



**The Meeting of the
Regulatory and Services Committee
will be held on Wednesday 15 November 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 Andrews

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 15 November 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 - 6

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

Recommendation

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

PART B – NON REGULATORY

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

Pgs. 7 - 12

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

Recommendation

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

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

Pgs.13 - 19

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

Recommendation

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

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

Pgs. 20 - 22

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

Recommendation

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

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

Pgs. 23 - 27

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

Recommendation

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

6 Funding Application Towards Final Stage of Rangī Delamere Construction (Economic and Community Development Manager) (340000)

Pgs. 28 - 31

Attached is the report from the Economic and Community Development Manager covering a proposal to source external funds towards final stage and fit out of the Rangī Delamere Pavilion.

Recommendation

1. *That the report “Funding Application Towards Final Stage of Rangī Delamere Construction” be received.*
2. *That Council approves a funding application to New Zealand Community Trust (NZCT) towards the final stage of Rangī Delamere Pavilion construction be prepared and submitted to:*
 - *New Zealand Community Trust for 300k*

C Marjoribanks
Interim Chief Executive Officer

MONTHLY REPORT REGULATORY & PLANNING SERVICES

October 2023

1 Animal Control

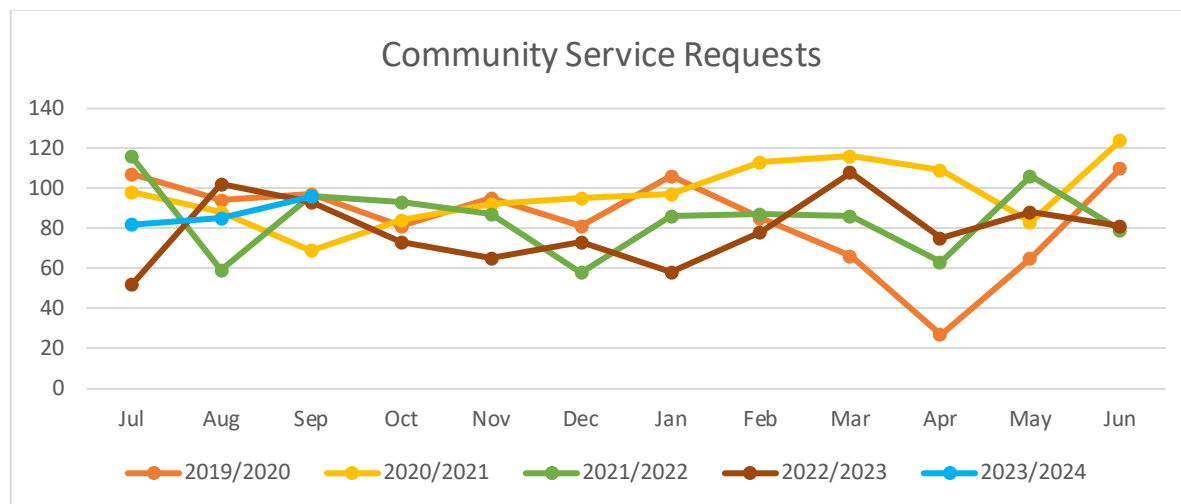
1.1 Dog Registration

At 31 October 2023, there are 1,360 dogs registered of the 1375 dogs listed on the dog register for 2023/2024. This represents 98.9% of known dogs.

On 19 October 2023, staff undertook a seizure programme to follow up on the 45 outstanding unregistered dogs at that time. No dogs have been impounded as owners have complied with requirement to register their dog upon our attendance. There are still 11 dogs to be followed up on.

1.2 Dog Control - Ranging, Complaints and Incidents

A total of 101 service requests were responded to by the dog control team during October 2023. This total does not include administration services provided by the customer services team. Twenty eight jobs related to kennel checks, microchipping and releasing dogs from the pound and infringement enquiries etc.

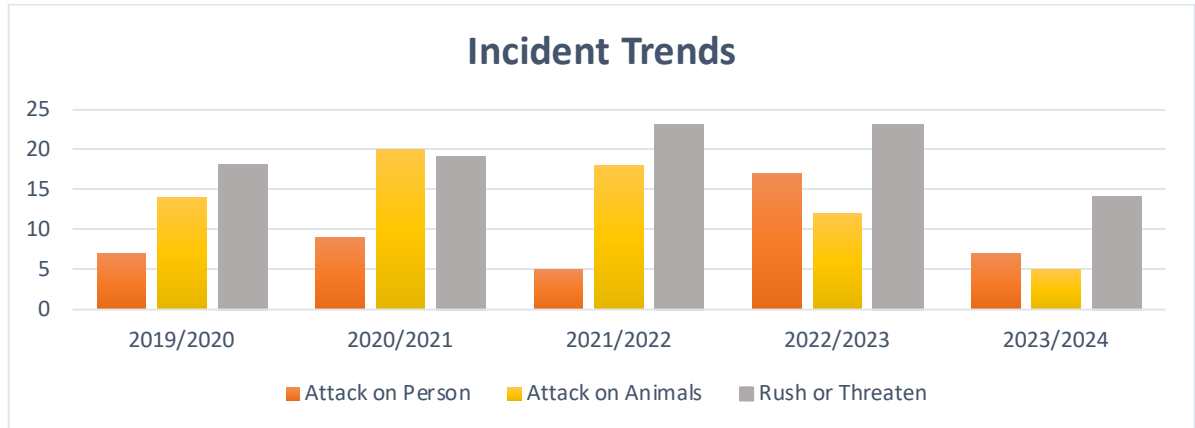


A total of seventy three statutory occurrences (barking, roaming, attacks) were attended by Council's dog rangers. These related largely to complaints of barking (28) or roaming (33).

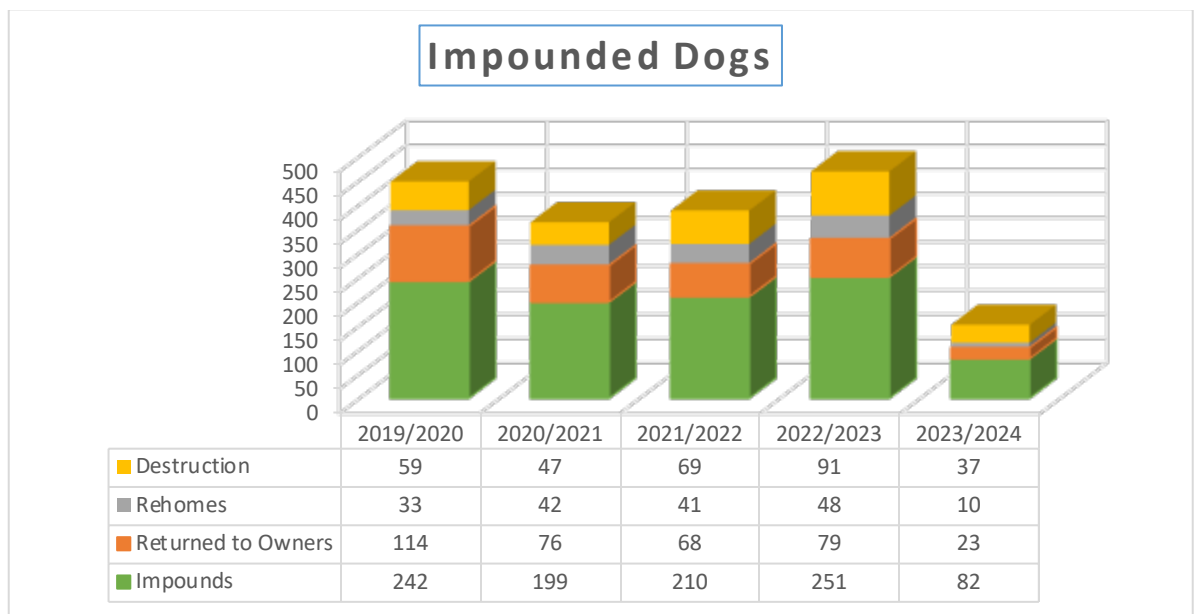
During October, we received eight incidents including six dog rushes, one attack on a person and one attack on another animal.

At the time of writing this report, three dogs were unable to be located, with extra patrols being undertaken in the area and a trap being set. Two owners have installed new fences and warnings were issued, one other received a warning after a property check was completed. One dog attack incident is still under investigation.

Updates from September – One investigation now completed involving an attack on a dog. Infringement notices have now been issued. Two rushing incidents have been resolved with a formal warning and an infringement notice, along with requirements to amend property.



In October 2023, 14 dogs were impounded. Three dogs were returned to their owner and four surrendered.



Four complaints of wandering stock were attended. This number included a goose and 2 ducks that were unable to be caught.

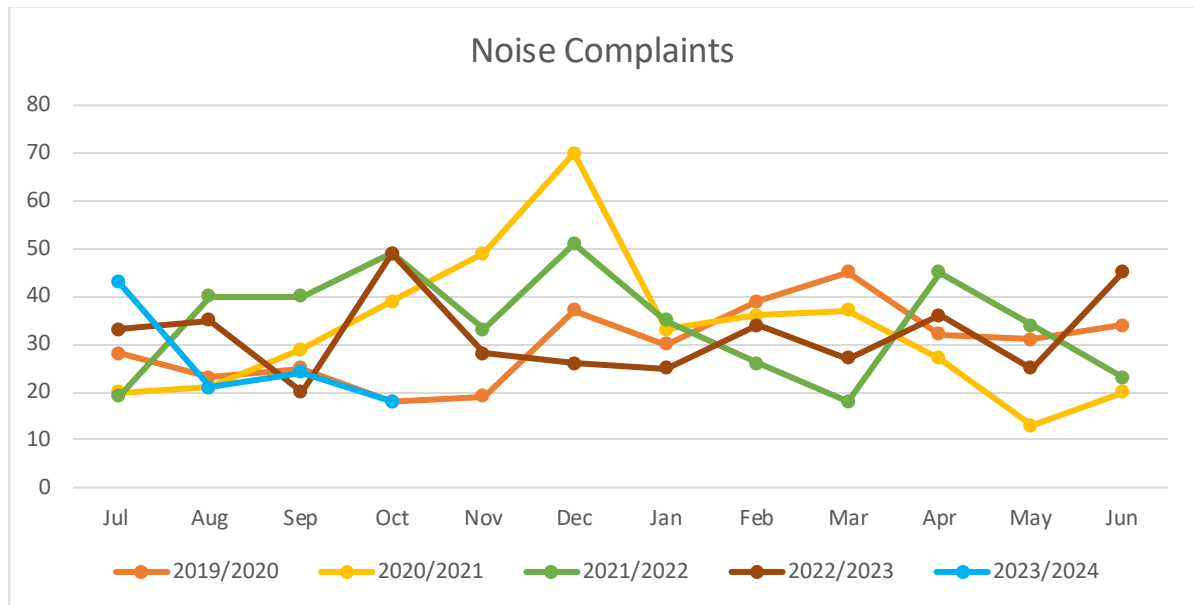
2 Monitoring and Compliance

Three infringements were issued (parking, registration and warrant) and one warning notice issued for parking breaches.

One new stock permit was issued.

There were 18 noise complaints in October 2023 and two excessive noise notices issued.

The community raised a number of noise and vibration complaints regarding the Ngāti Tūwharetoa Geothermal Holdings testing of their well behind Parimahana Drive. Negotiations with Ngāti Tūwharetoa Geothermal Holdings resulted in the 24 hours testing being reduced to operating 7am to 7pm. Testing has now been completed.



3 Alcohol Regulation

One appeal has been received for the Provisional Eastern Bay of Plenty Local Alcohol Policy. Conversations are being held with the appellant to negotiate an outcome.

The District Licensing Committee is booked for a hearing on 6 November 2023, which relates to the District Health Board (Te Whatu Ora) opposition to the alcohol licensing application for New World Kawerau. Opposition relates to single sale beers.

4 Food Safety and Premises

Two registrations of food premises have been renewed in October, and two new enquiries regarding new businesses.

Three food verifications on registered premises were completed. At the time of writing the outcomes had not been received.

Letter has been sent to all Childcare Centres and Clubs to confirm registration requirements.

5 Environmental Health

Nothing to report for this month.

6 Building Control

6.1 Building Consent Authority (BCA)

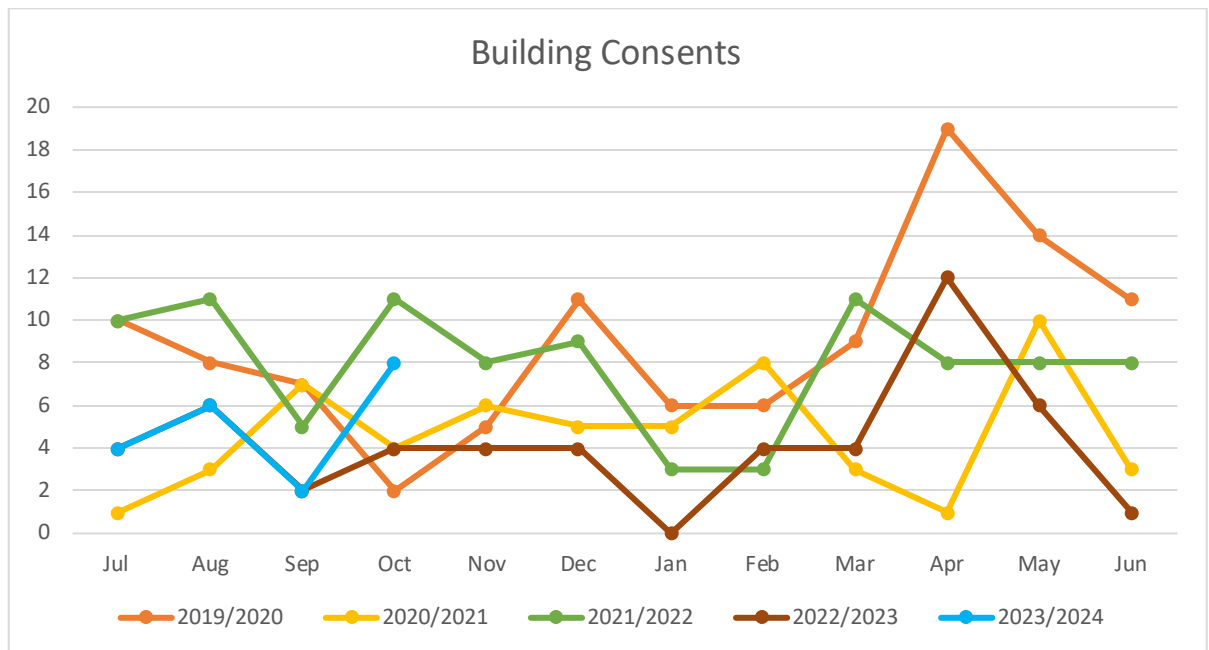
In October, eight building consents were processed with a total value of \$118,750.00.

The types of building work for the month included:

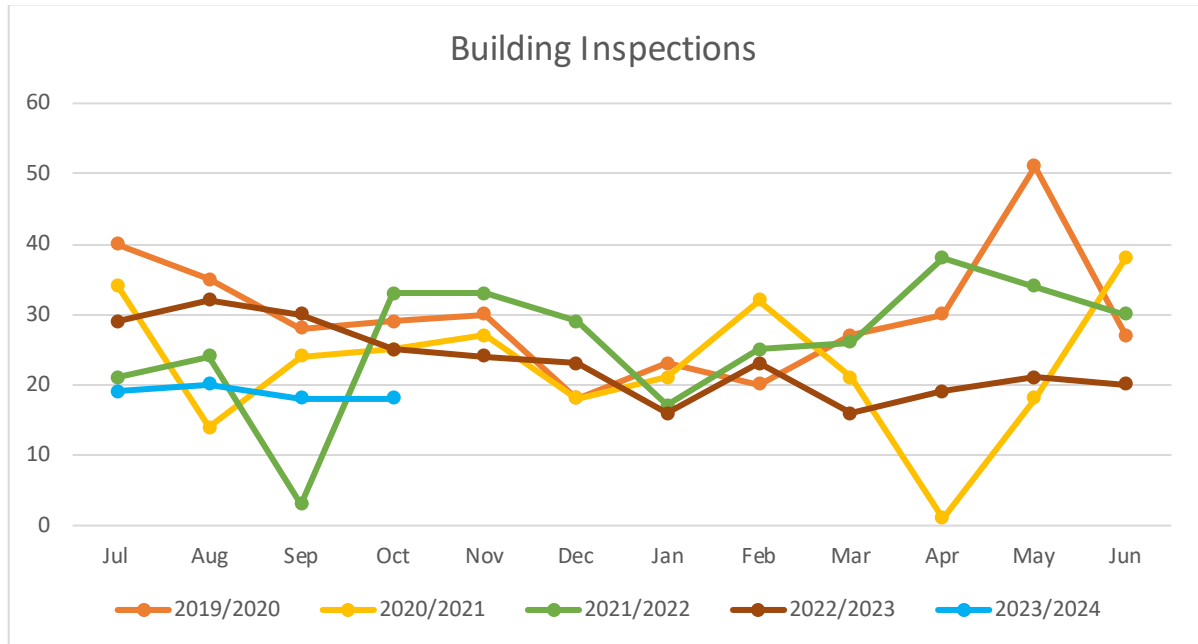
- 4 x solid fuel heaters
- 1 x house renovation
- 1 x new garage
- 2 x additional toilets

One building exemption was issued, replacement of an existing roof.

Six code of compliance certificates were issued in October.



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.



6.2 Territorial Authority

Fourteen Land Information Memorandum ('LIM') reports issued and one Project Information Memorandum ('PIM') was issued in October.

In October, three swimming pool inspections were completed.

7 **Civil Defence Emergency Management (CDEM)**

Council's Senior Building Officer completed the tier two rapid building assessor training, authorising him to complete building assessments in a declared emergency and also lead a team of building assessors where required.

8 **District Plan**

8.1 Resource Consents

One resource consent was issued in October for the construction, commissioning and operation of a geothermal power station in Kawerau.

No resource consents were received in October.

8.2 Plan Change

Council formally approved Plan Change 4 (Rezoning Stoneham Park) to become operative and this becomes operative on 6 November 2023.

9 **Spatial Plan**

The Spatial Plan (Our Places) launch event was held on 28 September 2023. This was well received by those attending and reinforces the need for future planning to achieve community and industry aspirations.

The budget for the project is being reviewed due to initial forecasts being exceeded. Initial estimated budget was around \$1 million however, this is now estimated around \$3 million. This amount aligns with other councils that deliver similar products. The Spatial Plan is key to future funding from government agencies for the delivery of any key projects that may come out of the spatial plan. For example, road networks and development of new or expanding existing infrastructure to support the additional housing required. CEOs from the Eastern Bay are reviewing the structure and outline to streamline the delivery and determine required future funding for the project.

RECOMMENDATION

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



Michaela Glaspey

Group Manager, Regulatory and Planning

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MONTHLY REPORT FINANCE & CORPORATE SERVICES
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October 2023

1 Library and Museum

1.1 Library

October began with the last week of the school holidays with Lego and painting crafts proving the most popular. The new Council Cadet, Justise Apiata, began his time with Council learning customer service and library routines.

The Library Manager attended a number of meetings with various groups including Public Libraries New Zealand (PLNZ) and our Library Management Software supplier Kōtui. Kōtui is planning on moving their servers to Australia to improve security and protection of their customers data in 2024. This does have Privacy Act implications that staff will need to work through over the next six months. The Library Manager also attended the LIANZA (Library & Information Association New Zealand/Aotearoa) Conference where a major issue is the increasing challenges to Library collections and the different techniques being used to try to involve Councils in operational purchasing matters.

The month finished with staff running a Lego station at the community light party. The displays for October were *Recycling* and *Trick or Read* (Halloween).

Library Statistics

	October 2023	YTD 2023/24	October 2022	YTD 2022/23
Items issued	3,097	12,940	3,151	13,113
People visiting	4,558	19,514	5,056	16,193
New members	20	79	19	72
Active members*	1,256		1,404	

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

1.2 Museum

During October, Andrew Pettengell of Heritage Studios visited to train the Museum Team on using the digitisation equipment and undertook some specific digitisation work on objects like the Brian Brake photographs. The team continued working on donations and adding material to our collection.

Sir James Fletcher Kawerau Museum Statistics

	October 2023	YTD 2023/24	October 2022	YTD 2022/23
Exhibitions	0	2	0	3
Vernon Records	October 2023	YTD 2023/24	October 2022	YTD 2022/23
Objects – items added to collection	33	106	32	87
Individuals & Organisations	73	220	44	102
Documents	99	236	61	231
Photographs	77	263	50	339

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 October 2023 was 18.9° and the highest temperature for the month was 26.3°. The accumulated sunshine hours for October totalled 195 hours and 48 minutes. The appendix to this report shows a combined graph of the temperature and sunshine data collected for October.

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 seven payments in October 2023, which exceeded \$50,000.00**

- Inland Revenue Department (x2) - \$142,025.72 (total) - PAYE for Fortnights ending 05/10/2023 and 20/10/2023.
- Cooney Lees Morgan (solicitors) – \$131,850.00, progress payment, #4 for the Bell Street Duplex spec builds.
- Draintech Contractors (x3 invoices) - \$108,624.44 – only one significant invoice of \$97,749.68 which is for the River Road Subsoil Drainage.
- Link Market Services Limited – \$57,500.00 for interest on \$2m loan for six months.
- W.E.C. New Zealand Limited (8 invoices) – Total \$50,175.08, only one significant invoice for \$40,969.90 which is for the Telemetry for Borefield and Water Treatment Plant Tender.
- Waste Management Ltd - \$78,013.00 – Refuse disposal for August 2023.
- Wren Builders - \$216,595.77 – Progress payment for Rangi Delamere Pavilion.

4 Requests for Service

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

Service	Total	
	Completed	In Progress
Dogs	110	4
Noise	21	0
Building Enquiries	13	0
Trees* & Parks	11	8
Rubbish (Bins & Collections)	34	5
Water	20	3
Wastewater	1	2
Roading/Stormwater/Streetlights	8	8
Enforcement/Health/Food/Stock	12	0
Council Buildings/Facilities – Maint.	7	5
Other (Events/Consents/Rates/Vandalism)	6	3
Official Information Requests	4	4
Total	247	42

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

For October, 6 requests came via the website/emails and 9 via Antenno. The balance of the requests came from phone calls or visits.

6 Funds

The following funds were held at 31 October 2023:

Invested in	\$	Mean Interest	% External
ANZ – on call	790	0.9%	0.02%
BNZ – current & on-call	3,323,701	3.0%	99.29%
Rabobank (on-call)	23,025	4.3%	0.69%
Total Funds (Cash)	3,347,516		100.0%
Internal Loans	1,595,638		
Total Investments	4,943,154		

Internal Loans

As at 30 June 2023 Council had utilised \$1,624,800 of Depreciation Reserves for internal loans to fund other capital projects where there were insufficient reserves set aside.

There are currently five internal loans which are:

Loan Description (purpose of loan)	Total borrowed	Year raised	Year repaid	Balance @ 30 June 2023
Transfer Station Establishment Loan	\$340,000	2000	2025	\$43,080
Pool Upgrade Loan (Main Pool Upgrade)	\$140,000	2003	2028	\$42,240
Museum Building Loan (Storage facility)	\$480,000	2015	2042	\$403,890
Pool Changing Loan (new changing room)	\$450,000	2016	2041	\$365,010
Firmin Lodge Loan (Lodge rebuild)	\$950,000	2016	2041	\$770,580
				\$1,624,800

The current interest rate charged for these internal loans is 2.5% which is the rate included in the Annual Plan for investments and internal borrowing.

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

	October 2023	October 2022
Reserve Balances		
Depreciation Reserve Funds*	\$4,869,600	\$2,805,185
Total Reserve Balances	\$4,869,600	\$2,805,185
General Funds	\$73,554	\$258,344
Total (comprising funds & internal loans)	\$4,943,154	\$3,063,529

* This includes loan funds uplifted.

The figures show that overall Council has \$1,879,625 additional funds at the end of October than this time last year, however the October 2023 balance includes funds from the \$2m loan that was uplifted in December 2022 and the new \$2m loan funds that Council uplifted on the 26th October 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 cash 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.

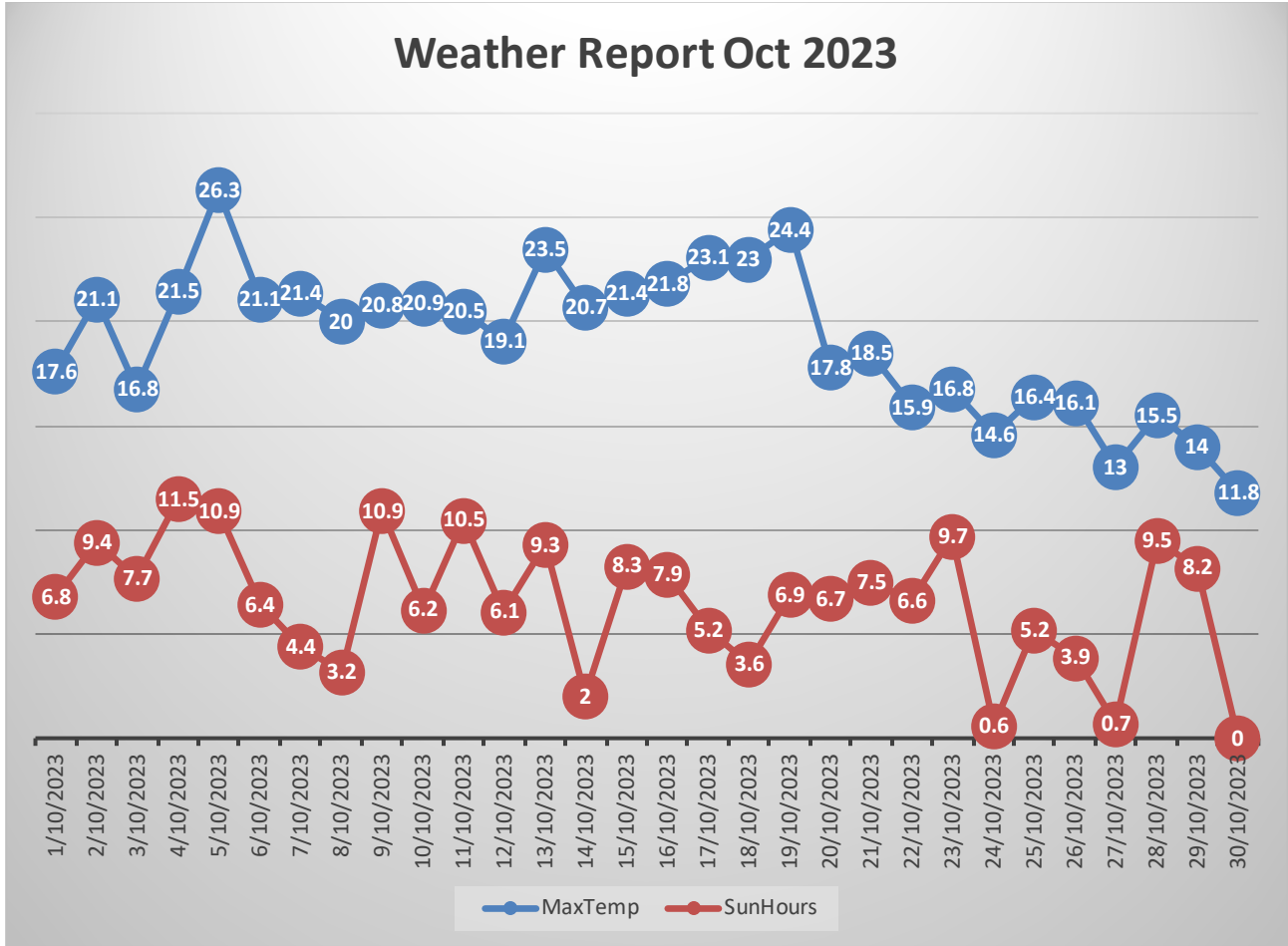
7 **RECOMMENDATION**

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

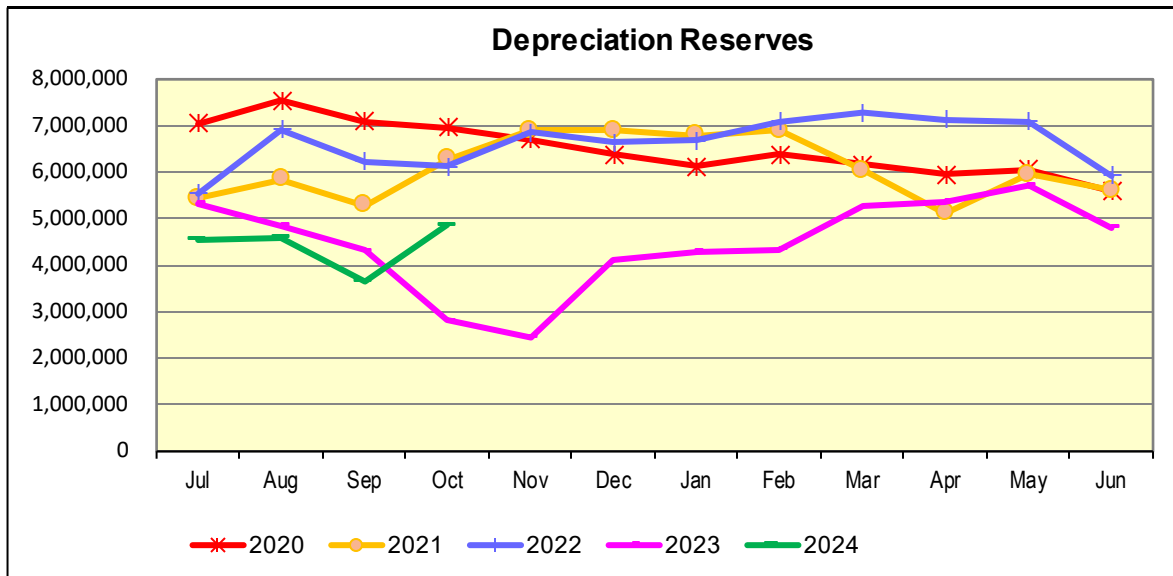
Lee-Anne Butler, CA, BMS
Group Manager, Finance & Corporate Services

Appendix

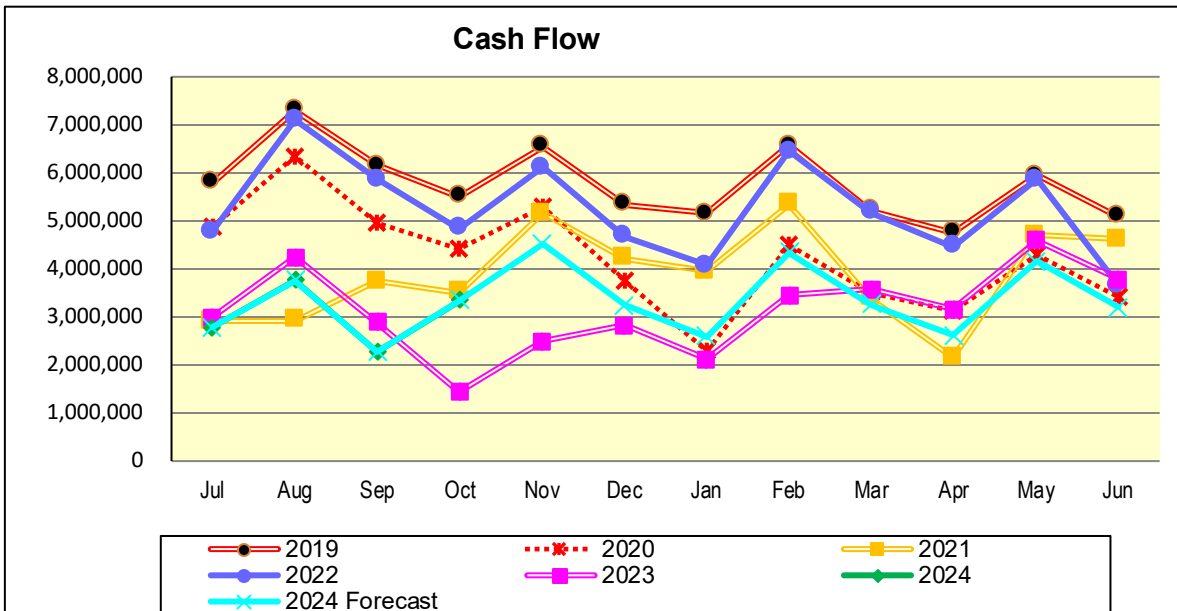
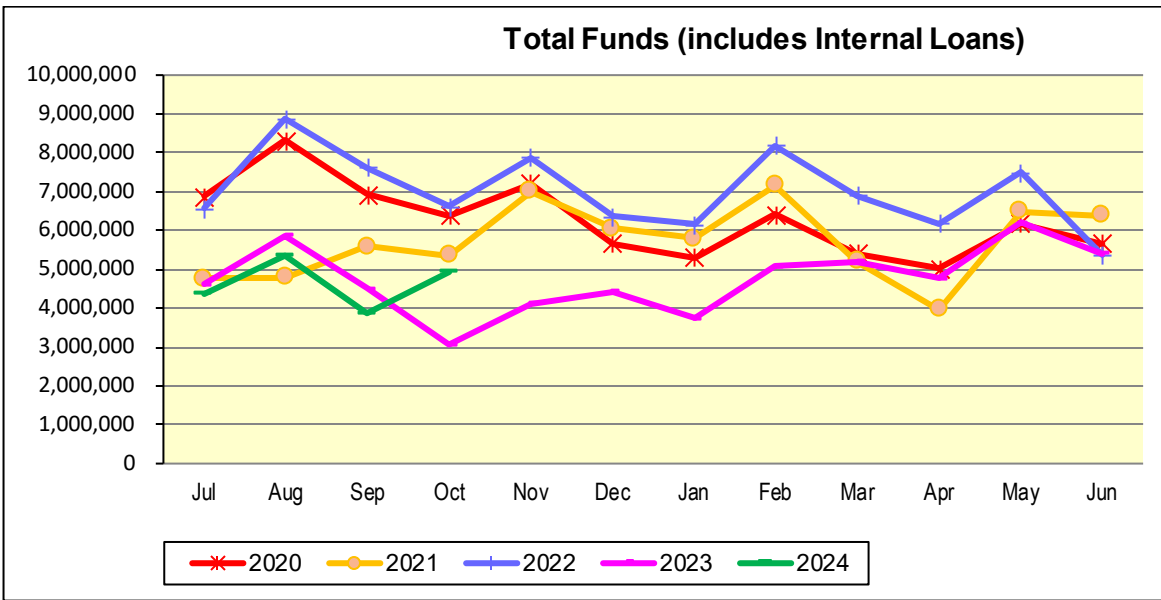
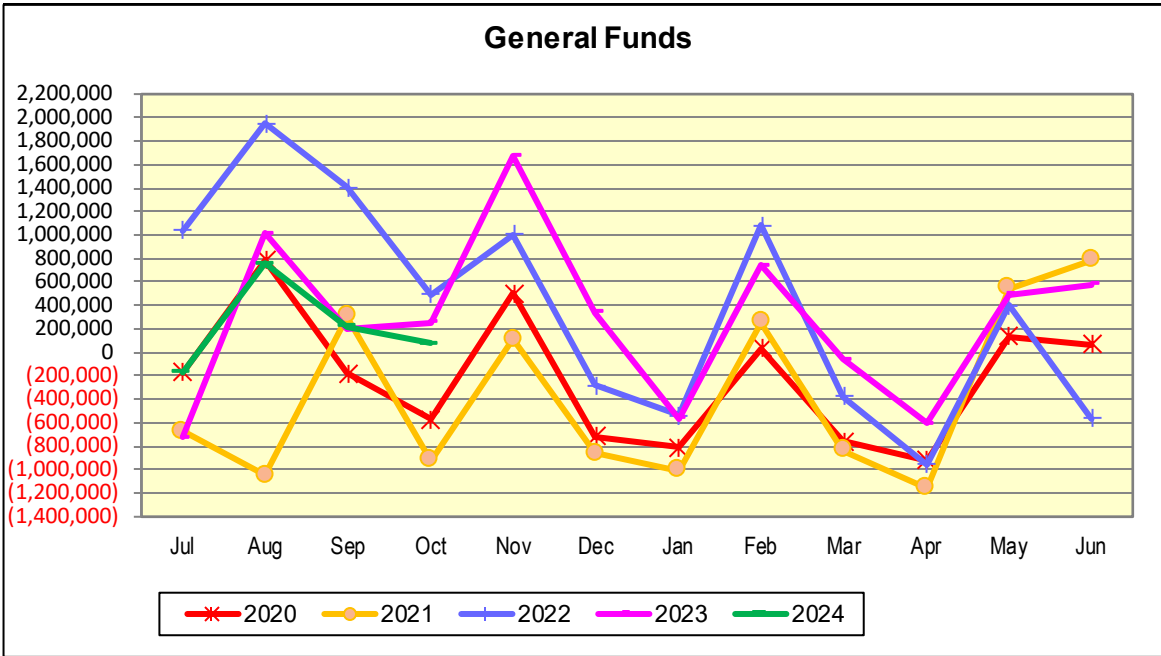
October 2023 -Weather Data



October 2023 – Financial Data



The depreciation reserves funds above includes the loan funding Council has uplifted.



Please note that the 2023 actual cashflow is the same as the forecast cashflow for months year to date.

MONTHLY REPORT OPERATIONS AND SERVICES

October 2023

1 Water Supply

The Tarawera Bores provide sufficient water for current use and have sufficient capacity to meet the demands of the community during all off-peak months. The Tarawera Bores may not meet the total requirement during the months of January and February. The Tarawera Bores are being evaluated for expansion to increase production to meet peak usage.

The Umukaraka Spring is being considered as an interim water source while the Tarawera Bores are being developed.

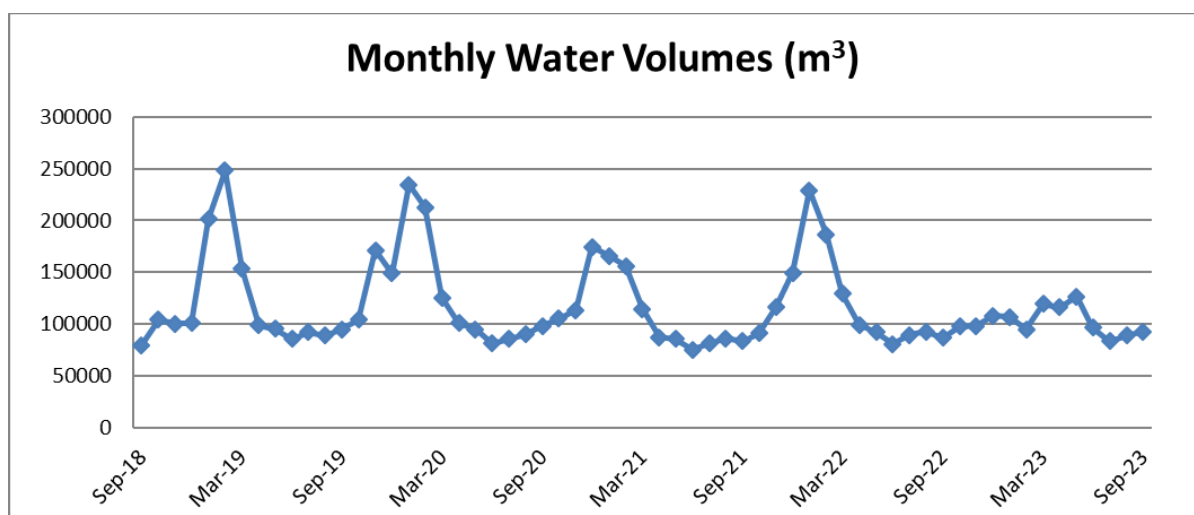
The Pumphouse Spring treatment plant is being upgraded to include fluoride in the water supply and to replace lime with sodium hydroxide for pH correction.

The pumpstation at the treatment plant will be rebuilt with new modern pumps and controls during November 2023 to June 2024, which will include new telemetry and control of all the boreholes and springs. These upgrades should satisfy all current resource consent conditions and requirements.

1.1 Use

The Town used 101,157 m³ in October 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.



The two unchlorinated outlets are still being used by the public and 25.5 m³ and 27.0 m³ water was taken from the Pumphouse and New World taps. During October 2023, the total daily usage was approximately 1750 litres per day. The use of these taps is stable with only small variations in usage.

1.2 Water Quality

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

There were no dirty water, pressure or other water complaints received during October.

1.3 Reticulation

The physical reticulation replacement works for the 2022/23 programme commenced in January. The River Road reticulation project was completed in September.

A contract to renew the trunk main (the line that connects the Monika Lanham Reserve reservoirs with the reticulation) was awarded in October and a tender for the next zone (Zone 3) is being prepared by staff.

Structural analyses of the reservoirs started in October and a report is expected in November.

2 **Wastewater**

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

There were four sewer line blockages during the month. One blockage led to a wastewater overflow at the corner of Fenton and Onslow streets. The overflow was contained. The event was reported to the Bay of Plenty Regional Council.

Renewal works and upgrades continue as per the project schedule.

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 works will be released for a second round of tenders.

Drainage systems designed to resolve the high water table damaging properties in Hardie Avenue are being developed.

The River and Dump Road intersection will be completely replaced this year due to subsurface water damage. An engineering design is being prepared and will be tendered later this year.

4 Stormwater

There have been no significant failures of the stormwater system this month.

5 Parks and Reserves

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

- The annual winter beddings were removed in all areas except the State Highway.
- Staff are preparing new traffic management plans to work on the State Highway corridor to include new traffic management requirements.
- The tree maintenance programme has resumed and staff are being trained by a contracted arborist.

6 Pool

The annual pools closure from 9 to 27 October 2023 was successfully completed. All pools are operating under normal conditions.

The steam bore was cleared and is operating normally. The changing room floors were recoated with a first coat. The second and final coat will be completed in December.

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.

Wood waste was diverted from the refuse stream and 93 tonnes of wood was sent to be used as kiln fuel in the month of October.

9 Recycled Collection

The collection and disposal of recycling continued without incident.

10 Vandalism

Two incidences of graffiti covering an area of 32 m² was removed from Council owned walls and properties at a total cost of \$500. The main areas targeted were:

- Library windows
- The skate park play ground, primarily stickers and tags

- The Prideaux park cricket pitch

11 **Projects & Schedule**

The project and major maintenance works schedule for the 2023/24 financial year is attached to this report.

12 **RECOMMENDATION**

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



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

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Capital, Renewals and Major Maintenance Items for 2023/24
31 October 2023

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Comments
Transport Management	402515 001	Kerb Replacement	\$110,000	\$0	Jun-24			
	402515 003	Reseals - Roads	\$260,000	\$0	Oct-23	Mar-24		River Road
	402515 004	Pavement Treatment	\$160,000	\$0	Oct-23	Mar-24		River Road
	402515 009	Minor Safety Improvements	\$80,000	\$0	Jun-24			Speedhumps, crossings and signs
	402515 013	Footpath replacement	\$190,000	\$18,534	Jun-24			
	402515 015	Lane realignment	\$320,000	\$0	Jun-24			Onslow & Gordon St, Putuaki School Entrance
	402515 018	Drainage Works	\$136,000	\$86,210	Jun-24			Hardie Avenue
	402516 001	Reseals - Carparks	\$50,000	\$54,400	Oct-23		Oct-23	Pools final seal
		Sub Total	\$1,306,000	\$159,144				
	Stormwater	402601 001	Stormwater Renewals	\$380,000	\$19,457	Jun-24		
	Sub Total	\$380,000	\$19,457					
Water Supply	403001 002	Reticulation Replacement - Zone 2	\$2,300,000	\$309,000	Mar-24	May-24		River Road Completed, Zone 2 next
	403001 003	Reticulation Replacement - Zone 6	\$470,000	\$0	Oct-23	May-24		Pumphouse lines and valves
	403001 004	Toby Replacements	\$50,000	\$8,970	Jun-24			
	403001 005	Valve Refurbishment	\$44,100	\$540	Mar-24			
	403001 007	Refurbish Pump System	\$69,000	\$8,700	Nov-23	May-24		Pumphouse Pumps installation
	403001 010	UV Tube replacement	\$14,500	\$0	Feb-24			
	403001 030	Lime & Flouride System	\$425,000	\$0	Nov-23	Mar-24		Funded by MoH
	403001 021	Headworks	\$400,000	\$118,343	Nov-23	Dec-23		Boreholes & springs telemetry and control
		Sub Total	\$3,772,600	\$445,553				
	Wastewater	403520 001	Refurbish Pumps	\$37,000	\$1,150	May-24		
	403520 002	Reticulation Replacement - Zone 1	\$1,176,100	\$481,975	Nov-23			
	403520 004	Milliscreens Renewals	\$161,000	\$3,250	Dec-23			
	403520 011	Waste Water Treatment Plant	\$854,500	\$200,400	May-24			Buildings and Structures
	403520 027	Pumping Station	\$50,000	\$20,280	May-24			
	Sub Total	\$2,278,600	\$707,055					
Refuse Disposal	403522 014	Asbestos Site Preparation	\$30,000	\$0	Oct-23			Phase 1 Design
	Sub Total	\$30,000	\$0					
Pool	404031 001	Club Rooms	\$40,000	\$0	Oct-23			Outer skirting and rear wall
	404031 016	Fences	\$50,000	\$42,800	Oct-23	Nov-23		
	404031 020	Changing Rooms	\$60,000	\$6,300	Oct-23	Dec-23		Floors
	404031 024	Pool Floor	\$30,000	\$0	Oct-23			
	404031 004	Steel Poles and Shades	\$17,000	\$0	Oct-23			Lifeguard area
	404031 061	Filtration System	\$93,000	\$0	Oct-23	Oct-23		New Sand filter
		Sub Total	\$290,000	\$49,100				
Rec. Centre	404035 005	Building Work	\$6,900	\$0	Feb-24			
	404035 020	Roof	\$60,000	\$0	Feb-24			
	404035 020	Air extractors and gas detectors	\$10,000	\$0	Feb-24			
	Sub Total	\$76,900	\$0					
Town Hall	404036 002	Curtains	\$10,000	\$0	Nov-23			
	404036 009	Roof	\$50,000	\$0	Nov-23			

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Comments
	404036 002	Audiovisual	\$5,800	\$0	Nov-23			
	404036 020	Furniture	\$2,800	\$0	Nov-23			
		Sub Total	\$68,600	\$0				
Concert Chamber	404037 011	Furniture	\$15,000	\$0	Jan-24			
	404037 017	Speakers	\$10,000	\$0	Jan-24			
	404037 019	Renewals	\$3,700	\$0	Jan-24			
		Sub Total	\$28,700	\$0				
Town Centre Toilets	404038 007	Toilet Door - Excelo	\$5,000	\$4,200	Sep-23		Completed	
		Sub Total	\$5,000	\$4,200				
Passive Reserves	404042 001	Rubbish Bins	\$4,500	\$0	Jun-24			
	404042 002	Boundary Fences	\$18,700	\$0	Jun-24			
	404042 003	Sprinkler Replacements	\$5,200	\$0	Jun-24			
	404042 019	Seal Carparks	\$15,500	\$0	Oct-23			
	404042 031	Reserve Fences	\$12,000	\$0	Jun-24			
		Sub Total	\$55,900	\$0				
Sportsfields	404041 014	RD Pavilion Reconstruction	\$1,000,000	\$700,950	Sep-23			
		Sub Total	\$1,000,000	\$700,950				
Street Trees	304044 001	Tree Replacement	\$4,500	\$0	Jun-24			
		Sub Total	\$4,500	\$0				
Playgrounds	404046 001	Renewals	\$3,500	\$0	Jun-24			
	404046 002	Bins/Seats	\$500	\$0	Jun-24			
		Sub Total	\$4,000	\$0				
Cemetery	-	Name Board	\$10,000	\$0	Jan-24		To be funded	
		Sub Total	\$10,000	\$0				
Library Building	405060 011	Air Conditioning	\$88,700	\$0	Jan-24			Archive Building System
	405060 012	Smoke Detectors	\$1,800	\$0	Jan-24			
		Sub Total	\$90,500	\$0				
Dog Pound	405061 012	Extension of facilities	\$600,000	\$0	Jun-24			
		Sub Total	\$600,000	\$0				
Field Amenity Buildings	405062 030	Renewals	\$23,200	\$0	Jun-24			
		Sub Total	\$23,200	\$0				
Depot	405063 018	Renewals	\$9,100	\$0	Jun-24			
		Sub Total	\$9,100	\$0				
District Offices	405064 001	Air Conditioning	\$13,300	\$0	Feb-24			
	405064 012	Lift access	\$3,400	\$0	Feb-24			
	405064 021	Hardware & Sundry	\$1,300	\$0	Jun-24			
	405064 020	Flashings and Sproutings	\$100,000	\$0	Feb-24		Completed Stage 1. Stage 2 in process	
		Sub Total	\$118,000	\$0				
Plant	60 80 01 7600	Vehicles	300,700	300,700	Sep-23		Completed	
		Sub Total	\$300,700	\$300,700				
Economic Development	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	\$114,000	Jun-24			

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Comments
	15 05 01 3500	Stoneham Park Residential Development	\$4,100,000	\$760	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	\$40,000	\$100	Jun-24			DIA funded
		Sub Total	\$4,601,800	\$114,860				
		Total	\$15,054,100	\$2,501,019			17%	

MONTHLY REPORT ECONOMIC AND COMMUNITY DEVELOPMENT
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October 2023

1 Economic Development

As previously reported in the media, Oji Fibre Solutions have confirmed the purchase of land and infrastructure assets formerly owned by Norske Skog Tasman.

Progress is well underway with the construction of the Off Highway Road.

2 Kawerau isite Visitor Information Centre

The isite is currently planning the New World Kawerau Santa Parade, and registrations are now open and being received. Additionally, after a productive meeting with New World Kawerau, sponsorship of the Parade and Christmas in the Park was agreed. The theme for the parade is 'History of Kawerau'.

October experienced an increase in day trips to Tauranga and Whakatane accessing the Bay Hopper. Subsequently this resulted in an increase in Bee card sales. Customers using this service have anecdotally expressed their satisfaction to isite staff, of the bus routes and frequency.

Key Monthly Statistics – October 2023

- Visitor enquiries: 985 (29% decrease from the previous month)
- Tarawera Forest access permits: 193 (130% increase from the previous month)
- Public toilet use: 2066 (1% decrease from the previous month)
- Motorhome power users: 17 (6% decrease from the previous month)

Comparison to October 2022:

- Visitor enquiries: 1406
- Tarawera Forest access permits: 198
- Public toilet use: 2256
- Motorhome power users: 12

3 Community Activities

Events completed for October 2023

- **Nightmare on Onslow Street**
Saturday 21 – *Town Hall & Concert Chambers*
- **Canoe Slalom BOP Club Race**
Saturday 28 - Sunday 29 – *Waterhouse St Reserve*
- **Kawerau Light Party**
Tuesday 31 – 5:30 pm to 7:30 pm - *Town Hall & Concert Chambers*

Events registered for November & December 2023

- **2023 Art Exhibition**
Friday 3 – Sunday 5 – *Town Hall*
- **EBOP Kennel Assn All Breeds Dog Show**
Saturday 11 - Sunday 12 – *Prideaux Park*
- **NZ Highwaymen Tour**
Sunday 12 – *Town Hall*
- **Canoe Slalom BOP Club Race**
Saturday 18 – Sunday 19 – *Waterhouse St Reserve*
- **White Ribbon Day (date change)**
Tuesday 21 – 9 am to 2 pm - *Circus Paddock*
- **Championship Obedience Trials**
Friday 24 - Sunday 26 – *Prideaux Park*
- **Kawerau Christmas in the Park and New World Kawerau Santa Parade**
Saturday 16 December – *Central Business District and Prideaux Park*

Kawerau Christmas in the Park, Saturday 16 December

All funding applications have been approved, with the decisions as follows (all Exc. GST):

- | | | |
|---------------------|-------------------|---------------------|
| • NZCT - | \$78,000 approved | (\$78k applied for) |
| • Lion Foundation - | \$55,750 approved | (\$60k applied for) |
| • Bay Trust - | \$ 5,000 approved | (\$17k applied for) |
| • Trust Horizon - | \$10,000 approved | (\$10k applied for) |
| • Lotto – | \$20,000 approved | (\$20k applied for) |

Current Total approved \$168,750.00

Combined with Council's contribution and the previously reported \$13k kindly donated by businesses, the target budget of \$195k is achieved.

Planning is underway for the event with an announcement expected regarding artists early in December.

Kawerau Neighbourhood Support

No update to report on the call to action seeking community members interested to form a new committee.

The data below 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.	
2023											
July	6	2	4	5	2	1	5	2	17	10	27
August	2	2	3	1	2	0	2	1	9	4	13
September	4	3	8	0	5	0	5	2	22*	5*	27*
October	0	1	3	0	3	0	3	0	6	1	7

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

**Additional occurrences from the September report are added which were not identified at the time of writing the previous report*

4 Youth Projects

Kawerau Youth Council (KYC)

The October meeting took place on 10 October 2023. This is the penultimate official formal KYC meeting for 2023.

The following points were discussed:

1. Planning for the 'Nightmare on Onslow Street' pre-Halloween event held on 21 October
2. Provision of KYC support for the Light Party
3. Early discussions regarding ideas for the KYC Santa Parade float
4. Planning a presentation to Elected Members with an overview and update of the KYC activities over the year

The last date for the monthly KYC meeting for 2023, in the Council Chamber:

- Thursday November 9

Tuia Representatives

The fifth and final wānanga was held on Saturday 4 November 2023 at Wharewaka Function Centre, Taranaki Street, Waterfront, Wellington. At the time of writing this report no update was available from the attendees, so this will be reported on in the next Regulatory & Services report.

5 RECOMMENDATION

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



Lee Corbett Barton

Economic and Community Development Manager

MONTHLY REPORT COMMUNICATIONS AND ENGAGEMENT

October 2023

1 Communication


1.1 Community Pānui | Update

Two newsletters completed – 3 and 19 October 2023.

1.2 Significant Communications:

- 1.2.1 Communications included: Residential swimming pool checks; Te Wiki o te Reo Māori; Weather warning.
- 1.2.2 Council Operations and Services: Council meetings, Electoral system decision; Kawerau District Library school holiday programme, Council job vacancies; water shutdowns; Māori Ward engagement.
- 1.2.3 Council Grants: promotion of Creative NZ Community grants.

1.3 Council Communication Channels overview

Website  3,000 visits (steady). Top Page Visits: Have Your Say! Māori ward engagement; Maurie Kjar Aquatic Centre; Search; Rates Payments; District Library; Contact Us.

Social Media



Facebook 5,306 visits ▲
Reach 45,945 ▲
Followers 4,747 ▲



Instagram 5 visits ▼
Reach 58 ▲
Followers 138 ▲

Top content: Maurie Kjar Aquatic Centre shut extensions; Chief Executive recruitment; Māori ward engagement; Geothermal drilling and testing;

2 Engagement

2.1 Māori Representation and Representation Review Requirements.

In 2020, Council decided not to establish Māori ward/s. Council subsequently heard from submitters in 2021, during the Representation Arrangements Review that people wanted to have their say on whether to establish one or more Māori wards for the Kawerau District. Council resolved in September 2021 to ensure that it would carry out a more robust engagement process and review, which has been the focus of the past three months.

As part of Council's considerations of establishing Māori ward/s for the 2025 and 2028 triennial elections, Council has undertaken a thorough engagement project to ensure that we built knowledge of what Māori ward/s would look like for Kawerau, and to ensure Tangata Whenua Iwi and the community have the opportunity to provide feedback as part of the decision-making process.

Council has a three-step process regarding Electoral Decisions as follows:

1. Electoral System – the First Past the Post (FPP) was retained by Council at an Extra Ordinary Meeting on 6 September 2023. The notice has been advertised in the paper advising the community of the decision and the right to call for a poll on the First Past the Post or Single Transferrable Voting (STV) systems, which requires a petition of at least 5% or 256 electors.

2. Establishing Māori Ward/s – Elected Members may decide to establish one or more Māori Ward in the District by 23 November 2023.
 Council acknowledge the support of Ngāti Tūwharetoa ki Kawerau Kaumātua Te Haukakawa Te Rire; and also to Election Services' Electoral Officer Dale Ofoske who provided an independent lens throughout the engagement process.
 Engagement with Tangata Whenua Iwi and the community began on 22 September, a public meeting was hosted by Rautahi Marae on 25 September and a further evening hui at the Concert Chamber that evening. On 9 October meetings were held at Tarawera High School for tauira | students and kaimahi | staff, and a further evening community meeting at the school.
 An online feedback process via a survey opened on 25 September and has remained open. The 3 and 19 October Community Pānui delivered to residents contained information and a hard copy survey asking whether Council should establish Māori Wards. To date 161 responses have been received to the survey either via Social Media, Website, Email and hard copy surveys returned to the Council Office, District Library and isite.
 A report will be tabled via workshop and then at the Extraordinary Meeting at 11:00am on Wednesday, 22 November 2022.

3. Representation Arrangements Review – the third step of the electoral process required under the Local Electoral Act 2003, is the review of the make-up of the Council, numbers of Councillors representing the district and if there are to be any wards established.
 Currently Kawerau has 8 councillors elected 'at large' plus the mayor who represent the district. A representation arrangements review must be completed by July 2024, should Council introduce Māori ward/s.
 Council resolved on 6 September 2023, to complete a Representation Arrangements Review *regardless* of whether Māori ward/s are established.

2.4 Long Term Plan 2024-2034

Early engagement was been completed during 11 August to 2 September 2023 via a community survey online and via the Community Update delivered to households. Council sought the feedback to inform the review processes leading up to the Long Term Plan 2024-2034. These draft results were presented at a Council workshop in September and will be tabled at an upcoming Council Meeting.

Tangata whenua Iwi, community and stakeholders will have another opportunity for input into the Long Term Plan 2024-2034 during the formal engagement process in 2024.

One of the strands of work planned for early 2024, is the forum of all recreational users and organisations that may need to access and seek external funding to achieve their aspirations. The aim is to engage with these stakeholders and compile an overview strategy that will benefit all organisations in attracting and coordinating external funding into the region.

2.5 Stoneham Park Residential Development

2.5.1 *Operative District Plan - Plan Change 4 (Residential Growth Precinct)*

As per the Resource Management Act (1991) Plan Change 4 Residential Growth Precinct became operative on 6 November 2023 to enable the Stoneham Park Residential Development.

2.1.2 *Intention to Exchange Reserve Status of Stoneham Park with the land on Fenton Mill Road (currently zoned as the Stock Pound).*

Progressing under the Reserve Management Act in liaison with the Department of Conservation. Council is undertaking the final workings to complete this process.

2.1.3 *Technical Investigations and Progress*

With support of Veros Property Developers, the resource consents required for the development are due to be lodged with the Bay of Plenty Regional Council.

Discussions and agreement with Kowhai Park Body Corporate being finalised and completed to progress the additional land parcel swap adjacent to Stoneham Park with the body corporate's infrastructure (Three Waters, roading and footpaths and two reserve areas). The body corporate will retain ownership and title of the land under and surrounding their dwellings.

Current Engagement Topics

- Māori Ward/s Engagement
- Age Friendly and Accessibility Strategy

Upcoming Engagement Topics

- Long Term Plan 2024-2034
- Our places - eastern bay spatial plan 2024

2 Residential Developments – *Current Status*

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

	Central Cove	Hine Te Arika/ 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	-\$631,218¹	-\$1,809,103	-\$2,569,466
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	

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

3.1 Central Cove

Council is re-assessing the current arrangements with Generation Homes and potentially other developers.

3.2 Duplex Build 51A and 53A Bell Street and 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. After liaison with surrounding neighbours the perimeter fence renewals have been completed (where appropriate) and landscaping completed. With only concrete driveways (weather dependent) and internal finishing to be completed, the build is due for handover to Council in late November 2023.

Marketing commenced in October and will ramp up towards completion date (late November) and early December with open homes.

Further visit for Councillors to be scheduled.

Also, plans for a 'neighbours open home' courtesy visit to thank and acknowledge their support during the build process.

3.3 Porritt Glade Lifestyle Village

There are five Applications for Occupation Right Agreement in place for the remaining units. All parties have a mid-December timeline for their property sales and ensuing settlements. One unit (#9) is now unconditional and will settle on 1 December 2023. Annual General Meeting (AGM) planned for the 1 July 2022 to 30 June 2023 year for 13 December 2023.

The year-end financials are being audited, and will be tabled for resolution at the Council Meeting on 29 November 2023. This meets the legal requirements for the Retirement Villages Act.

Council is planning to make a submission to the Review of the Retirement Villages Act that was reviewed and is currently out for submission. The main themes of the review are around people 'moving in', 'living in' and 'moving out'.

RECOMMENDATION

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



Tania Humberstone

Manager, Communications and Engagement

Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Regulatory and Services\Reports\November 2023\IR-RS Monthly CEM for October 2023-11-15 1.docx

Meeting: Regulatory & Services Committee

Meeting Date: 15 November 2023

Subject: **Funding Application towards final stage of Rangī Delamere Pavilion construction**

File No.: 309305

1 **Background**

The Rangī Delamere Pavilion is in the final stage of construction and fit out after being destroyed in early 2020 from arson. Council received an insurance payout of \$537,419 (Excl. GST).

Council considered initial design options, requested maximising a more appropriate design, going to tender all resulting in delays to rebuild. This compounded with the consequential impacts from the COVID pandemic, resulted with escalated costs to rebuild – which subsequently exceeded the insurance payout.

After Council developed plans for the design to rebuild, a tender process awarded Wren Building the contract with the estimated cost agreed of \$1,012,343.45 (Excl. GST), excluding variations.

The shortfall difference between insurance payout and rebuild tender price was \$474,924.45 (Excl. GST).

Council has approved the current budget shortfall after the insurance payout be allocated from depreciation reserves.

The following table provides a recent indication of the project costs and outstanding sum required to complete the project, this was provided NZCT on 25/10/2023:

Estimate of Costs 12.12.2022	\$1,012,343.45
Design Variation & Wrap	46,124.00
Value of Contract – excluding variations	1,058,467.45
Total value of claims received / paid to date	693,651.95
Total value of retentions deducted from claims to date	44,682.60
Total paid to date	648,969.35
Total value of contract remaining – excluding variations	\$364,815.10

A recent meeting with New Zealand Community Trust (NZCT) provided Council with an option to apply for funds to assist with the final construction costs. With an indicative sum of up to \$300k which may be approved by the NZCT Nets Proceed Committee (NPC) at their meeting on November 22.

The application to NZCT is submitted (in draft form) awaiting the Council resolution to be passed, on provision of the resolution to NZCT, the application will move from draft form to final consideration and go to the November 22 NPC meeting.

Additionally, an executive summary of the project was supplied to NZCT on their request. This in order for the NZCT administrative process to prepare documentation and their internal recommendation to the NZCT NPC, taking into the short timeframe situation and the proposed size of the grant application.

The following timeline provides a high level overview regarding the Council discussions to date regarding the building design and tender process.

Meeting	Date	Discussion Points
R&S Workshop	10/11/2020	<ul style="list-style-type: none"> • Insurance payout sum • Three concept designs • Procurement Strategy
Ordinary Council	30/03/2021	<ul style="list-style-type: none"> • Resolution to award Wren Building contract • Concept drawings utilising old building shell
R&S Workshop	13/04/2021	<ul style="list-style-type: none"> • Ground layout options
Council Workshop	29/06/2021	<ul style="list-style-type: none"> • Final design tabled requesting Council feedback • Council request to alter plans
Council Workshop	26/10/2021	<ul style="list-style-type: none"> • Consent declined • Existing walls not earthquake strengthened to current requirements – removal of old walls required • Options to complete demolition and rebuild to previously agreed plan • Structural analysis with bracing option • New rebuild and plan considerations
Confidential Council	16/08/2022	<ul style="list-style-type: none"> • New cost indication • New tender process
Confidential Council	27/09/2022	<ul style="list-style-type: none"> • New cost approved • New consenting requirements • Resolution to tender to Wren Building
Council Workshop	17/05/2023	<ul style="list-style-type: none"> • Scaffold wrap factor for wet weather contingency during construction • New cost indication

In summary, since the arson in March 2020, the project has evolved from a rebuild utilising the existing building shell, structural assessment on existing shell, developing/maximising a new design build, tender processes, escalating costs - which resulted in the delay to agree a new design and commence construction.

2 Options Considered

Council has three options to consider:

1) Apply to NZCT for \$300k

By applying to NZCT, Council will be in a position to reduce the need to allocate all the remaining costs from Council depreciation reserves to complete the project.

This option is recommended

2) Do not apply to NZCT

By not applying to NZCT, Council reserves will be required to complete the project.

This option is not recommended

3) Apply to NZCT for less than \$300k

This option would result in NZCT retaining some of their funding reserves tagged for distribution in Kawerau, which would remain available for community groups or other Council projects to apply for in the future.

This option is recommended for a wider discussion and consideration

3 Policy and Plan Considerations

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

4 Risks

If a funding application is approved for up to \$300k, the NZCT reserves available to Kawerau will be subsequently reduced; this will result in fewer NZCT funds for future projects by community groups or projects delivered by Council.

If the application is not submitted and Council resolution provided to meet the NZCT NPC meeting on 22 November, the construction work on site will continue, resulting in further progress to the rebuild to the possible point that it is near completion.

NZCT will not approve retrospective funding. If further work is progressed on site, future invoices and payments will not be eligible for funding, due to being considered as retrospective payments.

There is also a possibility that NZCT may take into account the work completed since the funding opportunity was first identified to the point the application is discussed by the NZCT NPC (approximately 4 weeks progress if discussed on Nov. 2).

Therefore, NZCT advised they may still take an approach to approve funds below the requested amount, potentially taking into account work completed during this period, irrespective of whether Council has received invoices 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 an independent audit assurance report to NZCT for all their grants received during the NZCT financial year (Oct.1 – Sept. 30). Unspent or incorrectly spent funds identified through this audit process must be returned to NZCT.

Signed minutes passing a resolution to apply for funds are required by NZCT.

7 Significance and Engagement

The Rangī Delamere Pavilion rebuild has undertaken its own due diligence with Council considering options for the design plans, setting the rebuild budget in the Annual Plan and ensuring that community stakeholders have been engaged.


In parallel, an engagement process has been undertaken with the Delamere whānau, regarding a site karakia prior to the breaking of ground, the rebuild plans, the official blessing and reopening and appropriate signage and/or carvings to recognise their tipuna Rangī Delamere, that are to be included at the venue site. This engagement is continuing.

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 “Funding Application towards final stage of Rangī Delamere construction” be received.
2. That Council approves a funding application to NZCT towards the final stage of Rangī Delamere Pavilion construction be prepared and submitted to:
 - New Zealand Community Trust for \$300k



L C Barton

Economic and Community Development Manager