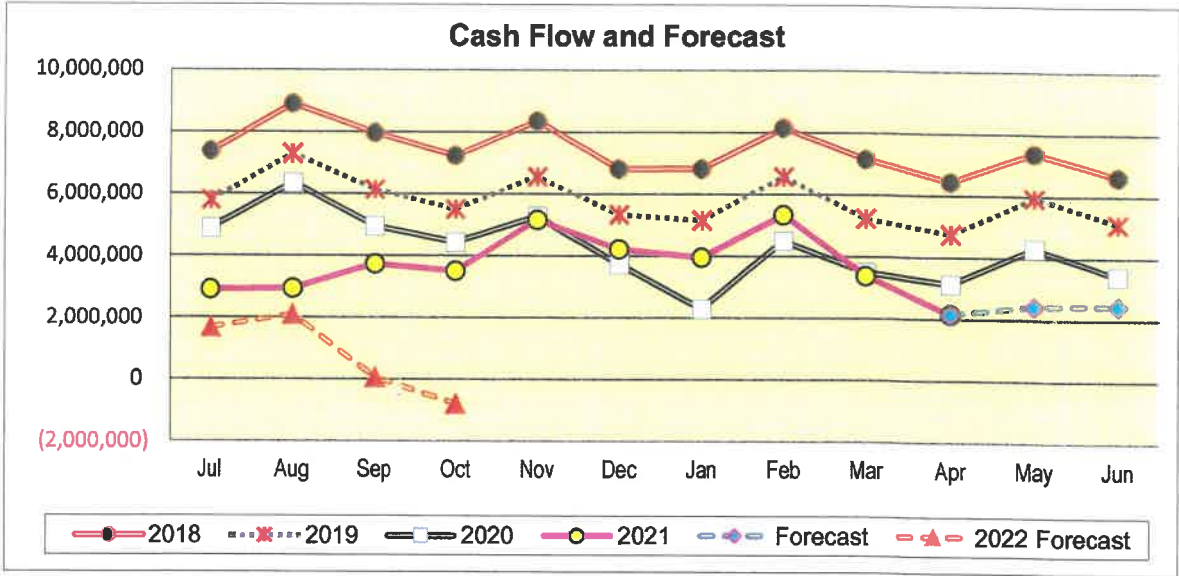


Peter Christophers, BBS, ACA
Manager, Finance & Corporate Services

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**Appendix
April 2021**





MONTHLY REPORT OPERATIONS AND SERVICES

April 2021

1 Water Supply

The Pumphouse and Holland/Umukaraka Springs have sufficient flow to meet the demands of the community.

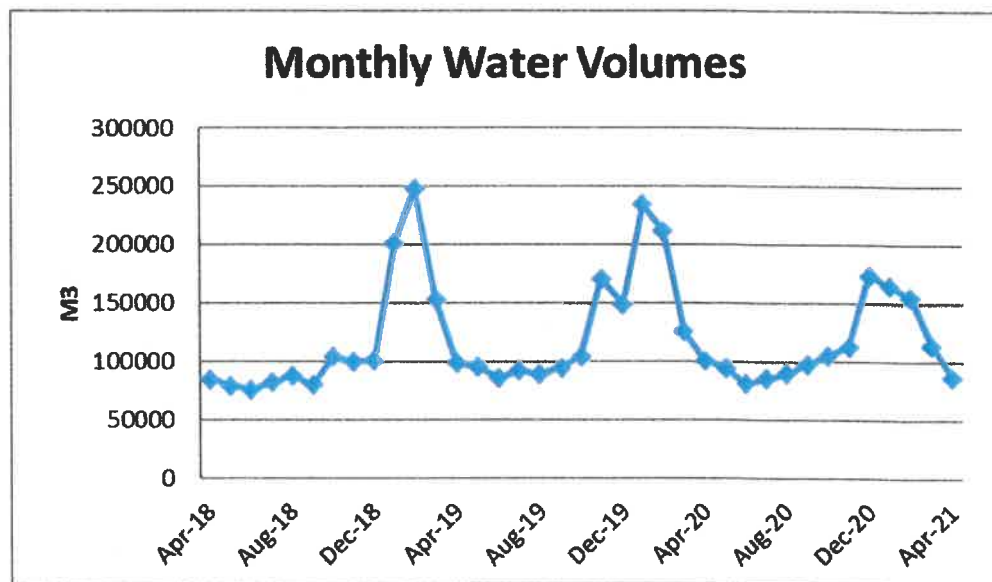
The new Water Safety Plan is being developed by staff. The existing WSP will expire in June 2021.

All works required to obtain expired Resource Consents are underway and it is expected that all required consents will be applied for in this calendar year.

1.1 Use

The Town used 87,400 m³ in April 2021 which is considerably less than usage in 2019 and 2020. This is mostly due to good rainfall in the late summer and autumn.

The graph below shows the monthly volume (in m³) of water used for the last 3 years for comparison.



The two unchlorinated outlets are still being used by the public and 12.3 m³ and 32.3 m³ water was taken from the Pumphouse and New World taps respectively. In the last month, the total daily usage was approximately 1500 litres per day. This is slightly less compared to volumes taken during the same time in 2020 and is most likely due to the perceived inaccessibility of the Pumphouse tap during the culvert replacement works.

1.2 Water Quality

All routine samples taken during April were clear of E.coli.

A total of 27 service requests were received for water services of which only three were for dirty water in River, Beattie and Julian Roads. The majority of service requests (15) were for Toby location and replacement. The remaining requests were to clean stormwater cesspits and to repair leaks.

1.3 Reticulation

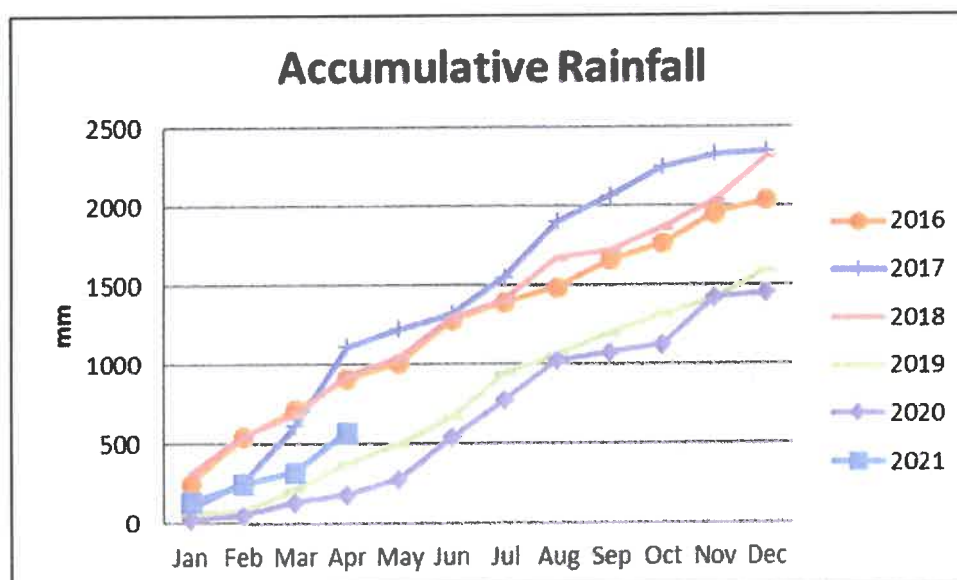
The physical reticulation replacement works commenced in August with the replacement of all the riser main valves and connections. The replacement of the riser main pipe has been completed up to the reservoir valve station and the new pipe will be connected to the reservoirs and commissioned in May 2021. The Bell Street area renewal started in November 2020 and all pipes have been laid and all pressure testing has been completed. The pipes were connected and all Tobys commissioned in April. There is still some tidying up to be done in the month of May to repair berms and other small tasks.

Since the project costs for the two 2020/21 reticulation replacements works were well below budget, Council staff continued to scope and tender the next stage (Area 1 of 2021/22 as per the reticulation works programme) to utilise the remaining budget and potentially procure cost effective tenders before the expected large scale works start in the rest of region.

The Toby replacement programme is continuing and 14 Tobys were replaced in April. This does not include the 220 Tobys that are being replaced in the Bell Street area renewal. This programme is co-funded by the DIA Three Waters grant.

1.4 Rainfall

The graph below shows the accumulative rainfall that has occurred each year since 2016. After a dry 2020 (the driest year in a decade), 2021 started out with good rainfall.



2 Wastewater

The upgrade of the wastewater treatment facility through the Three Waters Stimulus Grant has started. The first major project is the replacement of the milliscreens, which were procured in December and will be completed by June 2021.

Additional plant is also being procured to process bio-waste and the treated sewerage outfalls in the RIBS as well as the WWTP control system being upgraded.

The Waste Water Treatment Plant complied with its resource consent conditions.

Waiū Dairy was requested on 31 March to find an alternative disposal site for its trade waste effluent as the Kawerau Waste Water Treatment Plant cannot process trade waste that exceeds parameters as set out in its Trade Waste Bylaw and specific trade waste consents. Council staff continue to support Waiū Dairy as they work towards a solution.

All sewerage reticulation in geothermal areas will be replaced between April and June 2021.

3 Roading

The design of the various roading projects is continuing and options for disability and pedestrian access were evaluated in collaboration with the community. This led to the Town Centre Stage 2 development that commenced in April 2021.

Council will submit its funding requests to Waka Kotahi in May 2021 and a workshop will be held with Elected Members to discuss the application.

Pavement repairs are ongoing throughout the District. Footpaths as well as kerb and channel have been replaced in Porritt Drive and Robinson Street and will continue in various other areas in May.

All amenity lights have now been installed for 2021 with the exception of the Skate Park. The final sections of the lighting poles for the skate park are still delayed due to international shipping backlogs and will only be installed once all the components have been received.

4 Stormwater

The River Road culverts were manufactured and installation began October 2020. The downstream culvert was replaced in December and all services were reconnected in January. The road was sealed in February 2021 and the final fencing will be installed in May. The upstream culvert replacement started in February and is expected to be completed in May 2021, with final fencing and clean up completed in June 2021.

The pedestrian access road through the Kawerau Food Forest and the school grounds works well and no issues have been reported.

5 Parks and Reserves

During April, the parks and reserves teams performed the following actions:

- Dead trees were removed from Stoneham Walk.
- The winter annual beddings were cleared and the winter plantings have started.
- The lifting of low hanging trees at Firmin Lodge.
- Fences were repaired in Tarawera Park and Stoneham Walk

6 Pool

The Lottery Community Facilities Committee approved a grant of \$500,000 for the pool complex development. The first stage, redevelopment of the old changing rooms into clubrooms is underway and the first room was completed in March 2021. It was fitted out with a small kitchenette and other items in April and will be used as a temporary office for staff while the second stage of the redevelopment takes place.

The new office block design has been completed and building consents were obtained. A tender for construction will be released in May.

The new steam line feed from the bore to the heat exchanger was completed. Temperatures in the main pool remain low and the bore itself will be investigated in May.

7 Refuse Collection

There were no issues with the refuse collection during this reporting period.

Council staff are in the process of developing the new Waste Minimisation Management Plan based on the recently completed Waste Assessment.

8 Refuse Disposal

The pickup and transporting of the residual refuse to Tirohia continues without incident.

9 Recycled Collection

The volumes of recycling has increased this year and one of the bays in the recycling shed is unavailable. This required the recycling team to sort the recycling at the kerbside to allow the disposal of cardboard recycling directly to the regional collector. This has caused, on occasion, for the collection run to complete later than scheduled.

10 Vandalism

Low levels of vandalism were recorded in April with only occasional graffiti and damage to Council property.

The only notable events were damage to the fences at Tarawera Park and Stoneham walk which were repaired.

11 **RECOMMENDATION**

That the report from the Manager, Operations and Services for the month of April 2021 be received.



Hanno van der Merwe, MSc (Eng), PhD
Manager, Operations & Services

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Capital, Renewals and One off Maintenance Items for 2020/21

30 April 2021

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Procurement compliance	Comments	
Transport Management	25 15 01 3180	Road Maintenance	\$80,000	\$80,000	Jun-21				Year Programme - Small repairs	
	402515 001	Kerb Replacement	\$93,500	\$88,011	Jun-21				Year Programme -Kerb and Channel	
	402515 002	Street Light Upgrades	\$81,500	\$27,933	Dec-20	May-21			Pole Replacements delayed to supply issues	
	402515 003	Reseals - Roads	\$134,000	\$0	Mar-21	May-21			Tender awarded in March	
	402515 004	Pavement Treatment	\$36,500	\$22,021	Mar-21					
	402515 005	Culvert replacements	\$596,000	\$467,255	Sep-20	May-21			Manufactured, install in October and February	
	402515 009	Minor Safety Improvements	\$36,600	\$28,500	Oct-20		Feb-21		Speed Humps & Pedestrian Xings - completed	
	402515 13/14	Footpath repairs & maint	\$267,100	\$191,399	Jun-21				Year Programme	
	402516 001	Reseals - Carparks	\$14,100	\$0	Mar-21	May-21				
	402516 003	Replace Rubbish Bins	\$5,500	\$4,807	Jan-21	Feb-21			Completed	
	402516 004	District Seating	\$1,400	\$1,155	May-21		Jan-21		Completed	
	402516 027	Amenity Lighting	\$55,000	\$13,749	Nov-20	May-21			BMX, State Park, Marae, Carpark, EBET Funded	
	402516 006	Town Centre Music	\$3,340	\$0	Jun-21					
	402516 009	Town Centre - X-mas Lights	\$6,270	\$0	Nov-20				Completed - to be removed in January	
402516 010	Town Centre Video Cameras	\$10,000	\$7,631	Dec-20	May-21					
402516 012	Town Centre Cobblestones	\$260,000	\$236,231	Aug-20	Sep-20	Oct-20		Completed Stage 1, Stage 2 in progress		
402516 013	Town Centre - Lights	\$10,000	\$11,269	Jan-21	Feb-21			Completed		
		Asset Renewals Sub Total	\$1,610,810	\$1,099,961						
Stormwater	402601 001	Stormwater Renewals	\$100,000	\$57,428	Mar-21	Jun-21			Cesspit renewals	
		Asset Renewals Sub Total	\$100,000	\$57,428						
	26 01 02 3500	Stormwater Maintenance	\$22,200	\$12,500	Jun-21				Year Programme	
Water Supply	303001 001	Flushing Mains	\$2,800	\$655	Nov-20	Jun-21			Year Programme	
		Maintenance Sub Total	\$2,800	\$655						
	403001 001	Pipe Work Zone 1	\$1,200,000	\$542,571	Jun-21	Jun-21			Rising Main replacement	
	403001 002	Pipe Work Zone 1-2	\$800,000	\$427,126	Feb-21	May-21			Bell Street and surrounds reticulation	
	403001 003	Pipe Work Zone 6	\$16,000	\$0	Jun-21					
	403001 004	Toby Replacements	\$80,000	\$24,152	Jun-21				Year Programme	
	403001 005	Valve Refurbishment	\$36,900	\$5,474	Dec-20	Jun-21				
	403001 007	Refurbish Pump System	\$167,400	\$8,920	Mar-21	Nov-21			Expanded to replace all old pumps	
	403001 010	UV Tube replacement	\$12,850	\$16,956	Feb-21				Completed	
	403001 017	Lime Dosing Controls	\$5,000	\$0	Nov-20	Mar-21	Feb-21		Completed, upgrade performed by staff	
	403001 021	Headworks - Tarawera Boreholes	\$300,000	\$288,861	Sep-20	Nov-20	Dec-20		Completed, telemetry to be developed	
	403001 024	Water Flow - Umukaraka	\$49,000	\$0	Nov-20	Aug-21			Being designed	
			Asset Renewals Sub Total	\$2,667,150	\$1,310,060					
	35 20 02 3180	Wastewater Maintenance	\$25,000	\$21,847	Jun-21				Year Programme	
303520 001	Sewer Line Cleaning	\$21,000	\$22,407	Jun-21				Year Programme		
303520 002	Video Lines	\$14,600	\$0	Jun-21						
303520 003	Centrifuge	\$29,000	\$19,012	Apr-21				Completed		
303520 004	Plant Maintenance	\$60,000	\$77,262	Feb-21	May-21					
		Maintenance Sub Total	\$149,600	\$140,526						

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Procurement compliance	Comments
Refuse Disposal	403520 001	Refurbish Pumps	\$35,000	\$19,074	Apr-21				Repairs
	403520 002	Pipework	\$40,700	\$66,087	Sep-21		Apr-21		Rantahi-Cosmo pipe failure - Completed
	403520 004	Miscellaneous Replacement	\$292,000	\$74,847	Mar-21	Jun-21			Deposit paid - Co-funded by DIA
	403520 027	Pumping Stations	\$120,000	\$4,732	May-21	Jun-21			Blundell Pump Station
	403520 011	Treatment plant pumps & lines	\$180,000	\$96,639	Jun-21				Replacements
	403520 012	Computer Equipment	\$70,000	\$39,496	Jul-21				Deposit paid - Co-funded by DIA
	403250 035	RIB development	\$70,000	\$0	Apr-21	May-21			Funded by DIA
		Asset Renewals Sub Total	\$807,700	\$300,875					
		Scales and Electric Gate	\$10,000	\$9,480	Mar-21	Sep-20			Completed
		Tree Removal	\$10,000	\$6,035	Feb-21	Mar-21	Apr-21		Completed
Pool		Maintenance Sub Total	\$20,000	\$15,515					
	403522 011	Recycling Bins	\$10,000	\$13,000	Jun-21				Year Programme
		Asset Renewals Sub Total	\$10,000	\$14,435					
	304031 012	Paint pool	\$15,700	\$14,435	Oct-20				Completed
	304031 006	Heat Exchange Unit	\$8,500	\$7,138	Oct-20	Mar-21	Feb-21		Completed
	304031 009	Spa Pool	\$6,300	\$5,169	Nov-20		Nov-20		Completed
	304031 011	Painting Buildings	\$6,300	\$6,000	Nov-20	Mar-21			Completed
		Maintenance Sub Total	\$36,800	\$32,742					
	404031 001	Club Rooms	\$200,000	\$101,911	Nov-20	May-21			Swimming Club Rooms conversion
	404031 016	Fences	\$50,000	\$0	May-21				
Rec. Centre	404031 043	Pool Entrance	\$200,000	\$0	Jun-21				
	404031 059	Changing Rooms	\$6,000	\$0	Nov-20	May-21			Geothermal and floor renewal
	404031 060	Office Building	\$250,000	\$19,106	Jun-21				
	404031 061	Filtration System	\$50,000	\$0	Nov-20	May-21			Electrical upgrade
	404031 062	Geothermal Steam Pipe	\$30,000	\$52,017	Jan-21	Mar-21			Additional costs due to valve replacements
		Asset Renewals Sub Total	\$786,000	\$173,034					
	304035 004	Major Maintenance	\$5,250	\$446	Apr-21	May-21			
	304035 016	Lift Inspections	\$3,300	\$1,270	Nov-20		Aug-20		Completed
		Maintenance Sub Total	\$8,550	\$1,716					
	404035 005	Building Various	\$6,500	\$0	Apr-21	May-21			
404035 021	Air Extractors	\$10,000	\$0	Nov-20	May-21				
Town Hall		Asset Renewals Sub Total	\$16,500	\$0					
	304036 003	Interior painting	\$1,200	\$1,200	Feb-21	Mar-21	Apr-21		Completed
		Maintenance Sub Total	\$12,000	\$0					
	404036 017	Audio visual equipment	\$6,000	\$0	Jan-21	May-21			
	404036 020	Furniture	\$2,600	\$0	Mar-21				
		Asset Renewals Sub Total	\$8,600	\$0					
	304037 008	Painting - Interior	\$1,300	\$0	Mar-21				
		Maintenance Sub Total	\$1,300	\$0					
	404037 019	Renovations	\$3,500	\$0	Feb-21	Mar-21	Apr-21		Alarm system Completed
	404037 003	Toilets	\$10,000	\$0	Mar-21				No work identified
404037 017	Audio visual equipment	\$10,850	\$0	May-21					

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Procurement compliance	Comments
Town Centre Toilets		Asset Renewals Sub Total	\$24,350	\$0					
	304048 001	Exterior Clean	\$2,000	\$1,490	Dec-20		Dec-20	Completed	
		Maintenance Sub Total	\$2,000	\$1,490					
Passive Reserves		Asset Renewals Sub Total	\$0	\$0					
	304042 001	Tarawera Walkway	\$7,200	\$8,235	Nov-20	May-21			Year Programme
	304042 002	Monica Lanham	\$23,400	\$9,973	Feb-21	Jun-21			Year Programme
	304042 003	At Risk Tree Removal	\$32,400	\$34,925	Jun-21				Year Programme
	304042 004	Ruruanga Stream Maintenance	\$3,500	\$3,245	Feb-21				Completed
	304042 008	Kayak Course	\$2,000	\$3,587	Jan-21	Feb-21	Mar-21		Completed
		Maintenance Sub Total	\$68,500	\$59,965					
	404042 001	Rubbish Bins	\$4,200	\$0	Apr-21				
	404042 002	Boundary Fences	\$17,750	\$17,835	Jun-21				
	404042 003	Sprinkler Replacements	\$5,000	\$1,155	Nov-20	Mar-21			Completed
	404042 019	Seal Carparks	\$14,600	\$0	Mar-21	May-21			
	404042 031	Reserve Fences	\$11,300	\$3,864	May-21				
404042 036	Upper Valley Outlet	\$20,000	\$0	May-21					
	Asset Renewals Sub Total	\$72,850	\$22,864						
Sportsfields	304041 005	Goalposts	\$3,100	\$2,443	Mar-21				
		Maintenance Sub Total	\$3,100	\$2,443					
	404041 011	Irrigation	\$15,000	\$4,788	Feb-21	May-21			
		Asset Renewals Sub Total	\$15,000	\$4,788					
Street Trees	304044 001	Tree Replacement	\$4,000	\$0	Jun-21				Year Programme
		Maintenance Sub Total	\$4,000	\$0					
Playgrounds	404046 001	Renewals	\$33,700	\$2,720	Dec-20	May-21			Robinson Street
	404046 002	Bins/Seats	\$1,500	\$0	Feb-21	Apr-21			
	404046 009	Fence	\$5,000	\$1,278	Mar-21	Jun-21			
		Asset Renewals Sub Total	\$40,200	\$3,998					
Cemetery		Maintenance Sub Total	\$0	\$0					
	404047 006	New Section	\$5,000	\$0	Mar-21				
	404047 008	Fence	\$15,000	\$0	Dec-20	May-21			
Library Building		Asset Renewals Sub Total	\$20,000	\$0					
	405060 011	Library - Air Conditioner	\$8,000	\$6,297	Sep-20				Completed
	405060 025	Flooring	\$20,000	\$889	Apr-21				
Dog Pound		Asset Renewals Sub Total	\$28,000	\$7,186					
	405061 012	New Pound	\$720,000	\$143,871	Feb-21	Nov-21			Redesigned for new location, tender released
Field Amenity Buildings		Asset Renewals Sub Total	\$720,000	\$143,871					
	305062 025	Tarawera Park Toilet Paint Roof	\$3,100	\$2,925	Mar-21		Nov-20		Completed
	305062 029	Building Maintenance	\$10,400	\$3,068	Nov-20		Nov-20		Completed
		Maintenance Sub Total	\$13,500	\$5,993					
405062 029	Tarawera Park Changing Sheds Floor	\$4,350	\$4,000	Mar-21		Oct-20		Completed	

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Procurement compliance	Comments
Depot		Asset Renewals Sub Total	\$4,307	\$4,000					
	305063 003	Building Maintenance	\$3,300	\$1,200	Mar-21				Completed
		Maintenance Sub Total	\$3,300	\$1,200					
	405063 015	Garages	\$20,000	\$0	Jan-21	May-21			
District Offices		Asset Renewals Sub Total	\$20,000	\$0					
	305064 001	Paint walls	\$2,300	\$0	May-21				
	305064 004	Fire Protection	\$3,400	\$3,348	Nov-20	Jun-21			
		Maintenance Sub Total	\$5,700	\$3,348					
	405064 001	Air Conditioning	\$12,500	\$10,750	Jan-21				Completed
	405064 012	Sundry Furniture	\$11,300	\$1,350	Jun-21				
	405064 013	Ladies Toilets	\$30,000	\$8,121	Mar-21				
	405064 021	Hardware & Sundry	\$1,300	\$0	Jun-21				
	405064 020	Flashings and Spouting	\$30,000	\$7,478	Oct-20	May-21			
		Asset Renewals Sub Total	\$85,100	\$27,699					
	Plant	60 80 01 7600	Vehicles	346,200	176,764	Jun-21			Includes 3 W Grant DP
	Economic Development		Asset Renewals Sub Total	\$346,200	\$176,764				
15 06 01 7600		Renewals - Firmin Field	\$10,000	\$1,706	May-21				
15 07 01 7600		Renewals - Information Centre	\$10,000	\$0	Jun-21				Sound proofing etc
15 08 01 7600		Commercial Developments	\$1,500,000	\$1,736,350	Jun-21				
		Asset New/Renewal Sub Total	\$1,520,000	\$1,738,056					
		Maintenance Sub Total	\$422,750	\$359,295					85%
		Asset Renewals Sub Total	\$8,902,810	\$5,087,574					57%
		Total	\$9,325,560	\$5,446,869					58%

MONTHLY REPORT ECONOMIC AND COMMUNITY DEVELOPMENT

April 2021

1 Economic Development/ Industrial Symbiosis Kawerau (ISK)

Kawerau Putauaki Industrial Development (KPID) Updates

The KPID Partners have provided the following progress updates on their projects:

Kawerau Container Terminal (KCT) and Siding

- KCT and KiwiRail are midway through the formal review process for the rail siding design.
- KiwiRail and KCT have agreed to reschedule the Joint Operations Plan (JOP) workshop with the design engineers until the completion of a draft JOP.
- The Level Crossing Safety Impact Analysis (LCSIA) for the terminal's access onto Onepu Springs Road has started.
- The planning services Request for Proposal (RFP) process has closed and the successful tenderer will be appointed in May.
- Geotech engineering services will also be appointed in May.
- The Light Detection and Ranging (LIDAR) drone survey for the wider terminal has been completed.

Putauaki Trust Industrial Development

- Due to a large number of rain days, the completion date for the State Highway roundabout and roading construction works has been deferred until 31 May.

Off-Highway Road (OHR)

- The OHR easement agreement with the second Trust was signed this month.
- Whakatane District Council has granted a Certificate of Compliance for the establishment of the OHR.
- Processing of the consent applications for the OHR continues with the Bay of Plenty Regional Council and Kawerau District Council.

ISK Kawerau Pathways to Work (KPTW)

The following is a summary of KPTW activities for April 2021:

KPTW Programme Closure

The KPTW team are preparing an orderly closure of the projects and Manukorihi Drive office by 30 June when the KPTW programme finishes.

Job Opportunities

- KPTW Cadetships - A Kawerau rangatahi has secured a Cadetship during the month, which will lead to full-time employment at JA Russell Ltd.

- Sequel Lumber has advised that they are planning to increase their operations to 24 hrs/7 days per week. To service their expanded operation, they are hiring 14 staff on one year, fixed-term contracts. KPTW has assisted Sequel by advertising their vacancy on the KPTW Facebook page - to date, the post has received 9,749 hits. An open hiring day is scheduled for early May. KPTW will be assisting Sequel staff with job applications, interviews and general administration. Sequel will be utilising the ISK office for their hiring processes.
- A summary of vacancies advertised on Trade Me and Seek is provided in the table below. KPTW continues to update Seek vacancies on its Facebook page with the frequency of hits remaining steady. No vacancies were filled via KPTW this month.

District	# of Vacancies	# Entry Level Positions
Kawerau	27	3
Whakatane	84	8
Opotiki	1	0
Te Puke	33	1

Vacancies' Numbers during Late 2020 - March 2021

Dec 2020/Jan 2021	February 2021	March 2021	April 2021
70(stats for 50% Jan)	104	140	145 (<i>doesn't include the Sequel vacancies</i>)

Apprenticeship Study Clusters

- Apprentices continue to regularly attend their study clusters. The employers' feedback is that the support provided by the mentor is greatly assisting their apprentices. The employers will be meeting to discuss the closing down of the KPTW programme and the subsequent future direction for the study clusters.

Initiatives/Projects

- The Tertiary Advisor Group (TAG) met at the end of April to progress the Student Pathways to Industry Entrance Certification. Tertiary Education Commission (TEC) staff attended the meeting. Tarawera High School updated the group on the school's work schedule for Term 2 with a 'Discovery Day' scheduled for Yr. 10 students to visit industry employers. The KPTW team provided the group with an overview of their projects to date and discussed the impending closure of the KPTW programme at the end of June.
- The EBOP Chamber of Commerce (CoC) activities during the month mainly involved workshops and training sessions for individual companies/businesses.
- KPTW is assisting a driver licencing Learner Theory group of four rangatahi employed by Kajavala Forestry Limited - they intend to sit their licence by the end of May. Concerning the four 'Restricted to Full Licence' employees from last month, two have since successfully attended a Defensive Driving Course and one has obtained their full licence.
- KPTW is no longer involved with the second-chance initiative between parolees and employers. The continuation of the initiative is uncertain at this stage - the Ministry of Justice has not advised details concerning the programme participants such as numbers.

2 Kawerau i-SITE Visitor Information Centre

Newbies Day

Karamia Williams attended the newbies day hosted by Kawerau Neighbourhood Support, providing welcome packs that included information about the services we provide including the Intercity bus tickets, Tarawera Falls permits, freedom camping and more.

The i-SITE is also looking at offering a walking tour to Newbies as part of their welcome to the community.

New Tourism Experiences

Riverbug.NZ, a water-based adventure tourism company, hosted two tours on the Tarawera River on Friday 24th of April. The tours were for two groups from the South African festival held at Firmin Field during Anzac long weekend. The i-SITE is working with Riverbug.NZ to include its walking tour as part of the experiences it offers.

Fieldays 2021

Kawerau i-SITE is excited to join the Whakatane and Opotiki District Councils, and local tourism operators to promote the Eastern Bay of Plenty at this year's Fieldays 2021. This will be a first for the Kawerau i-SITE to have an opportunity to attend one of the biggest trade shows in New Zealand. Preparations are in place to help highlight Kawerau at the event in June.

Activities promoted through the i-SITE

Activities promoted during April are summarised in the table below:

Events & Activities	Community Groups
<ul style="list-style-type: none">• Children's heart to heart day.	<ul style="list-style-type: none">• Community markets• Diabetic Support• Falls Prevention• Gentle Yoga• Hikitia Te Hā• Hīkoi mō ora-walk for health• Keep On Your Feet Kawerau• Kawerau Toast Masters• Kawerau Urban Food Forest• Men's morning tea

Monthly Statistics

The monthly statistics report is attached.

Kawerau "What's on" Calendar

The monthly calendar for May 2021 is attached.

3 Community Activities

Kawerau Neighbourhood Support (KNS)

KNS held a Newbies luncheon on 16 April at the Concert Chambers. Guest speakers from the Community Patrol and the Kawerau i-SITE introduced their services and community activities. Seven new households attended and received a “goodie” bag from KNS and the i-SITE. All attendees were very appreciative of the KNS services for the community.

The Children’s Day event at the end of the month was a great success. KNS ran a recruitment incentive so that all households who register with Neighbourhood Support go into a draw to win a Getup and Go survival bag. Thirty-two new households registered including locals and new homeowners to Kawerau. Subsequently, 938 households are now part of Neighbourhood Support. The community is very receptive towards KNS, particularly regarding incidents and community responses.

4 **RECOMMENDATION**

That the report from the Economic and Community Development Manager for April 2021 be received.



Glenn Sutton

Economic and Community Development Manager

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Kawerau i-SITE - Monthly Statistics

2018/19	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Visitors/General Enquiries	1,585	629	2,014	1,588	2,781	3,770	4,282	2,599	2,653	4,245	2,453	3,959	32,558
Interislander	2	1	0	1	0	0	2	0	1	0	0	1	8
Intercity Bus tickets	72	91	64	73	67	75	63	57	68	69	75	62	836
Forestry Permits	239	66	147	190	98	572	640	181	150	272	123	126	2,804
Toilet Facilities	2,478	1,842	1,930	Door counter not working	3,655	1,994	1,462	1,462	1,725	1,744	2,005	1,800	20,635
Campervans nights	26	31	30	22	21	12	26	24	28	23	38	37	318
Campervan extra nights	9	17	13	0	0	4	0	4	14	28	28	8	125
Fish and Game Licences	0	0	3	5	1	1	5	3	1	3	0	0	22
Online Permits	13	0	0	0	0	0	0	0	0	0	0	0	13

2019/20	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Visitors/General Enquiries											212		
Interislander	0	0	2	0	2	4	1	2	1	0	0	0	12
Intercity Bus tickets	75	79	79	75	62	60	72	52	31	0	2	28	615
Forestry Permits	87	69	106	148	131	662	712	99	163	0	0	74	2,251
Toilet Facilities					2,006								
Campervan power users	46	22	30	29	26	12	20	18	19	0	7	35	264
Campervan extra nights	18	3	16	1	5	4	4	0	10	0	2	38	101
Fish and Game Licences	1	0	0	2	2	2	8	0	0	0	0	3	18

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Visitors/General Enquiries	622	397	523	462	556	782	908	445	501	489			5,685
Interislander	0	1	2	0	2	1	1	0	0	1			8
Intercity Bus tickets	29	22	23	39	31	35	32	27	32	37			307
Forestry Permits	149	119	138	208	139	321	488	224	124	274			2,184
Toilet Facilities	6,785	3,588	4,681	4,189	5,230	8,861	9,483	4,395	5,672	3,882			56,766
Campervan power users	32	30	23	12	30	16	20	13	31	27			234
Campervan extra nights	12	4	13	4	0	5	1	4	4	1			48
Fish and Game Licences	0	0	1	0	0	0	0	0	1	2			4



What's ON in Kawerau

- = Major Events
- = Monthly Event
- = Community Activities

MAY 2021

Monday 10 & 24 May

Kawerau Toastmasters - Catholic Church Hall, 123 Onslow Street from 7:00pm to 9:00pm

If you struggle with speaking to groups of people or even to an employer about situations regarding personal matters, then come and give Toastmasters a go. Learn how to speak with confidence and reassurance, in a small and vibrant group and learn how to speak words correctly and with power. For more information, please contact Andrew on 021-087-66836.

Thursday 13 & 27 May (Weather pending)

Community Markets - Circus Paddock on Plunket Street, starts at 8:00am

Kawerau's monthly daytime market. Selling an array of goods, knitting, fruit, trees, sewing, apparel wear, second hand clothing and many other items. Come one come all and check out the bargains and the amazing prices. Always a great atmosphere with lots of friendly people! New stalls are welcome. For more information, please contact Graeme Webb on 021-043-2437.

Sunday 16 May (All Day Event)

North Island Canoe Slalom Championships - Firmin Lodge & Tarawera River

The North Island Canoe Slalom Championships will be held on Sunday the 16th of May on the Tarawera River course in Kawerau. Registrations for this event close on Friday the 7th of May at midnight. For more information, please email Kim Blair on aces@canoeslalombop.co.nz or visit <https://www.sporty.co.nz/viewform/164029> to register.

Monday 17 May

The Kawerau COPD and Asthma Support Group - Bert Hamilton Hall, 4 Porritt Drive, starts at 10.00am

The Kawerau COPD and Asthma Support Group is holding their monthly meeting at the Bert Hamilton Hall on Porritt Drive. Everyone with a chronic breathing disorder is welcome to attend. For more information, please phone the COPD Liaison Officer on 07-307-1447 or 0800-227-363.

Friday 28 May

Diabetic Support Group - Kea Building, 60 Onslow Street from 1:00pm to 3:00pm

Come along and join. Everyone is more than welcome to come and partake in the knowledge of how to live better with this INVISIBLE GUEST. For more information on venue updates, please contact Brett Pacey on 07-323-8887 or 027-283-3597.

Monday, Tuesday & Thursday's

Winter Opening Hours & Aqua classes - Kawerau Pools, Plunket Street

Aqua Bells are Monday and Thursday evenings starting at 5:30pm. **GOLD COIN DONATION**

Morning Aqua classes are Tuesday's and Thursday's from 9:00am to 10:00am.

Green prescription customers are welcome.

Winter Opening Hours

Monday – Sunday 9am to 7pm

All pools are cleared 30mins before closing time.

(Cleared 6:30pm daily from Monday – Sunday)

If you wish to book the Maurie Kjar Memorial Swimming Pool complex for private hire please contact the Kawerau District Council on 07 306 9009.

Tuesday's

Moove & Groove Dance Classes - Kawerau Life Konnect, 371 River Road from 1:30pm to 2:30pm

Bring a bottle of water, a yoga mat or towel. Suitable for all ages and stages of fitness - GROOVE allows you to move your body your way, and feel good about it. You can even GROOVE from a chair if movement is difficult for you. For more information, please contact Sue Gould on 021-118-9934.



What's ON IN Kawerau

- = Major Events
- = Monthly Event
- = Community Activities

MAY 2021

Tuesday's

Men's Morning Tea - Kawerau Presbyterian Church, 50 Onslow Street from 10:00am to 11:00am

An opportunity for men of all ages and backgrounds to meet within a friendly space and enjoy a chat. For more information, please contact Bob on 07-323-7626.

Tuesday's

Atomic After School Kids Outreach - Atomic Church, 98 Onslow Street from 3:00pm to 5:00pm

The Kids Outreach Program was designed solely for the younger kids in our community. Suitable for kids aged 5 years old and upwards, this program uses fun games and challenges, to help further their social development and personal growth as they grow in the things of Jesus. For more information, please contact Hani Tatu on 027-349-0475.

Wednesday's

Hikitia Te Hā/Uplifting The Breath - Kawerau Rose Garden, starts at 10:00am

Hikitia Te Hā is a series of simple Te Ao Māori breathing exercises that anyone can learn. Focusing on our breathing calms the body and mind, and is a very helpful practice for feeling present and mindful. For more information, please contact Sheryl Laws Patangata on 027-292-3446 or 07-323-8170.

Wednesday's

Falls Prevention - Concert Chambers, starts at 11:00am

Community based ongoing peer-led classes for men and women over 65 to improve balance, leg strength, flexibility and general fitness. For more information, please contact Diane on 07-322-8489 or 027-524-7407.

Thursday's

Hikoi Mō Ora/Walk for health - Outside Kawerau Pools, starts at 10:00am

An opportunity to meet other likeminded people for good health & wellness. For more information, please contact George Mastenbroek on 022-530-4010.

Thursday's

Keep on your feet Kawerau - Bert Hamilton Hall, 4 Porritt Drive from 10:00am to 11:00am

This class is designed for adults 65+ to improve strength and balance for the purpose of falls prevention, and increased wellbeing and independence, entry is \$3.00. For more information, please email Rachel Garden on rachelg@sportbop.co.nz or contact her on 021-191-6544.

Thursday's

Kawerau Ukulele Club - Catholic Church Hall, 123 Onslow Street from 1:00pm to 3:00pm

Come be a part of a group who foster positive relationships through music. For more information, please contact one of the following: Robyn on 07-323-6281 or Lisa on 07-323-8912.

Thursday's (Weather pending)

Kawerau Urban Food Forest - Monika Lanham Reserve, River Road, back of South School, 10:00am to 12:00pm

We are always looking for volunteers. All you need is time and a willingness to learn. Workshops are available to create and promote sustainability with a community driven approach. For more information, please contact Kawerau Life Konnect on 07-282-3084.

MONTHLY REPORT EVENTS AND COMMUNITY ACTIVITIES

April 2021

1 Events

1.1 Event Marketing Fund

No applications have been received in April.

Upcoming Events

1.2 Canoe Slalom Bay of Plenty (CSBOP)

The schedule for Kawerau is as follows:

- | | |
|----------------|--------------------------|
| • 15 – 16 May | Training Camp & Race Day |
| • 12 – 13 June | Training Camp & Race Day |
| • 21 - 22 Aug | Training Camp & Race Day |
| • 18 – 19 Sept | Training Camp & Race Day |

1.3 Dog Agility Show 2021

The Eastern Bay of Plenty Dog Obedience Club has the following date booked in at Prideaux Park in 2021; this will mark the first of the 2021/22 summer season of shows:

- 27 – 28 November Championship Jumpers & Agility Ribbon Trial Event

1.4 Gravity Sports Club '6HR' Adventure Race, 19 June 2021

The landowners have provided approval (with conditions) to proceed with this year's adventure race. Council is providing support to the event organisers with the provision of billboards.

1.5 Kawerau Young Achievers Awards, 25 August 2021

The date has been set for the awards with the Town Hall the intended venue.

1.6 Kawerau WoodFest and National Woodskills Competition, 25 September 2021

The National Woodskills Trust has written to Council expressing their decision to postpone the 2021 National Woodskills Competition, stating:

“Due to covid and concerns with clubs [wood craft clubs] only just getting together, Auckland, Taupo, Whakatane, etc, the decision has been made to keep building contacts through clubs around New Zealand, ready for a ripper competition in 2022.

We would hope that the council will come on-board with their same support of WoodFest, to add to the community atmosphere.

Our association has offered support with planning to update our show, and look forward to another successful event.

We thank the Kawerau District Council for their tremendous support, with use of the Town Hall and everything associated with this”.

1.7 66th Kawerau King of the Mountain Race, 30 October 2021

Entries opened for the event on May 1. Entries are available through www.kaweraukingofthemountain.co.nz

The Kawerau resident discount rate is available at the Kawerau i-SITE.

Entry fees are as follows:

Kawerau Residents:

- Juniors (14-20) - \$30
- Seniors (21+) - \$40

Standard Entries:

- Juniors - \$50
- Seniors - \$70

Race Day (Late Entries):

- Juniors - \$70
- Seniors - \$90

1.8 Kawerau Christmas in the Park, 18 December 2021

The date has been set for the 2021 festive celebration, stakeholders and contractors are being informed of this date. Council will also work alongside partner organisers to ensure no event clashes occur.

Completed Events

1.9 Rangitaiki Netball Tri Series, 15 April 2021

A large attendance of players and supporters was evident at this event. Council provided portaloos to the event due to the unavailability of the netball pavilion.

1.10 Championship Agility & Jumpers Event, 17 & 18 April 2021

The Eastern Bay of Plenty Dog Obedience Club had the following Dog Trials booked in at Prideaux Park in April 2021.

There were 286 dogs entered over 20 events – with approximately 187 people in attendance. The event organisers commented that the grounds were in good condition. The Council provided portaloos to the netball tri series remained on site for the dog show.

Awards for the event:

- **Top Starters** - Carol Bennett (Palmerston Nth) & Frisbee (Papillon X)
- **Top Novice** - Keri Wheaton (Hamilton) & Classic (Heading Dog)
- **Top Intermediate** – Toshimi Service (Auckland) & Ace (Miniature Poodle)
- **Top Senior** - Paul Needham (Huntly) & Vogue (Border Collie)
- **Top EBOP Club Member** – Ben Paddon (Whakatane) & Fizz (Samoyed)
- **Top Overall** - Toshimi Service & Ace

1.11 ANZAC Day Dawn Parade & Ceremony, 25 April 2021

After the COVID cancelled event in 2020, this year's parade proceeded as planned and the ceremony was extremely well attended.

The event was organised by Council's Event Coordinator (Amy Hayes), overlooked on the day by Pari Maxwell, who at the last minute also spoke Te Reo version of the Lord's Prayer.

Other assistance on the day came from former Youth Council member Iraia Nuku, current Youth Council members, Tarawera High School Defence Class and the Kawerau Air Training Corp.

Kawerau was honoured to have the Deputy Chief of Navy, Commodore Melissa Ross in attendance as the guest speaker.

The 2021 contributors were Bugler - Courtney Wilson, Piper - Bevan George, Parade Marshal – Willie Te Kii, MC – Matariki Turuwhenua, Padre – Jenny Reynolds, Vocalist – Miss Hinerongonui Kingi, Musician – Bless Maxwell and Flag Bearer – Brian Bell. Waraki Te Ruki and Brian Reed read out the Ode.

Willetts Funeral Services sponsored 200 colour printed ceremony programmes.

1.12 Children's Day, 28 April 2021

This event took place on the Circus Paddock, 8am-2pm; reports were that it was a well-attended event. The organisers are congratulated for rescheduling the event, which was postponed after the escalated COVID Alert Levels in February.

2 Youth Projects

2.1 Youth Projects Officer (YPO)

Council's YPO (JJ Rika) has been on extended leave through April into early May, after the recent birth of his daughter. We congratulate JJ and his partner on the new addition to their whanau.

2.2 Kawerau Youth Council (KYC)

The KYC met on April 8 and Amy Hayes (Events Coordinator) was the guest. A briefing session took place in preparedness for the ANZAC Day ceremony and the tasks required of KYC members. Additionally, former KYC members, Majeau Rogers and Iraia Nuku attended the meeting.

KYC Monthly Meeting Dates – Council Chamber

- Thursday May 13
- Thursday June 10
- Thursday July 8
- Thursday August 12
- Thursday September 9
- Thursday October 14
- Thursday November 11

2.3 Ministry of Youth Development (MYD) funding

Council is waiting for the next funding round to open.

2.4 Young Achievers Awards, 25 August 2021

The Kawerau Town Hall (4-6pm) will be the venue for the 2021 awards. The following dates have been set for the 2021 Young Achievers Awards:

- Nominations Open 25 June 2021
- Nominations Close 14 August 2021

Nomination forms will be available online.

3 **RECOMMENDATION**

That the report from the Events and Venues Manager for the month of April 2021 be received.



Lee Corbett Barton
Events and Venues Manager

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**The Meeting of the Regulatory and Services Committee
will be held on Tuesday, 11 May 2021
in the Council Chamber commencing at 9.00am**

A G E N D A

Apologies

Public Forum

A period of 30 minutes is set aside for public forum at the commencement of this meeting. Each speaker during the public forum section of the meeting may speak for three minutes.

Declarations of Conflict of Interest

Any member having a “conflict of interest” with an item on the Agenda should declare it, and when that item is being considered, abstain from any discussion or voting. The member may wish to remove themselves from the meeting while the item is being considered.

PART A – REGULATORY

1 Monthly Report - Regulatory and Planning Services (Chief Executive Officer) (340000)

Pgs. 1 -13

Attached is the report from the Chief Executive Officer covering Regulatory and Planning Services activities for the month of April 2021.

Recommendation

That the report on Regulatory and Planning Services activities for the month of April 2021 be received.

PART B – NON REGULATORY

2 Monthly Report - Finance and Corporate Services (Manager, Finance and Corporate Services) (211000)

Pgs. 15 - 23

Attached is the report from the Manager, Finance and Corporate Services covering activities for the month of April 2021.

Recommendation

That the report from the Manager, Finance and Corporate Services for the month of April 2021 be received.

3 Monthly Report - Operations and Services (Manager, Operations and Services) (440000)

Pgs. 25 - 34

Attached is the report from the Manager, Operations and Services covering activities for the month of April 2021.

Recommendation

That the report from the Manager, Operations and Services for the month of April 2021 be received.

4 **Monthly Report - Economic and Community Development (Economic and Community Development Manager) (309005)**

Pgs. 35 - 42

Attached is the report from the Economic and Community Development Manager covering activities for the month of April 2021.

Recommendation

That the report from the Economic and Community Development Manager for the month of April 2021 be received.

5 **Monthly Report – Events and Community Activities (Events and Venues Manager) (340000)**

Pgs. 43 - 46

Attached is the report from the Events and Venues Manager covering events and community activities for the month of April 2021.

Recommendation

That the report from the Events and Venues Manager for the month of April 2021 be received.

R B George

Chief Executive Officer

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