



**The Meeting of the
Regulatory and Services Committee
will be held on Wednesday 16 August 2023
commencing at 9.00am**

A G E N D A

REGULATORY & SERVICES COMMITTEE

Her Worship the Mayor - F K N Tunui

Councillor C J Ion - Chairperson

Councillor W Godfery

Councillor S Kingi

Councillor B J Julian

Councillor A Rangihika

Councillor R G K Savage

Councillor R Brooking

Councillor J Ross

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.

**The Meeting of the Regulatory and Services Committee
will be held on Wednesday 16 August 2023
commencing at 9.00am**

A G E N D A

Apologies

Leave of Absence

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.

Public Forum

PART A – REGULATORY

1 Monthly Report - Regulatory and Planning Services (Group Manager, Regulatory and Planning) (340000)

Pgs. 1 - 13

Attached is the report from the Group Manager, Regulatory and Planning covering activities for the month of July 2023.

Recommendation

That the report from the Group Manager, Regulatory and Planning Services for the month of July 2023 be received.

PART B – NON REGULATORY

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

Pgs. 15 - 20

Attached is the report from the Group Manager, Finance and Corporate Services covering activities for the month of July 2023.

Recommendation

That the report from the Group Manager, Finance and Corporate Services for the month of July 2023 be received.

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

Pgs. 21 - 28

Attached is the report from the Group Manager, Operations and Services covering the month of July 2023.

Recommendation

That the report from the Group Manager, Operations and Services for the month of July 2023 be received.

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

Pgs. 29 - 32

Attached is the report from the Economic and Community Development Manager covering economic and community activities for the month of July 2023.

Recommendation

That the report from the Economic and Community Development Manager for the month of July 2023 be received.

5 Monthly Report – Communication and Engagement (Communication and Engagement Manager) (340100)

Pgs. 33 - 36

Attached is the report from the Communication and Engagement Manager covering communication and engagement activities for the month of July 2023.

Recommendation

That the report from the Communication and Engagement Manager for the month of July 2023 be received.

6 Funding Applications for Kawerau Christmas in the Park (CITP) 2023 (Economic and Community Development Manager) (309305)

Pgs. 37 - 40

Attached is a report from the Economic and Community Development Manager covering Funding applications for Kawerau Christmas in the Park (CITP) 2023.

Recommendation

1. *That the report “Funding Applications for Kawerau Christmas in the Park (CITP) 2023” be received.*
2. *That Council approves funding applications for the Kawerau Christmas in the Park (CITP) 2023 be prepared and submitted to:*
 - *New Zealand Community Trust for \$78k*
 - *Lion Foundation for \$60k*
 - *Trust Horizon for \$5k*
 - *Lottery Community for \$20k*
 - *Bay Trust for \$17k*

R B George

Chief Executive Officer

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MONTHLY REPORT REGULATORY & PLANNING SERVICES

July 2023

1 Animal Control

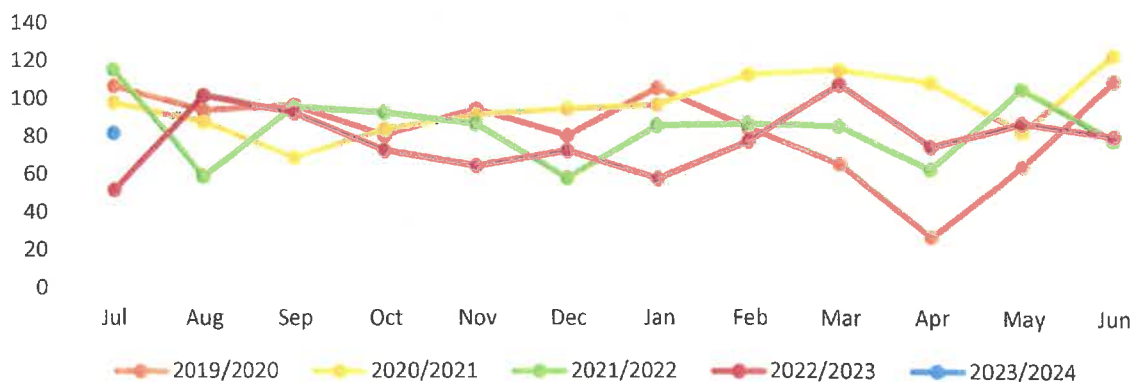
1.1 Dog Registration

At 31 July 2023, there are 1,181 dogs registered of the 1441 dogs listed on the dog register for 2023/2024. This represents 83.5% of known dogs. Reminder notices have been sent to known dog owners.

1.2 Dog Control - Ranging, Complaints and Incidents

Service requests remain consistent with previous years.

Service Requests



Eighty two service requests were attended, which related largely to complaints of barking (25) or roaming (48). Please note – service requests relate to statutory incidents (roaming, barking, rushes, attacks), other services such as kennel checks, microchipping payment/infringement enquiries are not included.

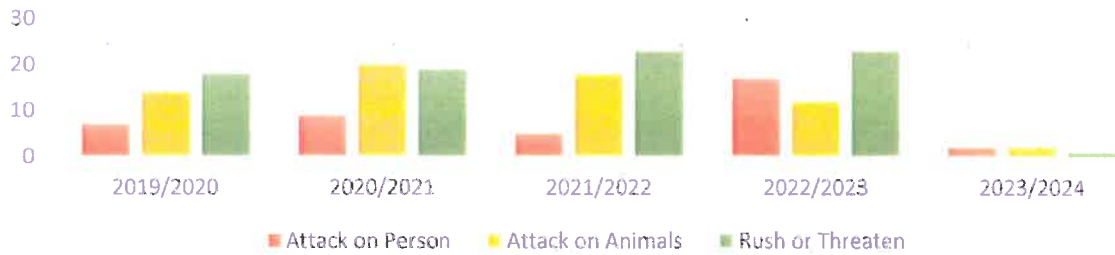
During July, we received five incidents including one dog rush, two attacks on person and two attacks on another animal.

At the time of writing this report, three incidents have been resolved, with two infringements issued, one dog declared menacing and property inspections completed. One complainant refused to provide details of an attack on person, so no further action could be taken.

Two incidents were still under investigation at the time of writing this report.

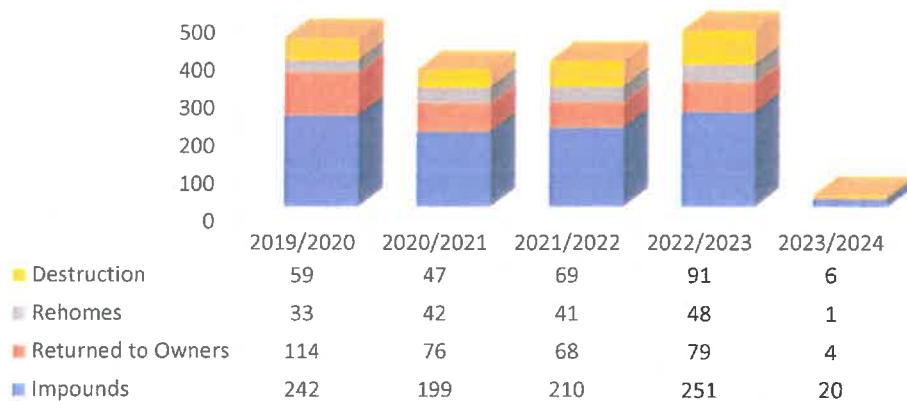
The overall number of incidents last year (52) are slightly higher than previous years (39, 48 and 46 respectively). The recent spike in these types of incidents, is unsettling, however it is difficult to determine any direct cause.

Incident Trends



The service requests have not seen a significant increase over this period, not all incidents relate to roaming dogs and more dogs have been impounded than previous years. Property inspections continue where dogs are found to be roaming to help reduce further incidents.

Impounded Dogs



In July 2023, twenty dogs were impounded. Four dogs were returned to their owner, nine surrendered and one dog was rehomed.

A new dog ranger was appointed in July, bringing our team back to full strength, which should help in response and turnaround times of jobs.

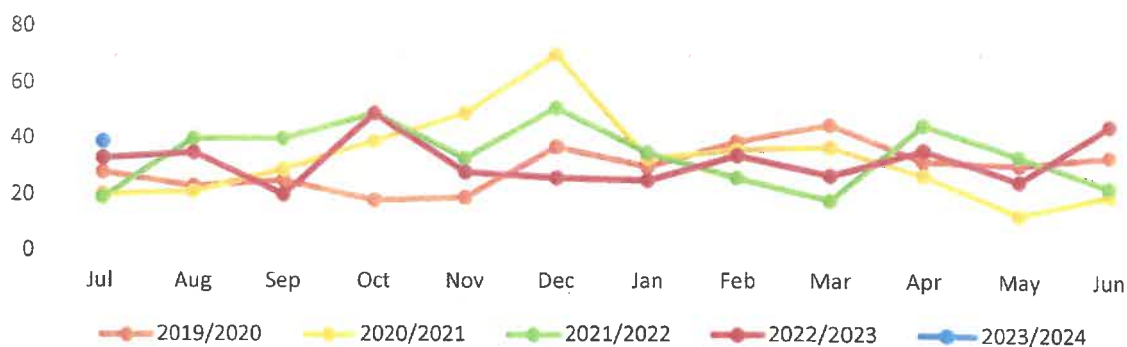
2 Monitoring and Compliance

There were 39 noise complaints in July 2023 and 3 excessive noise notices issued.

One report of a breach of advertising signage (not election related).

Letters were issued regarding four heavy vehicles for parking matters.

Noise Complaints



3 Alcohol Regulation

The Provisional Eastern Bay of Plenty Local Alcohol Policy (Provisional Policy) has been recommended by each Whakatāne, Ōpōtiki and Kawerau District Councils. The Provisional Policy will be advertised on 9 August 2023. Previous submitters, Police or a Medical Officer of Health, will have 30 days to make any appeal to the Alcohol Regulatory and Licensing Authority on grounds that an element of the provisional policy is unreasonable considering the object of the Sale and Supply of Alcohol Act 2012. The final day for submissions is 8 September 2023.

4 Food Safety and Premises

There were two Food Control Plan verifications completed in July 2023.

One improvement notice issued on a food venue.

Four enquiries were received about registration -:

- 2 x new operators - 1 mobile and 1 venue
- 1 x new operator for existing venue
- 1 x nail business

5 Environmental Health

Nothing to report.

6 Building Control

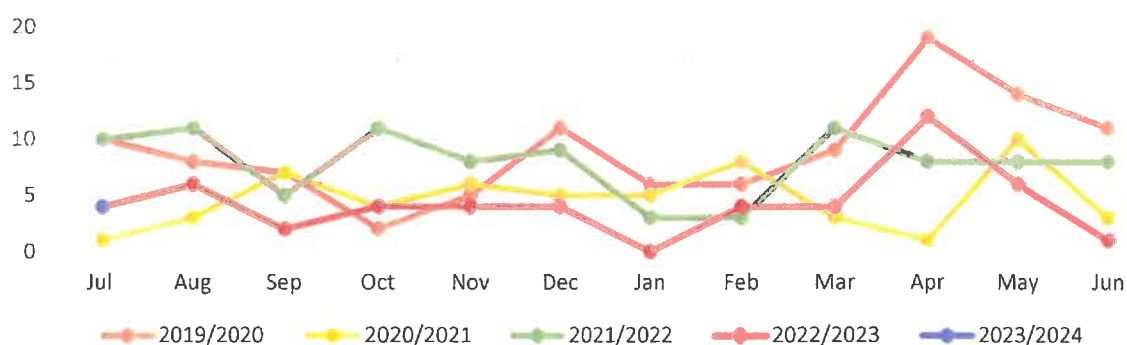
6.1 Building Consent Authority (BCA)

In July, four building consents were processed with a total value of \$19,000.00.

The types of building work for the month included:

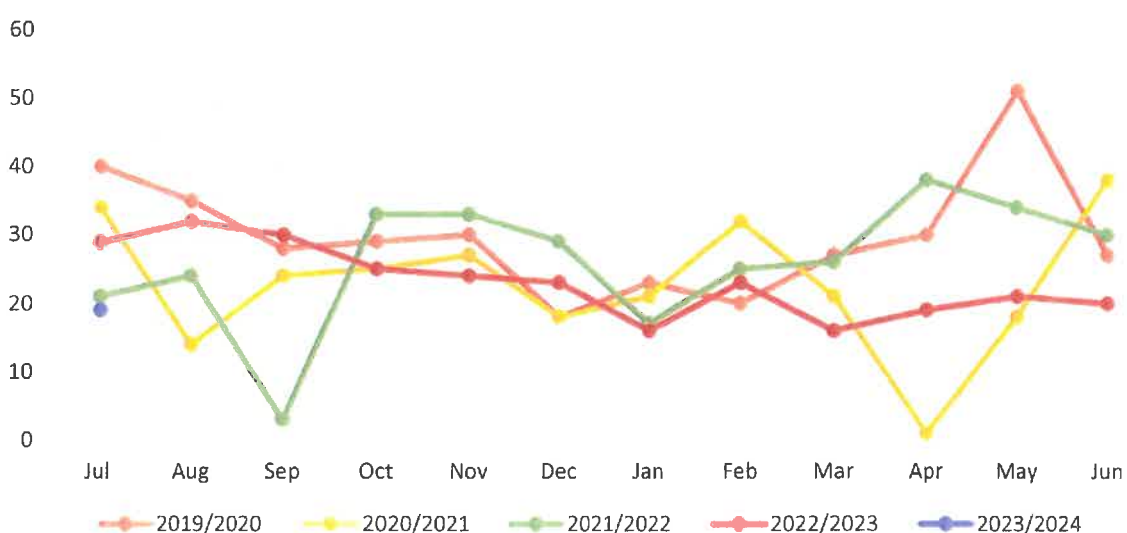
- 4 solid fuel heaters

Building Consents



Building inspections remain steady, with existing work. We may see a slight slowing of inspections in the next couple of months given the reduced consents processed in the last few months.

Building Inspections



6.2 Territorial Authority

One Building Warrant of Fitness inspection has been completed this month and four LIM reports issued.

7 Civil Defence Emergency Management (CDEM)

Emergency Management Bay of Plenty completed their biyearly, emergency preparedness survey (attached). The overall results showed 87% of Bay of Plenty participants had a good understanding of the types of disasters that could occur and 79% understood the possible effects of a disaster. Kawerau was a small minority of the survey group (3 participants), and although all were prepared for an emergency, it is too small a group to be representative of the community as a whole. Work will continue through programmes at schools, CDEM drop in centres and community events to help raise awareness and increase preparedness throughout our community.

Emergency Management Bay of Plenty is implementing a new training initiative called Bay 8 (The name represents the 7 Councils and Emergency Management). The goal being to support a region wide CDEM response capability and improve efficiency when needing to activate EOCs. Bay 8 members will be specifically selected and trained to be the first back up staff, to be brought in, during an emergency.

Bay 8 members will be drawn from all Councils and will undergo a week long training course run by Emergency Management. This is designed for staff with a keen interest in CDEM and to upskill those with limited experience. Two courses of 25 people will be run over the next two years, providing a total of 50 trained staff. This will be a great support to small communities like Kawerau, to add depth to our response staff.

8 District Plan

8.1 Resource Consents

No resource consents have been issued during July.

8.2 Plan Change and Reserve Swap

The proposed Plan Change 4 (Rezoning Stoneham Park) report and recommendations were ratified by Council on 19 July 2023. The decisions on submissions were then publicly notified on 28 July 2023. Any person or organisation who had made a submission has the right to appeal the decision to the Environment Court by not later than 25 August 2023.

The reserve swap application is still with the Department of Conservation for their consideration.

8.3 Legislation Updates

The Natural and Built Environment Bill and Spatial Planning Bill have passed the second reading and also the committee of the house. The final stage is the third reading, which is expected to take place in the next couple of weeks.

RECOMMENDATION

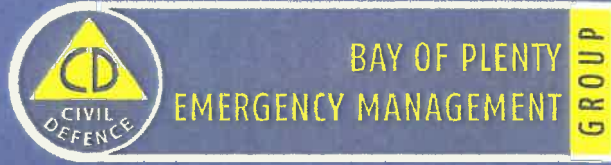
That the report from the Group Manager, Regulatory and Planning Services for the month of July 2023 be received.



Michaela Glaspey

Group Manager, Regulatory and Planning

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*A safe, strong Bay of Plenty, together
Toi Moana, kia hāumarū, kia kaha, mā tātau katoa*

2023 Disaster Preparedness Survey

Results

Objective ID#



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Civil Defence Publication, July 2023
Bay of Plenty Civil Defence Emergency Management Group
C/O Emergency Management Bay of Plenty

Introduction

Educating the Bay of Plenty community on hazard risks and preparedness is an important component of the work that the Bay of Plenty Civil Defence Emergency Management (CDEM) Group conducts. It is essential that the Bay of Plenty CDEM Group understands how prepared our communities are, to be able to tailor any emergency preparedness education to our communities. This will help to work towards the Bay of Plenty CDEM Group Plan vision of “A safe, strong Bay of Plenty, together.”

The disaster preparedness survey is intended to be conducted every two years, with 2023 the first round of the survey. Repeating the survey will allow the results to be compared over time and assist in identifying any trends in community preparedness in the Bay of Plenty. The next disaster preparedness survey will be conducted in 2025.

This report provides an overview of the results from the first Bay of Plenty disaster preparedness survey.

Method

The Bay of Plenty disaster preparedness survey was conducted from 19th May to 19th June 2023. Communities were able to respond to the survey via Bay of Plenty’s online engagement platform (<https://www.participate.boprc.govt.nz/emergency-management-bay-plenty-disaster-preparedness-survey>) during this period. The webpage included information about why the Bay of Plenty Civil Defence Emergency Management (CDEM) Group conducted the disaster preparedness survey, Civil Defence Emergency Management in the Bay of Plenty, and the online survey.

The survey included a section on demographics and disaster preparedness. The demographic section included questions to check if feedback was received from communities across the Bay of Plenty. The preparedness section of the survey listed 10 statements and asked the person completing the survey to select all statements that were applicable to them. The questions and results are detailed in the following results section.

The online platform was promoted through various vectors including social media channels, existing Bay of Plenty Regional Council networks and newsletters. In addition, Emergency Management Officers from each of the associated local authorities also promoted the survey within their respective districts.

In addition, a similar disaster preparedness question was also posed in the 2022 National Emergency Management Agency (NEMA) disaster preparedness survey which surveyed nearly 1,500 people across New Zealand. The results from the NEMA survey are compared with the current survey.

Results

Demographics

Over 220 people completed the Bay of Plenty disaster preparedness survey. Feedback was received from people across all the territorial authorities (city and districts) which make up the Bay of Plenty Civil Defence Emergency Management (CDEM) region, including one response from the Bay of Plenty Offshore Islands, which are administered by Department of Internal Affairs (Figure 1). The location of people providing feedback was somewhat reflective of the spatial distribution of the population across the Bay of Plenty CDEM region with most feedback coming from people who lived in Tauranga City.

Most people who provided feedback were aged between 41 to 64 years with no respondents 20 years or younger (Figure 2). Almost 80% of respondents identified as New Zealand European, with just under 20% identified as Māori. Approximately 9% of respondents identified as “other” ethnicity. It appears some respondents noted their nationality as opposed to their ethnicity (Figure 3).

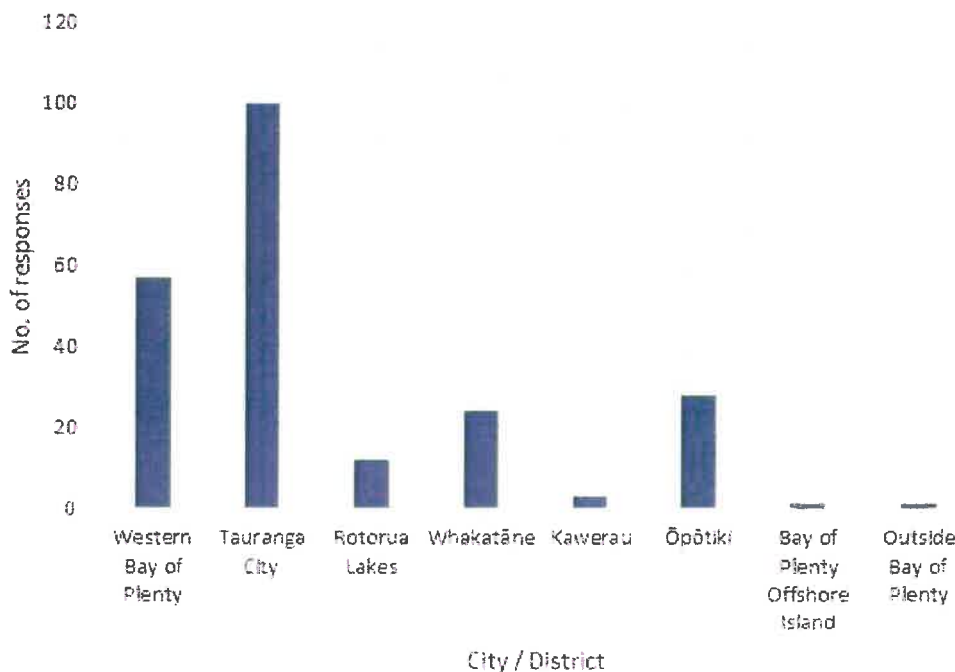


Figure 1: The number of people who provided feedback and the district they live in.

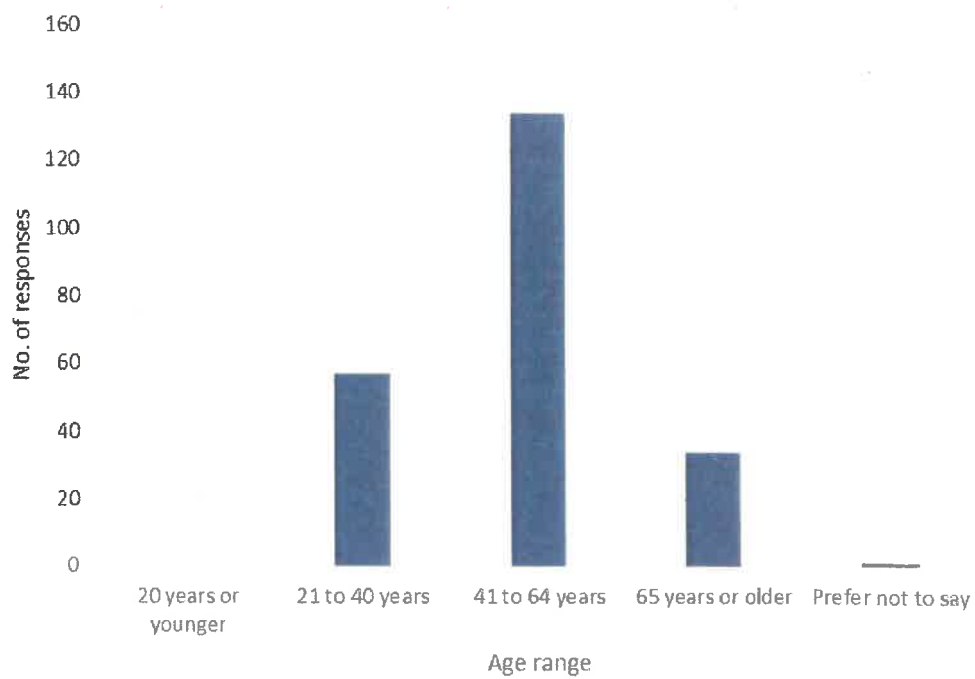


Figure 2: The number of people who provided feedback and their age group.

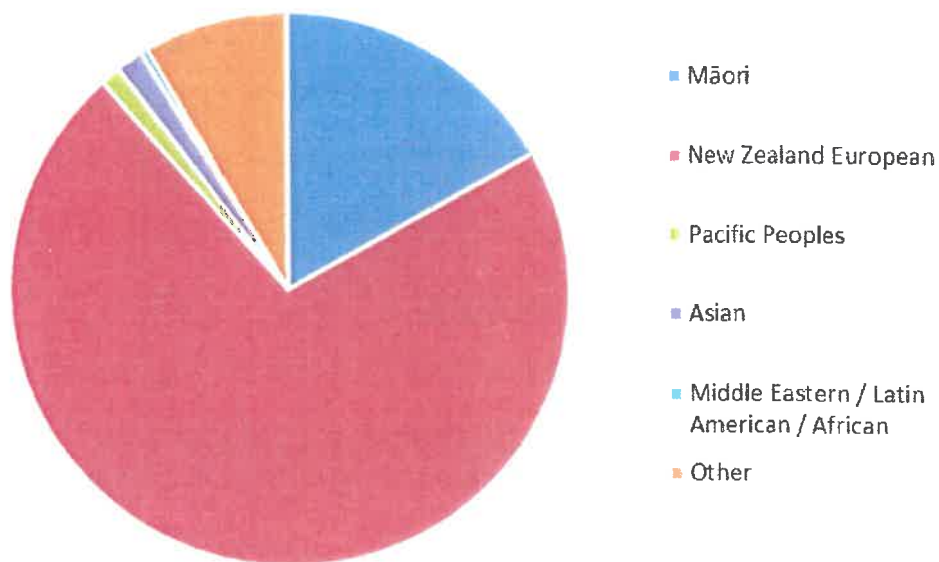


Figure 3: The proportion of people who provided feedback and their ethnicity.

Disaster Preparedness

The preparedness section of the survey listed 10 statements and asked the person completing the survey to select all statements that were applicable to them. Table 1 lists the 10 different statements from the survey and the percentage of respondents that selected each statement. A disaster preparedness survey was conducted by the National Emergency Management Agency (NEMA) in 2022. The NEMA survey included a similar question with similar statements to the Bay of Plenty disaster preparedness survey. The results from the NEMA survey question are also included in Table 1.

Table 1: Summary of the results from the Bay of Plenty disaster preparedness survey and results from a similar question in the 2022 National Emergency Management Agency disaster preparedness survey.

Statement	Percentage of respondents (%)	NEMA survey percentage (%)
I have a good understanding of the types of disaster that could occur, and the chances of them occurring.	87	82
I have a good understanding of the effects of a disaster in my area.	79	72
I have discussed or planned with my household what to do in a disaster.	64	45
*I have discussed or planned with my household what to do in a disaster when not at home.	36	-
I have stored 9L of water for each household member.	37	30
I have emergency supplies.	65	65
I have a getaway bag with emergency supplies.	39	33
I check my survival items at least once a year.	41	41
I attend meetings with community groups about disaster planning.	12	10
*None of the above.	4	-

Bay of Plenty survey sample number = 226, NEMA national survey sample number = 1,475.

** Two statements from the Bay of Plenty disaster preparedness survey were not included in the NEMA survey.*

The Bay of Plenty disaster preparedness survey results showed that a high proportion of survey respondents (over three quarters) understood the types of disasters that could affect the Bay of Plenty and the effects from those disasters. Just under two thirds of survey respondents had also discussed or planned what to do in a disaster with their household and have emergency supplies.

Less than half of the respondents from the Bay of Plenty disaster preparedness survey had:

- discussed or planned with their household what to do in a disaster when not at home,
- stored 9L of water,
- a getaway bag, and
- checked their survival items within the past year.

In addition, just over 10 percent of survey respondents attend meetings with community groups about disaster planning.

The results from the NEMA disaster preparedness survey were mostly similar to the Bay of Plenty survey results. The percentage difference between seven of the eight corresponding statements from both surveys was seven or less, with two of those statements recording the same percentage. In the remaining statement regarding discussing / planning for a disaster with their household, the Bay of Plenty results was 19% higher than the corresponding statement from the NEMA survey.

The comments provided from respondents to the Bay of Plenty disaster preparedness survey were varied, covering a range of topics from pets to evacuation points as well as unique household preparedness situations (i.e. *"We have creek water near our whare and are prepared to cope without power"*). Although a common theme from the comments was that a lot of respondents acknowledged they needed to be better prepared, as per some of the comments listed below:

"I should be more prepared..."

"I am woefully unprepared."

"I need to do better at preparedness...."

"Thank you for the wake-up call. It's reminded me we need to be more prepared."

"The above questions have prompted me to do a bit more to be better prepared."

Overall, the Bay of Plenty disaster preparedness survey results suggest that most of the respondents have a reasonable understanding of the types of disasters that could affect the region and the subsequent effects. However, the results highlight areas for improvement, particularly around households being more prepared. These results also aligned with the results from the NEMA disaster preparedness survey.

MONTHLY REPORT

FINANCE & CORPORATE SERVICES

July 2023

1 Library and Museum

1.1 Library

July was busy with school holiday and Matariki activities. Feedback was positive with 168 attendees for the children's programming. A digital book/Spotify list promotion for adults was run. The Library team also helped out with other Council Matariki events.

This month the displays were Matariki and a Lego Space Models exhibition supplied by Stuart Thurlow of the Bricks of Plenty Lego Club.

Susan Harris reached 30 years of working at the Library on 3rd July.

Library Statistics

	July 2023	YTD 2023/24	July 2022	YTD 2022/23
Items issued	3,311	3,311	3,353	3,353
People visiting	5,722	5,722	4,222	4,222
New members	37	37	18	18
Active members*	1,360		1,438	

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

1.2 Museum

The focus for July was the *Kia Whakatōmuri Te Haere Whakamura* (I walk backwards into the future with my eyes fixed on my past) exhibition which launched 12 July and the Māori film screenings for Matariki. Feedback from the community has been positive for both these items.

A number of long-term items were moved from the inner gallery to the Archives and Museum Storage building, which will involve some work to research, and catalogue the items as most are from the Trust days.

Shaun Dredge is the successful candidate for the Museum Technical Assistant role and he starts 14 on August.

Sir James Fletcher Kawerau Museum Statistics

	July 2023	YTD 2023/24	July 2022	YTD 2022/23
Exhibitions	1	1	3	3

Vernon Records	July 2023	YTD 2023/24	July 2022	YTD 2022/23
Objects – items added to collection	2	2	21	21
Individuals & Organisations	53	53	13	13
Documents	37	37	34	34
Photographs	2	2	66	66

Objects – items added to Vernon Museum Collection, *People* – records added to Vernon on individuals and organisations, *Documents* – a document added to Vernon like newspaper articles, forms, etc., and *Photographs* – photos added to Vernon.

2 Weather Station

The average temperature for the month of July 2023 was 15.8° and the highest temperature for the month was 18.3°. The accumulated sunshine hours for July totalled 154 hours and 42 minutes. The appendix to this report shows graphs of the temperature and sunshine data collected for July.

Please note with the reintroduction of providing daily temperatures and sunshine hours, there is no year to date data or historical data from the prior year for comparison as this information was not collected.

3 Payments

There were six payments in July 2023, which exceeded \$50,000.00:

- Inland Revenue Department (x2) - \$134,546.91 (total) - PAYE for Fortnight ending 18/06 & 2/07.
- Abyss Limited - \$71,449.50 – Inspect and Clean Council's three Reservoirs.
- Brian Perry Civil Limited - \$211,124.35 – Town Centre Sewer Renewal.
- Cooney Lees Morgan (solicitors) – Total \$263,700, two progress payments, #1 and #2 of \$131,850 each for the Bell Street Duplex spec builds.
- Loveridge Limited - \$151,229.05 – Watermain Reticulation Renewal progress claim 6.
- Spray Marks - \$51,162.32 – Spray marking of the roads and streets.
- Waste Management Ltd - \$119,890.46– Refuse collections to June 2023.
- Wren Builders - \$140,019.92 – Progress payment for Rangī Delamere Pavilion.

4 Requests for Service

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

Service	Total	
	Completed	Progressed
Dogs	105	8
Noise	35	6
Building Enquiries	16	0
Trees* & Parks	12	3
Rubbish (Bins & Collections)	23	9
Water	10	3
Wastewater	1	0
Roading/Stormwater/Streetlights	12	17
Enforcement/Health/Food/Stock	7	4
Council Buildings/Facilities – Maint.	6	2
Other (Events/Consents/Rates/Vandalism)	6	7
Official Information Requests	3	0
Total	236	59

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

For July, 19 requests came via the website/emails and 5 via Antenno. The balance of the requests came from phone calls or visits.

6 Funds

The following funds were held at 31 July 2023:

Invested in	\$	Mean Interest	% External
ANZ – on call	784	0.90%	0.03%
BNZ – current & on-call	2,235,482	0.15%	81.13%
Rabobank (on-call)	519,017	2.00%	18.84%
Total Funds (Cash)	2,755,283		100.0%
Internal Loans	1,617,583		
Total Investments	4,372,866		

The following table shows Council's reserve and general funds balances as at 31 July 2023:

	July 2023	July 2022
Reserve Balances		
Depreciation Funds	\$2,544,765	\$5,332,864
Loan	\$2,000,000	\$0
Total Reserve Balances	\$4,544,765	\$5,332,864
General Funds	(\$171,900)	(\$720,792)
Total (comprising funds & internal loans)	\$4,372,866	\$4,612,071

The figures show that overall Council has \$239k less funds at the end of July than this time last year, however this includes funds from the \$2m loan that was uplifted in December 2022 to pay for the water asset renewals. Overall Council's cashflows for the last year have continued to be lower than previous years, as Council has short term funds invested in the Central Cove sections and Porritt Glade units that will become realised cash funds once they are sold and have occupation agreements, respectively.

7 **RECOMMENDATION**

That the report from the Group Manager, Finance & Corporate Services for July 2023, be received.



Lee-Anne Butler, CA, BMS

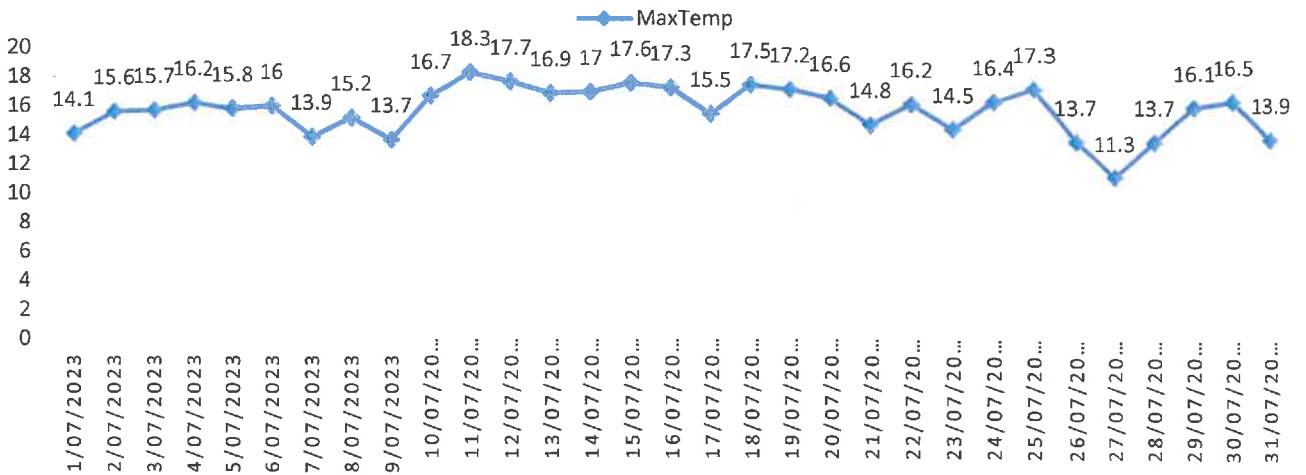
Group Manager, Finance & Corporate Services

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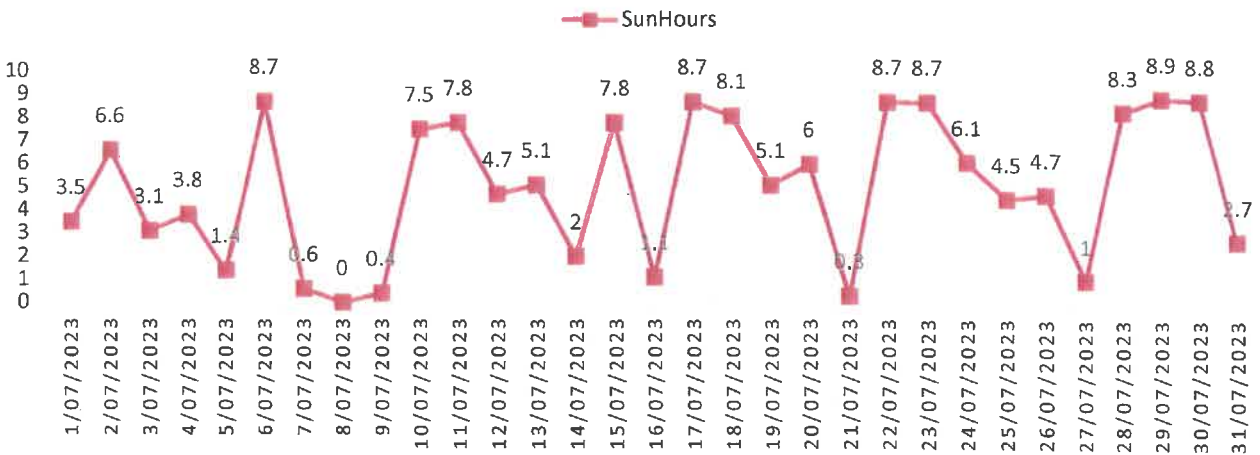
Appendix

July 2023 -Weather Data

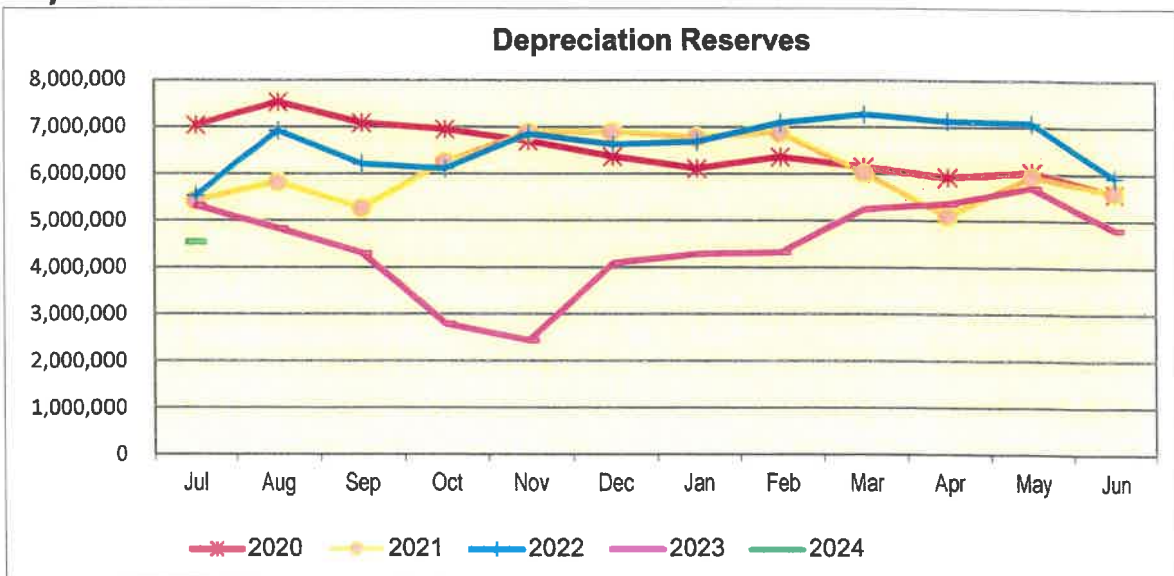
MAXTEMP JULY 2023

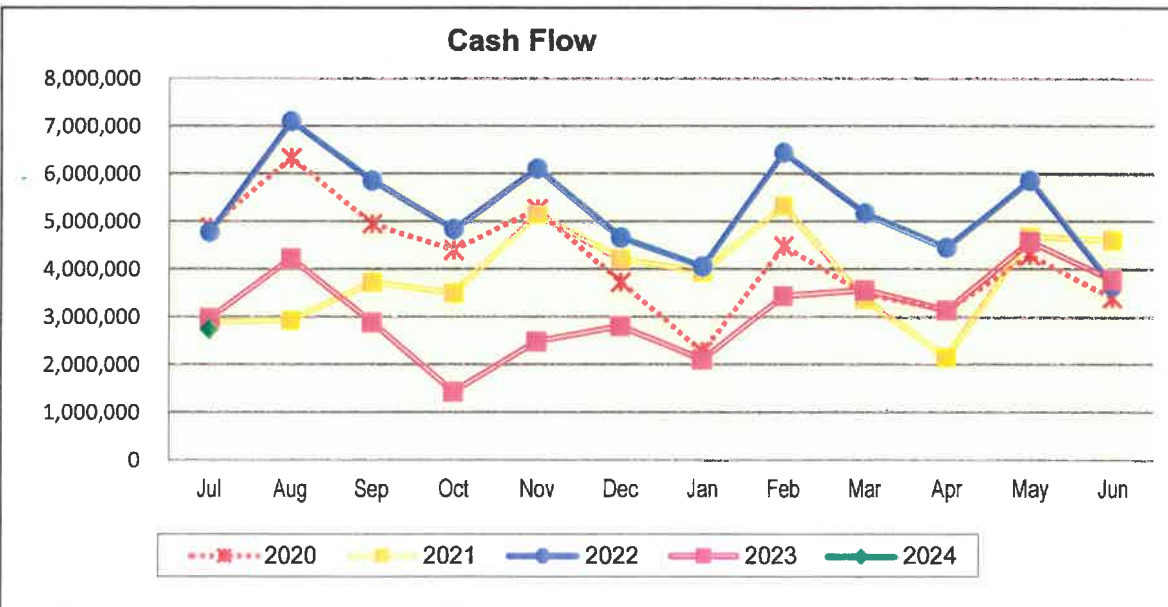
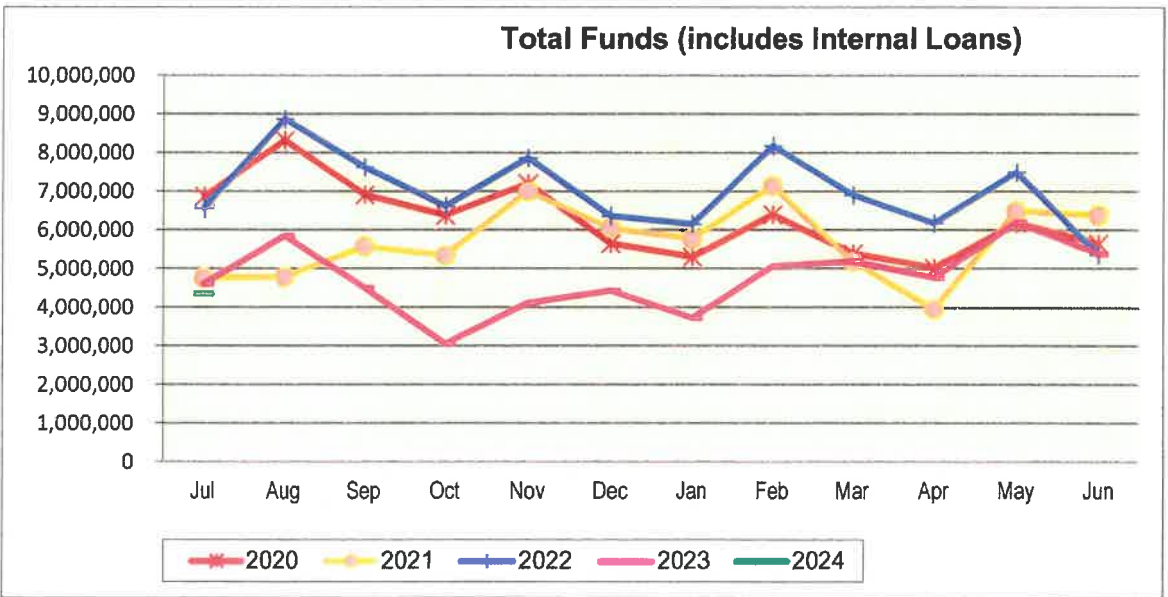
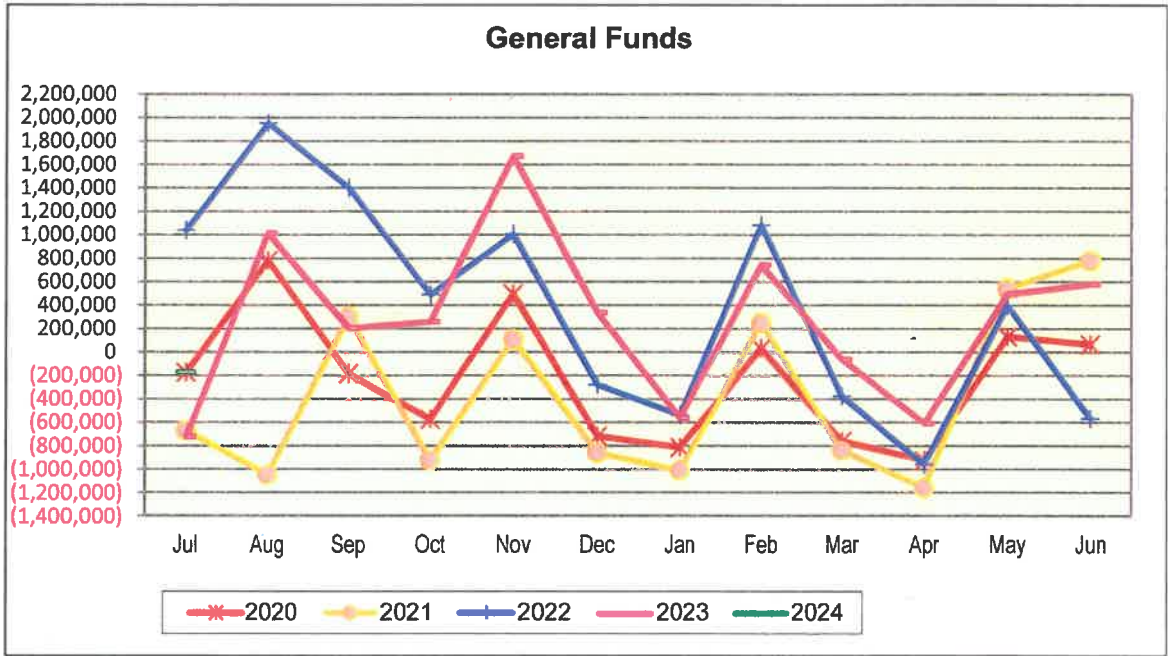


SUNHOURS JULY 2023



July 2023 – Financial Data





MONTHLY REPORT OPERATIONS AND SERVICES

July 2023

1 Water Supply

Due to high manganese levels, the Pumphouse Spring is no longer in use. Options to remove manganese from the water supply are being evaluated by staff. From 7 June 2023, only the Tarawera Bores were used as water supply.

The Tarawera Bores have sufficient capacity to meet the demands of the community. Work is being done to evaluate the requirements to continue using Umukaraka Springs.

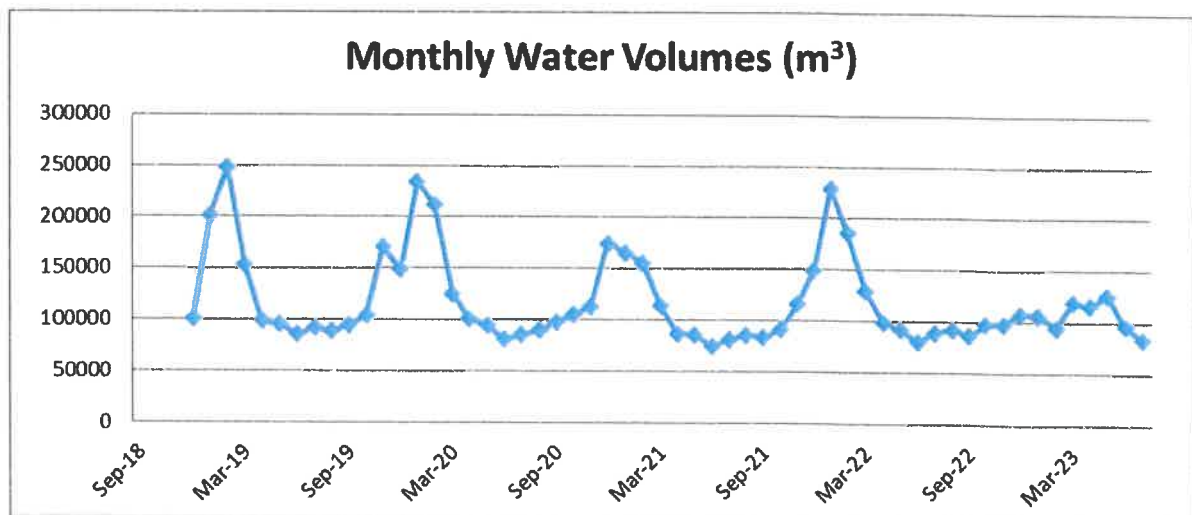
The lime pH correction system in the treatment plant will be replaced with a more robust sodium hydroxide system when the fluoride system is installed later this year. This will reduce Health and Safety concerns handling dust and sedimentation in the reservoirs.

The pump station is being rebuilt with new modern pumps and controls during June to December 2023, which will include new telemetry and control of all the boreholes and springs.

1.1 Use

The Town used 83,247 m³ in July 2023, which is normal during this time of year.

The graph below shows the monthly volume (in m³) of water used for the last 5 years for comparison.



1.2 Water Quality

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

There were 3 dirty water complaints received during July (compared to 57 in June). They were all related to the reticulation replacement works in River Road.

1.3 Reticulation

The physical reticulation replacement works for the 2022/23 programme commenced in January. The River Road area is currently being replaced.

Cleaning of all three reservoirs were completed in July. Visual inspections indicates that full structural analyses of the reservoirs needs to be undertaken to assess any further damage after the earthquakes earlier this year.

2 **Wastewater**

The Waste Water Treatment Plant had no breaches of its resource consent conditions during this reporting period.

The Town Centre sewerage reticulation replacement works were completed in July and reinstatement of road and parking seals will be completed in August 2023.

3 **Roading**

Footpath replacements as well as kerb and channel cleaning and replacement have been ongoing in various areas of the town.

Roading reseals and other major maintenance tenders were drawn up in March and were released for tendering in April 2023. The actual works have been delayed due to consistent rainfall in May and June. The 2022/23 Waka Kotahi/NZTA roading works will now be carried over to the 2023/24 financial year.

The installation of the drainage systems designed to resolve the high water table damaging roading infrastructure in Transfer Station road was completed in July 2023. The remedial work required in other areas is being developed.

4 **Stormwater**

All cesspits and stormwater drains are routinely cleaned by gardeners, cleaners and water workers during the peak leaf fall period.

5 **Parks and Reserves**

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

- Fences were repaired and replaced across town damaged by vandalism and trespassing.

- The annual winter beddings were maintained.
- The mowing team has caught up with the mowing backlog caused by rain during the first six months of the year.

6 Pool

All pools are operating within their operational range.

Staff are preparing works for the annual pools shut which is planned for 9 to 27 October 2023.

7 Refuse Collection

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

8 Refuse Disposal

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

9 Recycled Collection

The collection and disposal of recycling continued without incident.

10 Vandalism

Nine incidences of graffiti covering an area of 60 m² was removed at a total cost of \$1,780. The main areas targeted were:

- Town Centre walls and bins
- Hansen Walk steps and alleyways
- The skate park play ground, primarily stickers and tags
- Steam pipes along Tamarangi Drive

11 Projects & Schedule

The project and major maintenance works schedule for the 2023/24 financial year is attached to this report. Significant projects have not been completed at the end of the financial year, and Council resolved to roll over allocated funding to the next financial year at its meeting on 9 August.

12 **RECOMMENDATION**

That the report from the Group Manager, Operations and Services for the month of July 2023 be received.

A handwritten signature in blue ink, appearing to read 'Hanno van der Merwe', with a horizontal line underneath.

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

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Capital, Renewals and One off Maintenance Items for 2023/24
1 August 2023

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Roll Over	Comments
Transport Management	402515 001	Kerb Replacement	\$110,000	\$0	Jun-24			\$30,000	
	402515 002	Street Light Renewals	\$27,000	\$0				-\$20,000	
	402515 003	Reseals - Roads	\$260,000	\$0	Oct-23			\$130,000	
	402515 004	Pavement Treatment	\$160,000	\$0	Oct-23			\$90,000	
	402515 009	Minor Safety Improvements	\$80,000	\$0	Jun-24			\$45,000	
	402515 013	Footpath replacement	\$190,000	\$0	Jun-24			\$30,000	
	402515 015	Lane realignment	\$320,000	\$0	Jun-24				
	402515 018	Drainage Works	\$136,000	\$0	Jul-23			\$136,000	
	402516 001	Reseals - Carparks	\$50,000	\$0	Aug-23				
	402516 003	Replace Rubbish Bins	\$6,000	\$0					
	402516 004	District Seating	\$1,500	\$0					
	402516 006	Town Centre Music	\$3,700	\$0					
	402516 009	Town Centre - Decorative Lights	\$3,700	\$0					
	402516 010	Town Centre Video Cameras	\$7,000	\$0					
402516 013	Town Centre - Xmas Streetlight Maintenance	\$9,600	\$0						
		Asset Renewals Sub Total	\$1,364,500	\$0					
Stormwater	402601 001	Stormwater Renewals	\$380,000	\$0	Jun-24				
		Asset Renewals Sub Total	\$380,000	\$0					
	26 01 02 3500	Stormwater Maintenance	\$24,000	\$0					
		Maintenance Sub Total	\$24,000	\$0					
Water Supply	303001 001	Flushing Mains	\$2,500	\$0					
	303001 002	Reservoir Structural Evaluation	\$80,000	\$0	Sep-23				Not in Budget! To be requested at next Council M
		Maintenance Sub Total	\$82,500	\$0					
	403001 002	Reticulation Replacement - Zone 2	\$2,300,000	\$0	Mar-24			\$300,000	
	403001 003	Reticulation Replacement - Zone 6	\$470,000	\$0	Oct-23			\$230,000	Pumphouse lines and valves
	403001 004	Toby Replacements	\$50,000	\$0	Jun-24				
	403001 005	Valve Refurbishment	\$44,100	\$0	Mar-24				
	403001 007	Refurbish Pump System	\$69,000	\$0	Nov-23			\$50,000	Pumphouse Pumps installation
	403001 010	UV Tube replacement	\$14,500	\$0	Feb-24				
	403001 030	Lime & Fluoride System	\$425,000	\$0	Nov-23			\$425,000	Funded by MoH
	403001 021	Heatworks	\$400,000	\$0	Nov-23			\$150,000	Boreholes & springs telemetry and control
			Asset Renewals Sub Total	\$3,772,600	\$0				
	303520 001	Sewer Line Cleaning	\$22,200	\$0					
	303520 002	Video Lines	\$15,000	\$0					
303520 003	Centrifuge	\$21,000	\$0	Feb-24					
303520 004	Plant Maintenance	\$52,800	\$0	Jun-24					
		Maintenance Sub Total	\$111,000	\$0					
403520 001	Refurbish Pumps	\$37,000	\$0	May-24					
403520 002	Reticulation Replacement - Zone 1	\$1,176,100	\$0	Nov-23			\$430,000		
403520 004	Milliscreens Renewals	\$161,000	\$0	Dec-23					
403520 011	Waste Water Treatment Plant	\$854,500	\$0	May-24			\$370,000	Buildings and Structures	

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Roll Over	Comments
	403520 027	Pumping Station	\$50,000	\$0	May-24			\$50,000	
		Asset Renewals Sub Total	\$2,278,600	\$0					
Refuse Disposal	303522 004	Scales and Electric Gate	\$10,400	\$0	Dec-23				
		Maintenance Sub Total	\$10,400	\$0					
	403522 014	Asbestos Site Preparation	\$30,000	\$0	Oct-23			\$30,000	Phase 1 Design
		Asset Renewals Sub Total	\$30,000	\$0					
Pool	304031 006	Heat Exchange Unit	\$5,000	\$0	Oct-23				
	304031 009	Spa Pool	\$6,700	\$0	Jun-24				
	304031 011	Painting Buildings	\$23,300	\$0	Jun-24				
		Maintenance Sub Total	\$35,000	\$0					
	404031 001	Club Rooms	\$40,000	\$0	Oct-23			\$40,000	Outer skirting
	404031 016	Fences	\$50,000	\$0	Oct-23				
	404031 020	Changing Rooms	\$60,000	\$0	Oct-23				Floors
	404031 024	Pool Floor	\$30,000	\$0	Oct-23				
	404031 004	Steel Poles and Shades	\$17,000	\$0	Oct-22			\$17,000	Lifeguard area
	404031 061	Filtration System	\$93,000	\$0	Oct-22			\$93,000	
		Asset Renewals Sub Total	\$290,000	\$0					
Library & Museum	404030 002/3	Stock Purchases	\$75,800	\$0	Jun-24				
	404030 005/6	Furniture	\$11,500	\$0	Jun-24				
	404030 014	Barcode Readers	\$1,250	\$0	Jun-24				
		Asset Renewals Sub Total	\$88,550	\$0					
Rec. Centre	304035 008	Lift Inspectors	\$3,500	\$0					
	304035 018	Air Extractors	\$5,600	\$0					
		Maintenance Sub Total	\$9,100	\$0					
	404035 005	Building Work	\$6,900	\$0					
	404035 020	Roof	\$60,000	\$0	Feb-24			\$60,000	
	404035 020	Air extractors and gas detectors	\$10,000	\$0	Feb-24				
		Asset Renewals Sub Total	\$76,900	\$0					
Town Hall	304036 003	Foyer	\$1,200	\$0					
		Maintenance Sub Total	\$1,200	\$0					
	404036 002	Curtains	\$10,000	\$0					
	404036 009	Roof	\$50,000	\$0	Nov-23				
	404036 002	Audiovisual	\$5,800	\$0					
	404036 020	Furniture	\$2,800	\$0					
		Asset Renewals Sub Total	\$68,600	\$0					
Concert Chamber	304037 008	Painting - Interior	\$16,300	\$0					
		Maintenance Sub Total	\$16,300	\$0					
	404037 011	Furniture	\$15,000	\$0					
	404037 017	Speakers	\$10,000	\$0					
	404037 019	Renewals	\$3,700	\$0					
		Asset Renewals Sub Total	\$28,700	\$0					
Town Centre Toilets	304048 001	Exterior Clean	\$2,200	\$0					

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Roll Over	Comments
	304048 002	Painting	\$3,300	\$0					
		Maintenance Sub Total	\$5,500	\$0					
	404038 007	Toilet Door - Excelco	\$5,000	\$0					
		Asset Renewals Sub Total	\$5,000	\$0					
Passive Reserves	304042 001	Tanawera Walkway	\$7,700	\$0					
	304042 002	Monica Lanham	\$24,900	\$0					
	304042 003	At Risk Tree Removal	\$75,000	\$0					
	304042 004	Ruruanga Stream Maintenance	\$3,600	\$0					
	304042 008	Kayak Course	\$2,100	\$0					
		Maintenance Sub Total	\$113,300	\$0					
	404042 001	Rubbish Bins	\$4,500	\$0					
	404042 002	Boundary Fences	\$18,700	\$0					
	404042 003	Sprinkler Replacements	\$5,200	\$0					
	404042 019	Seal Carparks	\$15,500	\$0	Aug-23				
	404042 031	Reserve Fences	\$12,000	\$0					
		Asset Renewals Sub Total	\$55,900	\$0					
Sportsfields	304041 003	Tracks	\$3,500	\$0					
	304041 004	Fences	\$2,400	\$0					
	304041 005	Goalposts	\$2,200	\$0					
		Maintenance Sub Total	\$8,100	\$0					
	404041 014	RD Pavilion Reconstruction	\$1,000,000	\$0	Sep-23			\$1,000,000	
		Asset Renewals Sub Total	\$1,000,000	\$0					
Street Trees	304044 001	Tree Replacement	\$4,500	\$0					
		Maintenance Sub Total	\$4,500	\$0					
Playgrounds	404046 001	Renewals	\$3,500	\$0	Jul-23				
	404046 002	Bins/Seats	\$500	\$0					
		Asset Renewals Sub Total	\$4,000	\$0					
Cemetery	-	-	\$0	\$0					
		Maintenance Sub Total	\$0	\$0					
		Asset Renewals Sub Total	\$0	\$0					
Library Building	305060 001	Painting	\$5,000	\$0					
		Maintenance Sub Total	\$5,000	\$0					
	405060 011	Air Conditioning	\$88,700	\$0					Archive Building System
	405060 012	Smoke Detectors	\$1,800	\$0					
		Asset Renewals Sub Total	\$90,500	\$0					
Dog Pound	405061 012	Extension of facilities	\$600,000	\$0	Jun-24				
		Asset Renewals Sub Total	\$600,000	\$0					
Field Amenity Buildings	305062 029	Building Maintenance	\$11,100	\$0					
		Maintenance Sub Total	\$11,100	\$0					
	405062 030	Renewals	\$23,200	\$0					
		Asset Renewals Sub Total	\$23,200	\$0					

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Roll Over	Comments	
Depot	305063 003	Building Maintenance	\$3,500	\$0						
		Maintenance Sub Total	\$3,500	\$0						
	405063 018	Renewals	\$9,100	\$0						
District Offices		Asset Renewals Sub Total	\$9,100	\$0						
	305064 001	Paint walls	\$2,400	\$0						
	305064 004	Fire Protection	\$3,600	\$0						
		Maintenance Sub Total	\$6,000	\$0						
	405064 001	Air Conditioning	\$13,300	\$0						
	405064 012	Lift access	\$3,400	\$0						
	405064 021	Hardware & Sundry	\$1,300	\$0						
	405064 020	Flashings and Spoutings	\$100,000	\$0	Feb-24			\$100,000	Completed Stage 1. Stage 2 in process	
		Asset Renewals Sub Total	\$118,000	\$0						
	Plant	60 80 01 7600	Vehicles	135,700	0					
Economic Development		Asset Renewals Sub Total	\$135,700	\$0						
	15 02 01 7600	Renewals - Pensioner Housing	\$50,000	\$0	Jun-24				External building condition assessment	
	15 05 01 3500	Bowen & Te Arika Residential Development	\$400,000	\$0	Jun-24					
	15 05 01 3500	Stoneham Park Residential Development	\$4,100,000	\$0	Jun-27				DIA funded	
	15 06 01 7600	Renewals - Firmin Lodge	\$6,400	\$0	Jun-24					
	15 07 01 7600	Renewals - Information Centre	\$5,400	\$0	Jun-24					
	102010 005	Eastern Bay Spatial Plan	\$160,000	\$0	Jun-24			\$40,000	DIA funded	
		Asset New/Renewal Sub Total	\$4,721,800	\$0						
		Maintenance Sub Total	\$446,500	\$0					0%	
		Asset Renewals Sub Total	\$15,141,650	\$0					0%	
		Total	\$15,588,150	\$0					\$3,826,000	0%

MONTHLY REPORT ECONOMIC AND COMMUNITY DEVELOPMENT

July 2023

1 Boundary Reorganisation Initiative

Council continues to meet with landowner trusts to determine their support of the proposal.

The Local Government Commission is considering a further extension to the re-engagement process.

2 Economic Development

Updates on economic activities, enquiries and projects:

- i. *Off Highway Road (OHR)* – Currently on track to commence build in September
- ii. *Pūtauaki Trust HQ* - Construction of the new headquarters progresses next to Waiū Dairy
- iii. *Kawerau Container Terminal (KCT)* – Oji Fibre Solutions purchase offer with Norske Skog for land intended for the KCT is pending the Overseas Investment Act (OIA)
- iv. *Cool Safe (Refrigerant Gas disposal facility)* – Progress continues with the planned construction of the facility on Kawerau Enterprise Agency (KEA) land. KEA has confirmed that geo tech assessments have taken place
- v. *Weifang Kuiwen Foreign Trade Enterprises Association* – Representation from both Whakatane and Kawerau District Councils visited Auckland for an insightful site visit to observe concrete kitset houses, with a view to understand potential viability of similar builds in the Eastern BOP
- vi. *Recycling haulage enquiry* – A Rotorua based company expressed interest to understand future opportunity to leverage off the KCT
- vii. *Major fast food outlet* – General enquiry of future growth opportunities with a possible fast food outlet investor looking at Kawerau
- viii. *BA4 ISK (Business After 4pm)* – The Chamber of Commerce coordinated a meet and greet for Kawerau based businesses hosted at the ISK offices on 20 July

Toi EDA Board Meeting

The Board met on Monday 24 July, with the following key agenda items:

- Toni Owen appointed as Trustee
- David Glover appointed as Deputy Chair
- Peter Christophers (KDC) provided an update of the financials
- Appointment and recruitment process discussed for two Mataatua seats to the Board. Board will seek expressions of interest.

- Presentation on Climate Change Actions (Trustee; Justin Ford-Robertson) – A presentation from Mr Ford-Robertson to explore the Board’s position on improving and leading climate change actions in the region

3 Kawerau isite Visitor Information Centre

As part of Council’s inclusion in the Visitor Information Network (VIN isite); the Plunket Street location will soon receive newly branded external signage. The VIN covers the cost of this fit out.

The partial road closure of SH30 to heavy vehicles (Kawerau to Rotorua) continues to disrupt services to Intercity.

The Auckland to Gisborne Route (service 6222 via Kawerau); one service per day (arrives in Kawerau 14:50 – 15:00hrs). After departing Kawerau this bus travels to Gisborne and is the only Intercity bus that stops in Kawerau.

The Gisborne to Auckland route (service 6211) bypasses Kawerau and travels to Rotorua via Pongakawa, with the nearest stop in Edgecumbe. One service per day.

Key Monthly Statistics – July 2023

- Visitor enquiries: 1407 (7% increase from the previous month)
- Tarawera Forest access permits: 102 (40% increase from the previous month)
- Public toilets use: 3528 (54% increase from the previous month)
- Motorhome power users: 19 (73% increase from the previous month)

4 Community Activities

Events completed for July 2023

- **Kia Whakatōmuri te haere whakamua (*I walk backwards into the future with my eyes fixed on my past*) Matariki Film Screening**
Wednesday 5, 12, & 19 July – *Concert Chambers*
- **isite Matariki – On Foot Hikoi**
Tuesday 11 July – *Kawerau isite staff coordinated this activity*
- **KYC Mid-Winter Madness**
Tuesday 11 July - *Tamariki and rangatahi activities in the Concert Chambers and Town Hall*
- **Tirotiro Whetu O Matariki Ki Kawerau Hautapu**
Friday 14 July - *Monika Lanham Reserve*
- **Kawerau Industrial Open Day**
Friday 14 July - *ISK industrial area*

Events registered for August & September 2023

- **Central Freewheelers Motor Home Group - Freewheelers Hot Pool Safari**
Wednesday 16 & Thursday 17 August - *Prideaux Park Freedom Camping Area*
- **Canoe Slalom BOP Club Race**
Saturday 19 & Sunday 20 August - *Waterhouse St Reserve*
- **Junior Rugby Community Festival**
Sunday 20 August - *Tarawera Park*
- **Kawerau Young Achievers Awards**
Friday 25 August - 4.30 pm onwards - *Town Hall*
- **Kawerau Employment Expo**
Wednesday 30 August - 10 am to 2 pm - *Town Hall & Concert Chambers*
- **Kawerau Pūtauaki School Athletics**
Friday 1 September - 8 am - 2.30 pm - *Prideaux Park*

Kawerau Neighbourhood Support

This data is the recorded weekly criminal occurrences, provided from the Police Headquarters, Rotorua to the Whakatane Neighbourhood Support Coordinator.

Month	Week 1		Week 2		Week 3		Week 4		Sub Total		TOTAL
	*Res.	Comm.	Res.	Comm.	Res.	Comm.	Res.	Comm.	Res.	Comm.	
July (2023)	6	2	4	5	2	1	5	2	17	10	27

(* Res. = Residential, Comm. = Commercial properties)

No further progress to report regarding a future resurgence plan of the Kawerau Neighbourhood Support network.

5 Youth Projects

Kawerau Youth Council (KYC)

KYC members reviewed a busy month of community activities they collectively contributed towards:

- *Tuia I Roto Wānanga* (Dunedin) – Damien Enright (KYC Chair) provided feedback from the third wānanga
- *Mid-Winter Madness* (School Holiday event) – A KYC led event included laser tag, games, table tennis and food vendors. 220 attendees were recorded
- *Matariki Kaumatua Morning Tea* (Town Hall) – KYC members assisted with set up/pack down, logistics and servicing the attendees

- *Matariki Hautapu* (community breakfast) – KYC members were divided into groups to volunteer at the dawn ceremony on Monika Lanham Reserve and a breakfast at the Concert Chambers
- *ISK Matariki Industrial Open Day* (Manukorihi Drive) – A well-attended event with food vendors and entertainment
- *Dusk Zone* – This is a youth led activity with Council support, with approximately 50 attendees at the Concert Chambers or Rec Centre participating in games and social interaction activities

The following dates for monthly KYC meetings in the Council Chamber:

- Thursday August 10
- Thursday September 14
- Thursday October 12
- Thursday November 9

Young Achievers Awards

Nominations are now being received and the KYC have created a promotional video to raise awareness of the awards. Planning and delivery of the awards is tasked among the KYC members. Key dates for the 2023 Young Achievers Awards as follows:

- Nominations opened 7 July
- Close 11 August (extended from original 4 August close)
- Ceremony - 25 August – Town Hall

Tuia Representatives

The third Tuia wānanga held in Dunedin explored the theme of Tuia i Roto. Each delegate was provided a ten-minute period to present to the group on their backgrounds and passions. On return, the Kawerau delegates provided feedback to Her Worship the Mayor.

The fourth wānanga themed Tuia I Waho, is scheduled for 15-17 September 2023 at Pukemokimoki Marae, Napier.

6 RECOMMENDATION

That the report from the Economic and Community Development Manager for the month of July 2023 be received.



Lee Corbett Barton

Economic and Community Development Manager

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MONTHLY REPORT COMMUNICATIONS AND ENGAGEMENT

July 2023

1 Communication

1.1 Community Update

Two newsletters completed – 13 and 28 July 2023.

1.2 Significant Communications:

- 1.2.1 Mānawatia a Matariki promotion and communication of Council and community events. Kawerau Community Award nominations and recipients.
- 1.2.2 Council Operations and Services: Kawerau District Library School Holiday Programme, Maurie Kjar Aquatic Centre updates, isite operations and services availability; water shutdowns and road closures.
- 1.2.3 Council Grants: promotion of Kawerau Creative New Zealand Community Grant applications and recipients; Council Community Grants.
- 1.2.4 Other: promotion of Antenno continues (Kadap meeting, Kawerau Youth Council).

1.3 Council Communication Channels overview


Website  2,973 visits (increase); Top Page Visits: Rates Property Search; Transfer Station; Maurie Kjar Aquatic Centre; Matariki; District Library.

Social Media



Facebook 4,700 visits 
Reach 87,800 
Followers 4,643 



Instagram 26 visits 
Reach 64 
Followers 130 

2 Engagement

2.1 Stoneham Park Residential Development

2.1.1 District Plan Change - Proposed Plan Change 4 (Residential Growth Precinct)

Process being completed as per the Resource Management Act (1991).
36 of the 40 submissions received regarding Plan Change 4.
No further submissions received in the second round of submissions from 12 to 28 April 2023 as per the Resource Management Act (1991).

Section 42A Report prepared and delivered to submitters prior to Resource Management Act (RMA) Plan Change 4 Hearing held on 15 June 2023 at Kawerau District Council. One submitter spoke to their submission (via zoom) at the Hearing chaired by Independent Commissioner Bill Wasley.

On 19 July 2023, the Plan Change 4 and *Section 42A report* was adopted by Council on 19 July 2023 with minor amendments.

Submitters to the Proposed Plan Change 4 have been notified that they are able to lodge an appeal to the Environment Court until 5pm on 8 September 2023.

2.1.2 *Intention to Exchange Reserve Status of Stoneham Park with the land on Fenton Mill Road* (currently zoned as the Stock Pound and leased for grazing) Progressed under the Reserve Management Act.

40 submissions received: two submitters spoke at the 26 April 2023 Council Meeting re the Intention to Exchange the Reserve Status of Stoneham Park with the Stock Pound. On 31 May 2023 Council resolved to submit the application to the Department of Conservation.

Council enquiring into the status of the application with the Department of Conservation.

2.1.3 *Technical Investigations and Progress*

Veros Property Developers progressing the technical design of the subdivision. Following the technical investigations, a new subdivision design is being completed. Work to submit a Subdivision Resource Consent is almost complete.

2.2 **Triennial Residents Survey**

SIL Research has completed the survey. The survey results will inform the results for the Community Outcomes of the Long Term Plan. A report will be presented at a workshop and subsequently at an upcoming Council Meeting.

2.3 **Long Term Plan 2024-2034**

Planning for the reviews and input, and community engagement for the Long Term Plan underway.

Early engagement to commence on 11 August to 2 September 2023 via a community survey available online and also to be delivered to all households from 18 August.

2.4 **Eastern Bay Spatial Plan**

Progress continues with the communications and engagement plan.

Tangata Whenua Iwi are advising representatives and levels of involvement in the spatial plan review.

2.5 **Māori Representation and Representation Review Requirements.**

Following the first workshop with Election Services' Dale Ofoske on 31 May for Elected Members and Leadership, engagement meetings are being scheduled for late August.

Current Engagement Topics

- Long Term Plan Early Engagement Community Survey (11 August to 2 September)
- Civil Defence Emergency Management Group Review (closes 13 August)
- Age Friendly and Accessibility Strategy

Upcoming Engagement Topics

- Māori Representation Engagement (early engagement meetings commence end August-September)
- Eastern Bay Spatial Plan

3 Residential Developments – Progress to 30 April 2023

The table below shows the surplus/deficit to date for each of Council's residential developments:

	Central Cove	Hine Te Ariki/ Bell Street	Porritt Glade Lifestyle Village	TOTAL
Total Sections / Units	31	4	29	64
Sections / Units Sold	19	0	24	43
Remaining Sections / Units	12	4	5	21
Units completed			29	
Units under construction		2		
Surplus/ (Deficit) to Date	\$108,114	-\$369,109 ¹	-\$1,809,103	-\$2,307,357
Value of Remaining Sections/Land	\$1,490,000	\$660,000	\$269,635	\$2,475,563
Breakeven				
Sales still required to break-even	0	2	5	8

¹This includes payment of 10% deposit for construction of two duplex units; and progress payments.

3.1 Central Cove

Council requested additional focus for the marketing by Generation Homes of lot 28 and 29. The slowing of the property market has seen no property sales at Central Cove since April 2022.

Section clean-ups completed. Footpath renewals of the broken sections partly completed (50/50 shared cost with Generation Homes).

3.2 Duplex Build 51A and 53A Bell Street / Hine Te Ariki

Work progressing well with building of a spec duplex for Council comprising a three-bedroom and two-bedroom unit at the Bell Street entrance. Completion due in mid-November 2023. Landscaping plan now completed and liaison with surrounding neighbours re the perimeter fence renewal now to be.

Site visit to be organised for Elected Members. Marketing plan to commence in early September. Several interested parties have had guided viewings, after advertising via the Porritt Glade Lifestyle Village open days.

3.3 **Porritt Glade Lifestyle Village**

Annual General Meeting held for the year ending 30 June 2022, on Wednesday, 19 July 2023 at Bert Hamilton Hall.

Acknowledgement to Ngāti Tūwharetoa ki Kawerau Kaumātua Te Haukakawa Te Rire for conducting a blessing and completion celebration on Thursday, 20 July. Ceremony officiated by Her Worship who formally announced the village completed and reopened, with the majority of village residents, Deputy Mayor and Council staff attending.

Two Open Days were held in July. Our appreciation to Smiths Kawerau for furnishing one of the vacant units. Some 50 people viewed this unit and the other four vacant units.

Council is now in discussion with several parties. Council is now in discussion with several parties Due to the high levels of interest, Council has notified the three parties with conditional contracts. Following a period of notice, the units will be available on a first-in, first-served basis. Interest remains high.

RECOMMENDATION

That the report from the Manager, Communications and Engagement for the month of July 2023 be received.



Tania Humberstone

Manager, Communications and Engagement

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Meeting: Regulatory & Services Committee

Meeting Date: 16 August 2023

Subject: Funding Applications for Kawerau Christmas in the Park (CITP) 2023

File No.: 309305

1 Background

Kawerau District Council is currently responsible for the planning and delivery of Kawerau Christmas in the Park. The date for the 2023 event is Saturday 16 December, and follows a similar format to previous years. This includes:

- Santa Parade
- Community Concert (afternoon show)
- Variety Show (evening concert) and fireworks

The isite will continue as the Santa Parade organiser. Chris Powley is no longer the evening Show Director, with Kawerau District Council's Pari Maxwell filling the Show Director position for 2023.

Cost increases

Two key factors are contributing to cost increases – inflation and added operational requirements.

Each supplier has increased their quotes by between 4% - 7%, which has resulted in the overall cost to deliver the event reaching \$195k.

A number of new operational resources have also been included based on experience of delivering the event in wet conditions in 2022. These new items include backstage flooring, spot light tower and stage side loading dock.

Funder	Description	Application amount (excl. GST)	Decision
NZCT	CITP Logistics, Attractions, Safety, Marketing	\$78,000	8-10 weeks after application submitted
TRUST HORIZON	CITP Sound Systems and audio visuals	\$5,000	Following month after submitted

Funder	Description	Application amount (excl. GST)	Decision
LION FOUNDATION	CITP Logistics, Attractions, Safety, Marketing	\$60,000	8-10 weeks after application submitted
BAYTRUST	CITP Logistics, Attractions, Safety, Marketing	\$17,000	Following month after submitted
LOTTO	CITP Logistics, Attractions, Safety, Marketing	\$20,000	From 25 October
	TOTAL	\$180,000	

2 Options Considered

Council has two options to consider:

1) Apply to external funding organisations

By applying to funding organisations, Council will be in a position to deliver CITP 2023 to the high standard as in previous years, while minimising the need for Council to allocate fully from internal budget.

This option is recommended

2) Do not apply to external funding organisations

By not applying to the external funding organisations, this will leave a financial shortfall and places the event at risk of not being delivered to a high standard or potentially not at all.

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

If insufficient funds are received it will put CITP at risk of not being delivered to a standard expected by the community. This has the potential to increase Health & Safety risks and loss of reputation with Council's event delivery. As previously demonstrated, a carefully managed event can respond accordingly, minimising financial risk, while observing health guidelines.

Weather and natural hazard emergencies pose the highest risk of disruption to the event. It should be noted that once the event infrastructure is packed in during event week, all suppliers expect full payment, irrespective of whether the event is cancelled or not.

5 Financial Considerations

There are no financial considerations other than those already included in the 2021-2031 Long Term Plan.

6 Legal Considerations

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

Signed minutes passing a resolution to apply for funds are required by NZCT and Lion Foundation and incomplete applications could be dismissed.

7 Significance and Engagement

Kawerau Christmas in the Park is widely considered as the must attend festive event in the local district and wider region.

After many years of reputation building there is expectancy from the community to deliver to a high standard. This high standard is evident with the large scale nature and professional delivery of the entire show.

Local artists and performers have an opportunity to display their talent on a large stage in front of a substantial sized audience.

This year's show director (Pari Maxwell) is an example of the community development investment over several previous years.

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 multiple funding organisations as outlined.

9 RECOMMENDATIONS

1. That the report "Funding Applications for Kawerau Christmas in the Park (CITP) 2023" be received.
2. That Council approves funding applications for the Kawerau Christmas in the Park (CITP) 2023 be prepared and submitted to:
 - New Zealand Community Trust for \$78k
 - Lion Foundation for \$60k
 - Trust Horizon for \$5k
 - Lottery Community for \$20k
 - Bay Trust for \$17k



L C Barton

Economic and Community Development Manager

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