



**The Meeting of the
Regulatory & Services Committee
will be held on Tuesday, 10 November 2020
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

October 2020

1 Regulatory & Planning Services - Statistics and Issues

The attached data tables record activity in the various areas of the service for the month of October 2020.

Comments are as follows:

1.1 Animal Control

1.1.1 Dog Registration

At 30 September 2020, 1,442 dogs (1,459 listed in register) had been registered for the 2020/21 year representing 98.8% of known dogs.

47 diversion infringements (37 owners) were finally issued for outstanding registrations and 11 seizures were required after expiry of the effective diversion date. These are in progress.

972 (66.6%) 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.

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

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

Stock – 15

Poultry – 12

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

1.2.3 Infringements

The infringement regime for parking, warrants of fitness, registration and freedom camping went live on 1 November.

Public messaging has been provided through the usual communication channels.

1.3 Alcohol Regulation

There are no issues to report.

Nine annual inspections of licenced premises (total 13) have now been completed.

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 General

A field trip organised by the BOP Regional Council flood protection team visited Kawerau and the Tarawera Falls and was attended by the Local Controller and Emergency Management Officer. The purpose was to identify the natural hazard scape and observe recent flood mitigation work in the township.

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>
KB Hamilton	30/9/20	Change conditions 1, 4, 5 & 8 of subdivision consent dated 29 June 2018	17 Vogel Street	Approval granted 14/10/20 (10 days)

1.8.2 District Plan Review

The scoping report is scheduled for presentation to elected members at a workshop on 25 November.

RECOMMENDATION

That the report of the Manager, Planning, Compliance & Capability on Regulatory and Planning Services activities for the month of October 2020 be received.



Chris W. Jensen

Manager, Planning, Compliance & Capability

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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									1,459
Registered Dogs (total)	1,306	1,378	1,408	1,442									1,442
Microchipped Dogs (total)	1,013	1,001	991	972									972

2020/21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Menacing by Breed (total)	66	64	65	64									64
Menacing by Behaviour (total)	8	9	9	9									9
Menacing by Breed Charac. (total)	3	3	3	3									3
Dangerous Dogs (total)	3	3	3	3									3
Disqualified Owners (total)	0	0	0	0									0
Probationary Owners (total)	0	0	0	0									0
Dogs Impounded	32	27	13	15									87
Dogs Released to Owner	12	5	6	6									29
Dogs Rehomed	4	3	3	6									16
Dogs/Pups Referred to SPCA	0	0	0	0									0
Dogs Destroyed	2	2	5	1									10
Patrols (Day)	46	42	42	42									172
Patrols (After Hours)	31	31	30	30									122
Special Patrols	0	0	0	0									0
Requests for Service	98	88	69	84									339
Statutory Incidents	69	59	48	57									233
Stock Callouts	0	4	0	1									5
Notices, Warnings & Letters	32	42	25	20									119
Infringements	4	3	18	49*									74
Prosecutions	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									172
Noise Complaints	20	21	29	39									109
Excessive Noise	2	6	5	6									19
Noise Equipment Seizures	0	0	0	0									0
Other Complaints & Incidents	9	4	11	6									30
Bylaw Trading Licences (total)	1	1	1	1									1
Permits - Stock, Poultry, Bees (total)	27	30	31	31									31
Notices, Warnings & Letters	8	5	17	9									39
Infringement Notices	0	0	1*	0									1
Abatement Notices	0	0	0	0									0
Prosecutions	0	0	0	0									0

* Warning

**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	1
Temporary Authority	0	1	1	0	0	0	0	0	0	0	0	0	5
Inspections	0	0	1	0	0	0	0	0	0	0	0	13	2
Night Visits	0	0	0	0	0	0	0	0	0	0	0	0	14
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									38
Managers New	0	1	1	2									4
Managers Renewal	0	1	0	0									1
On Licence BYO (total)	0	0	0	0									0
On Licence BYO New	0	0	0	0									0
On Licence BYO Renewal	0	0	0	0									0
On Licence (total)	4	4	4	4									4
On Licence New	0	0	0	0									0

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

Regulatory & Planning - Food Safety & Premises - Monthly Statistics

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

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
2020/21													
Registered Food Operations	38	35	36	37									37
Food Control Plans Single Site (SS)	25	25	25	25									25
Food Control Plans Mobile	5	3	4	4									4
National Programme 1	1	1	1	2									2
National Programme 2	0	0	0	0									0
National Programme 3	5	4	4	4									4
FCP Audits NP 1/2/3	0	1	0	0									1
FCP Audits SS/M	0	12	1	1									14
FP FSP Exempt via MPI (total)	2	2	2	2									2
Food Hygiene Complaints	0	0	1	0									1
Hairdressers Premises (total)	5	5	5	5									5
Hairdressers Inspections (annual)	0	0	0	0									0
Requests for Service	6	2	0	2									10
Notices, Warnings & Letters	9	37	6	23									75

**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									37
Building Inspections (Consents)	25	22	34	30									111
Building Inspections (Other)	11	17	20	21									69
Exemptions	1	2	1	1									5
Project Information Memoranda	0	0	0	0									0
Certificates of Acceptance	0	0	0	0									0
Code Compliance Certificates	7	9	5	8									29
Compliance Schedules	1	0	0	0									1
Building WOF Register Total	81	81	81	81									81
Building WOF Anniversary Cert.	27	5	6	4									42
Building WOF Inspections	0	12	2	0									14
Swimming Pools Register Total	44	44	44	44									44
Pool Fencing Inspections (Existing)	1	1	0	0									2
Pool Fencing Inspections (New)	0	0	0	0									0
Land Information Memoranda	4	6	8	10									28
Requests for Service	5	7	10	13									35
Notices to Fix	0	0	0	0									0
Dangerous & Insanitary Building	0	0	0	0									0
Infringements	0	0	0	0									0
Prosecutions	0	0	0	0									0

MONTHLY REPORT MANAGER, FINANCE & CORPORATE SERVICES

October 2020

1 Library and Museum

1.1 Library

The month began with school holidays keeping staff and the APNK computers busy. The holiday programming was a mix of free and structured creativity tasks that were set out on tables in the library. These worked well keeping youth occupied over the day.

Staff also attended conflict awareness and bullying/harassment training.

This month the displays were Create At Home, Speak Up – Stand Together – Stop Bullying and Halloween – It came from the bookshelf.

Library Statistics

	October 2020	YTD 2020/21	October 2019	YTD 2019/20
Items issued	4,263	16,056	4,233	16,272
People visiting	6,482	20,985	7,937	24,499
New Members	19	76	40	160
Members Active	1,748			

1.2 Museum

The new Museum Curator, Kerry Powell started work on 19 October and spent the first few days undergoing induction and attending health and safety training. Since then, her focus has been familiarising herself with the museum collection and itemising a local resident's donation.

Sir James Fletcher Kawerau Museum Statistics

	October 2020	YTD 2020/21	October 2019	YTD 2019/20
Exhibitions	0	3	1	3
Historical Articles	0	7	0	7
Objects	0	6	14	39
People	15	36	50	84
Documents	102	133	22	146
Photographs	0	50	58	354

2 Weather Station

The following table shows: the average temperature for the month of October 2020, 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.

	October - 2020	October - 2019	October YTD - 2020	October YTD - 2019
Average Temperature (°C)	19.0	20.3	20.7	20.9
Sunshine Hours (Hrs:Mins)	141:04	248:45	1,818:29	1,860:57
Rainfall (mm)	53.5	134.0	1,066.9	1,308.5

3 Payments

There were four payments made during October 2020, which exceeded \$50,000.00:

- Whakatane Fencing \$98,525.00 – Fencing for Porritt Glade and pensioner units
- Waiotahi Contractors \$110,133.97 – Town Centre Upgrade
- Inland Revenue Department (x2) – PAYE F/E 27/9 \$58,754.06 & F/E 11/10 \$50,325.97

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 spent for the year.

4.2 Creative Community Fund:

Creative NZ has given approval to carry forward 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 will meet 18 November 2020 for the first funding round of the year with a second meeting to be held in May 2021.

5 Website

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

	October 2020	October 2019
Visits (Sessions)	5,076	6,438
Page Views	18,322	18,820
Average time on site [mm:ss]	03:41	01:54
Visitors (users)	3,749	4,444

Top pages for the month of October were:

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

Top cities / towns of origin of visitors

Top Cities / Towns of Origin	October 2020	October 2019
Auckland	1,079	1,246
Tauranga	660	634
Whakatane (incl Kawerau)	646	298

Top countries of origin (apart from NZ)

Top Countries of Origin	October 2020	October 2019
USA	254	75
Australia	130	94
United Arab Emirates	20	0

6 Requests for Service – October 2020

Service	Total	
	Completed	Progressed
Dogs	83	2
Noise	35	
Building Enquiries	15	1
Trees* & Parks	10	3
Rubbish (Bins & Collections)	41	7
Water/wastewater	1	24
Roading and Streetlights	6	12
Enforcement/Health/Food	7	1
Council Buildings/Facilities – Maint.	5	3
Other (Events/Consents/Rates)	24	5
Total	227	58

Eleven 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 October:

7.1 Council Community Updates (Newsletter)

- Completed Council updates on October 2nd, 16th and 30th.
- Community Update delivered to houses, published on website and social media

7.2 Media Relations

Promote positive stories and respond to media requests.

- 6 proactive media releases: Kawerau Container Terminal first funding installment, Kawerau Community Awards, Kawerau Pool Shut, Karakia of River Road Culvert Project, Surge of building consents and New home for donated Pohutukawa tree
- 1 reactive media release: Rangi Delamere Netball Pavilion

7.3 Porritt Glade Village - Update

- Five owners now residing at the village. Next one will move in on 3rd November.
- Consents have been lodged for second build of six units
- One sold and one under contract of the second build.

7.4 Online Channels

Focus on change to COVID-19 Level 1: Council's recycling and greenwaste collection (and contamination); Annual pool maintenance shut, Introduction of Infringements; King of the Mountain Race, Rates Instalment 2.

- **KDC Website** – 50-plus posts to Website (statistics reported separately).

- **KDC Facebook - October**

15,928 Post Reach Month (5% increase)

12,108 Post Engagement (37% increase)

78 proactive FB posts

2 Livestreamed Meetings: Council Meeting and Regulatory and Services Committee

- **Most Engaging*** posts:

1. River Road Culvert Project Karakia – 19/10/20
2. Kawerau Community Awards – 1/10/20
3. Pool maintenance shut on target – 26/10/20

4. Town Centre Redevelopment (schematic) – 5/10/20
5. Greenwaste – reminder what's not ok – 23/10/20

**Engagement rate based on public interactions, clicks, shares, comments and reactions.*

• **10 Most Viewed Posts in October**

1. Kawerau Christmas in the Park (7.3k, 16% engagement) – 19/10/20
2. River Road Culvert Karakia (4.5k, 37% engagement) – 19/10/20
3. Voting is Open for General Election (3.5k, 11% engagement) – 5/10/20
4. Reminder River Road Closure (3.4k, 13% engagement) – 18/10/20
5. Trust Horizon energy lightbulb promotion (3.3k, 9% engagement) – 30/10/20
6. Infringement Introduction (2.2k, 14% engagement) – 5/10/20
7. Pool annual maintenance shut update (2.1k, 19% engagement) – 26/10/20
8. Kawerau Community Awards (1.9k, 26% engagement) – 1/10/20
9. Recycling team requests sorting (1.7k, 15% engagement) – 19/10/20
10. Greenwaste – what's not ok (1.6k, 17% engagement) 23/10/20

8 Funds

The following funds were held at 31 October 2020:

Invested in	\$	Mean Interest	% External
ANZ – on call	\$895	0.05%	0.03%
ASB	\$503,558	1.91%	14.35%
BNZ – current & on-call	\$686,516	0.05%	19.56%
Kiwi Bank	\$0		0.00%
Westpac	\$1,116,665	1.12%	31.82%
Rabobank (on-call)	\$1,202,100	0.35%	34.25%
Total Funds (Cash)	\$3,509,734	0.76%	100.00%
Internal Loans	\$1,840,672		
Total Investments	\$5,350,406		

The following table shows Council's reserve and general funds balances as at 31 October 2020:

	October 2020	October 2019
Reserve Balances		
Depreciation Funds	\$6,261,976	\$6,951,577
Development Feasibility	\$11,000	\$11,000
Total Reserve Balances	\$6,272,976	\$6,962,577
General Funds	(\$922,571)	(\$572,140)
Total (comprising funds & internal loans)	\$5,350,406	\$6,390,437


At the end of October 2020 the balance in the general funds is \$350k less than it was for the same period last year. This reduction has resulted from additional personnel, security and insurance costs during 2019/20.

The balance in the depreciation reserves is approximately \$0.7 million less than it was a year ago. The main reason for this reduction is due to the money spent on the residential developments to date. Council has received some funds from the sale of units and sections and there will further sales in the future.

There is also a projected cash-flow graph (to 30 June 2021) included in the appendix. This graph shows that Council will need to borrow external funds in the last quarter of the year. Council's lawyers (Simpson-Grierson) will send the debenture trust deed for Council approval at the 24 November meeting. Once approved and signed, Council will be able to borrow funds (from the Local Government Funding Agency) when required.

9 **RECOMMENDATION**

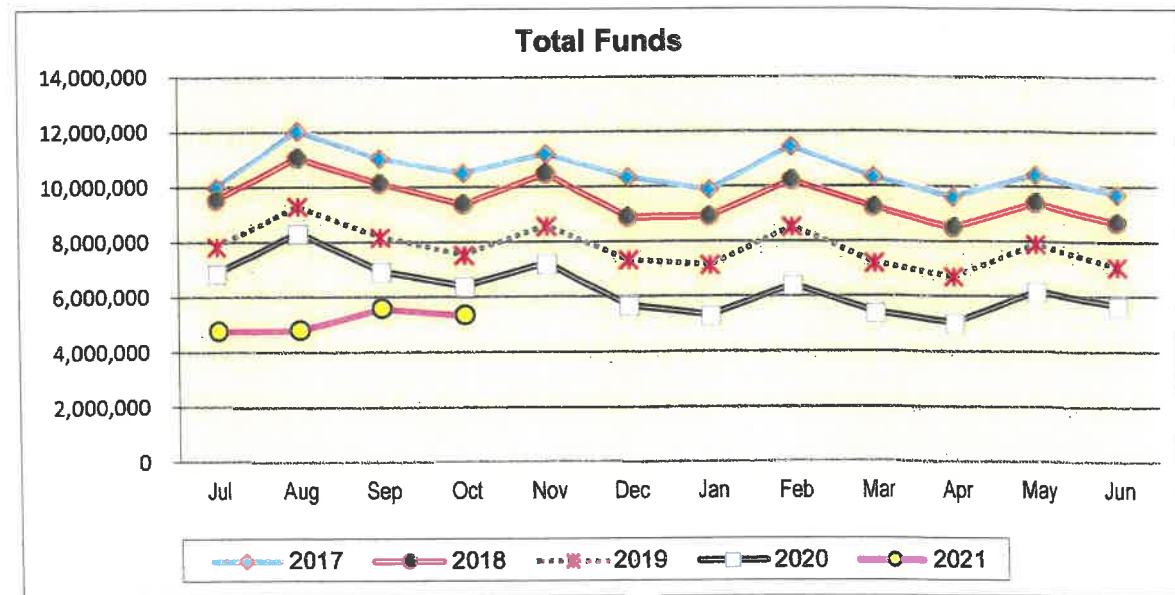
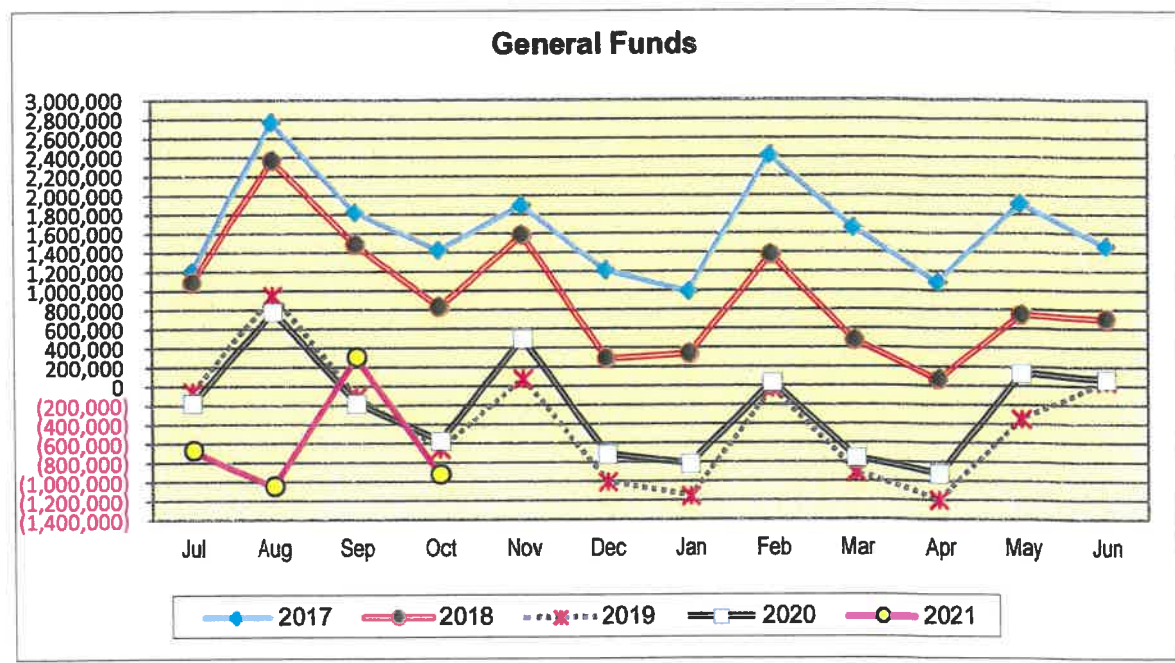
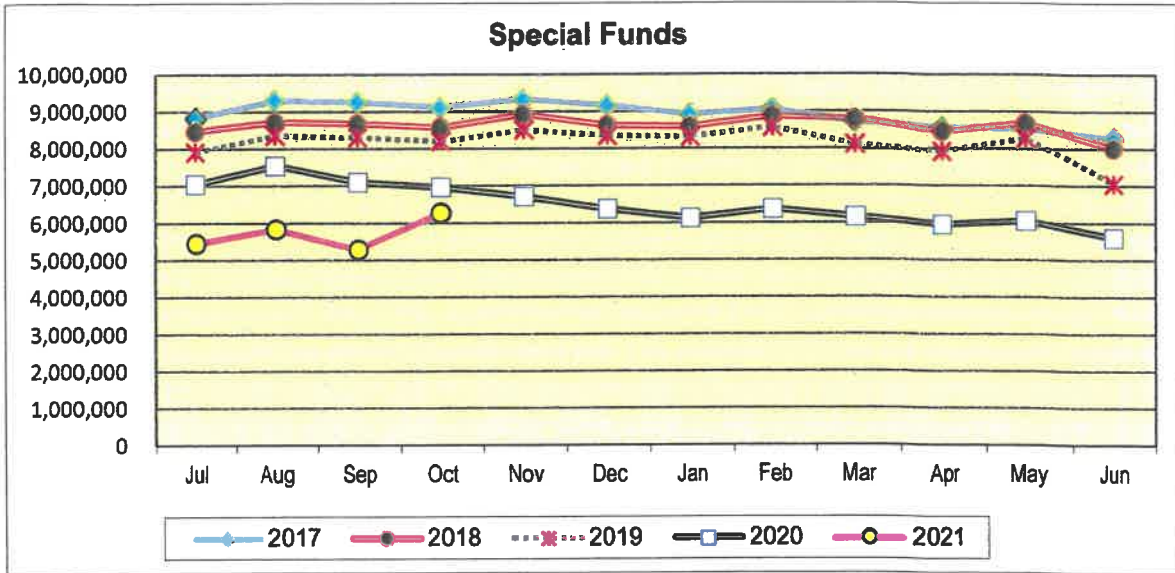
That the report from the Manager, Finance & Corporate Services for the month of October 2020 be received.

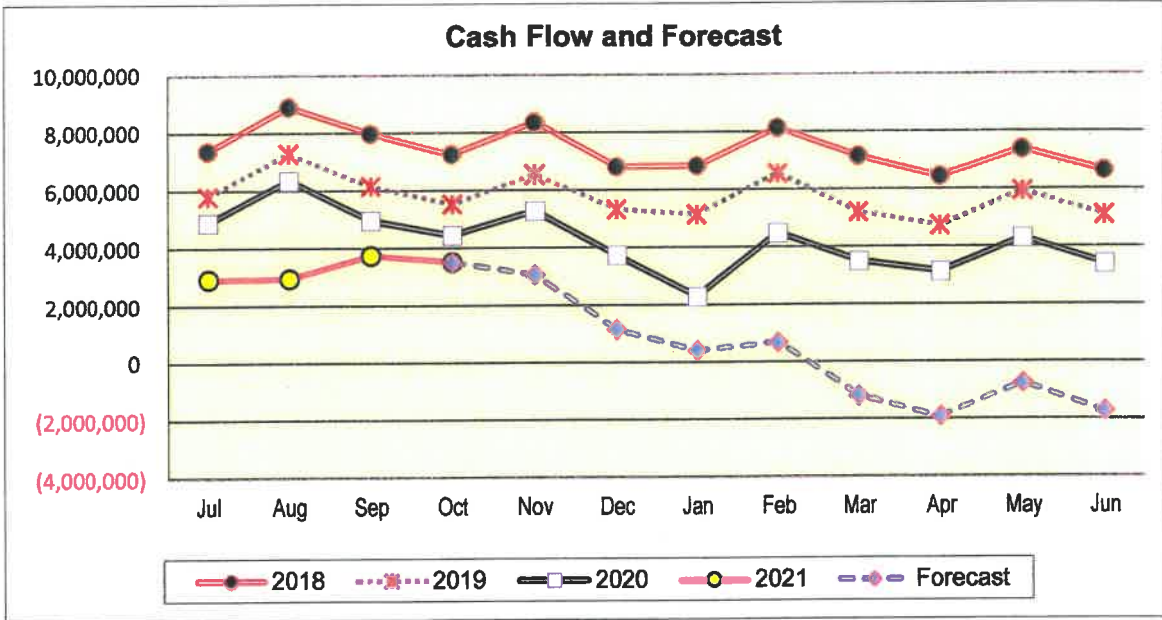


Peter Christophers, BBS, ACA
Manager, Finance & Corporate Services

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Appendix
October 2020





MONTHLY REPORT OPERATIONS AND SERVICES

October 2020

1 Water Supply

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

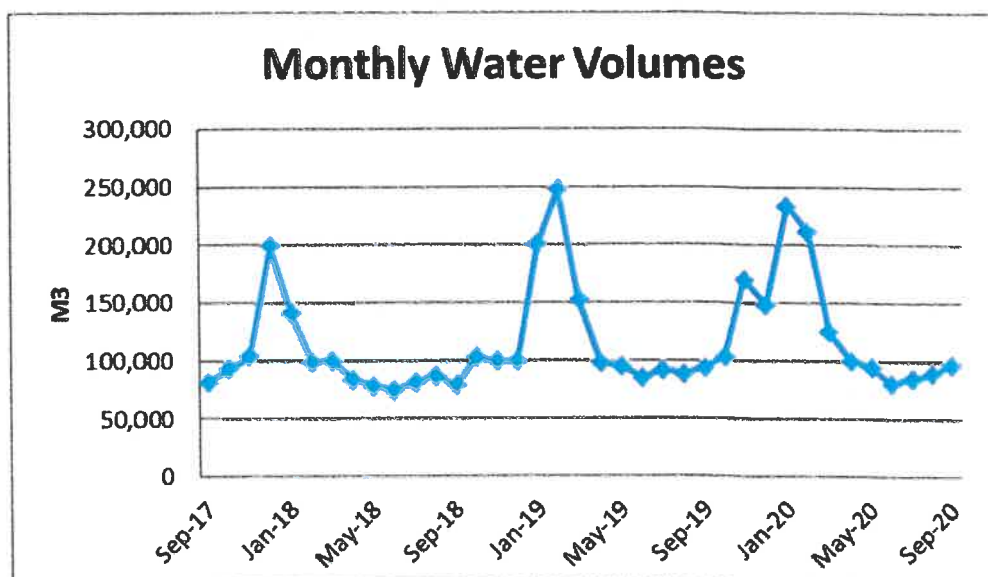
The new Water Safety Plan is being developed by staff. The existing WSP will expire in June 2021.

All works required to obtain Resource Consents are underway and it is expected that all required consents will be obtained in this financial year.

1.1 Use

The Town used 105,406 m³ during the month of October.

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



The two unchlorinated outlets are still being used by the public and 24 m³ and 22 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 very similar to volumes taken during October 2019.

1.2 Water Quality

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

There was one dirty water complaint during the month at Onslow Street.

There were no formal complaints about the smell and taste of water, however there are ongoing comments on social media regarding the presence of chlorine.

1.3 Reticulation

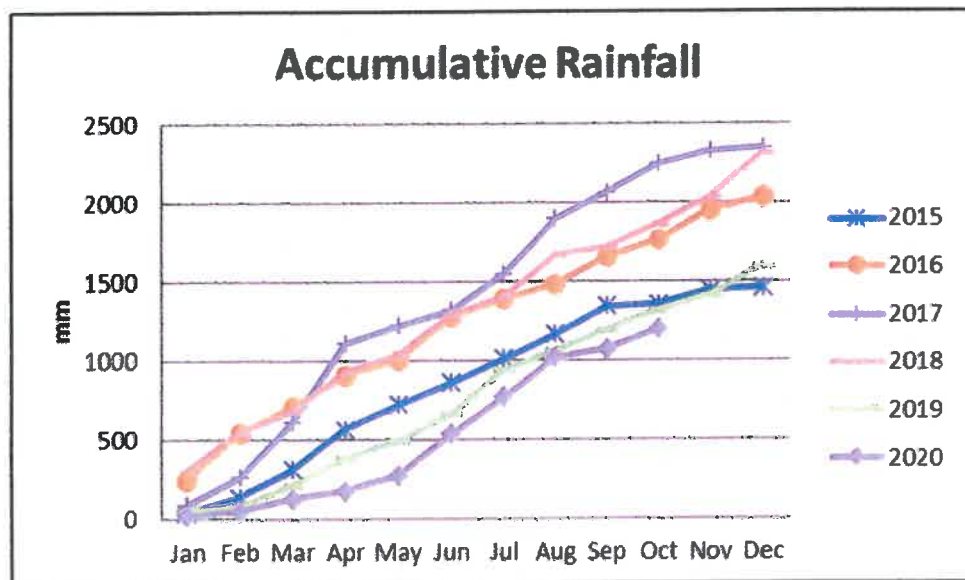
The evaluation of the reticulation is continuing with the support of WSP and other consultants. From this evaluation a detailed reticulation replacement programme will be developed.

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 and the Bell Street area renewal were both put to tender in September and awarded in October. Both projects will start in November 2020.

The Toby replacement programme is continuing and 30 Tobys were replaced during the month. This programme is planned to be accelerated when the Three Waters Stimulus Grant delivery plan is approved.

1.4 Rainfall

The graph below shows the accumulative rainfall that has occurred each year since 2015. 2020 continues to be a dry year.



2 **Wastewater**

The Dairy Factory was able to reduce its Trade Waste conditions exceedances significantly. The Council WWTP was able to deal with the waste stream and at the end of October 2020, returned to a compliant state. Work is still continuing to improve treatment processes that should result in a more robust system.

The sewerage pumpstation in the Porritt Glade Lifestyle Village was completed in October and will be commissioned in November 2020.

The upgrade of the waste water treatment facility through the Three Waters Stimulus Grant was planned and cost estimates and quotes were obtained for the main projects.

3 Roothing

The design of the various roading projects is continuing and options for disability and pedestrian access are being investigated in collaboration with the community.

Kerb and channel work continued in Onslow and Bowen Streets. New footpaths were laid in Bowen, Grey, Browne and Onslow Streets as well as in Beattie Road.

Pavement repairs are ongoing throughout the District.

The Town Centre development stage 1, concrete work was completed in October. Handrails, bollards and gardens will be installed and planted in November and December.

Speed cushions were installed and moved in October. The second group of speed cushions will be installed in November and December.

Amenity lights at the skate park, Marae and I-site were procured and will be installed in November and December.

4 Stormwater

The River Road culverts were manufactured and installation began in October 2020. It is planned to replace the downstream culvert by early December, and then replace the upstream culvert between January and March 2021.

The culverts cost exceeded the allocated budget and staff applied for and obtained a further \$187 000 from NZTA to help fund the project.

5 Parks and Reserves

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

- The cemetery garden refurbishment is continuing.
- Six monthly grave levelling was completed.
- The installation of new gardens in the Town Centre commenced.
- The winter annual beds were cleaned and preparation for the summer beds have started.
- The over flow stream was cleaned of weeds.
- Stoneham Walk and river walking tracks are being cleared and replanted.

6 Pool

The pool complex was closed during October for the annual maintenance work. All planned work was completed and the pools were re-opened.

The pool complex designs have been completed and applications for external funding were lodged in August. The clubroom refurbishment started in October. The greater office, fencing and pool upgrade works will commence once funding has been secured.

The pools are well attended and numbers are back to pre-Covid levels.

7 Refuse Collection

Normal refuse collection continued under Level 1 Covid-19 restrictions.

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


There were no issues with the recycle collection or disposal during this reporting period.

10 Vandalism

The levels of vandalism in the district were at average levels during the month.

11 RECOMMENDATION

That the report from the Manager, Operations and Services for the month of October 2020 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 October 2020

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	\$43,720	Jun-21				Year Programme - Small repairs
	402515 001	Kerb Replacement	\$93,500	\$36,587	Jun-21				Year Programme - Kerb and Channel
	402515 002	Street Light Upgrades	\$81,500	\$0	Dec-20				Pole Replacements
	402515 003	Reseals - Roads	\$134,000	\$0	Mar-21				
	402515 004	Pavement Treatment	\$36,500	\$2,372	Mar-21				
	402515 005	Culvert replacements	\$596,000	\$49,600	Sep-20	Mar-21			Manufactured, install in October and January
	402515 009	Minor Safety Improvements	\$36,500	\$26,755	Oct-20				Speed Humps & Pedestrian Xings - install programmed
	402515 013	Footpath repairs	\$167,100	\$114,147	Jun-21				Year Programme
	402516 001	Reseals - Carparks	\$14,100	\$0	Mar-21				
	402516 003	Replace Rubbish Bins	\$5,500	\$0	Jan-21				
	402516 004	District Seating	\$1,400	\$0	May-21				
	402516 027	Amenity Lighting	\$55,000	\$0	Nov-20				
	402516 006	Town Centre Music	\$3,340	\$0	Jun-21				BMX, Skate Park, Marae, Carpark
	402516 009	Town Centre - X-mas Lights	\$6,270	\$0	Nov-20				
	402516 010	Town Centre Video Cameras	\$10,000	\$2,580	Dec-20				
	402516 012	Town Centre Cobblestones	\$210,000	\$208,440	Aug-20	Sep-20	Oct-20		Completed
402516 013	Town Centre - Lights	\$10,000	\$2,740	Jan-21					
		Asset Renewals Sub Total	\$1,460,710	\$443,221					
Stormwater	402601 001	Stormwater Renewals	\$250,000	\$0	Mar-21				
		Asset Renewals Sub Total	\$250,000	\$0					
	26 01 02 Ext	Stormwater Maintenance	\$33,500	-	Jun-21				Year Programme
		Maintenance Sub Total	\$33,500	\$0					
Water Supply	303001 001	Flushing Mains	\$2,800	\$257	Nov-20				
		Maintenance Sub Total	\$2,800	\$257					
	403001 001	Pipe Work Zone 1	\$1,200,000	\$72,209	Jun-21				Rising Main replacement
	403001 002	Pipe Work Zone 1-6	\$800,000	\$49,100	Feb-21				Reticulation
	403001 004	Toby Replacements	\$80,000	\$17,111	Jun-21				Year Programme,
	403001 005	Valve Refurbishment	\$36,900	\$383	Dec-20				
	403001 007	Refurbish Pump System	\$167,400	\$7,012	Mar-21				
	403001 010	UV Tube replacement	\$12,800	\$0	Feb-21				
	403001 017	Line Dosing Controls	\$5,000	\$0	Nov-20				
	403001 021	Headworks - Tarawera Boreholes	\$300,000	\$228,401	Sep-20	Nov-20			Being installed
	403001 024	Water Flow - Umukanaka	\$49,000	\$0	Nov-20				Being designed
			Asset Renewals Sub Total	\$2,651,100	\$374,216				
	35 20 02 3180	Wastewater Maintenance	\$25,000	\$2,040	Jun-21				Year Programme
	303520 001	Sewer Line Cleaning	\$21,000	\$2,935	Jun-21				Year Programme
	303520 002	Video Lines	\$14,600	\$0	Jun-21				Year Programme
	303520 003	Centrifuge	\$29,000	\$0	Apr-21				
303520 004	Plant Maintenance	\$60,000	\$5,827	Feb-21					
		Maintenance Sub Total	\$149,600	\$10,802					
403520 001	Refurbish Pumps	\$35,000	\$6,840	Apr-21				Repairs	

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Procurement compliance	Comments
	403520 002	Pipework	\$40,700	\$32,015	Sep-21				Rautaki-Cosmo pipe failure
	403520 004	Milliscreens Replacement	\$250,000	\$0	Mar-21				Includes 3W Grant DP
	403520 005	Pumping Stations	\$120,000	\$0	May-21				Porrit drive and Dog Pound
	403520 011	Treatment plant pumps & lines	\$180,000	\$21,625	Jun-21				Replacements
	403520 012	Computer Equipment	\$80,000	\$0	Jul-21				Replacements
	403250 XXX	RIB's	\$100,000	\$0	Apr-21				Includes 3W Grant DP
		Asset Renewals Sub Total	\$805,700	\$60,480					
Refuse Disposal	303522 004	Scales and Electric Gate	\$10,000	\$4,960	Mar-21	Sep-20			
	303522 006	Tree Removal	\$10,000	\$6,035	Feb-21				
		Maintenance Sub Total	\$20,000	\$10,995					
	403522 011	Recycling Bins	\$10,000	\$0	Jun-21				Year Programme
		Asset Renewals Sub Total	\$10,000	\$0					
Pool	304031 012	Paint pool	\$15,700	\$13,896	Oct-20				Completed
	304031 006	Heat Exchange Unit	\$8,500	\$630	Oct-20				Completed
	304031 009	Spa Pool	\$6,300	\$0	Nov-20				
	304031 014	Steam supply line	\$30,000	\$0	Jan-21				
	304031 011	Painting Buildings	\$6,300	\$0	Nov-20				
		Maintenance Sub Total	\$66,800	\$14,526					
	404031 028	Changing Rooms	\$6,000	\$0	Nov-20				Geothermal and floor renewal
	404031 001	Club Rooms	\$250,000	\$5,290	Nov-20				New Swimming Club Rooms
	404031 060	Pool Development 2020	\$500,000	\$0	Mar-21				New Offices, fences and pool systems
		Asset Renewals Sub Total	\$756,000	\$5,290					
Rec. Centre	304035 004	Major Maintenance	\$5,250	\$0	Apr-21				
	304035 016	Lift Inspections	\$3,300	\$0	Nov-20				
		Maintenance Sub Total	\$8,550	\$0					
	404035 005	Building Various	\$6,500	\$0	Apr-21				
	404035 021	Air Extractors	\$10,000	\$0	Nov-20				
		Asset Renewals Sub Total	\$16,500	\$0					
Town Hall	304036 003	Interior painting	\$1,200	\$0	Feb-21				
		Maintenance Sub Total	\$1,200	\$0					
	404036 017	Audio visual equipment	\$6,000	\$0	Jan-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	Renewals	\$3,500	\$0	Feb-21				
	404037 003	Toilets	\$10,000	\$0	Mar-21				
	404037 017	Audio visual equipment	\$10,850	\$0	May-21				
		Asset Renewals Sub Total	\$24,350	\$0					
Town Centre Toilets	304048 001	Exterior Clean	\$2,000	\$0	Dec-20				
		Maintenance Sub Total	\$2,000	\$0					
			\$0	\$0					

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Procurement compliance	Comments
Passive Reserves		Asset Renewals Sub Total	\$0	\$0					
	304042 001	Tarawera Walkway	\$7,200	\$4,476	Nov-20				
	304042 002	Monica Lanham	\$23,400	\$618	Feb-21				Year Programme
	304042 003	At Risk Tree Removal	\$32,400	\$22,615	Jun-21				Year Programme
	304042 004	Ruanga Stream Maintenance	\$3,500	\$3,245	Feb-21				
	304042 008	Kayak Course	\$2,000	\$0	Jan-21				
		Maintenance Sub Total	\$68,500	\$30,954					
	404042 001	Rubbish Bins	\$4,200	\$0	Apr-21				
	404042 002	Boundary Fences	\$17,750	\$10,404	Jun-21				
	404042 003	Sprinkler Replacements	\$5,000	\$0	Nov-20				
404042 019	Seal Carparks	\$14,600	\$0	Mar-21					
404042 031	Reserve Fences	\$11,300	\$0	May-21					
404042 036	Upper Valley Outlet	\$20,000	\$0	May-21					
		Asset Renewals Sub Total	\$72,850	\$10,404					
Sportsfields	304041 005	Goalposts	\$3,300	\$2,443	Mar-21				
		Maintenance Sub Total	\$3,300	\$2,443					
	404041 011	Underground Irrigation Tarawera	\$15,000	\$0	Feb-21				
		Asset Renewals Sub Total	\$15,000	\$0					
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				
	404046 002	Bins/Seats	\$1,500	\$0	Feb-21				Robinson Street
	404046 009	Fence	\$5,000	\$0	Mar-21				
		Asset Renewals Sub Total	\$40,200	\$2,720					
			\$0	\$0					
Cemetery		Maintenance Sub Total	\$0	\$0					
	404047 006	New Section	\$5,000	\$0	Mar-21				
	404047 008	Fence	\$15,000	\$0	Dec-20				
Library Building		Asset Renewals Sub Total	\$20,000	\$0					Completed
	405060 011	Library - Air Conditioner	\$8,000	\$6,297	Sep-20				
	405060 025	Flooring	\$20,000	\$0	Apr-21				
		Asset Renewals Sub Total	\$28,000	\$6,297					
Dog Pound	405061 012	New Pound	\$720,000	\$69,267	Feb-21				Redesigned for new location
		Asset Renewals Sub Total	\$720,000	\$69,267					
Field Amenity Buildings	305062 025	Tarawera Park Toilet Paint Roof	\$3,100	\$0	Mar-21				
	305062 029	Building Maintenance	\$10,400	\$0	Nov-20				
		Maintenance Sub Total	\$13,500	\$0					
	405062 029	Tarawera Park Changing Sheds Floor	\$4,350	\$4,000	Mar-21		Oct-20		Completed
Depot		Asset Renewals Sub Total	\$4,350	\$4,000					
	305063 003	Building Maintenance	\$3,300	\$1,200	Mar-21				
		Maintenance Sub Total	\$3,300	\$1,200					
	405063 015	Garages	\$20,000	\$0	Jan-21				

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Procurement compliance	Comments
District Offices		Asset Renewals Sub Total	\$20,000	\$0					
	305064 001	Paint walls	\$2,300	\$0	May-21				
	305064 004	Fire Protection	\$3,400	\$1,669	Nov-20				
		Maintenance Sub Total	\$5,700	\$1,669					
	405064 001	Air Conditioning	\$12,500	\$0	Jan-21				
	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				
		Asset Renewals Sub Total	\$85,100	\$8,828					
	Plant	60 80 01 7600	Vehicles	346,200	160,742	Jun-21			Includes 3 W Grant DP
			Asset Renewals Sub Total	\$346,200	\$160,742				
Economic Development	15 06 01 7600	Renewals - Firmin Field	\$10,000	\$0	May-21				Sound proofing etc
	15 07 01 7600	Renewals - Information Centre	\$10,000	\$0	Jun-21				
	15 08 01 7600	Commercial Developments	\$1,500,000	\$813,271	Jun-21				
		Asset New/Renewal Sub Total	\$1,520,000	\$813,271					
		Maintenance Sub Total	\$464,050	\$116,566					25%
		Asset Renewals Sub Total	\$8,854,660	\$1,958,736					22%
		Total	\$9,318,710	\$2,075,302					22%

MONTHLY REPORT ECONOMIC AND COMMUNITY DEVELOPMENT

October 2020

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

- KiwiRail staff will be in Kawerau during the first week of November to complete the scope of work on the detailed design for the siding and to work through land realignments between Norske Skog, KCT and KiwiRail to facilitate the start of construction. Positive progress is being made.
- Sequal has received an exemption from Council and expects to receive a similar one from New Zealand Transport Agency (NZTA) that will enable them to transport containers of export timber from their mill to the Norske Skog site via public roads. The containers will be loaded onto a train at the Norske site, thereby accelerating the use of rail transport in Kawerau.

Putauaki Trust Industrial Development

- Waiotahi Contractors are continuing construction works, which are proceeding to schedule.

Off-Highway Road (OHR)

- The planned geotech survey will proceed in mid-November now that Putauaki Trust's Board of Trustees have approved the alternative route for the northern section of the OHR where it crosses the Trust's land.
- The associated resource consent applications will be lodged following completion of the geotech survey and resultant provision of the final design/updated schedule of quantities that are required for inclusion in the consent applications.
- Two of the landowner Trusts have provided feedback on the proposed land easements. Subsequently, the associated Agreements are being updated and are expected to be signed by these two Trusts during November. Positive progress continues with the third landowner Trust.

ISK Kawerau Pathways to Work (KPTW)

The following is a summary of KPTW activities for October:

Office/Administration

Usage of the office space at Manukorihi Drive by external parties is steady with organisations such as EBOP Chamber of Commerce, The Icehouse, Trust Horizon and Workwell booking the facility. Also, the meeting room is being well-used by industry groups such as Employer Trade Cluster meetings, Study Groups; the Tertiary Advisory Group; meetings with Government Agencies and the KPTW Memorandum of Understanding (MOU) partners etc.

Job Opportunities

- The latest Job Seeker stats (September) across the Bay of Plenty (BoP) show an upsurge in numbers, which reflects the cessation of the wage subsidies. While Kawerau's year-on-year increases in Job Seeker remain the lowest in the BoP, the total number of unemployed per capita is the highest. Kawerau is also showing an upward trend towards longer-term benefit dependency.
- In mid-September, KPtW commenced monitoring advertisements (Kawerau and Whakatane) on Trade Me and Seek and posting them to the KPtW Facebook page. In October, the area of interest was extended to include positions available in Te Puke and in November, will include all jobs within an hour's drive of Kawerau. A summary of the current vacancies is provided in the table below:

District	# of Vacancies	# Entry Level Positions
Kawerau	14	5
Whakatane	40	16
Opotiki	3	0
Te Puke	12	1

- Apprenticeship clusters for both the mechanical and electrical trades have now been established with all employers enthusiastic about participating. KPtW is funding and facilitating pilot study groups for both trades during November and December. The individual employer cluster groups will then assess the outcomes and consider resuming mid-February 2021.
- Employee Training - the pre-employment training in Traffic Management and First Aid was cancelled due to a lack of participants. Facilitation of these types of training modules will be reviewed in the New Year.
- Discussions are continuing with the Ministry of Social Development (MSD) on how best to facilitate the Government support funding that is currently on offer.

Initiatives/Projects

- The Industry Entrance Pathways/TEC initiative is becoming the flagship programme for KPtW and is continuing to be refined. The original intention to create a specific micro-credential has been replaced by a proposed accreditation of an "Industry Entrance Certificate" which is made up of 120 credits from existing Unit Standards relevant to working in an industrial environment.
- The Pastoral Care Trial has been working well and will be reported on at ISK's annual hui on the 19th of November. Results to date have been discussed with the Eastern Bay Health Alliance Board who have decided to support the initiative and increase resources to accommodate the scheme, which is fully funded by Employers.
- The EBOP Chamber of Commerce business advisor, Tristan Vine, has been joined by Dave Turner who is an additional business advisor for the district. Both are based at the KPtW office on Tuesdays to provide support to Kawerau's retailers and small businesses. There have been several businesses changing ownership and additional business openings, which are stimulating a refreshing growth in Kawerau.

- A meeting of all members of the Driving Change group will be held in Rotorua on 4th November. KPtW staff, Edwina and Su, will attend this meeting to emphasise the need for a testing station in Kawerau – particularly for restricted Class 1 licences.

ISK/KPTW Updates to Council.

ISK and KPtW personnel will be providing a progress update for the Elected Members at a workshop following the November Ordinary Council meeting.

2 Kawerau i-SITE Visitor Information Centre

Health and safety

The Kawerau i-SITE has been experiencing issues with road users speeding and entering the wrong way to the i-SITE. Subsequently, work is underway to create a safer area for road users and visitors by installing appropriate signage and a speed bump.

i-SITE Activities

- The i-SITE team attended sales training at the Whakatane i-SITE in preparation for the new IBIS technology platform. IBIS will help increase sales activity, track financial performance (i.e. stocktake), provide statistical information and connectivity with the wider tourism industry.
- All staff received new uniforms for the summer season, these will be branded with the Kawerau DC and i-SITE logo.
- The Rotary Kawerau calendars 2021 are available for purchase at the i-SITE.
- Registrations for the New World Santa parade 2020 are now open. The registration forms are available at the Kawerau New World and i-SITE. The theme for this year is Myths and Legends.

Motorhome and Caravan Leisure Show 2020

Whakatane District Council invited the Kawerau i-SITE team to join with them in attending the New Zealand Motorhome and Caravan Leisure Show. The annual event is held at the Mystery Creek Events Centre, which hosts major brands and a wide range of exhibitors that specifically cater to motorhome-friendly users.

The event provided a perfect opportunity to advertise Kawerau and in particular, to highlight the town and facilities for motorhome users wanting to visit the district – being one of New Zealand's top motorhome-friendly towns. Also, the collaborative approach with the Whakatane District Council enabled the promotion of the wider Eastern Bay.

Plans are in place for all three Eastern Bay of Plenty districts to collaborate in advertising the entire (sub) region at next year's event.

Activities promoted through the i-SITE

Activities promoted during October are summarised in the table below:

Events & Activities	Community Groups
<ul style="list-style-type: none">• King of the Mountain	<ul style="list-style-type: none">• Moove & Groove• Kawerau Toast Masters• Community Markets• Water Wheel Trust• Diabetic Support

Monthly Statistics

The monthly statistics report is attached.

Kawerau "What's on" Calendar

The monthly calendar for November is attached.

3 Community Activities

Kawerau Neighbourhood Support (KNS)

During October, KNS has been occupied with reviewing, planning, and implementing better ways of collating information in times of civil emergencies. KNS has also created a template to track incidents, such as structural and environmental damage, that KNS can utilise in supporting members needing assistance by being able to refer them to the appropriate services.

Information relevant to Covid-19 continues to be shared on the KNS FB page.

The crime rate in the Kawerau district is still at an all-time low, although there is now an increase in car thefts - KNS continues to advise residents to secure their properties and vehicles. Households are now more likely to report any break-in and thefts, without fear of repercussions.

Currently, 909 households have registered with Get Ready.

Kawerau Urban Food Forest (KUFF)

The KUFF team has started planting out the vegetable seedlings grown in the glasshouse with more to plant out this month. New World collected the seed pots, which proved ample for KUFF's needs.

Generous community members have also been donating plants from their gardens and with the now upgraded irrigation system, the team hope this year's harvest will be double in size.

The problems with children dislodging the garden edging continue; however, the team have decided to persevere with the railway sleepers and will secure them when time permits.

The KUFF garden has been remodelled to a more manageable size and the focus of producing sustainable, user-friendly food is maintained.

The team appreciated the meeting and site visit from the Council's Elected Members and are thankful to the Council for installing the security camera and dealing with the dog droppings.

4 RECOMMENDATION

That the report from the Economic and Community Development Manager for October 2020 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	1,725	1,744	2,005	1,800	20,635
Campervan 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 2,006 door counter disconnected												
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									2,004
Interislander	0	1	2	0									3
Intercity Bus tickets	29	22	23	39									113
Forestry Permits	149	119	138	208									614
Toilet Facilities	6,785	3,588	4,681	4,189									19,243
Campervan power users	32	30	23	12									97
Campervan extra nights	12	4	13	4									33
Fish and Game Licences	0	0	1	0									1



What's ON in Kawerau

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

NOVEMBER 2020

Wednesday 4 & 18 November

Kawerau Toastmasters - Catholic Church, 121 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 John on 022-051-9040.

Friday 20, 21 & 22 November

Potjiekos and Braai Kompetisie – Firmin Field from 2pm Friday 20th to 11am Sunday 22nd

NZ biggest Potjiekos and Braai competition. Make sure to buy tickets now to avoid disappointment. Win many prizes and have fun all weekend with Potjiekos, braai, play games, gaan bietjie kussing slaan op die Jousts, sokkie and swimming. We have more than a hectare to camp on and a rugby field to play on, 12 powered sites and 10 dorms on site available.

Thursday 12 & 26 November (Weather pending)

Community Markets - Circus Paddock on Plunket Street from 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 25 November

Diabetic Support Group - Kea Building, 60 Onslow Street from 12:00pm

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.

Friday, Saturday 27 & 28 November

Kawerau Art Society Exhibition - Kawerau Concert Chambers from 9:00am to 6:00pm

This Art Exhibition held in the Kawerau Concert Chambers celebrates 30 years of Woodskills as part of 'Stacked Kawerau'. There will be artwork for sale, with guest artist Tania Akehurst and featured club artist Sharon Heke. For more information, please contact Hally Barlow on 027-466-3334.

Monday, Tuesday & Thursday's

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

Aqua Bells are Monday and Thursday evenings starting at 6:00pm.
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.

Tuesday's

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

Held Tuesday afternoons from 1:30pm – 2:30pm. Classes run for one hour with fun and furious dance moves that you can master at your own pace! Groove is a fun simple and exciting dance that nurtures your mind, body and soul. So if this sounds like something you would like to be a part of please join us, or head over to the Facebook page for more information @ <https://www.facebook.com/moovegroove/> or you can contact Sue Gould on 021-118-9934. Sue also offers other services such as creative writing and social media writing skills, to co-create a life that you design and a find your groove 1-Day retreat programme.

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

NOVEMBER 2020

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.

Wednesday's & Friday's

Water Wheel Trust - Room 10 at Kawerau Life Konekt, 371 River Road from 9:00am to 12:00pm

Working bee Wednesday's 9am to 12pm. For Friday's workshop 9am to 12pm. For more information, please contact Stephanie on 021-105-4531. More volunteers are very welcomed.

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 Konekt on 07-282-3084.

Thursday's

Thai Chi - Kawerau Cosmopolitan Club starts at 9:30am

Thai Chi is an ancient form of easy exercise manoeuvres that help with breathing and slow movement for circulation, helps with mobility in all joints and helps with anxiety and depression. For more information, please contact Liz Savage on 07-323-7365.

Thursday's

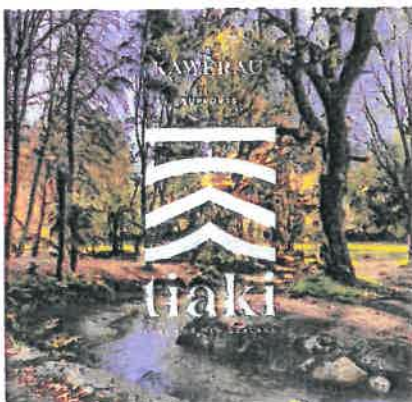
Kawerau Ukulele Club - Catholic Church, 121 Onslow Street from 1:00pm to 3:00pm

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.

Friday's

Gentle Yoga - Bert Hamilton Hall, starts at 9:30am

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.



MONTHLY REPORT

EVENTS AND COMMUNITY ACTIVITIES

October 2020

1 Events

1.1 Event Marketing Fund

No applications have been received in 2020.

Upcoming Events

1.2 Seriously Social Rafting Comp, 7 November 2020

This fun competitive rafting comp will return to Kawerau.

Previous formats have up to 16 teams (6 per team) completing time trials, and head to head races on the Tarawera River.

1.3 Championship Jumpers & Agility Ribbon Trial Event, 28 & 29 November 2020

If the region remains in Alert Level 1, it is expected this dog obedience event will return to Prideaux Park in Kawerau.

1.4 Stacked Kawerau – A Community Collaboration, 27 & 28 November 2020

This event is a collaboration between the National Woodskills Trust, Kawerau Arts Society and EBOP Fibre & Fleece and has been formed to deliver a free to enter two-day exhibition in the Kawerau Town Hall and Concert Chambers.

Opening times will be 9am to 6pm.

1.5 Canoe Slalom Bay of Plenty (CSBOP)

The schedule for Kawerau is as follows:

- | | |
|------------------------|---------------------|
| • December 12 – 14 | All comers camp |
| • January 6 – 8 (2021) | All comers camp |
| • February 21 - | BOP Champs |
| • March 7 - | North Island Champs |
| • May 16 - | Club race |
| • June 20 - | Club race |
| • August 22 - | Club race |
| • October 24 - | Club race |

1.6 Kawerau Christmas in the Park, 19 December 2020

Planning is underway for this year's event. An announcement of the evening show line-up is expected in early December.

This event can only proceed in its previous format if the region is at COVID-19 Alert Level 1.

1.7 Tarawera Ultramarathon, 13 February 2021

Entries according to the official website to date:

- 100 miler - 345
 - 102 km – 590
 - 50 km – 570
 - 21 km – 209
- Total 1714

Completed Events

1.8 65th Kawerau King of the Mountain, 31 October 2020

Race day took place as planned, despite wet conditions.

Full results are available at www.kaweraukingofthemountain.co.nz/results

Radio 1XX School Relays

Pūtauaki Primary and Kawerau South School supported the relay race, the course was laps around Waterhouse Street Reserve with the final leg of the team crossing Waterhouse Street and finishing in the main chute.

- 14 teams (56 runners)
 - 8 teams - year 1 and 2 (short course)
 - 6 teams – year 3 and 4 (long course)

Short course:

1. Kawerau South School 5 – 15:46
2. Kawerau South School 4 – 15:50
3. Pūtauaki Lightning – 16:27

Long course:

1. Kawerau South School 2 – 24:34
2. Kawerau South School 1 – 24:35
3. Kawerau South School 3 – 29:14

Pūtauaki Prince and Princess of the Mountain

Training sessions commenced on Wednesday 7 October (three in total) with up to 60 young people and adults attending the final session. The Kawerau Youth Council were instrumental in providing marshals and registration for the training sessions.

This race is debatably the toughest mountain race in Australasia for tamariki aged 9-13. The course starts at Firmin Field, navigates onto the lower foothills of Pūtauaki, approximately 4.2km, and includes extremely technical downhill sections before finishing back at Firmin Field in the main chute.

No records were broken.

- 80 competitors – 50 Prince and 30 Princess

Prince:

1. Oliver Christie (13) – 20:22
2. Sean Jones (12) – 20:33
3. Xavier Christie (13) – 21:47

Oliver Christie defending the Prince Title he won in 2019.

Princess:

1. Thea Miller (9) – 26:19
2. Indy Gibson (13) – 26:28
3. Stevie Reid McAllum (13) – 27:51

Thea Miller is possibly the youngest Princess on record.

Kawerau King and Queen of the Mountain

There were 125 starters in this year's mountain race.

- 86 Male
- 38 Female

King:

1. David Haunschmidt (Open Men) – 51:14
2. Chris Morrissey (Vet Men) – 54:07
3. Sam Clark (Open Men) – 54:33

The 2020 King is an Emergency Department (ED) Doctor based in Tauranga, originally from Scotland. Unfortunately, David was unable to be present for prize giving due to starting an ED shift at 4 pm, the same afternoon after winning the race.

It was the first time David had visited Kawerau and been on Pūtauaki and he was extremely complimentary of the community event stating in his personal social media:

"Toughest mountain race in Australasia". Lived up to its name! Honoured to have ran the 65th Kawerau King of the Mountain and become King of Pūtauaki.

Really special event, with amazing history, community and Mana.

Congrats Kawerau King of the Mountain for putting on such an awesome event, particularly with the challenges 2020 has thrown.

Lead from the start and didn't look back. Never been to Kawerau before so took the downhill easy.

One of the most technical gnarly descents of any race I've done!

Sad to miss prize giving to work a Sat eve Shift in the emergency dept. straight afterwards. Will have to come back next year"

Queen:

1. Kate Moore (Open Women) – 01:03:42
2. Phoebe Barrett (Open Women) – 01:09:55
3. Milla Dibben (Junior Women) – 01:10:44

Kate Moore is a Sharemilker living on the Rangitaiki Plains and this is Kate's first Queen Title, and second time competing in the race. Kate was a late entry on race day.

Summary

Two competitors self-withdrew during the race on the climb after underestimating the challenge of the event, both were transported by safety personnel back to the finish line.

No competitors were injured and all personnel returned home safely after the event.

The following community groups and suppliers were involved:

- Whakatane Land Search and Rescue
- Peak Safety
- EBOP Amateur Radio Club
- St Johns
- Kawerau Volunteer Fire Service
- Kawerau Maori Wardens
- Kawerau Community Patrol
- Legion of Frontiersmen
- Audio Visual People and Frans Roozendaal's media volunteers
- New Zealand Temporary Fencing
- Kawerau Youth Council
- Kawerau and Whakatane Harriers
- Photos4Sale (all images free to download at www.photos4sale.co.nz)
- Individual community volunteers
- His Worship the Mayor of Kawerau (summit drink station)

The event was only possible with land permission from Ngā Maunga Kaitiaki Trust, and funding from Kawerau District Council, New Zealand Community Trust, Lion Foundation and Trust Horizon.

Additional recognition to Mercury Energy, Podium Podiatry, Awakeri Rail Adventures, Rotorua Duck Tours, Redwood Treewalk, Taupo Bungy, Tarawera Scenic Flights, Rafting Adventure NZ, Huka Prawn Park, Fairy Springs and Solas for their sponsorship.

This year's race was shrouded with significant doubt right up until race day. After the challenges faced throughout the year caused by the COVID-19 pandemic, to deliver the race was the largest success of the day.

The race was organised by Lee Barton (K&Q Race Director) and Amy Hayes (P&P Race Director) and through the leadership of Kawerau District Council.

2 Youth Projects

2.1 Kawerau Youth Council (KYC)

The KYC met on 28 October in the Council Chambers, apologies received from Majeau Rogers and Renee Powell. Munro Elliott-Brooking chaired the meeting.

KYC Members present

- Matariki Turuwhenua
- Munro Elliott-Brooking
- Destiny Maxwell
- Cameron Dyer
- Nikki Hendl
- Courtney Cox
- Tyrenzo Tuitama
- Mereana Raukura
- Jo'C Kopae

As part of the National Emergency Management Agency (NEMA) ShakeOut 2020, Munro Elliott-Brooking was interviewed as part of a series of educational videos (earthquake awareness) on behalf of the Kawerau youth community and became the CDEM Youth Ambassador for Kawerau.

KYC members have assisted to high effect with the Prince & Princess training sessions and race day operations. Taking on the role of set up/pack down, registrations for juniors, finish line tasks (medals, drinks and timing chips).

Courtney Cox attended a Future Leaders National Conference in Kaikohe, with 70 other young people from across Aotearoa. Activities included a visit to the Treaty Grounds, local youth service providers and tikanga Māori.

The KYC hosted a game day in the Town Hall with around 100 young people attending. Members assisted other Blue Light school holiday activities and the Halloween disco on 29 October.

KYC Monthly Meeting Dates – Council Chamber

- ~~Tuesday March 3 (swearing in) Concert Chamber~~
- ~~Wednesday April 15 (Zoom meeting)~~
- ~~Wednesday May 20 (Zoom meeting)~~
- ~~Wednesday June 17~~
- ~~Wednesday July 15~~
- ~~Wednesday August 19~~

- ~~Wednesday September 23~~
- ~~Wednesday October 28~~
- Wednesday November 18

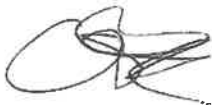
3 **Funding**

Council has been informed of the decision regarding all recent funding applications:

- NZCT - \$88,700 approved (\$90k applied for)
- Lion Foundation - \$50k approved
- Lotto Community - \$15k approved (\$30k applied for)
- Trust Horizon (formerly EBET) - \$10k approved (\$10k applied for)

4 **RECOMMENDATION**

That the report from the Events and Venues Manager for the month of October 2020 be received.



Lee Corbett Barton
Events and Venues Manager

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Meeting: Regulatory & Services Committee

Meeting Date: 10 November 2020

Subject: NZCT funding application to extend the *Tarawera and Kawerau Trails Project Development Manager* contract

File No.: 309305

1 Background

Council received a grant from New Zealand Community Trust (NZCT) in May 2019 to fund a 12-month contract towards the Tarawera River Trail – Project Development Manager.

The project has developed over the past 12 months and funds to continue with the *Project Development Manager* will expend by the end of January 2021.

The project will imminently form a Trails Trust, which will become responsible for all facets of the project, including future funding applications.

However, in order for the project to maintain forward momentum, Council should consider continuation of the current support of the project, by seeking funds to extend the current *Project Development Manager* contract until June 30.

If a funding application is successful, Council will be in a position to discuss with the newly formed Trails Trust the support on offer from Council and future planning to ensure progress continues.

Please note the position title now includes a potential network of trails within the Kawerau District - *Tarawera and Kawerau Trails Project Development Manager*.

The project focus for 2021 is further building relationships, setting a strategy, communicating with all parties, completing the business case, revenue and funding models, a feasibility study and proactively seeking long term sustainable funding.

2 Options Considered

Council has two options to consider:

- 1) Apply to NZCT for funds to assist these activities

By applying to NZCT, and if funding is successful, the *Tarawera and Kawerau Trails Project Development Manager* will be secured for another period intended until June 30, 2021. Until which, Council will receive further progress reports from the *Project Development Manager*.

This option is recommended

2) Do not apply to NZCT

Future progress of this project will be potentially delayed and require the newly formed Trails Trust to seek immediate funds for the *Project Development Manager* position.

This option is not recommended

3 Policy and Plan Considerations

The proposal in this report is consistent with Council's Policies and Plans.

4 Risks

An unsuccessful funding application will see the *Project Development Manager's* contract with Council end by January 31, 2021. This could see the project halt until adequate funds secured.

A partially successful funding application will offer short-term continuation, depending on what level of funds approved. A partially successful application will likely require Council to consider applying for further funds in 2021 or pass the responsibility onto the Trails Trust.

5 Financial Considerations

Due to criteria set by NZCT, funding applications, projects that include a component of fund acquisition tasks, are unlikely to receive 100% of the amount applied.

The Net Proceeds Committee (NPC) for NZCT meet monthly, except in January. Funding deadlines are the 15th of the month and the last opportunity for a funding application considered is November 15th, it is then considered at the NPC meeting around December 20th.

If this deadline is missed, the next opportunity will be February 2021.

6 Legal Considerations

Council is required to submit accountability reports for funds received and in larger grants independent audits may be required.

Signed minutes passing a resolution to apply for funds is required, and incomplete applications not accepted.

7 Significance and Engagement

The proposed Tarawera and Kawerau Trails project potentially has a substantial significance to the Kawerau district, including economic, employment benefits and tourism opportunities.

The proposed network of trails has a large level of stakeholders, all of which engaged with the current *Project Development Manager*.

The relationships already established with stakeholders and inaugural Trustees will be pivotal in the success of the project.

As the project progresses, engagement will reach further into community groups, funders, contractors and additional landowners.

8 Conclusion

In conclusion, having identified the implications; assessed the degree of risk and significance and undertaken or proposed engagement of a level and form commensurate with the decision to be made, the conclusion/recommendation of this report is that Council should proceed with applying to NZCT as outlined.

9 RECOMMENDATIONS

1. That the report "NZCT funding application to extend the *Tarawera and Kawerau Trails Project Development Manager* contract" be received.
2. That Council approves the funding application for this project to be prepared and submitted to:
 - New Zealand Community Trust (NZCT) for \$30k



L C Barton

Events and Venues Manager

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**The Meeting of the Regulatory & Services Committee
will be held on Tuesday, 10 November 2020
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 (Manager, Planning, Compliance and Capability) (340000)

Pgs. 1 - 17

Attached is the report from the Manager, Planning, Compliance and Capability covering Regulatory and Planning Services activities for the month of October 2020.

Recommendation

That the report from the Manager, Planning, Compliance and Capability on Regulatory and Planning Services activities for the month of October 2020 be received.

PART B – NON REGULATORY

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

Pgs. 19 - 26

Attached is the report from the Manager, Finance and Corporate Services covering activities for the month of October 2020.

Recommendation

That the report from the Manager, Finance and Corporate Services for the month of October 2020 be received.

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

Pgs. 27 - 34

Attached is the report from the Manager, Operations and Services covering activities for the month of October 2020.

Recommendation

That the report from the Manager, Operations and Services for the month of October 2020 be received.

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

Pgs. 35 - 44

Attached is the report from the Economic and Community Development Manager covering activities for the month of October 2020.

Recommendation

That the report from the Economic and Community Development Manager for the month of October 2020 be received.

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

Pgs. 45 - 50

Attached is the report from the Events and Venues Manager covering events and community activities for the month of October 2020.

Recommendation

That the report from the Events and Venues Manager for the month of October 2020 be received.

6 NZCT Funding Application to Extend the Tarawera and Kawerau Trails Project Development Manager Contract (Events and Venues Manager) (340000)

Pgs. 51 - 53

Attached is the report from the Events and Venues Manager covering a funding application to extend the Tarawera and Kawerau Trails Project Development Manager contract.

Recommendation

- 1. That the report “NZCT Funding Application to Extend the Tarawera and Kawerau Trails Project Development Manager Contract” be received.*
- 2. That the Council approved the funding application for this project to be prepared and submitted to:*
 - New Zealand Community Trust (NZCT) for \$30k.*

R B George

Chief Executive Officer

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