



**The Meeting of the
Regulatory and Services Committee
will be held on Tuesday, 13 April 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

March 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 March 2021.

Comments are as follows:

1.1 Animal Control

1.1.1 Dog Registration

At 31 March 2021, 1,481 dogs (1,481 listed in register) had been registered for the 2020/21 year representing 100% of known dogs.

1,365 (92.2%) 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 was one attack on a person. An infringement notice was issued, the dog was declared Menacing and a property check was undertaken and amendments made to the property. There were two attacks on animals. One resulted in an infringement being issued. The other incident resulted in the dog being impounded and not claimed. There was also one report of dog rushing which has been dealt with.

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

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

Stock – 15

Poultry – 13

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)

There are no issues to report.

1.7 Civil Defence Emergency Management (CDEM)

1.7.1 Iwi Liaison hui

On March 11, the Local Controller and EMBOP Advisors met with Te Haukakawa (Boycie) Te Rire, Ngāti Tuwharetoa ki Kawerau Kaumatua and Karilyn Te Riini, Ngāti Tuwharetoa ki Kawerau Iwi Liaison.

Further relationship building took place to strengthen the Kawerau emergency management alongside local Iwi. Positive discussions to form a network with Tuwharetoa ki Kawerau Hauora were had, to better respond to emergencies and training opportunities for the local agency will be offered.

1.7.2 Local Controller

After the Tsunami evacuation on 5 March, a series of de-briefs have taken place, which the Local Controller attended. These included an internal de-brief for KDC staff involved and a multi-agency de-brief (Police, FENZ, maritime, Ministry of Education, DHB and CDEM) which took place at Whakatane District Council. Finally an EBOP Controller de-brief took place. Common themes for the de-briefs were the need to have better education on tsunami high risk zones, multi-agency planning for widespread evacuations and the priority for household planning to improve.

Subsequently, the result of the tsunami evacuation has invigorated local communities and businesses focus on emergency planning. Asaleo Care have approached Council to participate in a series of health & safety workshops, with emergency management one of the themes. The workshops will take place at the end of April/early May and other industrial representative will be invited to attend. Council will provide involvement through the EMBOP Advisor (Meagan Edhouse) and Local Controller.

1.8 District Plan


1.8.1 Resource Consents

The following resource consent application was processed to a decision during the period:

<u>Applicant</u>	<u>Lodged</u>	<u>Description</u>	<u>Property Address</u>	<u>Decision</u>
Createus Group Architectural Designers & Consultants	01/03/2021	Covered transferred area roof which encroaches into the front boundary	21 Peter Lipa Drive	Approval granted 15/03/2021 (10 days)

RECOMMENDATION

That the report on Regulatory and Planning Services activities for the month of March 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
Registered Dogs (total)	1,306	1,378	1,408	1,442	1,467	1,471	1,472	1,472	1,481				1,481
Microchipped Dogs (total)	1,013	1,001	991	1,410	1,401	1,391	1,382	1,370	1,365				1,365
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				68
Menacing by Behaviour (total)	8	9	9	9	10	10	11	11	12				12
Menacing by Breed Charac. (total)	3	3	3	3	3	3	3	3	3				3
Dangerous Dogs (total)	3	3	3	3	3	3	3	3	3				3
Disqualified Owners (total)	0	0	0	0	0	0	0	0	0				0
Probationary Owners (total)	0	0	0	0	0	0	0	0	0				0
Dogs Impounded	32	27	13	15	17	14	16	9	11				154
Dogs Released to Owner	12	5	6	6	7	9	8	2	5				60
Dogs Rehomed	4	3	3	6	4	3	1	1	5				30
Dogs/Pups Referred to SPCA	0	0	0	0	0	0	0	0	0				0
Dogs Destroyed	2	2	5	1	5	6	2	2	7				32
Patrols (Day)	46	42	42	42	44	42	36	38	46				378
Patrols (After Hours)	31	31	30	30	30	29	28	27	31				267
Special Patrols	0	0	0	0	0	4	0	0	0				4
Requests for Service	98	88	69	84	92	95	98	113	116				853
Statutory Incidents	69	59	48	57	75	79	73	95	82				637
Stock Callouts	0	4	0	1	0	3	0	0	0				8
Notices, Warnings & Letters	32	42	25	20	18	21	52	52	30				292
Infringements	4	3	18	50	10	9	11	1	13				119
Prosecutions	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				378
Noise Complaints	20	21	29	39	49	70	33	36	37				334
Excessive Noise	2	6	5	6	9	12	6	4	12				62
Noise Equipment Seizures	0	0	0	0	1	0	1	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
Permits - Stock, Poultry, Bees (total)	27	30	31	31	31	31	31	32	32				32
Notices, Warnings & Letters	8	5	17	9	16	5	8	9	10				87
Infringement Notices	0	0	0	0	6	3	0	3	0				12
Abatement Notices	0	0	0	0	0	0	0	0	0				0
Prosecutions	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				38
Managers New	0	1	1	2	1	2	0	0	2				9
Managers Renewal	0	1	0	0	1	0	0	1	3				6
On Licence BYO (total)	0	0	0	0	0	0	0	0	0				0
On Licence BYO New	0	0	0	0	0	0	0	0	0				0
On Licence BYO Renewal	0	0	0	0	0	0	0	0	0				0
On Licence (total)	4	4	4	4	5	6	6	6	6				6
On Licence New	0	0	0	0	1	1	0	1	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				1
Off Licence (total)	4	4	4	4	4	4	4	4	5				5
Off Licence New	0	0	0	0	0	0	0	0	1				1
Off Licence Renewal	0	0	0	0	1	0	0	0	0				1
Club Licence (total)	5	5	5	5	5	5	5	5	5				5
Club Licence New	0	0	0	0	0	0	0	0	0				0
Club Licence Renewal	0	0	0	0	0	0	0	0	0				0
Special Licences	0	0	1	3	2	0	0	4	1				11
Temporary Authority	0	0	0	0	1	0	0	0	0				1
Inspections	0	0	7	2	0	0	0	0	0				9
Night Visits	0	0	0	0	0	0	0	0	0				0
Controlled Purchase Operations	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

35
25
4
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37

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
Food Control Plans Single Site (SS)	25	25	25	25	25	25	25	23	23				23
Food Control Plans Mobile	5	3	4	4	5	7	7	8	8				8
National Programme 1	1	1	1	2	2	2	2	2	2				2
National Programme 2	0	0	0	0	0	0	0	0	0				0
National Programme 3	5	4	4	4	4	4	4	5	5				5
FCP Audits NP 1/2/3	0	1	0	0	0	0	0	0	0				1
FCP Audits SS/M	0	12	1	1	0	0	2	1	2				19
FP FSP Exempt via MPI (total)	2	2	2	2	2	2	2	2	2				2
Food Hygiene Complaints	0	0	1	0	2	0	1	0	0				4
Funeral Director (total)	0	0	0	0	0	0	0	0	1				1
Hairdressers Premises (total)	5	5	5	5	5	5	5	5	4				4
Hairdressers Inspections (annual)	0	0	0	0	0	0	0	0	0				0
Requests for Service	6	2	0	2	2	0	0	0	0				12
Notices, Warnings & Letters	9	37	6	23	1	0	6	1	5				88

23
8
2
0
5
2
40

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

2019/20	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
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

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Building Consents	19	2	9	7	10	8	4	6	9				74
Building Inspections (Consents)	25	22	34	30	34	27	19	33	43				267
Building Inspections (Other)	11	17	20	21	22	12	10	8	19				140
Exemptions	1	2	1	1	3	1	2	0	0				11
Project Information Memoranda	0	0	0	0	0	0	0	0	0				0
Certificates of Acceptance	0	0	0	0	0	1	0	0	0				1
Code Compliance Certificates	7	9	5	8	3	8	5	4	11				60
Compliance Schedules	1	0	0	0	0	0	0	0	0				1
Building WOF Register Total	81	81	81	81	81	81	81	81	81				81
Building WOF Anniversary Cert.	27	5	6	4	2	1	2	2	1				50
Building WOF Inspections	0	12	2	0	0	0	0	0	0				14
Swimming Pools Register Total	44	44	44	44	44	43	43	43	43				43
Pool Fencing Inspections (Existing)	1	1	0	0	0	1	1	0	0				4
Pool Fencing Inspections (New)	0	0	0	0	0	0	0	0	0				0
Land Information Memoranda	4	6	8	10	12	12	6	9	10				77
Requests for Service	5	7	10	13	24	11	10	11	28				119
Notices to Fix	0	0	0	0	0	0	0	0	0				0
Dangerous & Insanitary Building	0	0	0	0	0	0	0	0	0				0
Infringements	0	0	0	0	0	0	0	0	0				0
Prosecutions	0	0	0	0	0	0	0	0	0				0

MONTHLY REPORT

MANAGER, FINANCE & CORPORATE SERVICES

March 2021

1 Library and Museum

1.1 Library

The activities for March included: International Women's Day Talks, staff presentation to Rotary, an author visit by Tina Shaw, and attendance at the Careers Expo at Tarawera High School.

The demand for signup support for Spark Jump Modems continues to grow with many enquiries this month. This scheme is designed to assist families (particularly those with children at school) or individuals that are not connected to the internet usually because of the cost and is a prepaid scheme that is an affordable internet service.

Planning began for *Better Digital Workshops* which will help older people with computer basics including banking. The workshops will begin 8 April. The team will also do a seminar on *Cheques are gone, what's next?* and *Willy Wonka's Easter Egg Hunt* on Easter Saturday 3 April.

The annual e-resources subscriptions will be funded by NZ Libraries Partnership for the next financial year. Also, the Digital Support Services Team has been checking and updating the e-resources (for example ancestry.com, language nut, science information, etc) to offer training for staff, customers and teenagers at the upcoming Children's Day event.

The fixed-term Reading Support Librarian, Aimee Ratana commenced March 2 and is making excellent progress. The NZ Libraries Partnership has offered funding for a third role – Youth Support Librarian which is currently being advertised.

The displays for the month were Women Speak and Easter.

Library Statistics

	March 2021	YTD 2020/21	March 2020	YTD 2019/20
Items issued	3,369	34,562	3,535	36,285
People visiting	5,712	49,203	6,198	59,473
New Members	15	165	20	279
Members Active*	1,725			

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

1.2 Museum

The *My Favourite Things About Kawerau* exhibition was put up in the Library foyer and window at the beginning of March. A booklet on the Summer Days exhibition was created.

The fumigation of the Archives and Storage building was undertaken which included large objects moved across from the Library building. The moving of the Kawerau College material from the Lundia Room into the Museum Storeroom was also completed.

The Museum Curator assisted Rotary with the preparation of its 60th anniversary celebration which will be in June.

Finally, some historical material was provided to the i-site staff for their walking tours of the town's parks.

Sir James Fletcher Kawerau Museum Statistics

	March 2021	YTD 2020/21	March 2020	YTD 2019/20
Exhibitions	1	5	0	6
Historical Articles	1	8	0	9
Objects	9	33	2	82
People	7	74	12	202
Documents	7	264	60	308
Photographs	66	192	60	552

2 Weather Station

The following table shows: the average temperature for the month of March, 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.

	March - 2021	March - 2020	March YTD - 2021	March YTD - 2020
Average Temperature (°C)	21.9	23.9	24.0	26.5
Sunshine Hours (Hrs:Mins)	186:25	200:16	656:07	713:01
Rainfall (mm)	99.5	80.0	328.7	131.9

3 Payments

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

- Inland Revenue Department (x2) – PAYE F/E 14/2 \$67,368.74 & F/E 28/2 \$50,062.45
- BOP Regional Council – Rates (3rd instalment) \$226,653.52
- Cooney Lees & Morgan – Retirement Units (progress payment) \$450,900.00
- Loveridge Ltd – Riser Main \$166,208.73
- Waitohi Contractors – River Road Culverts & Bell St water main \$199,206.13

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 \$9,643.80 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 will be 4 May 2021 and applications for funding are currently being invited.

5 Website

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

	Mar 2021	Mar 2020
Visits (Sessions)	4,687	4,524
Page Views	18,548	15:039
Average time mm:ss]	4:27	1:47
Visitors (users)	3,423	3,321

Top pages for the month of March were:

1. Transfer Station
2. Library
3. Rates / property search
4. Pool Fencing Regulations
5. Pool

Top cities / towns of origin of visitors

Top Cities / Towns of Origin	March 2021	March 2020
Auckland	895	810
Tauranga	534	474
Whakatane (incl Kawerau)	400	305

Top countries of origin (apart from NZ)

Top Countries of Origin	March 2021	March 2020
USA	222	207
Australia	134	75
UK	16	14

6 Requests for Service

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

Service	Total	
	Completed	Progressed
Dogs	126	
Noise	40	
Building Enquiries	29	1
Trees* & Parks	14	8
Rubbish (Bins & Collections)	40	12
Water/wastewater	14	3
Roading and Streetlights	14	3
Enforcement/Health/Food	5	
Council Buildings/Facilities – Maint.	9	8
Other (Events/Consents/Rates)	15	2
Total	306	37

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 March:

7.1 Council Community Updates (Newsletter)

- Completed Community update on 5 March and 19 March
- Community Update delivered to houses, published on website and social media

7.2 Media Relations

Promote positive stories and respond to media requests.

- 3 reactive media releases: Fluoridation, Maori Wards & Water
- 1 proactive media release: Gas leak – Bell street

7.3 Porritt Glade Village - Update

- Six owners now residing at the village
- Consents lodged for next 6 units and building 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:

- Green waste education programme – to reduce contamination
- Digital support programme
- Evacuation notice to coastal areas
- Gas leak in Bell Street
- 2021 – 2031 long Term Plan
- Council vacancies

8 Funds

The following funds were held at 31 March 2021:

Invested in	\$	Mean Interest	% External
ANZ – on call	895	0.05%	0.03%
BNZ – current & on-call	1,891,849	0.05%	55.91%
Rabobank (on-call)	1,490,706	0.35%	44.06%
Total Funds (Cash)	3,383,450	0.19%	100.0%
Internal Loans	1,808,487		
Total Investments	5,191,937		

The following table shows Council's reserve and general funds balances as at 31 March 2021:

	March 2021	March 2020
Reserve Balances		
Depreciation Funds	\$6,020,625	\$6,148,501
Development Feasibility	\$11,000	\$11,000
Total Reserve Balances	\$6,031,625	\$6,159,501
General Funds	(\$839,689)	(\$756,467)
Total (comprising funds & internal loans)	\$5,191,937	\$5,403,034

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

The projected cash-flow graph shows that Council is unlikely to go into deficit until at least the end of the financial year. 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.

9 **RECOMMENDATION**

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

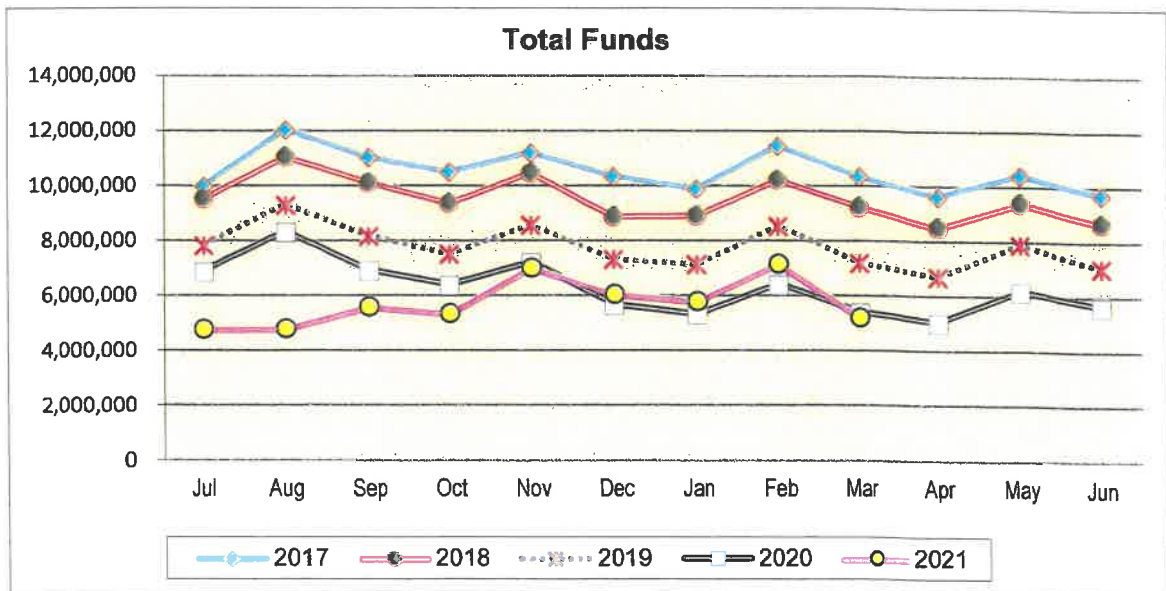
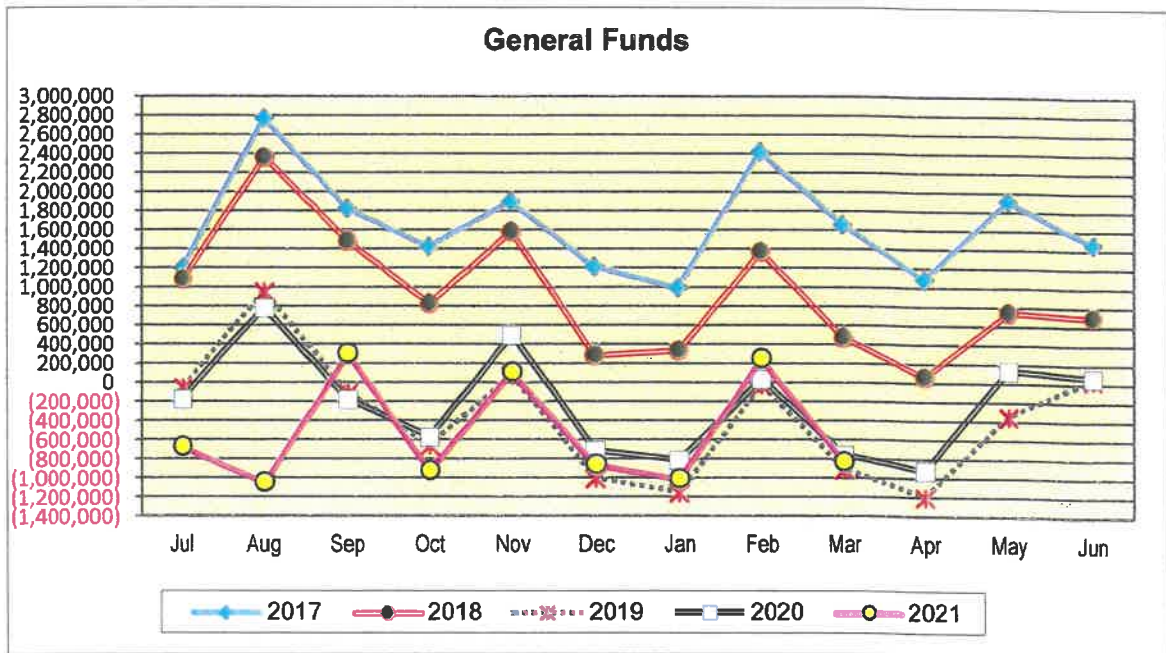
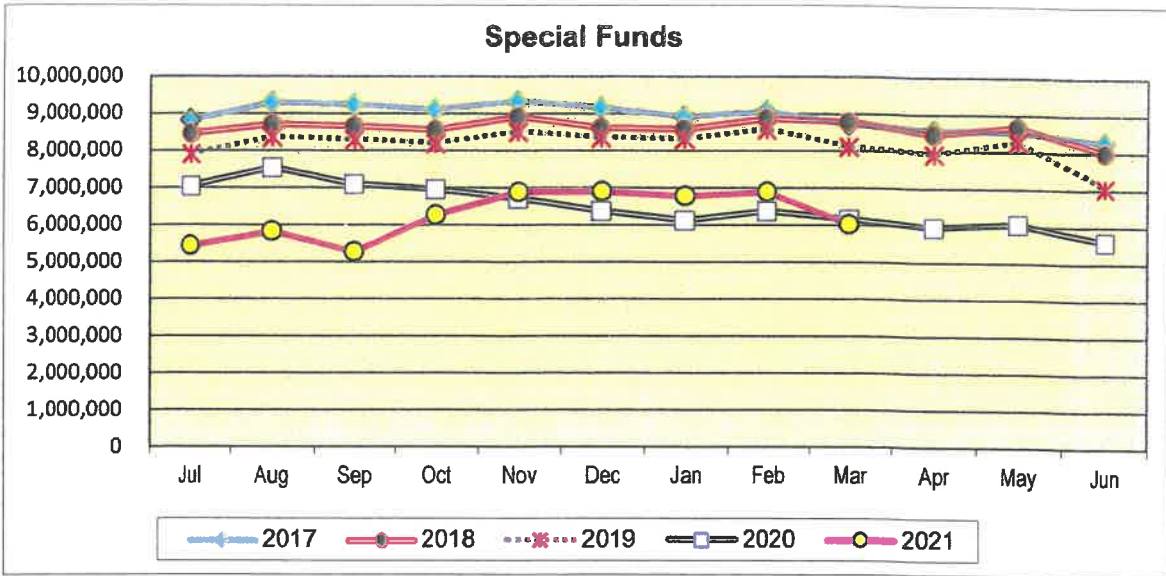


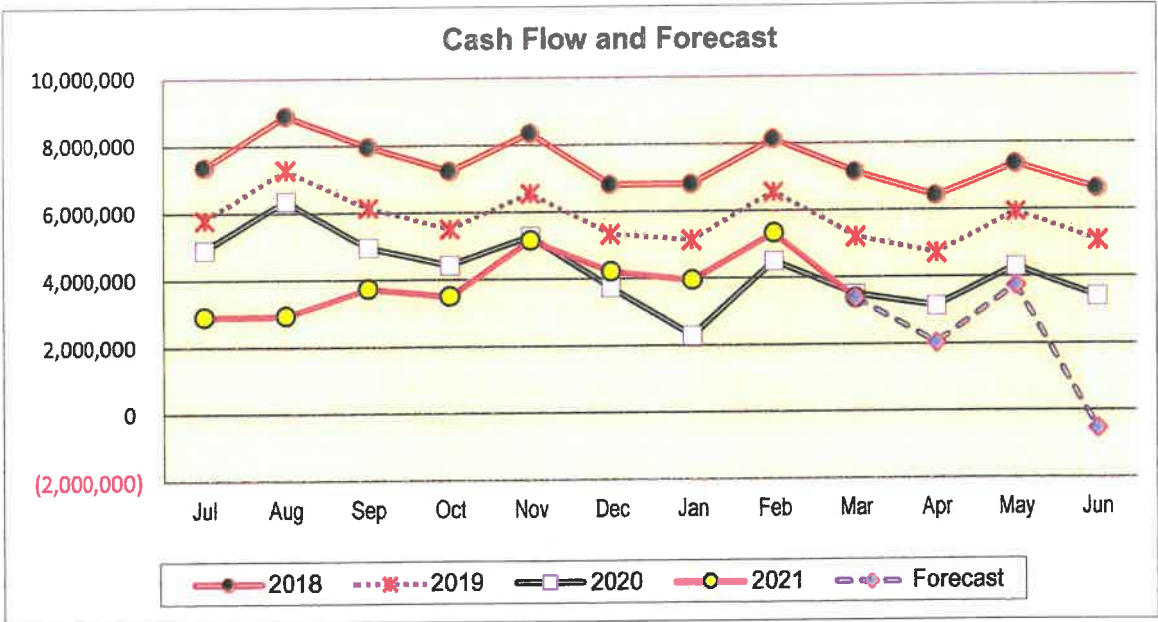
Peter Christophers, BBS, ACA

Manager, Finance & Corporate Services

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**Appendix
March 2021**





MONTHLY REPORT OPERATIONS AND SERVICES

March 2021

1 Water Supply

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

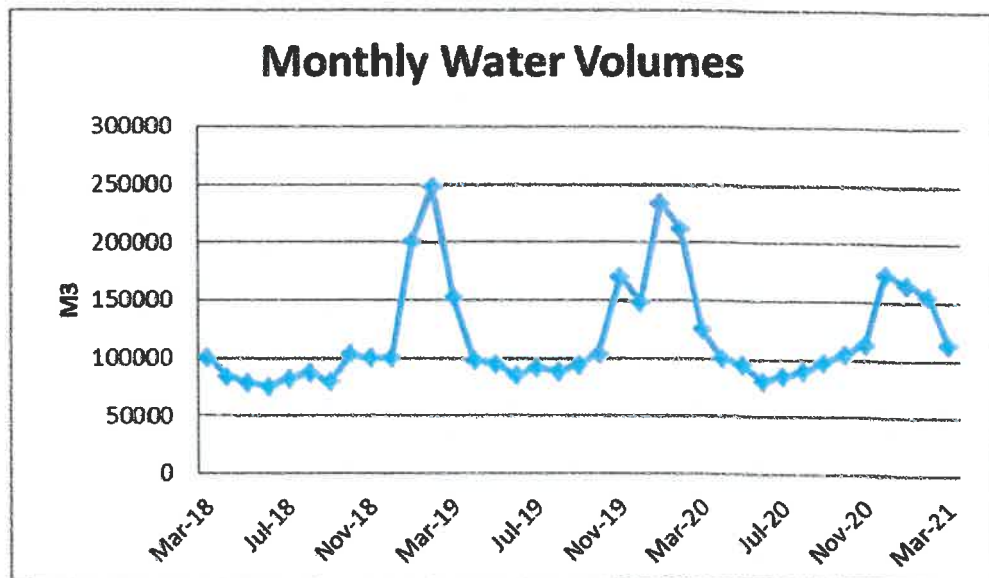
The new Water Safety Plan is being developed by staff. The existing WSP will expire in June 2021.

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 115,000 m³ in March 2021 which is considerably less than usage in 2019 and 2020. This mostly due to good rainfall in February and March.

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 11.8 m³ and 33.7 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 bit 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 March were clear of E.coli.

A total of 26 service requests were received for water services of which only one was for dirty water in Delamere Drive. The majority of service requests (14) were for Toby location and replacement. The remaining requests other non-Council related issues.

1.3 Reticulation

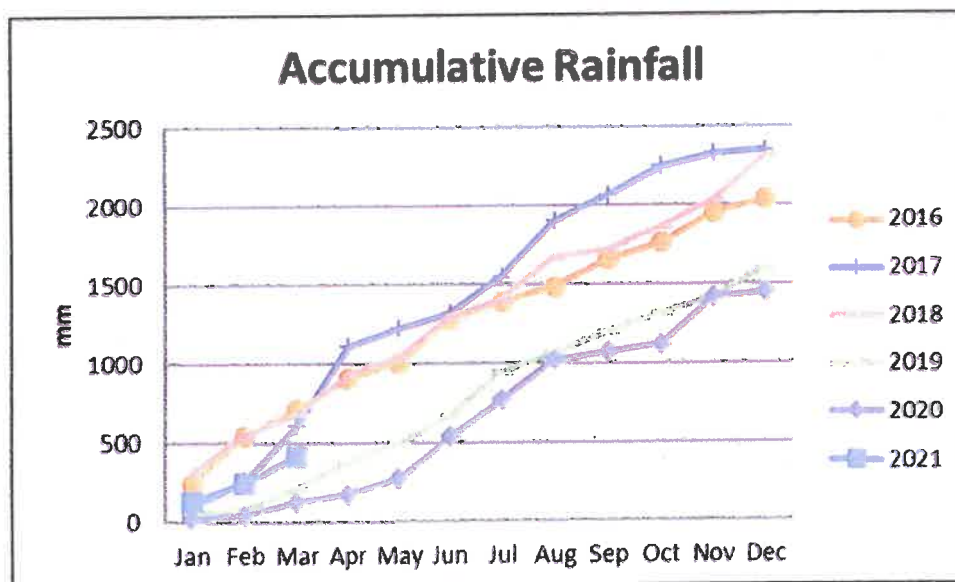
The physical reticulation replacement works commenced in August with the replacement of all the riser main valves and connections. The replacement of the riser main pipe has been completed up to the reservoir valve station and the new pipe will be connected to the reservoirs and commission in April 2021. The Bell Street area renewal started in November 2020 and all pipes have been laid and all pressure testing has been completed. The pipes will be connected and all Tobys commissioned in April.

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 12 Tobys were replaced in February. 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 waste water treatment facility through the Three Waters Stimulus Grant has started. The first major project is the replacement of the milliscreens, which was 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 did not comply with its resource consent conditions. A marginally high value was measured in February (102 g/m³ where 100 g/m³ is the allowable limit) followed by another high value in March (106 g/m³). Both exceedances were traced to operational problems at the Waiū Dairy factory. The exceedance in February may have been accepted as a one-off event at the factory; however the repeat high results in March indicate a systemic problem that needs to be resolved.

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.

Preliminary investigations showed no significant damage to the Rapid Infiltration Basins due to the exceedances, however, work is underway to improve the distribution of treated effluent in the basins in order to reduce any such damage during future events. This programme is co-funded by the DIA Three Waters grant.

All sewerage reticulation in geothermal areas will be replaced between April and June 2021. The first stage, replacement of the line between the Cosmopolitan Club and the corner of Plunket Street was completed in March 2021.

3 Roothing

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 will start in April 2021.

Pavement repairs are ongoing throughout the District. Footpaths have been replaced in Porritt Drive and Robinson Street.

Delays in the stormwater evaluation programme meant that some Waka Kotahi (NZTA) funding had to be reallocated to footpaths, kerb and channel and street cleaning activities.

Amenity lights at the I-site and Marae were installed and connected in March 2021. The remaining lighting poles for the skate park were received and will be installed in April 2021.

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 April. The upstream culvert replacement started in February and is expected to be completed in May 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 March, the parks and reserves teams performed the following actions:

- Dead trees were removed from Stoneham Walk.
- The lifting of low hanging trees in Porritt Drive, and Waterhouse Reserve were progressed.
- Fences were repaired in Tarawera Park and Waterhouse Street

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 will be fitted out with a small kitchenette and other items for the swimming club in April. The second room will be converted into a temporary office for staff while the second stage of the redevelopment takes place.

The new office block design has been completed and is currently being consented. A tender for construction will be released once all building consents have been received.

The new steam line feed from the bore to the heat exchanger was completed.

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.

In March, an additional worker was trialled to sort recycling at the recycling shed to accelerate the collection of recycling which was successful.

10 Vandalism

The level of vandalism is back to normal levels with only occasional graffiti and damage to Council property.

The only notable events were damage to the fences at the town centre play park and fences at Tarawera Park and Waterhouse Street. The damages to the latter parks were in order to gain motorbike access to these areas.

11 RECOMMENDATION

That the report from the Manager, Operations and Services for the month of March 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

31 March 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	\$64,936	Jun-21				Year Programme - Small repairs
	402515 001	Kerb Replacement	\$93,500	\$65,099	Jun-21				Year Programme -Kerb and Channel
	402515 002	Street Light Upgrades	\$81,500	\$8,000	Dec-20	May-21			Pole Replacements delayed to supply issues
	402515 003	Reseals - Roads	\$134,000	\$0	Mar-21	Apr-21			Tender awarded in March
	402515 004	Pavement Treatment	\$36,500	\$22,021	Mar-21				
	402515 005	Culvert replacements	\$596,000	\$423,666	Sep-20	Apr-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	\$167,100	\$148,117	Jun-21				Year Programme
	402516 001	Reseals - Carparks	\$14,100	\$0	Mar-21	Apr-21			Completed
	402516 003	Replace Rubbish Bins	\$5,500	\$4,000	Jan-21	Feb-21			Completed
	402516 004	District Seating	\$1,400	\$1,155	May-21		Jan-21		Completed
	402516 027	Amenity Lighting	\$55,000	\$0	Nov-20	Apr-21			BMX, Skate Park, Marse, 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	\$6,136	Dec-20	May-21			Completed
402516 012	Town Centre Cobblestones	\$210,000	\$195,143	Aug-20	Sep-20	Oct-20		Completed	
402516 013	Town Centre - Lights	\$10,000	\$11,269	Jan-21	Feb-21			Completed	
Stormwater		Asset Renewals Sub Total	\$1,460,810	\$913,106					
	402601 001	Stormwater Renewals	\$250,000	\$47,012	Mar-21	Jun-21			Evaluations complete, program being developed
		Asset Renewals Sub Total	\$250,000	\$47,012					
	26 01 02 3500	Stormwater Maintenance	\$22,200	\$12,500	Jun-21				Year Programme
		Maintenance Sub Total	\$22,200	\$12,500					
	303001 001	Flushing Mains	\$2,800	\$625	Nov-20	Jun-21			Year Programme
		Maintenance Sub Total	\$2,800	\$625					
	403001 001	Pipe Work Zone 1	\$1,200,000	\$375,096	Jun-21	Mar-21	Apr-21		Rising Main replacement
	403001 002	Pipe Work Zone 1-2	\$800,000	\$427,126	Feb-21	Mar-21	Apr-21		Bell Street and surrounds reticulation
	403001 003	Pipe Work Zone 6	\$16,000	\$0	Jun-21				Year Programme
403001 004	Toby Replacements	\$80,000	\$22,953	Jun-21					
403001 005	Valve Refurbishment	\$36,900	\$1,543	Dec-20	Jun-21			Expanded to replace all old pumps	
403001 007	Refurbish Pump System	\$167,400	\$7,012	Mar-21	Nov-21			Completed	
403001 010	UV Tube replacement	\$12,800	\$16,956	Feb-21				Completed, upgrade performed by staff	
403001 017	Lime Dosing Controls	\$5,000	\$0	Nov-20	Mar-21	Feb-21		Completed, telemetry to be developed	
403001 021	Headworks - Tarawera Boreholes	\$300,000	\$288,861	Sep-20	Nov-20	Dec-20		Being designed	
403001 024	Water Flow - Umukaraka	\$49,000	\$0	Nov-20	May-21				
		Asset Renewals Sub Total	\$2,667,100	\$1,139,547					
Wastewater	35 20 02 3180	Wastewater Maintenance	\$25,000	\$21,761	Jun-21				Year Programme
	303520 001	Sewer Line Cleaning	\$21,000	\$13,647	Jun-21				Year Programme
	303520 002	Video Lines	\$14,600	\$0	Jun-21				
	303520 003	Centrifuge	\$29,000	\$0	Apr-21				
	303520 004	Plant Maintenance	\$60,000	\$11,380	Feb-21	May-21			
		Maintenance Sub Total	\$149,600	\$46,788					

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	\$14,247	Apr-21				Repairs
	403520 002	Pipework	\$40,700	\$32,015	Sep-21				Rautahi-Cosmo pipe failure
	403520 004	Milliccreens Replacement	\$292,000	\$85,215	Mar-21	Jun-21			Deposit paid - Co-funded by DIA
	403520 005	Pumping Stations	\$120,000	\$0	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	\$9,914	Jul-21				Deposit paid - Co-funded by DIA
	403250 035	RIB development	\$70,000	\$0	Apr-21				Funded by DIA
		Asset Renewals Sub Total	\$807,700	\$238,030					
		Scales and Electric Gate	\$10,000	\$7,275	Mar-21	Sep-20			Completed
		Tree Removal	\$10,000	\$6,035	Feb-21	Mar-21			
		Maintenance Sub Total	\$20,000	\$13,310					
		Recycling Bins	\$10,000	\$13,000	Jun-21				Year Programme
		Asset Renewals Sub Total	\$10,000	\$13,000					
Pool	304031 012	Paint pool	\$15,700	\$13,896	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	\$4,448	Nov-20		Nov-20		Completed
	304031 011	Painting Buildings	\$6,300	\$12,041	Nov-20	Mar-21			Completed
		Maintenance Sub Total	\$36,800	\$37,523					
	404031 001	Club Rooms	\$200,000	\$61,313	Nov-20	May-21			Swimming Club Rooms conversion
	404031 016	Fences	\$50,000	\$0	May-21				
	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	\$30,529	Jun-21				
	404031 061	Filtration System	\$50,000	\$0	Nov-20	May-21			Electrical upgrade
	404031 062	Geothermal Steam Pipe	\$30,000	\$49,427	Jan-21	Mar-21			Additional costs due to valve replacements
		Asset Renewals Sub Total	\$786,000	\$141,269					
Rec. Centre	304035 004	Major Maintenance	\$5,250	\$446	Apr-21	May-21			Completed
	304035 016	Lift Inspections	\$3,300	\$1,270	Nov-20		Aug-20		
		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			
		Asset Renewals Sub Total	\$16,500	\$0					
	304036 003	Interior painting	\$1,200	\$1,200	Feb-21	Mar-21			
		Maintenance Sub Total	\$1,200	\$1,200					
	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						
Concert Chamber	304037 008	Painting - Interior	\$1,300	\$0	Mar-21				
		Maintenance Sub Total	\$1,300	\$0					
	404037 019	Renovals	\$3,500	\$0	Feb-21	Mar-21			Alarm system
	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	\$4,476	Nov-20	May-21			Year Programme
	304042 002	Monica Lambam	\$23,400	\$618	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	\$1,700	Jan-21	Feb-21	Mar-21		Completed
		Maintenance Sub Total	\$68,500	\$44,964					
	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	Apr-21				
404042 031	Reserve Fences	\$11,300	\$3,864	May-21					
404042 036	Upper Valley Outlet	\$20,000	\$0	May-21					
Sportsfields		Asset Renewals Sub Total	\$72,850	\$22,854					
	304041 005	Goalposts	\$3,300	\$2,443	Mar-21				
		Maintenance Sub Total	\$3,300	\$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	Renovals	\$33,700	\$2,720	Dec-20	Mar-21	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	Apr-21			
		Asset Renewals Sub Total	\$20,000	\$0					
Library Building	405060 011	Library - Air Conditioner	\$8,000	\$6,297	Sep-20				Completed
	405060 025	Flooring	\$20,000	\$889	Apr-21				
		Asset Renewals Sub Total	\$28,000	\$7,186					
Dog Pound	405061 012	New Pound	\$720,000	\$143,871	Feb-21	Nov-21			Redesigned for new location, tender released
		Asset Renewals Sub Total	\$720,000	\$143,871					
Field Amenity Buildings	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	\$4,350	\$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	\$2,508	Nov-20	Jun-21			
		Maintenance Sub Total	\$5,700	\$2,508					
	405064 001	Air Conditioning	\$12,500	\$12,200	Jan-21				Completed
	405064 012	Sundry Furniture	\$11,300	\$1,350	Jun-21				
	405064 013	Ladies Toilets	\$30,000	\$0	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	\$21,028					
Plant	60 80 01 7600	Vehicles	346,200	170,621	Jun-21				Includes 3W Grant DP
		Asset Renewals Sub Total	\$346,200	\$170,621					
Economic Development	15 06 01 7600	Renewals - Firmin Field	\$10,000	\$0	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	\$985,290	Jun-21				
		Asset New/Renewal Sub Total	\$1,520,000	\$985,290					
		Maintenance Sub Total	\$422,750	\$237,196				56%	
		Asset Renewals Sub Total	\$8,902,760	\$3,855,600				43%	
		Total	\$9,325,510	\$4,092,796				44%	

MONTHLY REPORT ECONOMIC AND COMMUNITY DEVELOPMENT

March 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

- Progress continues with the rail siding design.
- The design requirement report has been completed and is currently being reviewed by KiwiRail.
- A Joint Operations Plan workshop with KiwiRail, KCT and the design engineers is scheduled for early April.
- A dedicated KiwiRail Project Manager has been appointed to help facilitate internal processes relating to the KCT within KiwiRail.
- Discussions are in progress with KiwiRail regarding agreements.
- Requests for Proposals (RFPs) have been circulated for the provision of services to KCT in the fields of Geotech engineering, planning and Level Crossing Safety Impact Analysis (LCSIA).
- The Light Detection and Ranging (LIDAR) drone survey for the wider terminal is now scheduled for late April.

Putauaki Trust Industrial Development

- The State Highway roundabout and roading construction works are continuing on schedule for an expected completion date of 30 April 2021.

Off-Highway Road (OHR)

- Processing of the various resource consent applications associated with the construction and use of the OHR continues.

ISK Kawerau Pathways to Work (KPTW)

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

Job Opportunities

- Three rangatahi have secured cadetships during March, which will lead to full-time employment:
 - ✓ Kajavala Forestry Logging – Logyard worker;
 - ✓ Jones & Cole – Electrical Apprenticeship;
 - ✓ JDC Refrigeration – Heating, Refrigeration & Air Conditioning Apprenticeship.

- 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.

District	# of Vacancies	# Entry Level Positions
Kawerau	23	0
Whakatane	69	5
Opotiki	3	0
Te Puke	45	3

Vacancies' Numbers during Late 2020 - March 2021

Nov. 2020	Dec 2020/Jan 2021	February 2021	March 2021
94	70(stats for 50% Jan)	104	140

Apprenticeship Study Clusters.

- The mechanical study group is underway with apprentices attending every Tuesday afternoon. The mentor's feedback is that the apprentices are settling in well and are comfortable interacting with each other. The 14 apprentices that have registered are employed by Sequal Lumber, Allied Industrial Engineering, IMG & Hutec.

Initiatives/Projects

- Development of the Student Pathways to Industry Entrance Certification continues with a recent meeting held between the Tertiary Education Commission (TEC); Ministry of Education (MoE) and KPTW to discuss changes to the National Certificates of Educational Achievement (NCEA) standards. Numeracy and literacy will be a strong MoE focus going forward in secondary schools from 2022.
- March engagement with Kawerau businesses has been steady for the EBOP Chamber of Commerce (CoC) business advisors - mainly involving referrals and networking as opposed to direct enquiries. A high percentage of the businesses being engaged with will eventually be referred to Regional Business partners for co-funding of further capabilities development. The CoC intends finalising and offering some new, free workshops shortly and will look to promote them in Kawerau.
- KPTW is working with four employers to enable their employees to gain their Class 1 Drivers Licence. The Employers have agreed to release their employees during their working day to attend weekly theory-based classes or driving lessons. Currently, nine employees need licences in the following levels:
 - ✓ Learners = five;
 - ✓ Restricted = four.
- KPTW continues to support a second-chance initiative between parolees and employers. Information is being gathered from industries on their experiences, particularly to understand what went well with their parolee employees and identify any opportunities for improvement. The organisations involved in this initiative acknowledge that this will be a lengthy process.

2 Kawerau i-SITE Visitor Information Centre

Staff

Congratulations to Visitor Information Officer, Karamia Williams, for completing the Level 3 Certificate in Tourism with Service IQ. We look forward to celebrating Karamia's success at the Mayor's Task Force For Jobs (MTFJ) Industry Training Graduations later this year.

Regional i-SITE Cluster Meeting

The Kawerau i-SITE along with the Whakatāne and Ōpōtiki i-SITEs hosted the first regional i-SITE cluster meeting for this year. The meeting started in Ōpōtiki with an update from Paul Yeo, CEO of the i-SITE network and i-SITE Managers followed by activities highlighting Ōpōtiki.

The Kawerau team hosted the group the following day with a tour of Asaleo Care's site followed by lunch at the Kawerau i-SITE.

Walking Tours

The first part of the walking tour trial was a success and the i-SITE team wish to thank everyone who took part especially Kaumatua Te Haukakawa (Boycie) Te Rire and Councillor Berice Julian who shared their knowledge. The second part of the trial will be completed by mid-April.

Activities promoted through the i-SITE

Activities promoted during March are summarised in the table below:

Events & Activities	Community Groups
<ul style="list-style-type: none">• No major events in March	<ul style="list-style-type: none">• Community markets• Falls Prevention• Gentle Yoga• Hikitia Te Hā• Hīkoi mō ora-walk for health• Keep On Your Feet Kawerau• Kawerau Toast Masters• Men's morning tea

Monthly Statistics

The monthly statistics report is attached.

Kawerau "What's on" Calendar

The monthly calendar for April 2021 is attached.

3 Community Activities

Kawerau Urban Food Forest (KUFF)

March was a quiet month for the KUFF team who were mainly involved in retiring the vegetable beds following the end of the season and fixing the edges that had been earlier vandalised.

The volunteers' focus has been on maintenance and in developing the herbs zone in the northern end of KUFF.

While irrigation has been restored, there are issues with the water pressure. The team are waiting for advice from the irrigation consultant who came out early in the month.

Kawerau Neighbourhood Support (KNS)

Following the large offshore earthquake and subsequent tsunami alert last month, KNS notified its members to reassure them that the Kawerau District was not at high risk, as well as keeping the public up to date via the KNS Facebook page.

The KNS Coordinator met with the Kawerau i-SITE team to discuss the Newbies Luncheons and working collaboratively to welcome new residents to the community. The next luncheon will be held in the Concert Chambers on 16 April at 11.30 am.

Planning has resumed for Children's Day, which was postponed to 28 April. The Social Services Community Events Board discussed event details and funding opportunities.

4 **RECOMMENDATION**

That the report from the Economic and Community Development Manager for March 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	On-going technical issues with door counter on - now looking at a replacement system.												
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	Unreliable counts - very high												
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
	door counter disconnected												

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				5,196
Interislander	0	1	2	0	2	1	1	0	0				7
Intercity Bus tickets	29	22	23	39	31	35	32	27	32				270
Forestry Permits	149	119	138	208	139	321	488	224	124				1,910
Toilet Facilities	6,785	3,588	4,681	4,189	5,230	8,861	9,483	4,395	5,672				52,884
Campervan power users	32	30	23	12	30	16	20	13	31				207
Campervan extra nights	12	4	13	4	0	5	1	4	4				47
Fish and Game Licences	0	0	1	0	0	0	0	0	1				2

What's ON IN Kawerau

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

APRIL 2021

Thursday 1, 15 & 29 April (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! For more information, please contact Graeme Webb on 021-043-2437.

Wednesday 7 April

Sausage Sizzle - Outside New World from 9:00am to 1:00pm

Come along to Pou Whakaaro's Fundraiser for the end of year camp for people with disabilities. For more information, please contact Sheryl Laws Patangata on 07-323-8170.

Monday 12 & 26 April

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.

Wednesday 14, 21 & 28 April

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.

Monday 19 April

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.

Wednesday 28 April

Kawerau Heart 2 Heart Children's Day 2021 - Circus Paddock from 10:00am to 2:00pm

A free community event for our tamariki and whānau of Kawerau. Free Sausage Sizzle, Face Painting, Bouncy Castles, Fun games & activities, awesome prizes and live entertainment. Check out our Facebook page <https://www.facebook.com/EastbayREAPKawerau> for event updates or for more information, please contact Kataraina Anderson on 07-323-8608 or email Kataraina@eastbayreap.org.nz.

Friday 30 April

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

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

Aqua Bells are Monday and Thursday evenings starting at 6:00pm. **GOLD COIN DONATION**
Morning Aqua classes are Tuesday's and Thursday's from 8:30am to 9:30am.
Green prescription customers are welcome.

Summer Opening Hours
Monday – Friday 8am to 6pm
Saturday & Sunday 8am to 8pm
All pools are cleared 30mins before closing time (Cleared 5:30pm daily from Monday - Friday)

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.

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

APRIL 2021

<p>Tuesday's</p> <p>Men's Morning Tea - Kawerau Presbyterian Church, 50 Onslow Street from 10:00am to 11:00am</p> <p>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.</p>
<p>Tuesday's</p> <p>Moove & Groove Dance Classes - Kawerau Life Konekt, 371 River Road from 1:30pm to 2:30pm</p> <p>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.</p>
<p>Tuesday's</p> <p>Atomic After School Kids Outreach - Atomic Church, 98 Onslow Street from 3:00pm to 5:00pm</p> <p>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.</p>
<p>Wednesday's</p> <p>Falls Prevention - Concert Chambers, starts at 11:00am</p> <p>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.</p>
<p>Thursday's</p> <p>Hikoī Mō Ora/Walk for health - Outside Kawerau Pools, starts at 10:00am</p> <p>An opportunity to meet other likeminded people for good health & wellness. For more information, please contact George Mastenbroek on 022-530-4010.</p>
<p>Thursday's</p> <p>Keep on your feet Kawerau - Bert Hamilton Hall, 4 Porritt Drive from 10:00am to 11:00am</p> <p>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.</p>
<p>Thursday's</p> <p>Kawerau Ukulele Club - Catholic Church Hall, 123 Onslow Street from 1:00pm to 3:00pm</p> <p>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.</p>
<p>Thursday's (Weather pending)</p> <p>Kawerau Urban Food Forest - Monika Lanham Reserve, River Road, back of South School, 10:00am to 12:00pm</p> <p>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 Konekt on 07-282-3084.</p>
<p>Friday's</p> <p>Gentle Yoga - Bert Hamilton Hall, starts at 9:30am</p> <p>Gentle Yoga for the older person and beginners. For fun, community friendship and social interaction. For more information, please contact Loretta on 021-236-1859.</p>

MONTHLY REPORT

EVENTS AND COMMUNITY ACTIVITIES

March 2021

1 Events

1.1 Event Marketing Fund

No applications have been received in 2020/21.

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

Kawerau have been informed that the Secondary Schools Nationals is intended to take place in the district in 2022. The 2021 Secondary School Nationals and Senior Nationals took place in Tekapo, 27 March to 5 April.

1.3 Children's Day, 28 April 2021

This event will take place on the Circus Paddock, 8am-2pm; and the new date falls within the next school holidays.

The event purpose and principles are:

1. Believe in the power of community
2. Start with what the community cares about
3. Start where people are
4. Have fun
5. Start with conversation not information
6. Communicate – importance of stories
7. Join the virtual world, - use social media
8. Move beyond silo thinking and action
9. Excite and mobilise young people who tell us what is working.

1.4 Dog Agility Shows 2021

The Eastern Bay of Plenty Dog Obedience Club has the following dates booked in at Prideaux Park in 2021.

- 17 – 18 April Championship Agility & Jumpers Event
- 27 – 28 November Championship Jumpers & Agility Ribbon Trial Event

1.5 ANZAC Day Dawn Parade & Ceremony, 25 April 2021

Planning is progressing for this year's ANZAC day ceremony.

1.6 Whakatane Bird Show, 30 April to 2 May 2021

After the forced cancellation of this event in 2020, due to covid-19, the Whakatane Bird Club are planning to deliver the event again in 2021 at the Kawerau Town Hall.

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

The landowners have provided approval (with conditions) to proceed with this year's adventure race.

1.8 Kawerau Young Achievers Awards, 25 August 2021

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

1.9 Kawerau WoodFest and National Woodskills Competition, 25 September 2021

Discussions are taking place with the Woodskills Trust and other WoodFest stakeholders to determine the planning and delivery of Kawerau WoodFest and National Woodskills Competition in 2021.

1.10 66th Kawerau King of the Mountain Race, 30 October 2021

Ngā Maunga Kaitiaki Trust (c/- Maori Investments Ltd.) have approved access to Pūtauaki for this year's event and associated activities, with a number of conditions:

- Kawerau District Council agree to clear all rubbish from the tracks on Pūtauaki, including the area near Waterhouse Street bridge (under the trees) in the lead up to the event.
- All tracks utilised for this event will be cleared both prior to and following the event.
- A copy of the following will be provided as soon as possible:
 - a) A copy of your Health and Safety Policies and Procedures.
 - b) Public Liability Insurance with supporting documentation.
 - c) COVID-19 safety protocols are in place. Should a region in NZ (not affecting Kawerau) move into Alert Level 3 or 4, all competitors from that region must be withdrawn from the event immediately.
- A map of the proposed track must be supplied together with a Risk Analysis, to be reviewed by our Health and Safety Officer to ensure all possible risks and hazards are covered.
- That the Trust receives a fee of \$5.00 per adult competitor (18 years and over)
- Kawerau District Council ensure that all competitors, volunteers, spectators and media do not deviate from the designated course.
- Access permits are obtained through Maori Investments Limited.

Entries will open May 1 and include the Kawerau residents discounted entry fee again. Preparations will commence to seek funding to assist with this year's event.

1.11 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

Circus Aotearoa, 9-16 March 2021

Feedback from the event organisers was the Kawerau shows were received well by the community. Unfortunately, during the organisers stay in Kawerau a vehicle was stolen from one of their event crew, the vehicle was recovered undamaged.

1.12 Seriously Social Rafting Comp, 28 March 2021

Four teams of seven per team participated in this event.

Youth Projects

2.1 Kawerau Youth Council (KYC)

The KYC Swearing In Ceremony took place on 12 March 2021, with 38 people attending. The various attendees were the new Youth Councillors, family members, Council staff and Elected Members.

Thirteen young people were officially sworn in, while three attendees were unable to be present due to other commitments and they will be sworn in separately with His Worship the Mayor of Kawerau in attendance.

KYC Monthly Meeting Dates – Council Chamber

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

2.2 KYC Training Weekend

Thirteen Youth Councillors attended the training weekend, Council's Youth Projects Officer, Councillor Julian and Jordaan Tuitama provided adult supervision.

Te Haukakawa (Boycie) Te Rire spoke with the young attendees and provided details regarding the history of the Kawerau region.

Included in the weekend was team building, and youth networking. The attendees met with the recently formed Whakatane Youth Council, the two groups will continue to strengthen their relationship throughout the year.

2.3 Ministry of Youth Development (MYD) funding

Council is waiting for the next funding rounds to open.

2.4 Young Achievers Awards, 25 August 2021

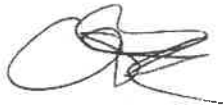
The Kawerau Town Hall (4-6pm) will be the venue for the 2021 awards. The following dates have been set for the 2021 Young Achievers Awards:

- 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 March 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, 13 April 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 March 2021.

Recommendation

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

PART B – NON REGULATORY

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

Pgs. 14 - 22

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

Recommendation

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

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

Pgs. 23 - 32

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

Recommendation

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

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

Pgs. 33 - 40

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

Recommendation

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

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

Pgs. 41 - 44

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

Recommendation

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

R B George

Chief Executive Officer

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