



**The Meeting of the
Regulatory and Services Committee
will be held on Tuesday, 15 March 2022
via Zoom, 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

February 2022

1 Animal Control

1.1 Dog Registration

At 28 February 2022, 1,473 dogs (1,479 listed in register) had been registered for the 2021/2022 year, representing 99.5% of known dogs.

The Hearing Committee sat on one hearing to consider an application to keep four dogs. The owners of the dogs were well prepared and provided documentation from neighbours to support, along with photos and both written and verbal commentary around how they care for their dogs. This application was approved by the Hearing Committee.

1.2 Dog Control - Ranging, Complaints and Incidents

There were a total of 70 complaints and incidents attended. These largely related to incidents of barking or roaming complaints. There were two reports relating to dog attacks on other animals (dog and kitten), neither of these reports could be substantiated and complainants refused to provide a statement to enable further investigation.

2 Monitoring and Compliance

There were 26 noise complaints in February. Complaints were attended and generally resolved without incident. Three excessive noise notices were issued for February.

Council has responded to 10 incidents in February including breaches of bylaws, health nuisances and abandoned vehicles.

3 Alcohol Regulation

New alcohol ban signage has been ordered.

Interviews for the District Licensing Committee list members have almost been completed, with only one interview remaining for Opotiki. The last interview has been delayed due to illness. Recommendations are being prepared for Whakatane, Opotiki and Kawerau Councils' consideration so the Committee can be stood up.

4 Food Safety and Premises

Two businesses operating under the food control plan have decided to cease trading, being Cumfy Kai and Pulp. The owners of Pulp also operated a mobile food business, Scruffy Seagull which will also cease operating.

Three renewals have been processed and 4 verification inspections completed this month.

There are no issues to report.

5 Environmental Health

There are no issues to report.

6 Building Control

6.1 Building Consent Authority (BCA)

February was a quiet month with three building consents being issued. The total value of work for all consents was \$353,825.00.

The types of building work for this month included:

- 2 solid fuel heaters
- 1 new dwelling

On 17 February the BCA received confirmation from IANZ that they approved KDC continued accreditation for the next two years.

Four pool inspections have been completed this month and a further four have been removed from the register.

7 Civil Defence Emergency Management (CDEM)

Workshop held with Council on 8 February 2022 outlining the proposed amendments to the Civil Defence Emergency Management Act 2002 as part of the Trifecta review. Submission based on feedback was completed on 11 February 2022.

8 District Plan

Resource Consents

No resource consent applications have been processed to a decision for this month.

RECOMMENDATION

That the report from the Group Manager, Regulatory and Planning Services for the month of February 2022 be received.



Michaela Glaspey

Group Manager, Regulatory and Planning

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MONTHLY REPORT

MANAGER, FINANCE & CORPORATE SERVICES

February 2022

1 Library and Museum

1.1 Library

The growth of COVID saw a reduction in usage this month, although the library was still averaging 117 visitors per day with an even split between book borrowers and people needing digital support.

At the end of the month, the My Vaccine Pass was introduced to the facility and the staff have split into two shifts so if one team is ill, the second team can continue operating. Also due to reduced staff numbers the library is closed daily between 12:30 and 1:30. Staff have been using this time to catch up with collection work, promoting digital resources and planning for a home based April school holiday programme.

This month the displays were Waitangi Day, Love Reading & Using Our Digital resources.

Library Statistics

	February 2022	YTD 2021/22	February 2021	YTD 2020/21
Items issued	3,029	26,042	3,870	31,193
People visiting	2,707	30,645	4,672	44,351
New Members	6	103	21	150
Members Active*	1,492			

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

1.2 Museum

Work continued on processing the Norske Skog Tasman Paper and other long-term donations with continued preparation work done on future exhibitions. The Tasman Retirees Association is donating \$500 towards the replacement of one of the display cabinets and staff are currently working with the contractor on the bottom part.

The Museum Curator did a presentation to The Ladies Night Out group on the 14th February which was well received.

Sir James Fletcher Kawerau Museum Statistics

	February 2022	YTD 2021/22	February 2021	YTD 2020/21
Exhibitions	0	6	0	4
Objects – items added to collection	6	103	6	24
Individuals & Organisations	31	128	12	67
Documents	34	128	7	257
Photographs	99	380	67	126

2 Payments

There were six payments made in February 2022, which exceeded \$50,000.00:

- Inland Revenue Department (x2) – \$62,504.81 (F/E 16/1 & 31/01) & \$110,235.61 (F/E 13/2 & F/E 110,235.61)
- Waste Management Ltd – \$61,628.64 (Disposal Costs January)
- Wren Builders Ltd (x2) - \$75,793.05 & \$137,400.86 (Claims 3 & 4 Pool)
- Zero Fibres Asbestos Consultants - \$127,753.50 (removal & disposal soil)

3 Grants

3.1 Community Grants Scheme:

Council received 17 applications totalling \$46,768.30 and the committee met on 5 October 2021, allocated the total grants budget of \$20,000 to 13 community groups.

3.2 Creative Community Fund:

There was a balance of \$21,950 unallocated Creative NZ funds as at 30 June 2021. Also, Creative New Zealand has received funding of \$9,643.80 in August and received a further \$9,643.80 in February 2022.

Creative New Zealand has approved all of the unallocated funds to be carried forward and available for distribution. Creative NZ has further agreed that any unspent funds at 30 June 2022 can be carried forward to the next financial year.

2 applications totalling \$6,875.00 were approved by the committee at the first funding round Wednesday 8 December 2021. Further funding round(s) will occur later in the year.

4 Residential Developments – Progress to 28 February 2022

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

	Central Cove	Te Ariki	Porritt Glade	TOTAL
Total Sections / Units	31	4	29	64
Sections / Units Sold	18	0	17	35
Remaining Sections / Units	13	4	12	29
Units completed			18	
Units under construction			0	
Surplus/ (Deficit) to Date	\$294,730	-\$132,100	-\$900,989	-\$1,312,900

	Central Cove	Te Ariki	Porritt Glade	TOTAL
Value of Remaining Sections/Land	\$1,590,000	\$660,000	\$809,350	\$3,169,350
<u>Breakeven</u>				
Sales still required to break-even	0	1	12	

There are commitments for a further 4 sections in Central Cove and Council will receive the value of these sections in the following months. There remains 9 other sections which Council has increased the prices in accordance with the conditions of the option agreement.

Unfortunately, contaminated material was found on 8 lots and Council has been working with the contractor to remove this material. The final cost of the removal is not known, however, there will be less funds available to smooth rates in subsequent years.

The four sections at Te Ariki Place remain unsold, although the working party has been sent another design option to consider for the development.

5 Requests for Service

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

Service	Total	
	Completed	Progressed
Dogs	91	3
Noise	25	
Building Enquiries	9	
Trees* & Parks	18	10
Rubbish (Bins & Collections)	31	5
Water	17	6
Wastewater	5	
Roading/Stormwater/Streetlights	5	6
Enforcement/Health/Food/Stock	11	2
Council Buildings/Facilities – Maint.	5	2
Other (Events/Consents/Rates)	1	3
Total	218	37

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

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

6 Funds

The following funds were held at 28 February 2022:

Invested in	\$	Mean Interest	% External
ANZ – on call	831	0.15%	0.01%
BNZ – current & on-call	5,084,496	0.25%	78.91%
Rabobank (on-call)	1,358,222	0.85%	21.08%
Total Funds (Cash)	6,443,359		100.00%
Internal Loans	1,735,515		
Total Investments	\$8,179,064		

The following table shows Council's reserve and general funds balances as at 28 February 2022:

	February 2022	February 2021
Reserve Balances		
Depreciation Funds	\$7,086,842	\$6,889,502
Development Feasibility	\$11,000	\$11,000
Total Reserve Balances	\$7,097,842	\$6,900,502
General Funds	\$1,081,221	\$251,807
Total (comprising funds & internal loans)	\$8,179,064	\$7,152,309

The figures show that overall Council has \$1.0 mil more funds than this time last year which is mostly as a result of \$900k (net) being received for the sale of sections since February 2021. The depreciation reserves are close to what they were a year ago although a number of renewal projects are currently underway (Roading, water, wastewater & pool).

The projected cash-flow graph shows that Council is likely to continue to have a surplus at least until the end of the financial year. Staff will arrange loan funding prior to Council going into deficit.

7 RECOMMENDATION

That the report from the Group Manager, Finance & Corporate Services for the month of February 2022 be received.

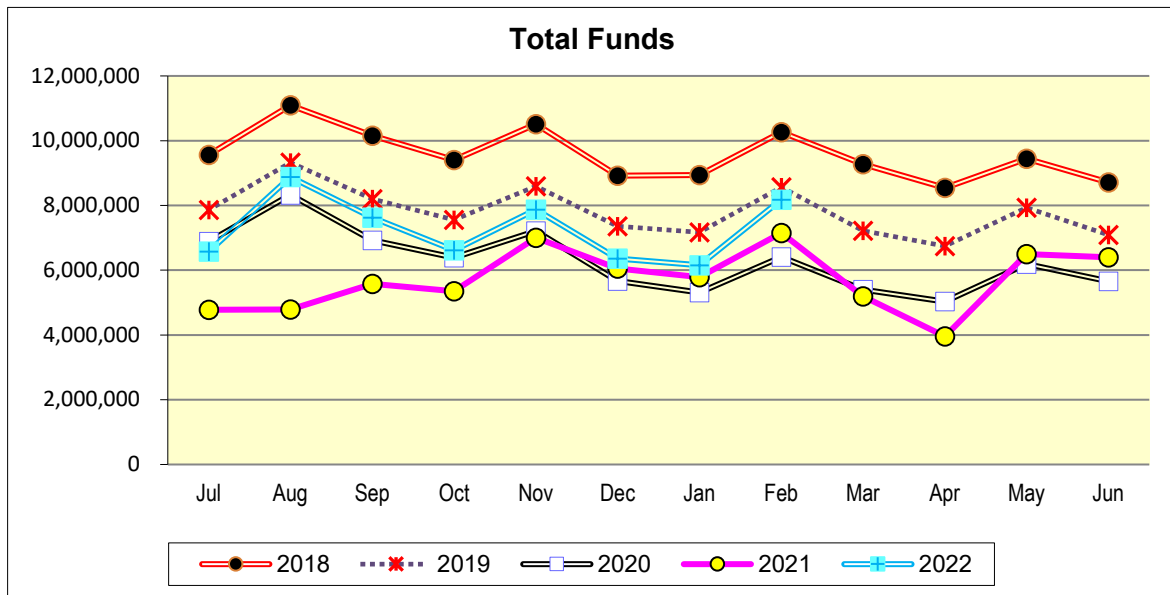
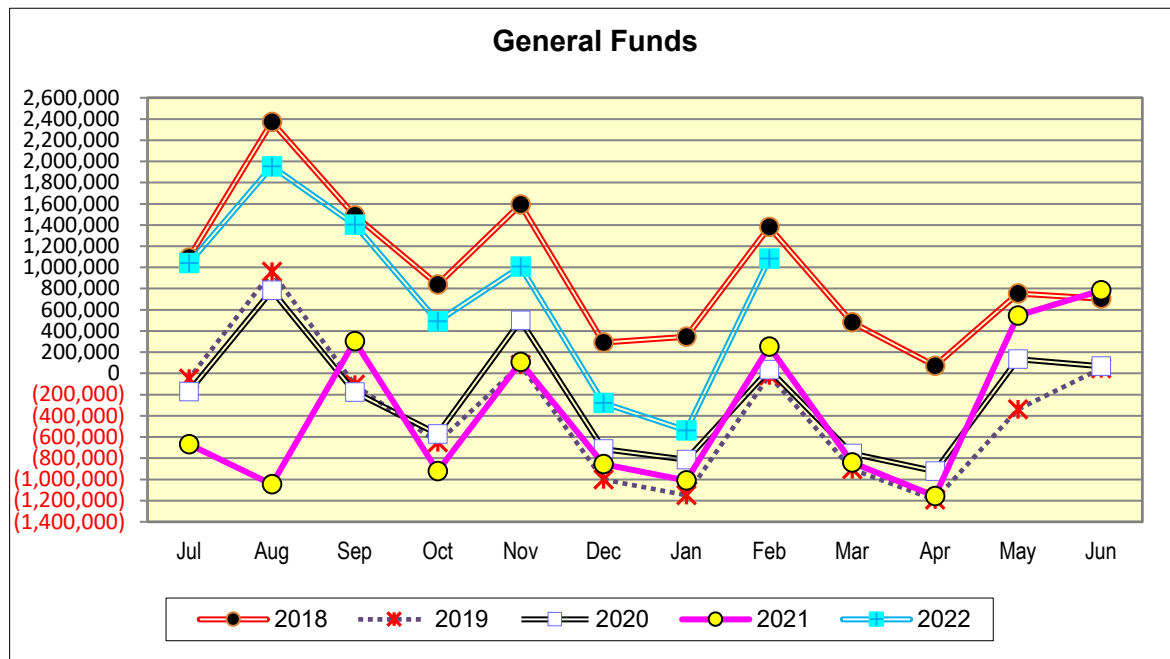
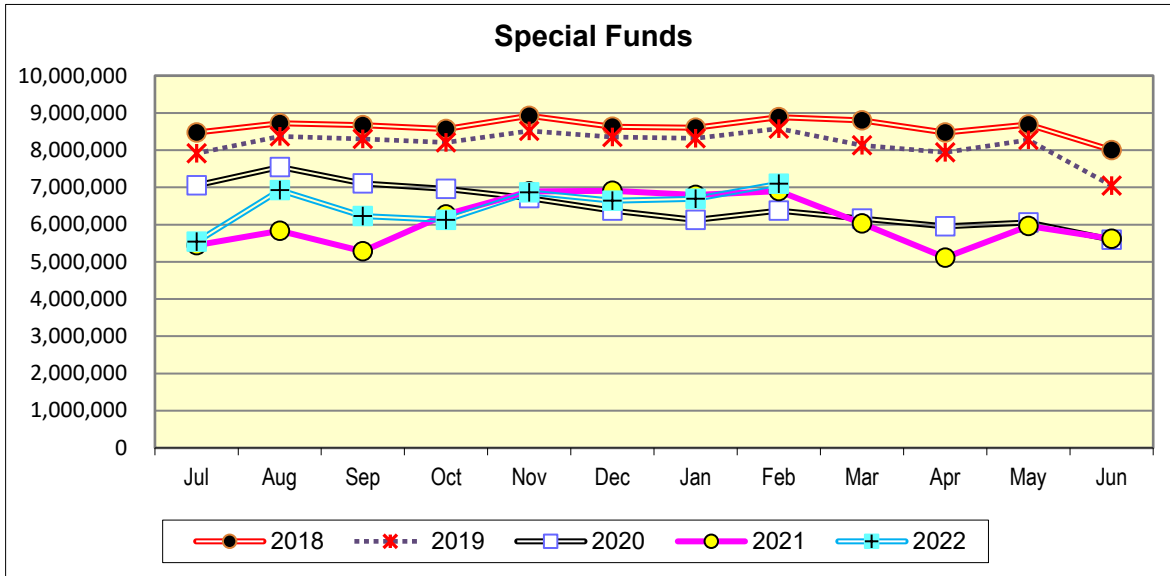


Peter Christophers, BBS, ACA

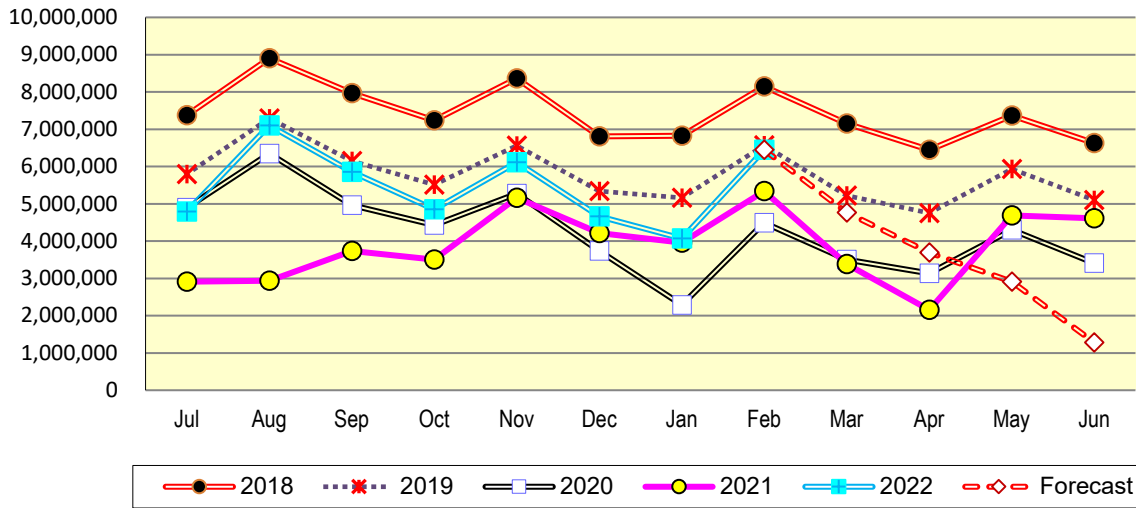
Group Manager, Finance & Corporate Services

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**Appendix
February 2022**



Cash Flow and Forecast



MONTHLY REPORT OPERATIONS AND SERVICES

February 2022

1 Water Supply

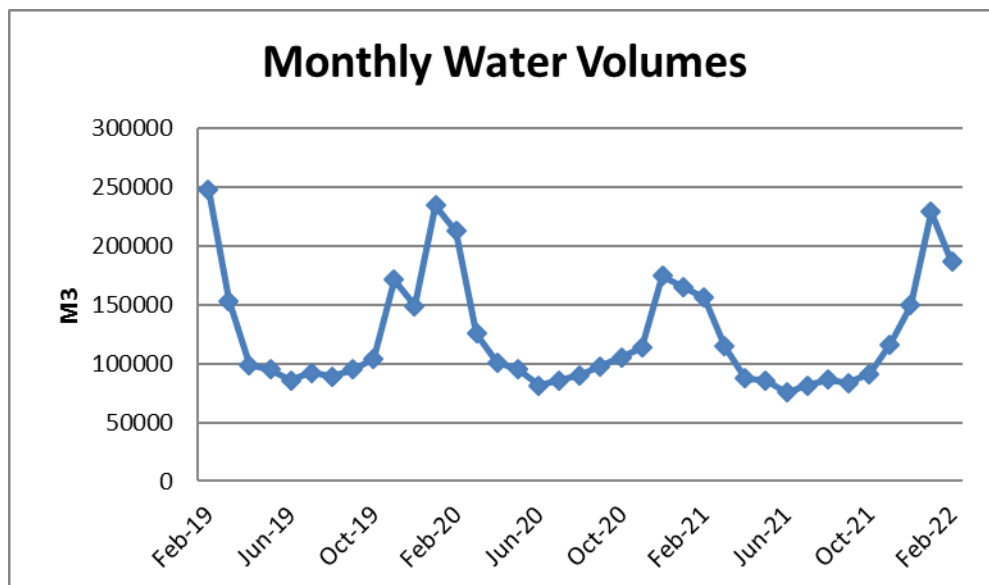
The Pumphouse and Umukaraka Springs have sufficient flow to meet the demands of the community.

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

1.1 Use

The Town used 186,529 m³ in February 2022.

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



The two unchlorinated outlets are still being used by the public and 21.2 m³ and 28.4 m³ water was taken from the Pumphouse and New World taps respectively in February. The total daily usage was approximately 1650 litres per day. This is similar to volumes taken during the same time in 2020 and 2021.

1.2 Water Quality

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

There were two dirty water complaints during the month of February that corresponded to reticulation replacement work.

Low pressure during peak hours is still occurring in Shepherd Road and Delamare Drive. Long term solutions are being developed to be implemented during the reticulation replacement program.

1.3 Reticulation

The physical reticulation replacement works are continuing and the 2021/22 programme commenced in September. The Zone 1 area is currently being replaced.

The Toby replacement programme is continuing and 16 Tobys were replaced in February. The programme is falling slightly behind due to Covid-19 staff isolations.

2 **Wastewater**

The upgrade of the waste water treatment facility through the Three Waters Stimulus Grant is continuing.

The Waste Water Treatment Plant had no breaches of its resource consent conditions in February.

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 awarded and will be completed in March 2022.

Council asset management staff joined the Waka Kotahi and BOPRC 2021-31 Regional Land Transport Plan working group to understand Travel Demand Management in the region. This project, led by the Bay of Plenty Regional Council, started with initial meetings to set the terms of reference and project scope. Representatives from each council have been commissioned to help understand the issues and opportunities.

4 **Stormwater**

The stormwater network in geothermal areas is being evaluated for replacement in the next financial year.

5 **Parks and Reserves**

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

- The summer annual gardens were maintained.
- Fences were repaired and replaced across town damaged by vandalism and trespassing.

- Wind damaged trees were removed at the Cemetery, Fenton Mill Road and Onslow Street.

6 Pool

The Lottery Community Facilities Committee funded development of the pool complex is continuing. The new office block construction is underway.

Public attendance to the pools is still well below historic numbers due to COVID-19 restrictions.

7 Refuse Collection

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

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

8 Refuse Disposal

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

9 Recycled Collection

The collection and disposal of recycling continued without incident.

10 Vandalism

Fences and one gate were damaged in February. The cost to repair the fences amounted to \$850.

Two incidences of graffiti were removed from Council owned walls and properties at a total cost of \$690.

11 Projects & Schedule

The project and major maintenance works schedule is attached to this report. There are delays in completing the construction projects due to COVID-19 delays in the construction industry.

Specific materials are not available and alternatives drive up costs. It is expected that Mauri Kjar pools development project may overrun its budget by \$40,000 in spite of \$154,000 funding secured from Trust Horizon.

Asbestos waste was detected at the Netball Pavilion building that will be cleared in March before construction can start.

All other major construction projects are continuing.

12 **RECOMMENDATION**

That the report from the Group Manager, Operations and Services for the month of February 2022 be received.



Hanno van der Merwe, MSc (Eng), PhD

Group Manager, Operations & Services

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Capital, Renewals and Major Maintenance Items for 2021/22
28 February 2022

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Comments
Transport Management	402515 003	Reseals - Roads	\$130,000	\$0	Mar-22			
	402515 004	Pavement Treatment	\$60,000	\$0	Mar-22			
	402515 009	Minor Safety Improvements	\$35,000	\$12,667	Nov-21	Mar-22		Speed Humps & Pedestrian Xings Liverpool Str
	402515 015	Lane realignment	\$160,000	\$0	Mar-22			
	402515 016	Town Centre Walkways & Drainage	\$270,000	\$0	Delayed			Not Funded Stage 3 town development
	402515 017	Walkway - Linking Town	\$102,000	\$0	Delayed			Not Funded Linking Stoneham, Tarawera and Hansen
	402516 001	Reseals - Carparks	\$14,400	\$0	Mar-22			
	402516 013	Town Centre - Xmas Lights	\$10,000	\$0	Nov-21			Completed, no costs this year
	402601 001	Stormwater Renewals	\$781,400	\$12,667				
			\$221,400	\$0	Apr-22			Delayed New Engineer req'd
		\$221,400	\$0					
Water Supply	403001 001	Reticulation Replacement	\$1,810,000	\$832,631	Feb-22			
	403001 005	Valve Refurbishment	\$40,000	\$743	Dec-21	May-22		According to program
	403001 007	Refurbish Pump System	\$200,000	\$3,535	May-22			
	403001 010	UV Tube replacement	\$13,000	\$3,816	Nov-21	Dec-22		Completed
	403001 024	Water Flow - UmuKaraka	\$59,000	\$47,290	May-22			Design Completed, Delayed New Engineer req'd
			\$2,122,000	\$888,015				
			\$20,000	\$17,568	Feb-22			Completed
Wastewater	303520 003	Centrifuge	\$50,000	\$42,249	Mar-22			
	303520 004	Plant Maintenance	\$35,000	\$1,679	May-22			
	403520 001	Refurbish Pumps	\$700,000	\$69,936	Mar-22			Geothermal areas
	403520 002	Reticulation Replacement	\$90,000	\$2,105	Dec-21	May-22		Delay in second screen installation
	403520 004	Milliscreens Replacement	\$200,000	\$53,737	Dec-21	May-22		
	403520 5/11	Waste Water Treatment Plant	\$1,095,000	\$187,274				
Refuse Disposal	303522 004	Scales and Electric Gate	\$10,000	\$4,999	Dec-21			Completed
	403522 012	Recycle Shed	\$15,000	\$15,864	Sep-21		Dec-21	Completed
			\$25,000	\$20,863				
Pool	404031 001	Club Rooms	\$80,000	\$66,338	Nov-21	May-22		Currently being used as staff offices
	404031 016	Fences	\$50,000	\$0	Nov-21	Jun-22		
	404031 060	Office Building and Entrance	\$625,000	\$412,366	Nov-21	May-22		
	404031 061	Filtration System	\$50,000	\$0	Nov-21	May-22		Electrical upgrade - EBET funded
	404031 062	Steam bore	\$75,000	\$68,080	Oct-21	Dec-21		
			\$880,000	\$546,784				
Rec. Centre	404035 006	Roof	\$60,000	\$0	Feb-22	Jun-22		No Contractors Available
			\$60,000	\$0				
Sportsfields	404041 014	Netball Pavilion Reconstruction	\$600,000	\$36,961	Jun-22			
			\$600,000	\$36,961				
Playgrounds	404046 001	Renewals	\$25,000	\$0	Dec-21	May-22		Proposed replacements
			\$25,000	\$0				
Dog Pound	405061 012	New Pound	\$640,000	\$13,332	Feb-22	Jun-22		
			\$640,000	\$13,332				

MONTHLY REPORT ECONOMIC AND COMMUNITY DEVELOPMENT

February 2022

1 Economic Development

Kawerau Pūtauaki Industrial Development (KPID) Updates

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

Kawerau Container Terminal (KCT) and Siding

Nothing additional to report from February, status remains as:

- Safety in Design complete
- 100% track design is underway
- Lighting design in progress

Off-Highway Road (OHR)

- Construction is awaiting final documentation be approved. Waitotahi Contractors expect to commence construction middle to late March

2 Kawerau i-SITE Visitor Information Centre

The Kawerau community and visitors to the i-SITE responded well to the process of checking vaccine passes, with no major issues to date.

Key Monthly Statistics

- Visitor enquiries: 492 (292% decrease from the previous month).
- Tarawera Forest access permits: 147 (447% decrease from the previous month).
- Motorhome power users: 15 (2% increase from the previous month).
- Public toilets use: 2,581 (477% decrease from the previous month).

3 Community Activities

Kawerau Neighbourhood Support (KNS)

KNS have observed low criminal occurrences with businesses and residential homeowners taking extra precautions to protect their properties and vehicles.

Neighbourhood Support NZ has hosted zoom meetings with co-ordinators nationwide to gain an understanding of how to improve relationships and build rapport within their communities.

Completed Events

Events in February - March

- Waitangi Day Celebrations, 6 February 2022 - CANCELLED due to COVID-19 Omicron outbreak and red light setting
- Tarawera Ultramarathon, 12 February 2022 - CANCELLED due to COVID-19 Omicron outbreak and red light setting
- EBOP Dog Obedience Trials, 26/27 February 2022 – The organiser implemented COVID-19 Vaccine Pass checks for entrants. Forty handlers, with sixty dogs competed, attendance figures reduced on previous identical events, due to unvaccinated members not attending.
- CSBOP Club Champs, 6 March 2022 – Firmin Lodge was hired for the weekend, around forty paddlers competed across the various disciplines

Future Events

Events registered for March - April 2022

- Seriously Social Rafting Competition, 19 March 2022
- Canoe Slalom NZ Nationals, 10-17 April 2022 – POSTPONED due to COVID-19 Omicron outbreak and red light setting. The CSNZ Nationals will now take place in Kawerau, from October 1st 2022

Council Events

Kawerau Concert in the Park, 2 April 2022

Due to the current COVID-19 Omicron outbreak, the proposed Concert in the Park is cancelled.

ANZAC Day commemoration

Dialogue is underway with the community stakeholders regarding ANZAC day; it will be determined whether a parade and ceremony is achievable under the current situation around COVID-19 or an alternative method of commemoration is organised.

4 Youth Projects

Kawerau Youth Council (KYC)

Interviews have taken place for the 2022 KYC, Councillor Julian attended the interviews and the following young people will represent the KYC in 2022:

- Iraia Nuku – 22yrs
- Hohia Heurea – 20yrs
- Heidi Parks - Tertiary
- Matariki Turuwhenua – Year 13
- Chris Mikara – Year 13
- Paraire Walker – Year 9
- Sidney Waiari – Year 10
- Renee Powell – Year 10
- Jo’C Kopae – Year 12
- Ihaka Savage – Year 9
- Bailey Tunui – Year 9

KYC Swearing in Ceremony: 11 March 2022 – Concert Chambers, start 4.30pm

KYC Training weekend: 19 - 20 March 2022 – Town Hall, Day activities - 10am to 4pm

The training weekend will include team-building activities, overview of KYC role in the community, activities expected throughout the year, practical skills around operating audio-visual resources and guest speakers from the media sector.

5 RECOMMENDATION

That the report from the Acting Economic and Community Development Manager for the month of February 2022 be received.



Lee Corbett Barton

Economic and Community Development Manager (Acting)

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**The Meeting of the Regulatory and Services Committee
will be held on Tuesday, 15 March 2022
via Zoom commencing at 9.00am**

A G E N D A

Apologies

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 (Group Manager, Regulatory and Planning) (340000)

Pgs. 1 - 2

Attached is the report from the Group Manager, Regulatory and Planning covering activities for the month of February 2022.

Recommendation

That the report from the Group Manager, Regulatory and Planning Services for the month of February 2022 be received.

PART B – NON REGULATORY

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

Pgs. 3 - 8

Attached is the report from the Group Manager, Finance and Corporate Services covering activities for the month of February 2022.

Recommendation

That the report from the Group Manager, Finance and Corporate Services for the month of February 2022 be received.

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

Pgs. 9 - 13

Attached is the report from the Group Manager, Operations and Services covering the month of February 2022.

Recommendation

That the report from the Group Manager, Operations and Services for the month of February 2022 be received.

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

Pgs. 15 - 17

Attached is the report from the Acting Economic and Community Development Manager covering economic and community activities for the month of February 2022.

Recommendation

That the report from the Acting Economic and Community Development Manager for the month of February 2022 be received.

R B George

Chief Executive Officer

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