



**The Meeting of the  
Regulatory and Services Committee  
will be held on Wednesday 17 July 2024  
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 17 July 2024  
commencing at 9.00am**

**A G E N D A**

**1 Karakia Timatanga | Opening Prayer**

**2 Apologies**

**3 Leave of Absence**

**4 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.

**5 Public Forum**

**PART A – REGULATORY**

**6 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 June 2024.

**Recommendation**

*That the report from the Group Manager, Regulatory and Planning Services for the month of June 2024 be received.*

**PART B – NON REGULATORY**

**7 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 June 2024.

**Recommendation**

*That the report from the Group Manager, Finance and Corporate Services for the month of June 2024 be received.*

**8 Monthly Report - Operations and Services (Manager, Operations and Services) (440000)**

**Pgs. 13 - 18**

Attached is the report from the Group Manager, Operations and Services covering the month of June 2024.

## **Recommendation**

*That the report from the Group Manager, Operations and Services for the month of June 2024 be received.*

### **9 Monthly Report - Economic and Community Development (Economic and Community Development Manager) (309005)**

**Pgs. 19 - 21**

Attached is the report from the Economic and Community Development Manager covering economic and community activities for the month of June 2024.

## **Recommendation**

*That the report from the Economic and Community Development Manager for the month of June 2024 be received.*

### **10 Monthly Report – Communication and Engagement (Communication and Engagement Manager) (340100)**

**Pgs. 22 - 26**

Attached is the report from the Communication and Engagement Manager covering communication and engagement activities for the month of June 2024.

## **Recommendation**

*That the report from the Communication and Engagement Manager for the month of June 2024 be received.*

### **11 Funding Applications for Kawerau Christmas in the Park (CITP) 2024 (Economic and Community Development Manager) (309305)**

**Pgs. 27 - 31**

Attached is the report from the Economic and Community Development Manager covering Funding Applications for Kawerau Christmas in the Park (CITP) 2024.

## **Recommendations**

- 1. That the report “Funding Applications for Kawerau Christmas in the Park (CITP) 2024” be received.*
- 2. That Council approves funding applications for the Kawerau Christmas in the Park (CITP) 2024 be prepared and submitted to:*
  - New Zealand Community Trust for \$82,000*
  - Lion Foundation for \$65,000*
  - Trust Horizon for \$10,000*
  - Lottery Community for \$20,000*
  - Bay Trust for \$12,000*

### **12 Karakia Whakamutunga | Closing Prayer**

M Godfery

**Chief Executive Officer**

# MONTHLY REPORT

## REGULATORY & PLANNING SERVICES

**June 2024**

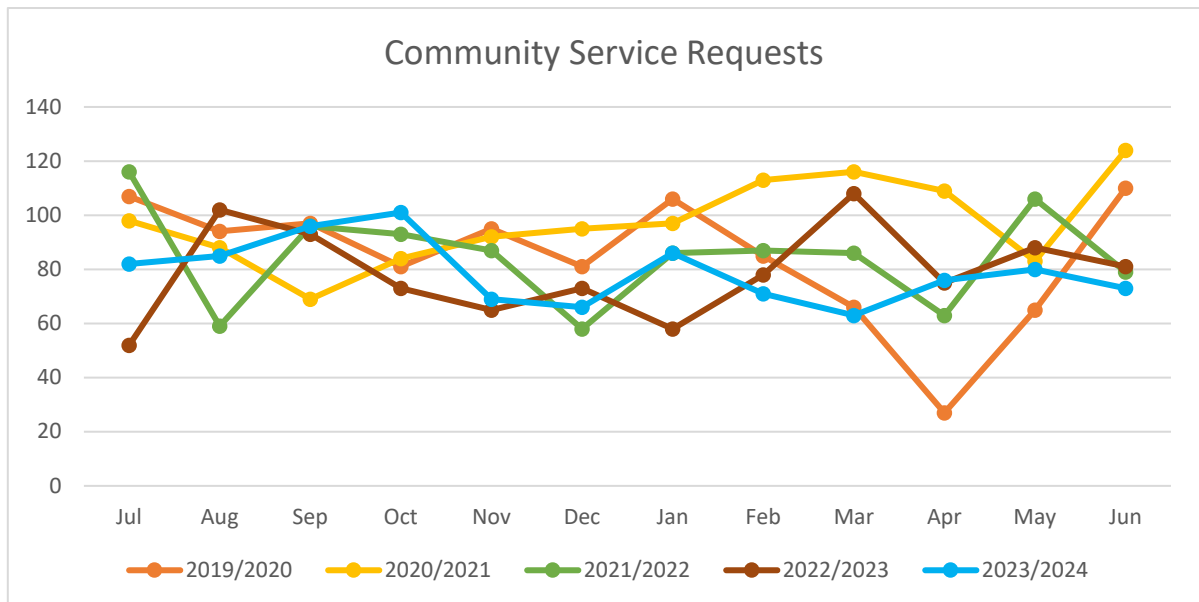
### 1 Animal Control

#### 1.1 Dog Registration

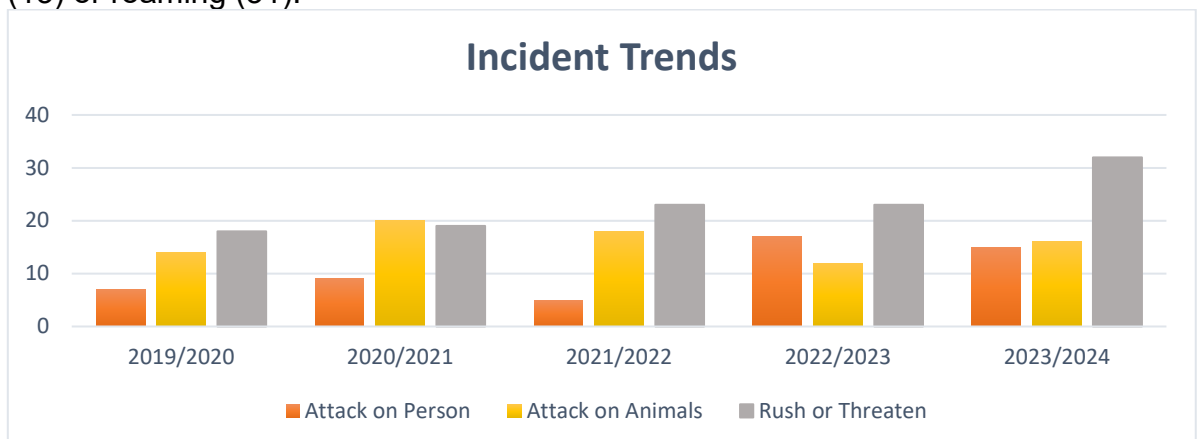
At 30 June 2024, there are 1,402 dogs registered of the 1,413 dogs listed on the dog register for 2023/2024. This represented 99.2% of known dogs.

#### 1.2 Dog Control - Ranging, Complaints and Incidents

A total of seventy three (73) service requests were responded to in June 2024. Fifteen (15) jobs were attended relating to kennel checks, microchipping and releasing dogs from the pound and infringement enquiries etc. These totals do not include administration services provided by the customer services team.



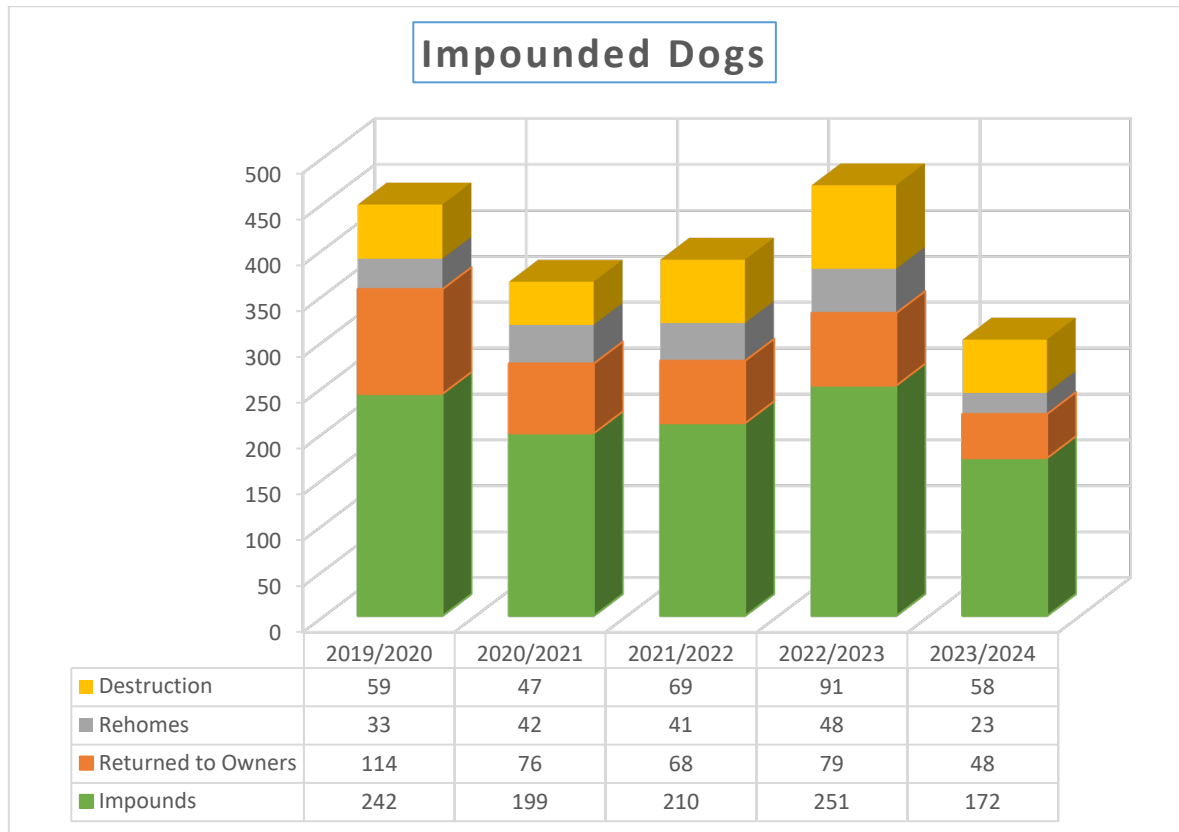
A total of fifty eight (58) statutory occurrences (barking, roaming, attacks) were attended by Council's dog rangers. These related largely to complaints of barking (13) or roaming (31).



During June, we received two (2) reports of an attack on an animal and three (3) attacks on a person.

The dogs involved in the attacks on an animal, were not located at the time and have not been identified. Follow up actions are being undertaken to try and capture the roaming animals.

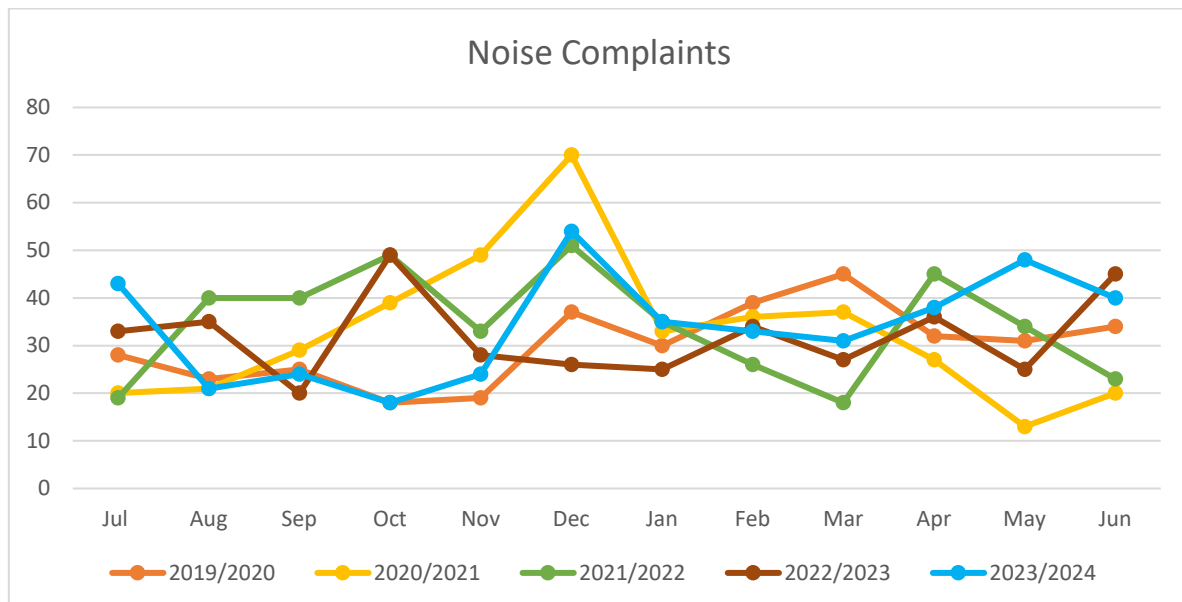
In relation to the attacks on a person, one was reported inaccurately (no attack), and for the others, two infringements were issued, one dog was impounded with property inspections completed.



In June 2024, eleven (11) dogs were impounded. During this same period, six (6) dogs were returned to their owners and one (1) was surrendered by its owner.

## 2 Monitoring and Compliance

There were 40 noise complaints in June 2024, with eight (8) excessive noise notices being issued.



### 3 Alcohol Regulation

Six (6) licensed premise inspections were completed. No concerns were raised as part of these inspections.

Work is still continuing in regards to the Eastern Bay Local Alcohol Policy, however delays have occurred due to each of the Councils working through Long Term Plan or Annual Plan requirements. The Eastern Bay Local Alcohol Policy is still with ARLA for consideration, and further advice is being requested regarding the next step.

The ARLA hearing for Medical Officer of Health v NWK 2023 Limited (New World Kawerau) had been set for 25<sup>th</sup> and 26<sup>th</sup> of June 2024. This was delayed and has been rescheduled for Wednesday 18<sup>th</sup> September 2024.

Two other licensed venues are awaiting the outcome of appeals by the Medical Officer of Health. To date we do not have a timeframe for these two licenses being resolved.

### 4 Food Safety and Premises

In June 2024, the following work was completed:

- One hairdresser renewed their registration.
- Four (4) hairdressers inspections completed.
- One (1) new National Programme Operator and hair salon applied for registration – Kawerau Unisex Salon and Coffee Fix.
- One (1) new enquiry from a home cook looking to sell food.

### 5 Environmental Health

One odour complaint was received and responded to.

## 6 Building Control

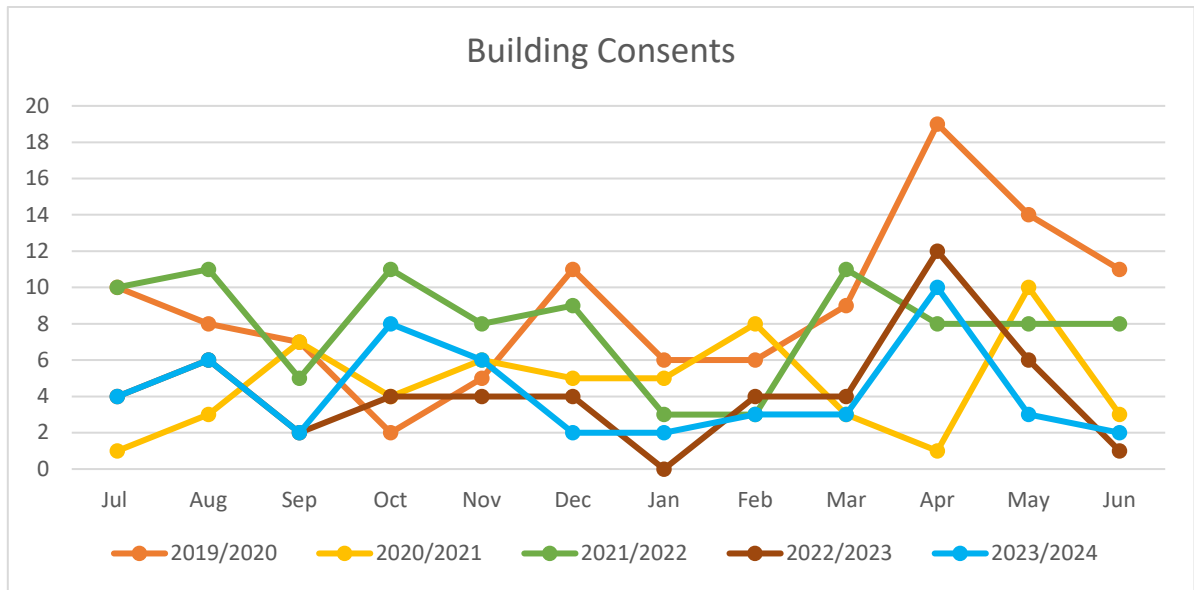
### 6.1 Building Consent Authority (BCA)

Two building consents were issued in June 2024. The total value of the building consents was \$13,836.

One certificate of public use was issued, which certify buildings as safe for public to use while final consent matters for code of compliance are being arranged.

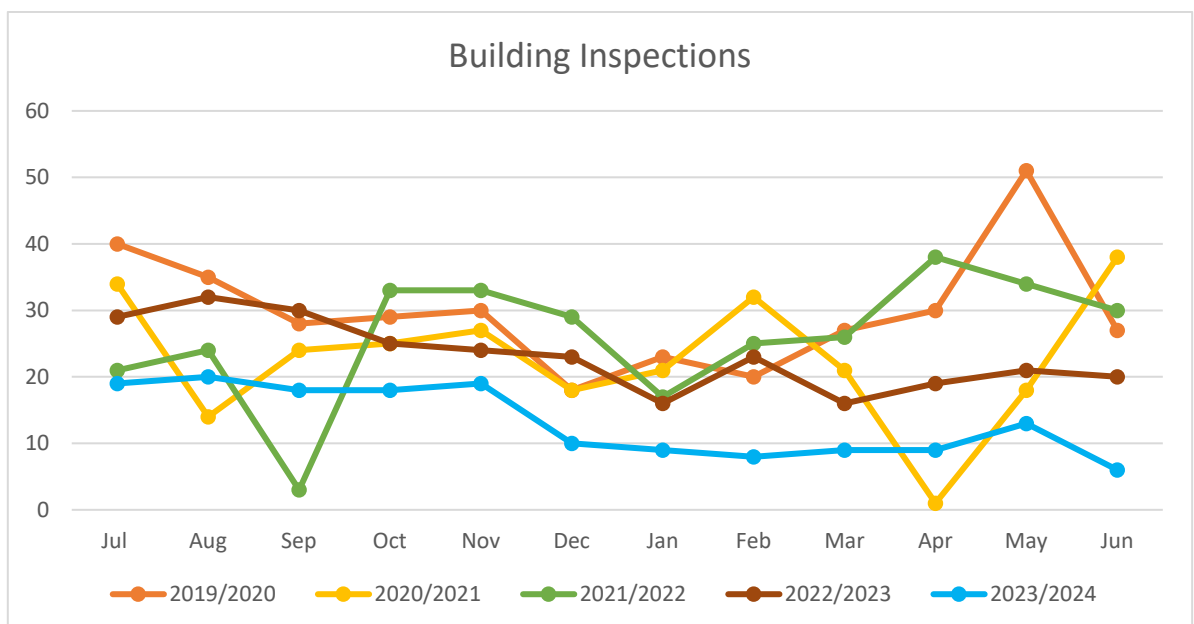
One notice to fix was re-issued to bring building in line with building warrant of fitness standards.

Three code of compliance certificates were issued for the month of June.



The types of building work for the month included:

- 1 x Plumbing alterations
- 1 x Replace firebox and chimney





Six building inspections were completed in June.

### 6.3 Territorial Authority

Seven (7) Land Information Memorandum ('LIM') reports were issued and one (1) building warrant of fitness inspection was completed during June 2024.

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

On 12 June, a National CDEM exercise "Ru Whenua" was commenced. This took place over three days, and three weeks. While the event was centred in the South Island, and did not require Council to set up its Emergency Management Centre, Council staff participated in regards to preparing for welfare assistance and checking availability. Council was also involved in the recovery exercise relating to this event, providing an opportunity to consider the wide-ranging impacts of a significant earthquake event.

Focus is currently on setting up a work programme for the next year and resolving areas for improvement as identified in the audit undertaken in May.

## 8 **District Plan**

### 8.1 District Plan Review

The District Plan review is continuing. Early communications are being prepared including a community questionnaire, and engagement with parties most likely impacted by the changes in the District Plan. The National Planning Standards sets out the requirement for Councils to align their District Plan to the standard ensuring similar format, terminology and zoning. Council's review has identified some of the current zones may need to be renamed and consideration is being given to possible new zones such as a Māori purpose zone. There are also areas where our District Plan, written in 2012, is now out of date and needs to reflect current practice. Targeted early engagement is commencing with parties identified as having a specific interest or may be affected by the new rules. Early engagement through the questionnaire and face to face meetings will help shape the draft District Plan.

### 8.2 Resource Consents

Two (2) outline plans have been received for minor works to access doors and new deck for two different schools.

One (1) application received for an amendment to a Designation allowing the inclusion of land used for the roundabout on SH 34.

Two (2) resource consents were approved, one for a second dwelling and one to subdivide a lot to make three lots (two additional lots).

### 8.3 Spatial Plan

Work continues on the Eastern Bay of Plenty Spatial Plan “Our Places”. Significant work has gone into completing an options report, looking at how the Eastern Bay of Plenty can approach the needs of the community over the next 30 years. Estimated residential growth indicates a shortfall of availability of land zoned for residential development. This impacts on infrastructure, investor opportunities, job availability, roading and access to services etc. Planning for this growth will provide the Eastern Bay with certainty around development areas and where funding should be spent. This will also provide certainty for investors, enable Councils to budget for infrastructure requirements, provide opportunity to apply for Government funding and enable other agencies to plan ahead for items such as supermarket needs, new schools, medical centres and community facilities. Three options have been drafted for Council’s consideration, prior to community engagement.

A presentation has been booked for 24 July 2024 at 1pm to provide Council with an update on the progress and an overview of the three drafted options.

### **RECOMMENDATION**

That the report from the Group Manager, Regulatory and Planning Services for the month of June 2024 be received.



Michaela Glaspey

**Group Manager, Regulatory and Planning**

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# MONTHLY REPORT FINANCE & CORPORATE SERVICES

**June 2024**

## 1 Library and Museum

### 1.1 Library

June was steady with a couple of workshops proving popular. The session on making Tukutuku panels was booked out and the Spice up your life session saw a full gallery learning about spices.

It was the end of an era (55 years of tapes and CD's) with the library no longer receiving CD audiobooks from the National Library collections. Demand for this service has dropped away over the last few years with customers preferring to use Council's eAudiobook collection instead.

Some work was done to the Enterprise catalogue page to tidy up changes from the server migration project.

The display for June was Matariki.

#### **Library Statistics**

	<b>June 2024</b>	<b>YTD 2023/24</b>	<b>June 2023</b>	<b>YTD 2022/23</b>
Items issued	2,765	38,870	3,360	39,313
People visiting	3,171	51,672	4,516	50,835
New members	7	166	8	190
Active members*	1,330		1,354	

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

### 1.2 Museum

The new curator Dr. Damian Skinner started work and spent the month becoming familiar with the museum team and museum processes. A re-organisation took place in the museum workroom. Records have been added to Vernon and the museum team has begun work on future exhibitions.

#### **Sir James Fletcher Kawerau Museum Statistics**

	<b>June 2024</b>	<b>YTD 2023/24</b>	<b>June 2023</b>	<b>YTD 2022/23</b>
Exhibitions	0	6	2	6

<b>Vernon Records</b>	<b>June 2024</b>	<b>YTD 2023/24</b>	<b>June 2023</b>	<b>YTD 2022/23</b>
Objects – items added to collection	15	267	4	234
People	68	851	58	523
Documents	57	993	51	783
Photographs	29	737	8	668

*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 June 2024 was 17.9° and the highest temperature for the month was 22.1° recorded on the 8<sup>th</sup> of June. The accumulated sunshine hours for June totalled 150 hours and 42 minutes, with the sunniest day being 8 hours and 48 minutes of sunshine which was recorded on the 5<sup>th</sup> of June. The appendix to this report shows a combined graph of the temperature and sunshine data collected for June.

Rainfall for June totalled 221 mm, with the total rain year to date from 1 January 2024 being 747 mm.

## 3 Payments

There were five payments in June 2024, which exceeded \$50,000.

- Inland Revenue Department (2 invoices) - \$150,347.83 (total) - PAYE for fortnights ending 19/05/2024 and 02/06/2024.
- Draintech Contractors – One invoice of \$222,409.86 for Progress Claim 5 for Zone 2 & 3 (coded to 403001.002 Pipework Zone 2).
- TDG Environmental - \$82,642.17 for Town Centre Stormwater Renewals (coded to 402601.001 Stormwater Pipe Renewals).
- Trility New Zealand Limited - \$52,774.75 for Design and Build of Fluoridation System – Progress Claim 2 (coded to 403001.030 Lime and Fluoride System)
- Waste Management NZ Ltd - \$70,465.31 – (2 invoices) for General Waste May of \$67,156.36 and \$3,308.95 for processing mixed recycling.

\*\* Please note the payments above are GST inclusive, however all financial reporting is GST exclusive. When comparing to capital expenditure reporting there is likely to be timing differences between payment date and reporting date.

## 4 Requests for Service

The following table details the total number of service requests received for June and identifies if they have been completed or are still being progressed by the end of the month. Stormwater is now reported separately, rather than part of roading, as has been previously reported, given stormwater is a separate significant activity of Council.

The service requests data for June was collated from the new Customer Relations Management (CRM) system. There may be timing differences, and possible changes to the data moving forward.

Service	Total	
	Completed	Progressed
Dogs	59	1
Noise	40	0
Building Enquiries	0	0
Trees* & Parks	8	8
Rubbish (Bins & Collections)	22	5
Water	9	0
Wastewater	6	0
Stormwater	2	1
Roading/ Streetlights	6	20
Enforcement/Health/Food/Stock	6	0
Council Buildings/Facilities – Maint.	15	4
Other (Events/Consents/Rates/Vandalism)	6	3
Official Information Requests	0	1
<b>Total</b>	<b>179</b>	<b>43</b>

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

For June, 15 requests came via the website/emails and 28 via Antenno. The balance of the requests came from phone calls or visits.

## 6 Funds

The following funds were held at 30 June 2024:

Invested in	\$	Mean Interest	% External
ANZ – on call	741	3.35%	0.03%
BNZ – current & on-call	2,399,320	2.75%	99.00%
Rabobank (on-call)	23,602	4.25%	0.97%
<b>Total Funds (Cash)</b>	<b>2,423,663</b>		<b>100.0%</b>
Internal Loans	1,537,622		
<b>Total Investments</b>	<b>3,961,285</b>		

The following table shows Council's reserve and general funds balances as at 30 June 2024:

	June 2024	June 2023
<b>Reserve Balances</b>		
Depreciation Reserve Funds*	\$3,754,211	\$4,822,777
<b>Total Reserve Balances</b>	<b>\$3,754,211</b>	<b>\$4,822,777</b>
General Funds	207,074	\$579,980
<b>Total (comprising funds &amp; internal loans)</b>	<b>\$3,961,285</b>	<b>\$5,402,757</b>

\* This includes loan funds uplifted.

The figures show that overall Council has \$1,441,472 fewer funds at the end of June than this time last year. The June 2024 balance includes the additional \$2m loan funds that Council uplifted for the water asset renewals. Council's depreciation reserve funds are also \$1.07m lower than the previous year, as these funds are being spent on capital projects and renewals. Council also has further funds invested in the duplex houses at Bell Street, that will be realised cash funds once sold.

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 two 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 June 2024, be received.

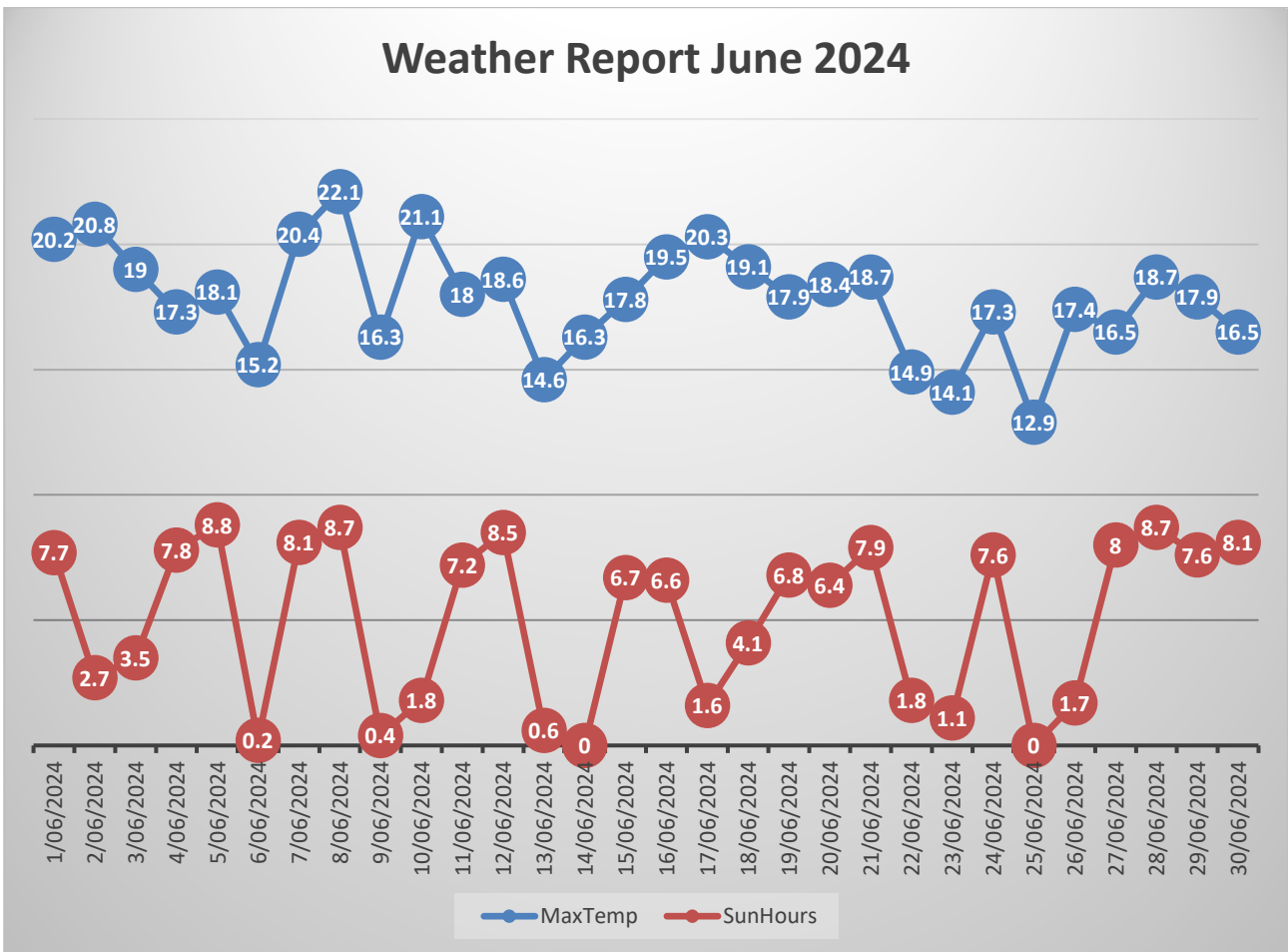


Lee-Anne Butler, CA, BMS

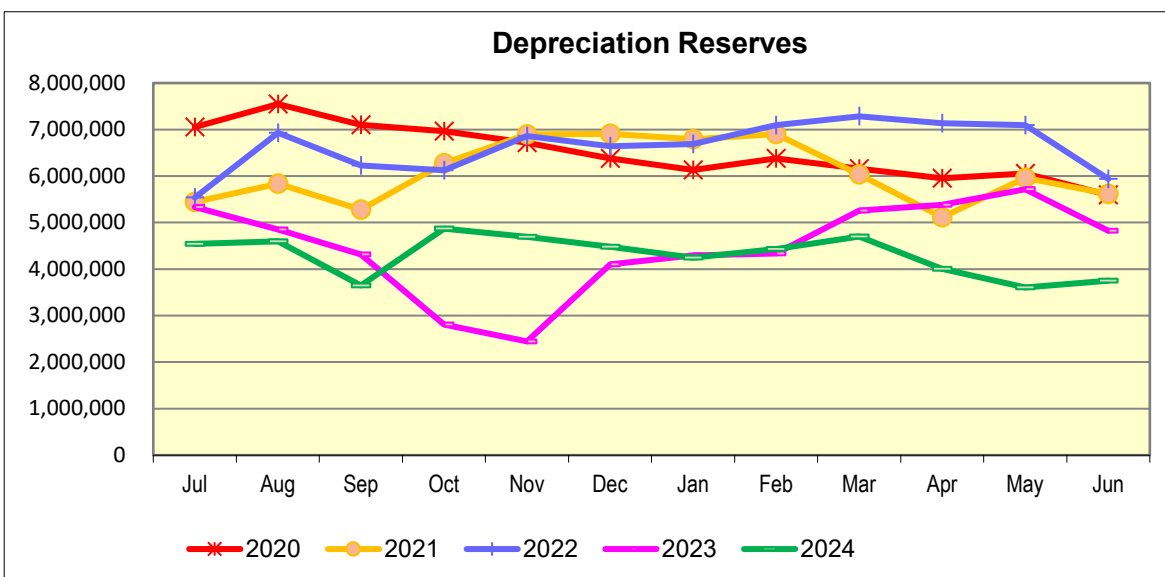
**Group Manager, Finance & Corporate Services**

Appendix

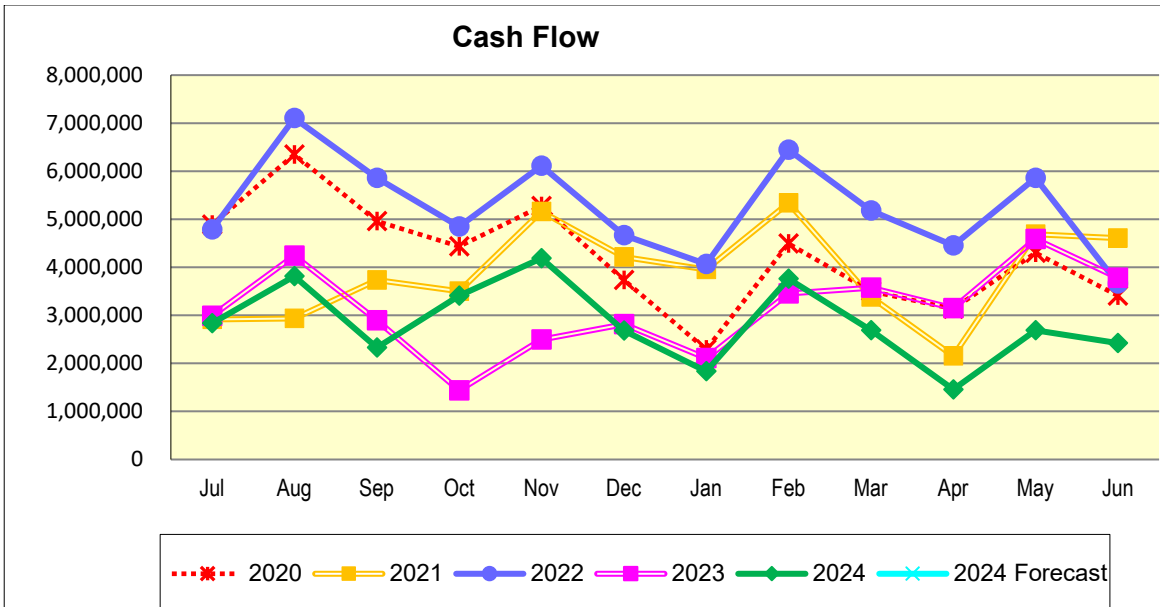
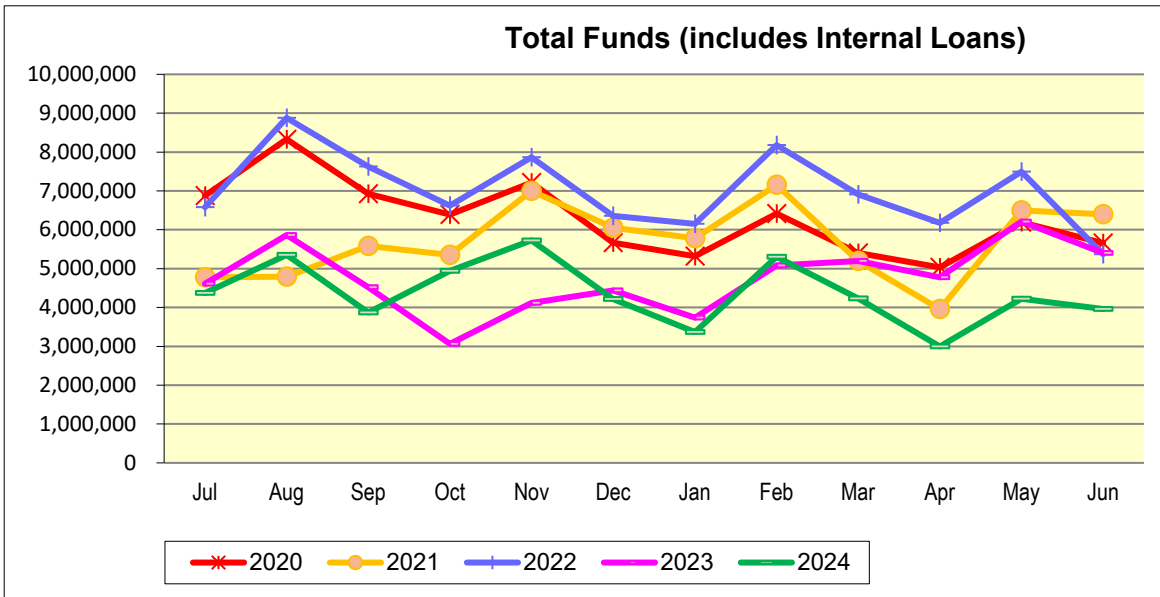
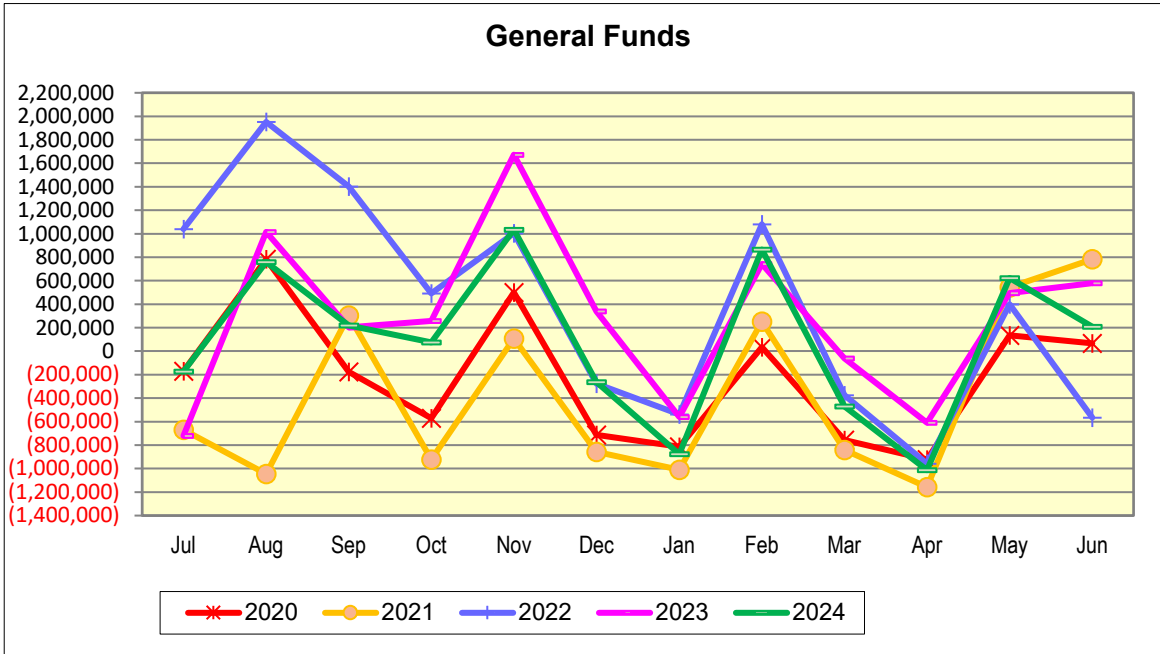
June 2024 -Weather Data



June 2024 – Financial Data



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



Please note that the 2023/24 actual cashflow is the same as the forecast cashflow for months year to date.



# MONTHLY REPORT OPERATIONS AND SERVICES

## June 2024

### 1 Water Supply

The Tarawera Bores currently provide enough water to meet the community's needs throughout most of the year, but they may not be able to meet demand during the dry, hot summer months.

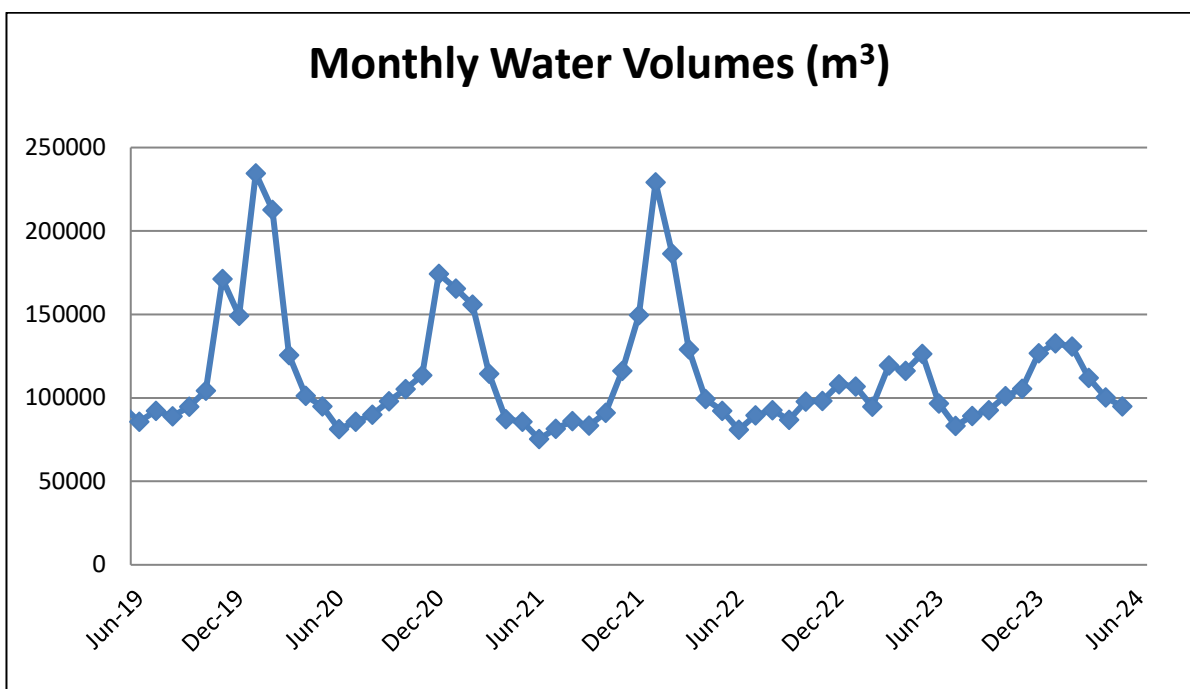
The Umukaraka Spring has been developed, and all necessary telemetry and head works have been installed. The water take consent is currently being reviewed in order to obtain approval to extract water from the spring.

The water treatment plant is scheduled to undergo upgrades, including the installation of modern pumps and control systems, to ensure compliance with existing resource consent conditions and requirements.

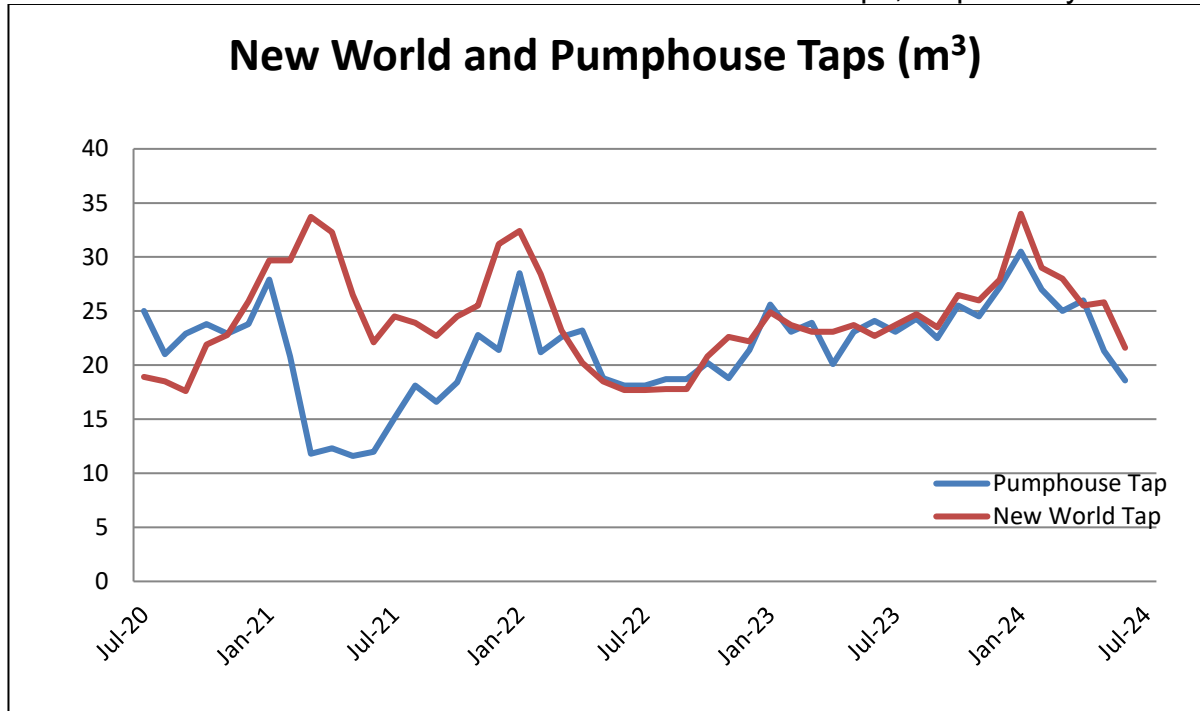
Fluoridation dosing system capital work is currently 60% complete, with an expected completion date of August 19, 2024. This work is mandated and subsidised by the Ministry of Health. The Director-General of Health is in the process of reviewing the original fluoridation directive. In the meantime, the High Court has confirmed the original directive remains in force”.

#### 1.1 Use

The Town used 84 359 m<sup>3</sup> in June 2024, which is expected during this time of year. For comparison, the graph below shows the monthly volume (in m<sup>3</sup>) of water used for the last 5 years.



The public still uses two unchlorinated outlets, the Pumphouse and New World taps. 18.6 m<sup>3</sup> and 21.6 m<sup>3</sup> of water were taken from these two taps, respectively.



## 1.2 Water Quality

All routine supply samples taken in June tested negative for E.coli. One complaint about dirty water was reported. There were no reports of low water pressure or other water issues in June.

## 1.3 Reticulation

The replacement projects for the physical water distribution network are currently in progress.

The Trunk Main project was completed in June. This pipeline connects the reservoirs at Monika Lanham Reserve with the main water distribution lines along Fenton Mill Road.

The Zones 2 & 3 Reticulation project involves replacing a 12 km-long pipeline. Currently, 60% of the pipelines are in the ground, and 30% of the properties are connected.

Two unscheduled water shutdowns were due to thrusting works; the repairs were undertaken immediately.

## 2 **Wastewater**

During this reporting period, the Wastewater Treatment Plant had no breaches of its resource consent conditions.

Two wastewater overflow events occurred during the month. One overflow took place at Prideaux Park. Upon investigation, it was discovered that a caravan connection

piece had blocked the line. These overflows were discovered and addressed before they could enter the stormwater systems.

Renewal works and upgrades continue as per the project schedule.

### **3 Roading**

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

This year, the road renewals have focused on replacing the River Road and Dump Road crossing areas. The bulk of these works were completed in June 2024.

An application to fund the Hardie Avenue drainage works has been submitted to NZTA for the 2024/2025 financial year..

### **4 Stormwater**

There have been no significant stormwater system failures this month. The renewal of the town centre stormwater system was completed in June 2024.

### **5 Parks and Reserves**

The following actions were performed by the parks and reserves teams in June:

- Repaired and replaced fences across town that were damaged due to vandalism and trespassing.
- Completed and maintained the annual winter beddings.
- Prepared trays and seeds for the annual beddings.

### **6 Pool**

The thermal well heating the pools had a silica build-up which was serviced and cleared in June. All pools are now operating within the temperature range.

### **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

Three instances of graffiti covering an area of 3 m<sup>2</sup> were removed, and painting spills were cleaned from car parks and roads. Repairs and corrections were carried out, totalling an estimated cost of \$2,700. The main areas targeted were:

- Parking Area behind Caymans Sports Bar
- Jellicoe Court

Additionally, there was significant vandalism and damage to public parks' fences, gates, and entrances. The primary cause of damage was the public's attempt to gain vehicular access to the river and other popular summer recreational areas.

## 11 Projects & Schedule

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

## 12 RECOMMENDATION

That the report from the Group Manager, Operations and Services for the month of June 2024 be received.



Riaan Nel, B. Tech, BsC Hons  
**Group Manager, Operations & Services**

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**Capital, Renewals and One off Maintenance Items for 2023/24**  
30 June 2024

Activity	Code	Item	Budget	Actual	Target/Finish Date	Comments
Transport Management	402515 001	Kerb Replacement	\$110,000	\$0	Jun-24	River Road - Invoicing
Transport Management	402515 003	Reseals - Roads	\$260,000	\$0	Jun-24	River Road - Invoicing
Transport Management	402515 004	Pavement Treatment	\$160,000	\$0	Jun-24	River Road - Invoicing
Transport Management	402515 009	Minor Safety Improvements	\$80,000	\$0		Deferred
Transport Management	402515 013	Footpath replacement	\$190,000	\$127,826	Jun-24	Completed
Transport Management	402515 015	Lane realignment	\$320,000	\$0		Deferred
Transport Management	402515 018	Drainage Works	\$136,000	\$139,151	Nov-23	Completed
Transport Management	402516 001	Reseals - Carparks	\$50,000	\$60,548	Oct-23	Pools
Transport Management		<b>Asset Renewals Sub Total</b>	<b>\$1,306,000</b>	<b>\$327,525</b>		
Stormwater	402601 001	Stormwater Renewals	\$380,000	\$331,000	May-24	Completed
Stormwater		<b>Asset Renewals Sub Total</b>	<b>\$380,000</b>	<b>\$331,000</b>		
Water Supply	403001 002	Reticulation Replacement - Zone 2	\$2,300,000	\$1,637,956	Aug-24	Ongoing - Invoicing
Water Supply	403001 003	Reticulation Replacement - Zone 6	\$470,000	\$0	Oct-24	Pumphouse lines and valves
Water Supply	403001 004	Toby Replacements	\$50,000	\$35,459		Annual Plan
Water Supply	403001 005	Valve Refurbishment	\$44,100	\$18,274		Annual Plan
Water Supply	403001 007	Refurbish Pump System	\$69,000	\$14,185	Oct-24	Pumphouse lines and valves
Water Supply	403001 010	UV Tube replacement	\$14,500	\$10,218		Annual Plan
Water Supply	403001 030	Lime & Fluoride System	\$425,000	\$210,006	Aug-24	Funded by MoH - On going
Water Supply	403001 021	Headworks	\$400,000	\$189,428	Aug-24	Boreholes & springs telemetry and control
Water Supply		<b>Asset Renewals Sub Total</b>	<b>\$3,772,600</b>	<b>\$2,127,466</b>		
Wastewater	403520 001	Refurbish Pumps	\$37,000	\$21,839		Annual Plan
Wastewater	403520 002	Reticulation Replacement - Zone 1	\$1,176,100	\$540,154	Dec-24	Tender Evaluation
Wastewater	403520 004	Milliscreens Renewals	\$161,000	\$102,224	Dec-24	Screenings Press -Extended
Wastewater	403520 011	Waste Water Treatment Plant	\$854,500	\$432,030	Dec-24	Buildings and Structures - Rawpit
Wastewater	403520 027	Pumping Station	\$50,000	\$90,767		Annual Plan
Wastewater		<b>Asset Renewals Sub Total</b>	<b>\$2,278,600</b>	<b>\$1,187,015</b>		
Refuse Disposal	403522 014	Asbestos Site Preparation	\$30,000	\$10,346	May-24	Completed
Refuse Disposal		<b>Asset Renewals Sub Total</b>	<b>\$30,000</b>	<b>\$10,346</b>		
Pool	404031 001	Club Rooms	\$40,000	\$251		LTP
Pool	404031 016	Fences	\$50,000	\$78,977	Mar-24	Complete
Pool	404031 020	Changing Rooms	\$60,000	\$43,568	Mar-24	Floors - Complete
Pool	404031 024	Pool Floor	\$30,000	\$6,970	Nov-24	Oct Shut
Pool	404031 004	Steel Poles and Shades	\$17,000	\$7,754	Jul-24	Lifeguard area
Pool	404031 061	Filtration System	\$93,000	\$25,650	Nov-24	Oct Shut
Pool		<b>Asset Renewals Sub Total</b>	<b>\$290,000</b>	<b>\$175,090</b>		

Activity	Code	Item	Budget	Actual	Target/Finish Date	Comments
Rec. Centre	404035 020	Rec Centre	\$60,000	\$62,082	May-24	Complete
<b>Rec. Centre</b>		<b>Asset Renewals Sub Total</b>	<b>\$60,000</b>	<b>\$62,082</b>		
Town Hall	404036 009	Roof	\$50,000	\$0		Annual Plan
<b>Town Hall</b>		<b>Asset Renewals Sub Total</b>	<b>\$50,000</b>	<b>\$0</b>		
Town Centre Toilets	404038 007	Toilet Door - Exceloo	\$5,000	\$10,143	Nov-23	Complete
<b>Town Centre Toilets</b>		<b>Asset Renewals Sub Total</b>	<b>\$5,000</b>	<b>\$10,143</b>		
Sportsfields	404041 014	RD Pavilion Reconstruction	\$1,000,000	\$1,142,679	Feb-24	Complete
<b>Sportsfields</b>		<b>Asset Renewals Sub Total</b>	<b>\$1,000,000</b>	<b>\$1,142,679</b>		
Library/Museum Building	405060 011	Air Conditioning	\$88,700	\$81,228	Apr-24	Archive Building System - Complete
<b>Library/Museum Building</b>		<b>Asset Renewals Sub Total</b>	<b>\$88,700</b>	<b>\$81,228</b>		
Dog Pound	405061 001	Extension of facilities	\$600,000	\$3,498	Dec-24	Ongoing
<b>Dog Pound</b>		<b>Asset Renewals Sub Total</b>	<b>\$600,000</b>	<b>\$3,498</b>		
Plant	60 80 01 7600	Vehicles	300,700	322,143	Jun-24	Done
<b>Plant</b>		<b>Asset Renewals Sub Total</b>	<b>\$300,700</b>	<b>\$322,143</b>		
		<b>Total</b>	<b>\$10,161,600</b>	<b>\$5,780,215</b>		<b>57%</b>

# MONTHLY REPORT

## ECONOMIC AND COMMUNITY DEVELOPMENT

**June 2024**

### **1 Economic Development**

#### Off Highway Road opening

Sequal Lumber is hosting a visit by Minister Shane Jones for an official opening of the Off Highway Road on Friday 19 July at 1.45 pm. The opening will take place at the McKee Road end of the Off Highway Road.

#### Film Bay of Plenty – Kannappa movie

Film BOP have provided Council with a detailed annual report, which can be made available to Councillors on request.

Between September and December 2023, New Zealand was the primary location for the Indian movie, Kannappa. Approximately 80% of the movie was filmed in New Zealand, with locations around Rotorua and Kawerau included. The Tarawera Falls and surrounding environment being specifically relevant to Kawerau.

Kannappa was launched at the Cannes Film Festival in May 2024, and the online teaser trailer released across India in June 2024, with around 20 million views in its first two weeks of release. The movie is scheduled for general screening in January 2025, subsequently followed by translated versions for the international market.



*Link to movie trailer*

This movie has the potential for economic benefit and attract a significant number of Indian tourists to New Zealand to visit movie locations.

### **2 Kawerau isite Visitor Information Centre**

Despite the off peak season currently visitor numbers have increased since May and June 2023. Of particular note, the Matariki weekend had 94 visitors in the isite on Saturday 29 June, officially the busiest day of the month of June.

#### Key Monthly Statistics – June 2024

Activity	May 2024	June 2024	% difference (to May 24)	June 2023	% difference (to June 24)
Visitor enquiries	1104	1631	48%	1312	24%
Forest permits	94	140	49%	73	92%
Public toilet use	1380	1390	1%	2292	-39%
M/home power	18	14	-22%	21	-33%

### 3 Community Activities

#### Events Completed for June 2024

- **EBOP Junior Rugby Competition**  
Saturday 22<sup>nd</sup> – Tarawera Park
- **Matariki Mayoral Lunch**  
Tuesday 25<sup>th</sup> – Town Hall
- **Whakatane Bird Show**  
Friday 28<sup>th</sup> – Sunday 30<sup>th</sup> - Town Hall

#### Events Registered for July 2024

- **Matariki Industrial day**  
Saturday 13<sup>th</sup> – Paora Street

#### Events Registered for August 2024

- **Rangitaiki Kapa Haka Festival**  
Tuesday 6<sup>th</sup> – Wednesday 7<sup>th</sup> – Recreation Centre
- **Kawerau Mobile Blood Drive**  
Monday 26<sup>th</sup> – Town Hall

#### Events Registered for September 2024

- **Kawerau Young Achievers Awards**  
Friday 6<sup>th</sup> - Town Hall

#### Kawerau Neighbourhood Support

The Kawerau Neighbourhood Support committee has confirmed key committee positions are filled. This includes the Chairperson, Secretary and Treasurer. The committee meet again on 29 July at the Heartland's Building. New committee members are still welcome to volunteer their time.

Weekly criminal occurrences (reported & recorded by Whakatane Police Station)											
Month	Week 1		Week 2		Week 3		Week 4		Sub Total		TOTAL
2023/24	Res.	Comm.	Res.	Comm.	Res.	Comm.	Res.	Comm.	Res.	Comm.	
July	6	2	4	5	2	1	5	2	17	10	<b>27</b>
August	2	2	3	1	2	0	2	1	9	4	<b>13</b>
September	4	3	8	0	5	0	5	2	22	5	<b>27</b>
October	0	1	3	0	3	0	3	0	6	1	<b>7</b>
November	6	1	2	0	3	0	14	0	25*	1	<b>26</b>
December	5	7	3	2	2	1	0	0	10	10	<b>20</b>
January	2	0	4	1	2	0	2	0	10	1	<b>11</b>
February	3	1	4	0	3	1	5	1	15	3	<b>18</b>
March	4	0	3	0	3	1	1	1	11	2	<b>13</b>
April	1	1	1	0	0	0	2	1	4	2	<b>6</b>
May	2	0	3	0	1	0	2	2	10	2	<b>12</b>
June	3	1	2	0	3	0	2	3	10	7	<b>17</b>

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

\*A spike in residential vehicle crime occurred between 20-25 November



## 4 Youth Projects

### Kawerau Youth Council (KYC)

The KYC met on Wednesday 12 June.

Planning around the format of the Kawerau Young Achievers was the key discussion point. KYC meeting dates:

- Friday July 12
- Friday August 9
- Friday September 13
- Friday October 11
- Friday November 8

### EBOP JAB Rugby – 22 June

KYC members volunteered at this event, which attracted approximately 2000 attendees.

### Matariki Mayoral Lunch – 25 June

KYC members assisted with the event set-up, delivery and pack down.

### Kawerau Young Achievers Awards – 6 September

Please note that due to availability of KYC members, the Kawerau Young Achievers Awards date which was set for 30 August is now set for Friday 6 September in the Town Hall.

- Nominations open – 15 July 2024
- Nominations Close – 2 August 2024

## **RECOMMENDATION**

That the report from the Economic and Community Development Manager for the month of June 2024 be received.



Lee Corbett Barton

**Economic and Community Development Manager**

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# MONTHLY REPORT COMMUNICATIONS AND ENGAGEMENT

## June 2024

### 1 Communication

#### 1.1 Community Pānui | Update


Two pānui | newsletters completed – 4 and 20 June.

#### 1.2 Significant Communications:

1.2.1 Communications include: Proposed Annual Plan 2024-2025, UAGC increase, garden bird survey, severe weather warnings/watch, 2024 Council Matariki events, and Proposed Rate Remission Policy.

1.2.2 Council Operations and Services: Council meetings, Council services during public holidays (King's Birthday and Matariki), Maurie Kjar Aquatic Centre steam bore and leak repairs, road works, River Road repairs and unplanned and planned water shutdowns for drinking water pipe replacement projects

#### 1.3 Council Communication Channels overview

Website  3,400 visits (decrease). Top Page Visits: Kawerau District Council, 'Have your say!' Community Consultation, Rates property search, Search Page, Maurie Kjar Aquatic Centre, District Library, Vacancies, Meetings and Agendas, Contact Us and Pay your dog registration.

#### Social Media



Facebook

▲ 7,600 visits (increase)  
▼ Reach 22,471  
▲ Followers 5,022



Instagram

▼ 17 visits  
▼ Reach 65  
▲ Followers 165

Top content: Matariki Memorial Tribute video, Avoid Plunket Street, Porritt Glade Lifestyle Village – excellence awards, Work underway for Maurie Kjar Aquatic Centre, Maurie Kjar Aquatic Centre update and St John's 3 steps for life class.

### 2 Engagement

There are a number of engagement processes planned for the current 2024-2025 year. A summary of all engagement required and proposed timelines will be presented in the July report.

## 2.1 **Electoral Process - Representation Review 2024**

The Representation Review is the third and final step in the electoral decision process with Council resolving to retain the First Past the Post (FPP) voting system on 6 September 2023; and introducing Māori representation with Māori Ward(s) on 22 November 2023 for the 2025 and \*2028 elections.

Early engagement completed in 2024 received feedback from approximately 70 people. Following this engagement and two workshops, Council can now adopt the initial representation proposal as follows:

- Adopt Initial Proposal – 17 July 2024
- Initial Proposal formal consultation - 22 July to 26 August
- Hearing - Wednesday 11 September
- Adoption of Final Proposal - 25 September 2024

The report 'Electoral Processes Update: Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill 2024 tabled at the Council Meeting on 29 April 2024 will impact Kawerau requiring a binding poll at the 2025 elections asking the community if it wishes to retain Māori wards. Council made a submission to the select committee and supported the Local Government New Zealand (LGNZ) submission against the bill on the grounds of it eroding localism. The Bill will likely be enacted in late July 2024.

## 2.2 **Mahere ā Tau | Annual Plan for 2024-2025**

Following community consultation and engagement process, Council has adopted the Mahere a Tau | Annual Plan for 2024-2025 and the schedule of new fees and charges. This has been widely communicated to the community via the Community Pānui, the council website and social media.

Responses to the 62 submitters will now be prepared and advise the Council decisions including:

- Lowering the rates increase to 12.2%;
- Increasing the Uniform Annual General Charge (UAGC) by \$50 to \$900 to spread the rates rise more fairly across the different valued residential properties;
- Reviewing the Hardie Avenue dewatering project should the NZTA Waka Kotahi funding of \$750,000 not be successful;
- Not proceeding with stage two investigations for the Secure Asbestos Containment Site;
- Delaying hiring new staff as proposed, and leaving some positions vacant;
- Other responses to individual submissions as appropriate.

### 2.3 Rates Remission Policy for Sport, Recreation and Community Organisations

Three submissions were received during the consultation period from 31 May to 14 June 2024. Having considered the submissions, Council adopted the Rates Remission Policy for Sport, Recreation and Community Organisations Leasing Council Land on 26 June 2024. Responses to the three submitters will be completed in July 2024.

### 2.4 Matariki Events for Kawerau Community 2024

The communications and engagement team supported the Council Matariki events as follows:

Monday 24 June - Memorial Tribute Video and Community Pōhutukawa Planting and Remembrance Event for those who have passed away  
 Tuesday 25 June - Matariki Lunch with the Mayor for Kaumātua and Seniors with 120 seniors and excellent feedback about the event  
 Wednesday 26 June – Community Awards presentation, Concert Chamber  
 Friday 28 June- Matariki Public Holiday (council services available)

## 3 Residential Developments – *Current Status*

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

	<b>Central Cove</b>	<b>Hine Te Ariki/ Bell Street</b>	<b>Porritt Glade Lifestyle Village</b>	<b>TOTAL</b>
Total Sections / Units	31	4	29	64
Sections / Units Sold	19	0	27	46
Remaining Sections / Units	12	2 / 2	2	18
Units completed		2	29	
Units under construction				
Surplus/ (Deficit) to Date	\$108,114	(-\$1,094,230)	(-\$684,103)	(-\$1,670,219)
<b><u>Breakeven</u></b>				
Sales still required to break-even	0	2	2	

### 3.1 Central Cove

Signing of the finalised sales and purchase agreement with a second builder for the purchase of three sections to build three spec homes (to test the market in advance of Stoneham Park Residential Development coming online in 2025) expected in July.

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

The Bell Street duplex comprises a three-bedroom and two-bedroom unit at the Bell Street entrance which were completed and Code Compliance Certification (CCC) issued in December 2023. Open home for neighbours completed on Thursday 16 May 2024. Negotiations underway with a potential purchaser.

### 3.3 **Porritt Glade Lifestyle Village**

A unit was settled on June 20, 2024 with a new resident now settled in the village. The other two vacant units have applications for a Right to Occupy and another settlement is expected in July/August 2024.

*Porritt Glade - Sustainable Living – Kawerau Entry to Taituarā Awards*  
Council received excellent feedback for the entry of Porritt Glade into the 2024 Taituarā Local Government Excellence Awards Beca Place Making Category. Two judges gave the entry top marks and Council has been asked to resubmit the entry to the 2025 awards. Congratulations to Rotorua Lakes District Council for winning this category award with their stunning lakefront upgrade. Congratulations to Whakatāne District Council for their winning entry in the people category also.

### 3.4 **Stoneham Park Residential Development**

Progress continues, although the resource consent for the civil and earthworks is yet to be approved. The Resource Consent for the subdivision was granted.

Tenders for the earthworks and civils are complete and will be bought to Council for decision-making after further evaluations. Council is completing this process in line with the Better Off Funding processes and contract. The plan remains that this work will be undertaken in the winter of 2024.

The legal exchange of the reserve status to residential status of Stoneham Park and enacting the reserve status (former stock pound) on Fenton Mill Road is complete. On 12 June 2024, Council resolved to apply to the Department of Conservation to revoke the reserve status of the final land parcel, Lot 1 DPS 54056. This application to DoC will be made in July 2024.

An open day is planned for the neighbours and stakeholders of Stoneham Park in July 2024 with regard to the upcoming works and removal of trees. A naming workshop for the development and up to six streets was held with Council on 19 June 2024. As per the Council's proposed naming policy, this has now been tabled with Council's Cultural Advisor as Tangata Whenua for advice and suggestions.

**RECOMMENDATION**

That the report from the Manager, Communications and Engagement for the month of June 2024 be received.

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Tania Humberstone

**Manager, Communications and Engagement | Residential Development**

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**Meeting:** Regulatory & Services Committee

**Meeting Date:** 17 July 2024

**Subject:** **Funding Applications for Kawerau Christmas in the Park (CITP) 2024**

**File No.:** 309305

## 1 **Background**

Kawerau District Council is responsible for the planning and delivery of Kawerau Christmas in the Park. The date for the 2024 event is Saturday 14 December, and following a similar format to previous years. This includes:

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

The Kawerau isite will coordinate the Santa Parade. The Show Directors are Pari Maxwell for the Evening Show and Liana Kerei for the Afternoon Show.

Event planning and procurement has established an event budget requirement of \$205,000. This budget will ensure the event is delivered to the same standard as in 2023.

Council allocates a budget of \$20,000 from General Rates towards the event; however, the aim is to secure maximum external funding to deliver the event.

The following outlines the intended targets through external funding applications towards the event:

<b>Funder</b>	<b>Description</b>	<b>Application amount (excl. GST)</b>	<b>Decision timeframe</b>
<b>NZ COMMUNITY TRUST</b>	CITP Logistics, Attractions, Safety, Marketing	<b>\$82,000</b>	8-10 weeks after application submitted
<b>TRUST HORIZON</b>	CITP Sound Systems and audio visuals	<b>\$10,000</b>	Following month after submitted

<b>LION FOUNDATION</b>	CITP Logistics, Attractions, Safety, Marketing	<b>\$65,000</b>	8-10 weeks after application submitted
<b>BAYTRUST</b>	CITP Logistics, Attractions, Safety, Marketing	<b>\$12,000</b>	Following month after submitted
<b>LOTTO</b>	CITP Logistics, Attractions, Safety, Marketing	<b>\$20,000</b>	From 25 October
<b>TOTAL</b>		<b>\$189,000</b>	

Donation requests to local businesses have been circulated from the Show Director requesting financial support towards the 2024 event. It is uncertain at this stage how successful these requests will be, however, any additional revenue confirmed is added to the overall revenue stream.

As a reference, the approved amounts from the 2023 funding applications were as follows:

<b>Funder</b>	<b>Requested (Excl. GST)</b>	<b>Approved (Excl. GST)</b>
<b>NZCT</b>	\$ 78,000	\$ 78,000
<b>TRUST HORIZON</b>	\$ 10,000	\$ 10,000
<b>LION FOUNDATION</b>	\$ 60,000	\$ 55,750
<b>BAYTRUST</b>	\$ 17,000	\$ 5,000
<b>LOTTO</b>	\$ 20,000	\$ 20,000
<b>BUSINESS DONATIONS</b>	N/A	\$ 13,000
<b>CONCESSIONS (stalls)</b>	\$ 5,000	\$ 7,000
<b>Total</b>	<b>\$190,000</b>	<b>\$188,750</b>

## **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 and safety.

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.

The firework display is subject to approval by Fire and Emergency New Zealand (FENZ). Prolonged dry periods and weather factors are taken into consideration, and will determine if the firework display will be granted approval by FENZ.

### **5 Financial Considerations**

Unsuccessful or partially successful funding applications, may place pressure on planning and delivery of CITP, and this is dependent on how significant a funding shortfall is.

Council has an annual Event Support budget of \$42k; this budget includes the allocation of \$20k towards CITP.

If there were a shortfall in external funding for CITP, additional budget from Event Support may be allocated, however, this would come at the detriment of supporting other community events across the remainder of the financial year.

If the shortfall is beyond the Event Support budget, options will be tabled with Council to explore cutbacks within the event, allocation of funds from other Council means, additional funding applications or a decision to cancel the event.

## **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.

The event has built a strong reputation with an 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. Community groups are included in operations, receiving payment and community organisations raise funds through stalls on event day.

This year's show directors (Pari Maxwell & Liana Kerei) are examples of the community development investment over several previous years. Additionally, former Youth Council members are contracted to assist with operational requirements, while current KYC members assist in a voluntary capacity.

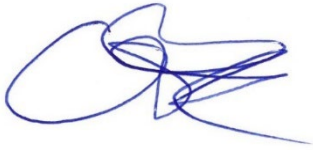
## **8 Conclusion**

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) 2024" be received.
2. That Council approves funding applications for the Kawerau Christmas in the Park (CITP) 2024 be prepared and submitted to:

- New Zealand Community Trust for \$82,000
- Lion Foundation for \$65,000
- Trust Horizon for \$10,000
- Lottery Community for \$20,000
- Bay Trust for \$12,000

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Lee Corbett Barton

**Economic and Community Development Manager**

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