



**The Meeting of the
Regulatory and Services Committee
will be held on Wednesday 13 December 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 13 December 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 November 2023.

Recommendation

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

Recommendation

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

Recommendation

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

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

Pgs. 20 - 24

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

Recommendation

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

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

Pgs. 25 - 28

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

Recommendation

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

C Marjoribanks
Interim Chief Executive Officer

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MONTHLY REPORT REGULATORY & PLANNING SERVICES

November 2023

1 Animal Control

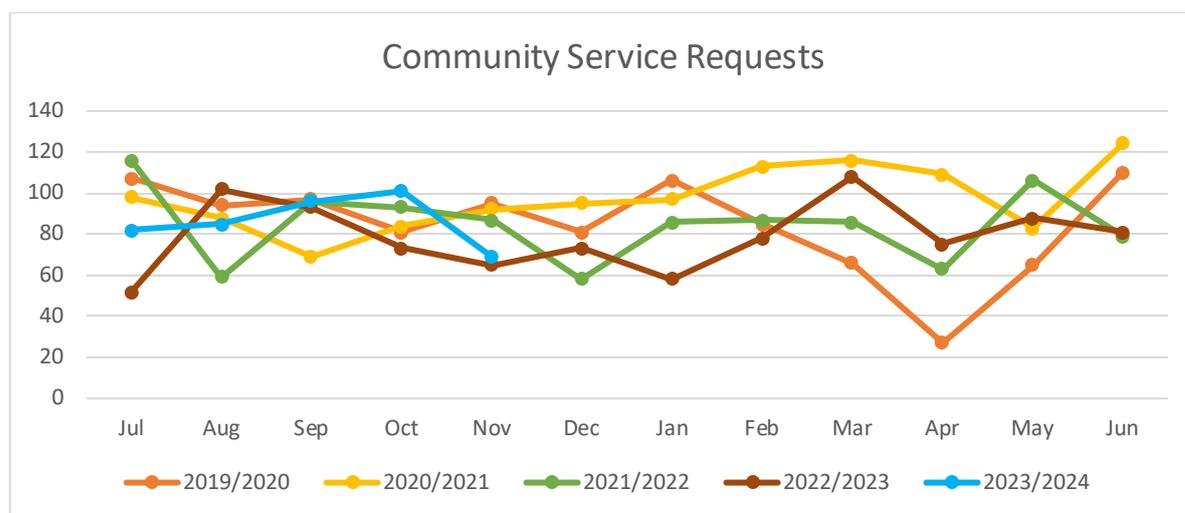
1.1 Dog Registration

At 30 November 2023, there are 1,372 dogs registered of the 1384 dogs listed on the dog register for 2023/2024. This represents 99.1% of known dogs.

Twelve dogs are unregistered to 10 owners. Eight dogs are to be followed up as part of the seizure programme and four are dogs located through attending different calls.

1.2 Dog Control - Ranging, Complaints and Incidents

A total of 69 service requests were responded to by our dog control team during November 2023. This total does not include administration services provided by the customer services team. Twenty four jobs related to kennel checks, microchipping and releasing dogs from the pound and infringement enquiries etc.



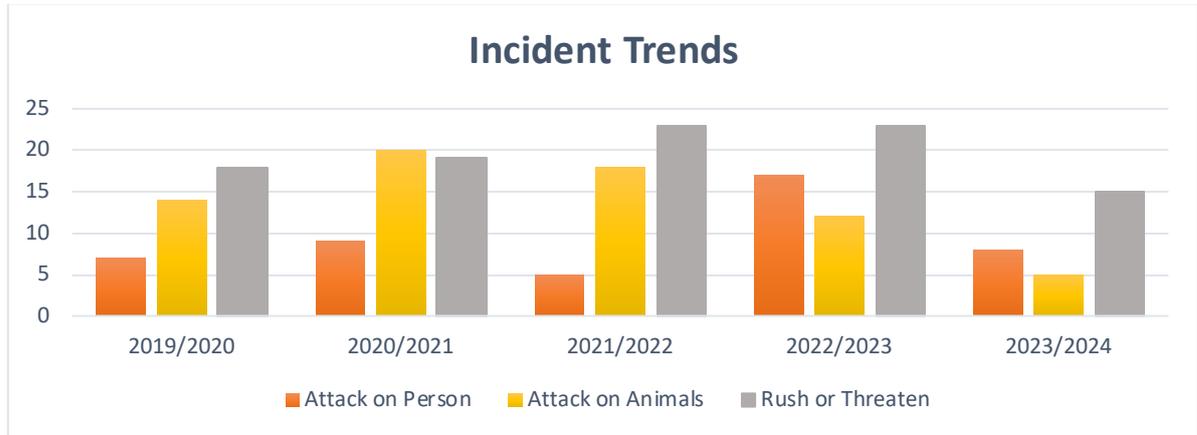
A total of forty five statutory occurrences (barking, roaming, attacks) were attended by Council's dog rangers. These related largely to complaints of barking (15) or roaming (24).

During November, we received two incidents including one dog rush and one attack on a person.

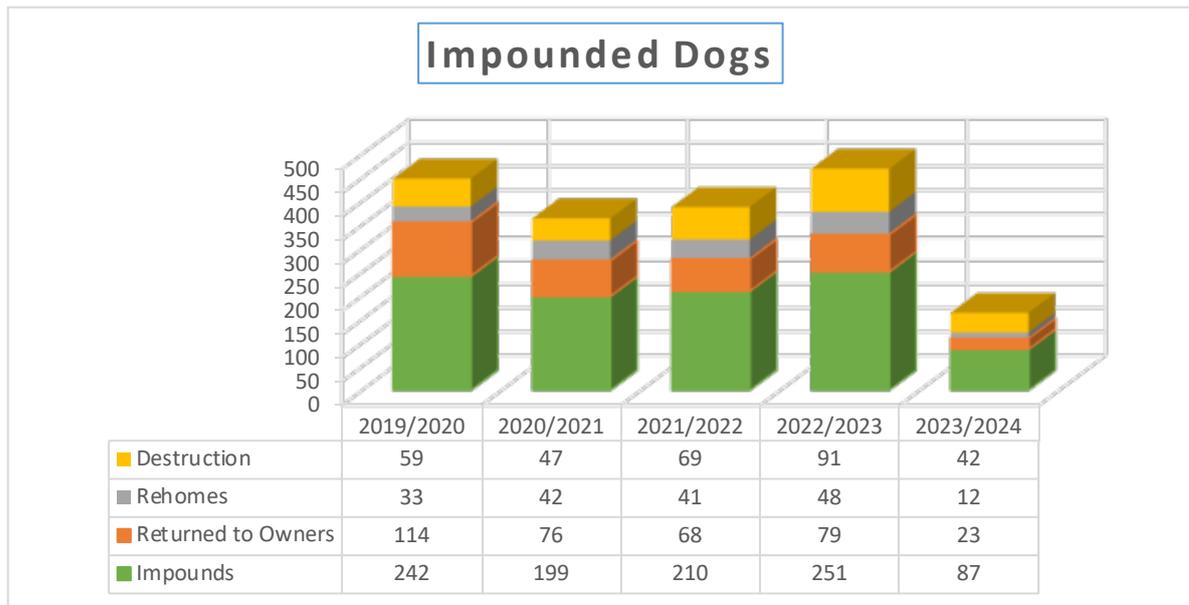
At the time of writing this report, one owner was issued a warning and a property check has been completed on the property. The second dog and owner were unable to be located.

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 October – Dog trap was set due to a number of complaints regarding attacks of cats. To date no animals have been caught. Previous dog attack has been resulted with infringement issued and dog relocated out of town.



In November 2023, 5 dogs were impounded. Two dogs were surrendered by owners and two dogs were rehomed.



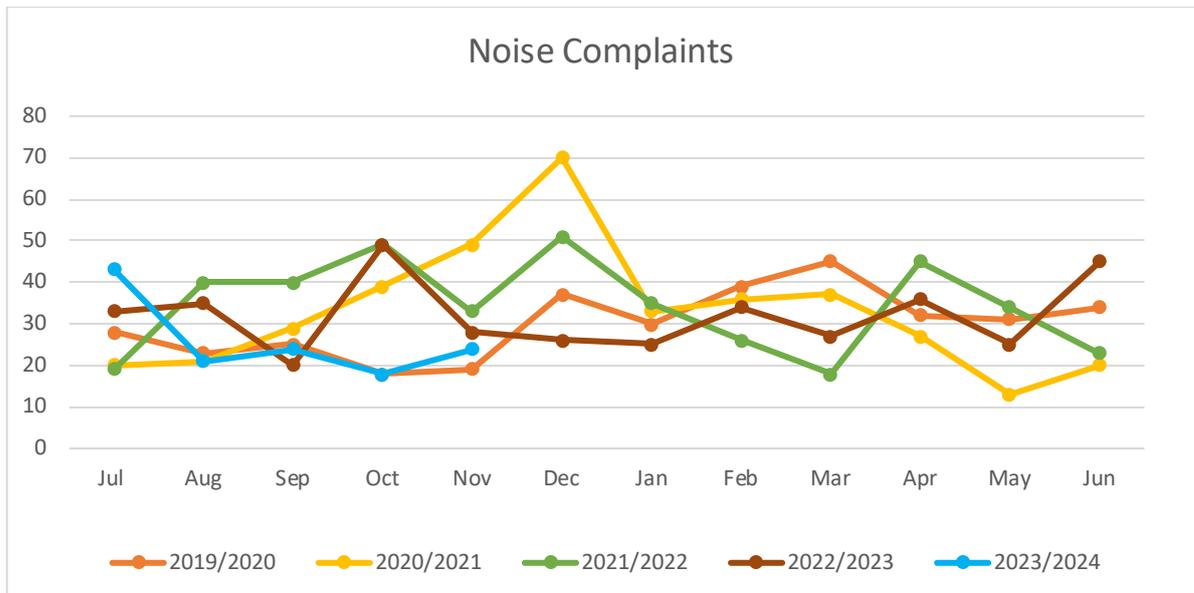
2 Monitoring and Compliance

Four infringements were issued (registration and warrant) and four warning notices issued for parking breaches.

Council has received a number of stock complaints regarding stock on Tamarangi Drive. Stock poses a significant risk when located on the open road. Owner is working with Council to have the stock involved removed.

One new stock permit was issued. One new permit was issued to operate an amusement device

There were 24 noise complaints in November 2023, and two excessive noise notices issued.



3 Alcohol Regulation

One appeal has been received for the Provisional Eastern Bay of Plenty Local Alcohol Policy. Legal advice has been obtained regarding the best way to address the appeal. The details will be set out in a confidential agenda for Council.

The District Licensing Committee heard the District Health Board (Te Whatu Ora) opposition, regarding single sales of beer, to the alcohol licensing application for New World Kawerau at a hearing held on the 6 November 2023. The District Licensing Committee decision was released on 21 November 2023, finding, New World Kawerau was capable of meeting the objects of the Act with the standard conditions as proposed and it was unreasonable and unnecessary, based on the evidence, to impose further conditions. The District Health Board (Te Whatu Ora) has until 7 December 2023 to lodge an appeal with ARLA (Alcohol and Regulatory Licensing Authority).

One request for a dispensation from the Alcohol Control Bylaw was received and is being processed.

4 Food Safety and Premises

Five food verifications on registered premises were completed and have all been acceptable, some with minor recommendations.

Positive feedback is being received from our local operators who are working with our new service provider Annette from Ōpōtiki District Council.

One food operator is no longer operating in Kawerau (Mama's Pantry).

One License to Operate was issued to The Aunties 'Just Like Home'.

5 Environmental Health

Nothing to report for this month.

6 Building Control

6.1 Building Consent Authority (BCA)

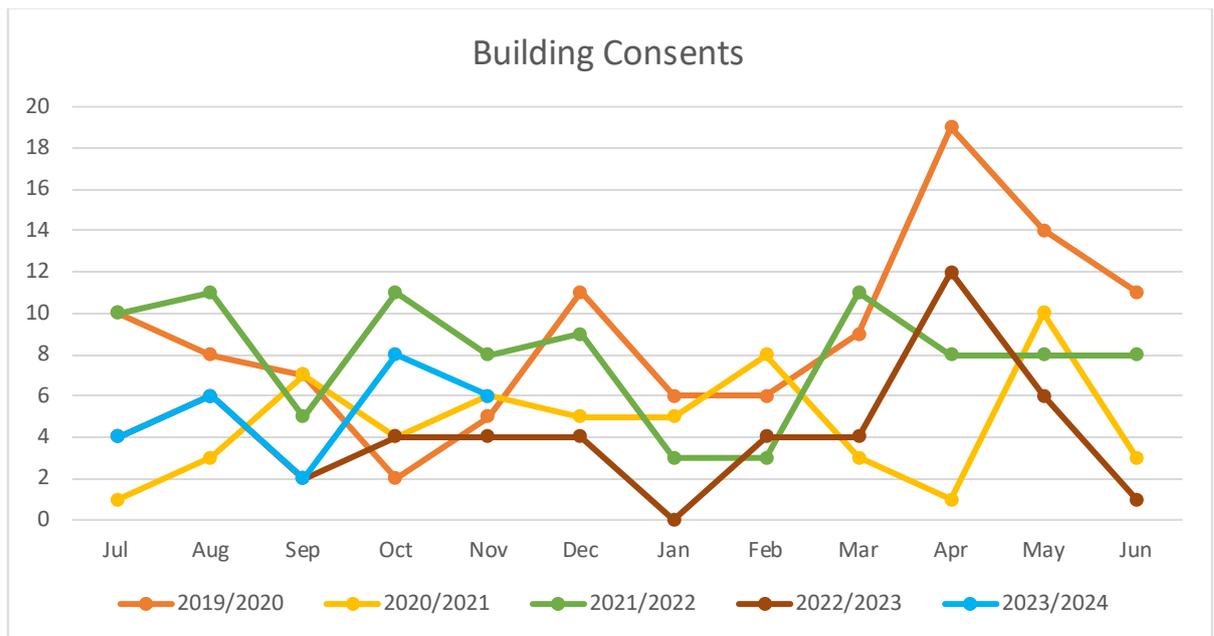
In November, six building consents were processed with a total value of \$163,625.00.

The types of building work for the month included:

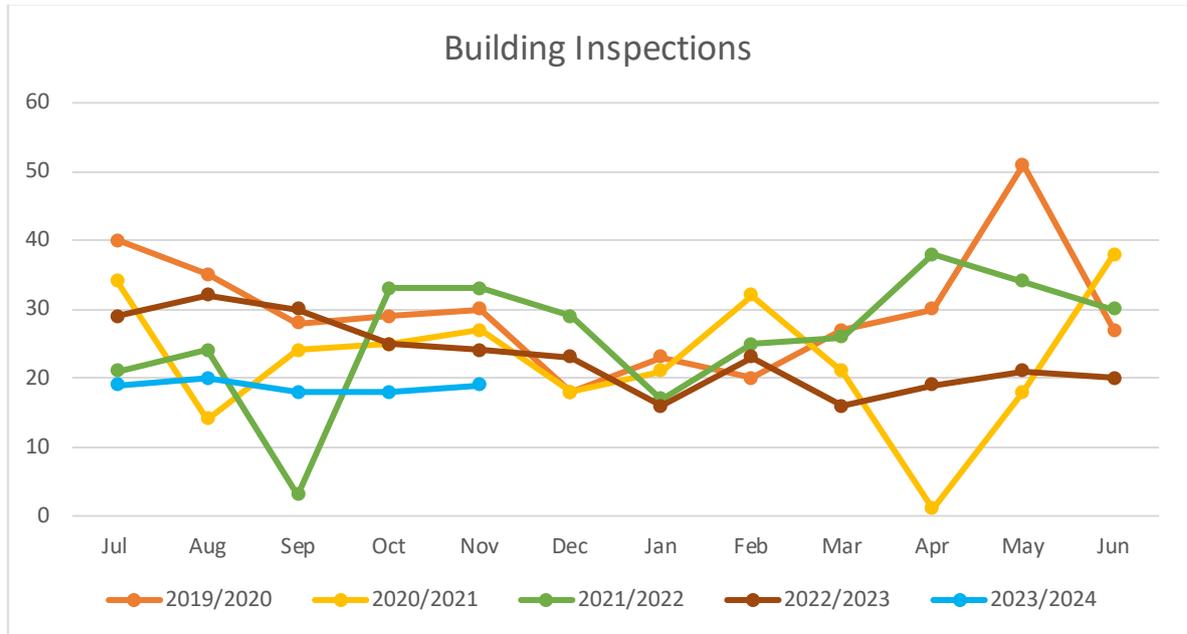
- 1 x solid fuel heater
- 1 x concrete floor
- 1x foundations
- 1 x wet area shower
- 1 x vanity
- 1 x marquee

One building exemption was issued to enlarge a roller door.

Four code of compliance certificates were issued in November.



Building inspections remain steady, with existing work. We expect to see a slight drop off over the coming months due to the Christmas break.



The BCA completed their routine audit the week ending 10 November 2023. Ten general non-compliances were received in total and one of these was cleared onsite. An action plan will be provided in early December confirming what actions the BCA will undertake to resolve matters. The deadline for providing the required evidence of implementation to IANZ is 8 March 2024. The BCA is on track to have this completed.

6.2 Territorial Authority

Two Land Information Memorandum ('LIM') reports were issued in November.

Two swimming pool inspections were completed this month.

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

The Manager of Regulatory and Planning has successfully completed the first stage of RRANZ (Response & Recovery Aotearoa New Zealand), being an online course and assessment. The second stage has been booked for March 2024.

Bay 8 applications (Civil Defence Training Programme) have closed and unfortunately there were no applications received from Kawerau District Council. We will continue to promote this, as it is a great opportunity for further staff development in this area. A second round will become available later next year.

8 **District Plan**

8.1 Resource Consents

Three resource consents were issued in November relating to two, separate two section subdivisions.

One outline waiver was issued for improvement to the Tarawera High School.

9 Spatial Plan

The new Spatial Plan structure has been approved by the Project Leadership Group and preparations are underway to provide an update on the project to the Project Governance Group on 19 December 2023.

RECOMMENDATION

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



Michaela Glaspey
Group Manager, Regulatory and Planning

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MONTHLY REPORT FINANCE & CORPORATE SERVICES
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November 2023

1 Library and Museum

1.1 Library

Most of November focused on preparations and promotions for the summer reading which launched on Monday 4 December. This year's theme is *Dig Deeper: Read, Investigate, Discover*, which has a science/technology/research focus. The adult programming began with a recipe swap promotion sponsored by New World who has donated vouchers for weekly winners and an overall gift pack prize.

Council's library app is no longer working and this app is unlikely to have a replacement for a while. This is a worldwide issue caused by a dispute with Council's Library software supplier and their subcontractor who has blocked access to the app.

The displays for November were a display done by Tarawera High School students featuring their work on robotics, Christmas, and the summer reading programme.

Library Statistics

	November 2023	YTD 2023/24	November 2022	YTD 2022/23
Items issued	3,498	16,438	3,417	16,530
People visiting	4,315	23,829	3,958	20,151
New members	12	91	13	85
Active members*	1,303		1,402	

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

1.2 Museum

In November the Museum Team undertook a fumigation in the Archives and Museum Storage building with a few items brought across from the old store.

The exhibition in the gallery, *Kia Whakatōmuri te haere whakamura*, closed on 23 November. The team is now working with the Council builder to remove the pinboards in the gallery and sand/paint the walls to prepare it for the next exhibition showcasing the Brian Brake images donated to Council by Norske Skog.

Sir James Fletcher Kawerau Museum Statistics

	November 2023	YTD 2023/24	November 2022	YTD 2022/23
Exhibitions	0	2	0	3
Vernon Records	November 2023	YTD 2023/24	November 2022	YTD 2022/23
Objects – items added to collection	31	137	18	105
Individuals & Organisations	59	279	23	125
Documents	271	507	78	309
Photographs	99	362	77	416

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 November 2023 was 18.4° and the highest temperature for the month was 26.6° based on the data available. There are some days with missing temperatures, due to MetService remotely disconnecting the readings until their technician had checked the temperature gauge.

MetService was contacted regarding concerns with the accuracy of reported temperatures, and they sent a technician to check the temperature gauge. The temperatures were reporting lower than expected however the issue has now been resolved. Temperature readings resumed on the 30th of November 2023.

The accumulated sunshine hours for November totalled 175 hours and 12 minutes. The appendix to this report shows a combined graph of the temperature and sunshine data collected for November.

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 eleven payments in November 2023, which exceeded \$50,000.

- Inland Revenue Department (x2) - \$176,690.63 (total) - PAYE for Fortnights ending 05/11/2023 and 20/11/2023.
- Acon Industries 2015 Limited - \$62,567.13 for Chipseal Aquatic Centre Carpark.
- Brian Perry Civil Limited - \$81,145.76 (2x invoices) for town centre sewer renewals.

- Cooney Lees Morgan (solicitors) – \$131,850.00, progress payments, #5 for the Bell Street Duplex spec builds.
- GEA New Zealand Ltd - \$60,720, renewal of Sludge decanter at wastewater treatment plant.
- Hubbard Contracting Ltd (4x invoices) - \$59,179.00 payments for refuse, recycling and woodpile cartage costs for August and September 2023.
- Ōpōtiki Pumps and Irrigation Ltd (x2 invoices) - \$58,803.27 for renewal of two rawpit pumps, plus service and parts for screen.
- Semtex Limited (x3 invoices) – \$84,990.93 for CCTV pipe inspection for wastewater and stormwater.
- Stratum Consultants Limited (5 invoices) – Total \$83,398.00, all invoices related to the Stoneham Park Residential Development technical designs, stage 1 and 2.
- Waste Management Ltd - \$143,724.58 – Refuse disposal for September 2023 = \$69,878.13 and for October 2023 = \$73,724.58.
- Wren Builders - \$112,746.00 – Progress payment #5 for Rangī Delamere Pavilion.

4 Requests for Service

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

Service	Total	
	Completed	Progressed
Dogs	72	3
Noise	24	0
Building Enquiries	8	0
Trees* & Parks	10	11
Rubbish (Bins & Collections)	48	1
Water	8	5
Wastewater	1	1
Roading/Stormwater/Streetlights	4	30
Enforcement/Health/Food/Stock	3	2
Council Buildings/Facilities – Maint.	12	5
Other (Events/Consents/Rates/Vandalism)	6	5
Official Information Requests	5	1
Total	201	64

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

For November, 4 requests came via the website/emails and 34 via Antenno. The balance of the requests came from phone calls or visits.

6 Funds

The following funds were held at 30 November 2023:

Invested in	\$	Mean Interest	% External
ANZ – on call	790	0.9%	0.02%
BNZ – current & on-call	4,114,093	3.0%	99.42%
Rabobank (on-call)	23,105	4.3%	0.56%
Total Funds (Cash)	4,137,988		100.0%
Internal Loans	1,588,424		
Total Investments	5,726,412		

The following table shows Council's reserve and general funds balances as at 30 November 2023:

	November 2023	November 2022
Reserve Balances		
Depreciation Reserve Funds*	\$4,690,916	\$2,446,230
Total Reserve Balances	\$4,690,916	\$2,446,230
General Funds	\$1,035,496	\$1,672,918
Total (comprising funds & internal loans)	\$5,726,412	\$4,119,149

* This includes loan funds uplifted.

The figures show that overall Council has \$1,607,263 additional funds at the end of November than this time last year, however the November 2023 balance includes the additional \$2m loan funds that Council uplifted on the 26th of October 2023 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 November 2023, be received.

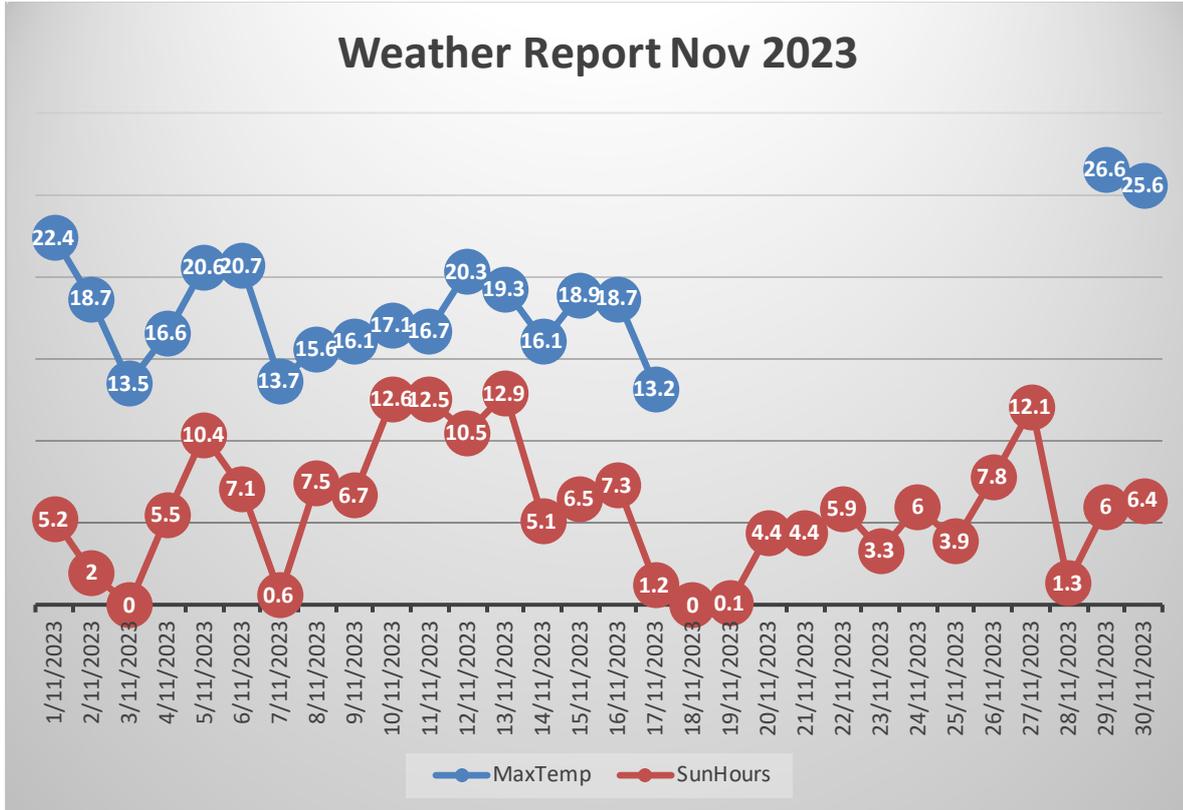


Lee-Anne Butler, CA, BMS

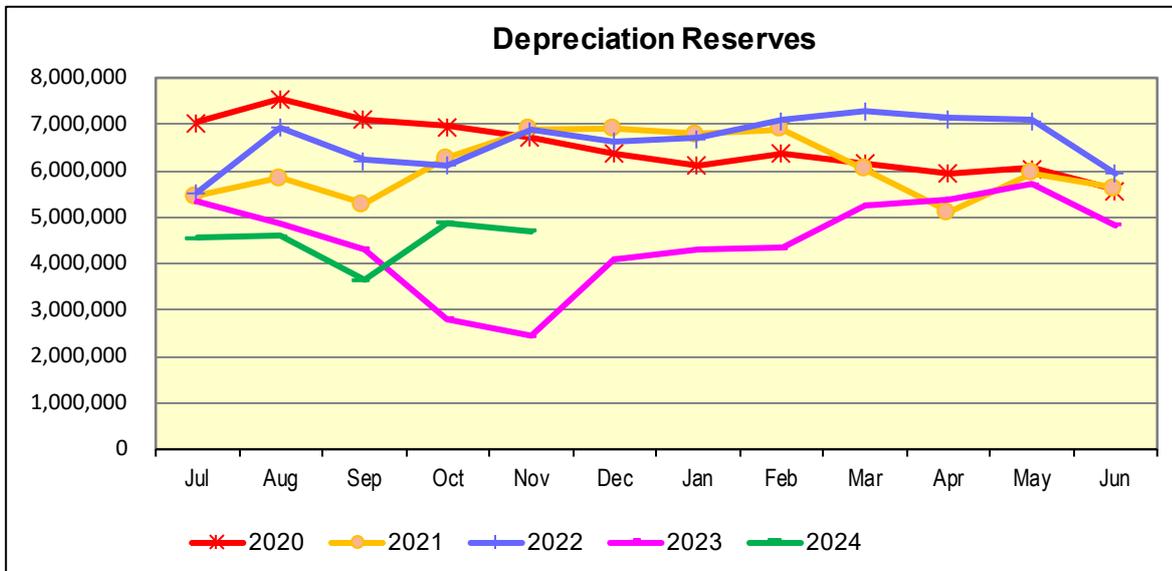
Group Manager, Finance & Corporate Services

Appendix

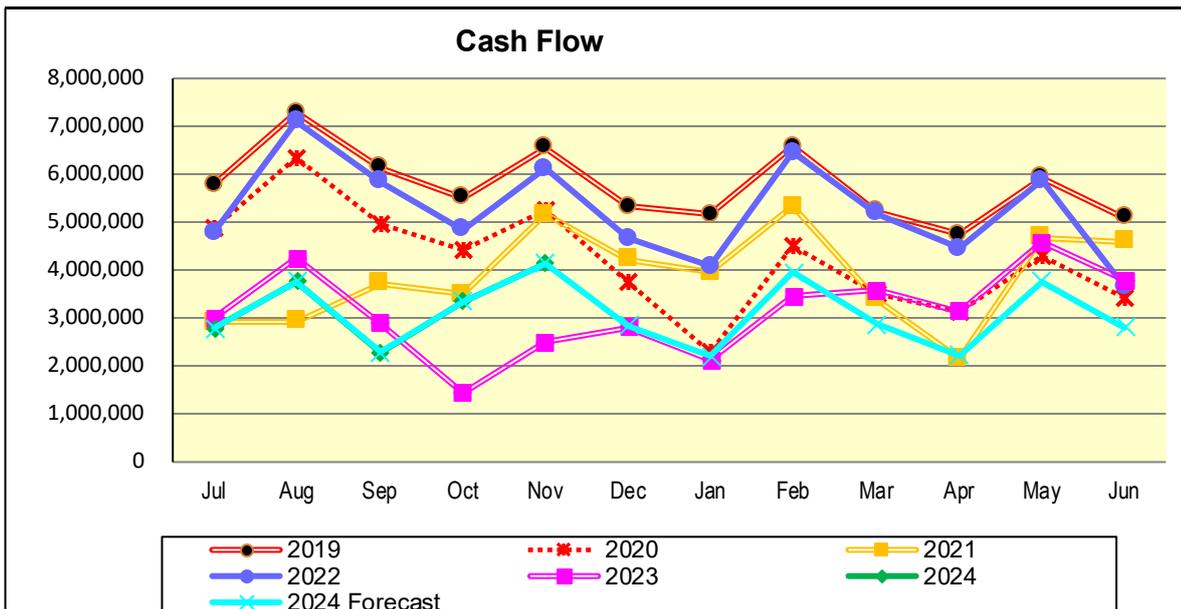
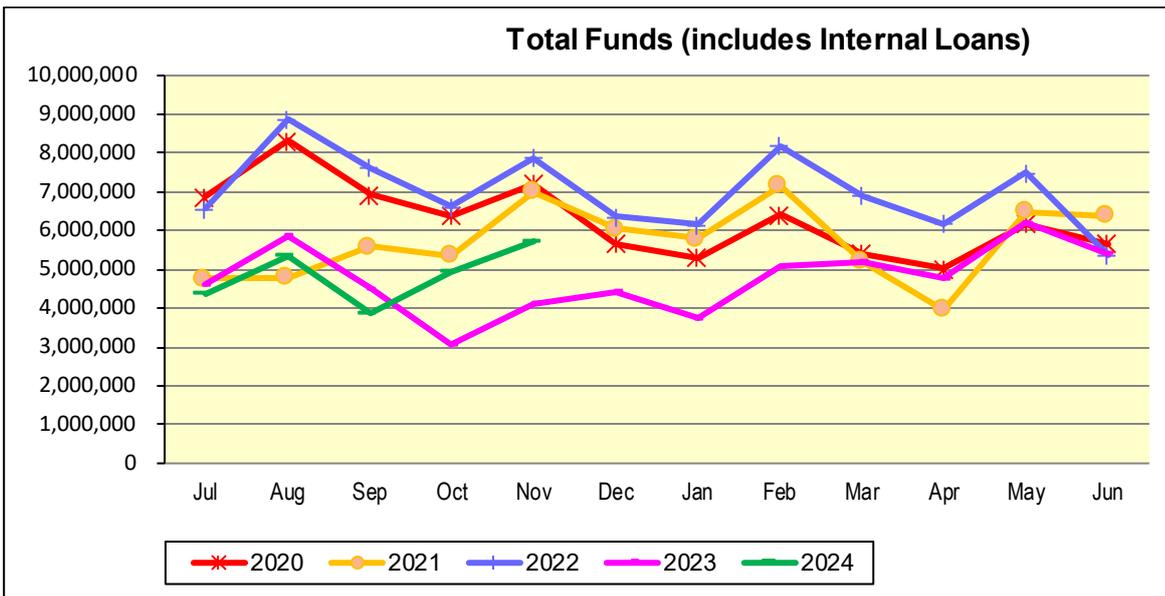
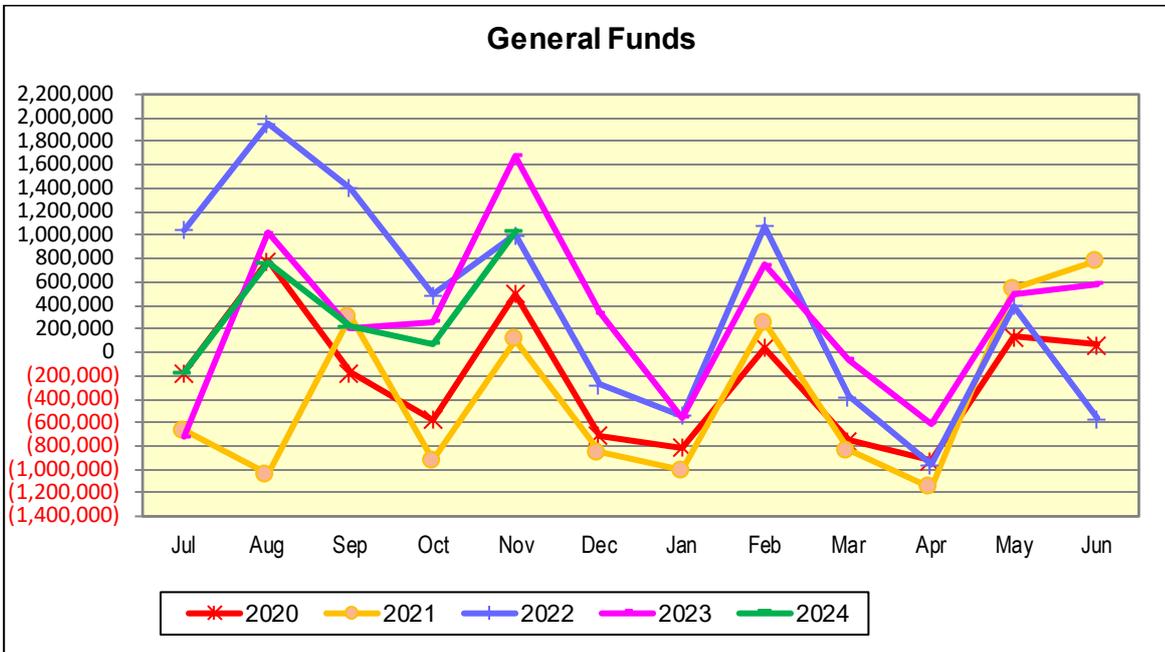
November 2023 -Weather Data



November 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

November 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.

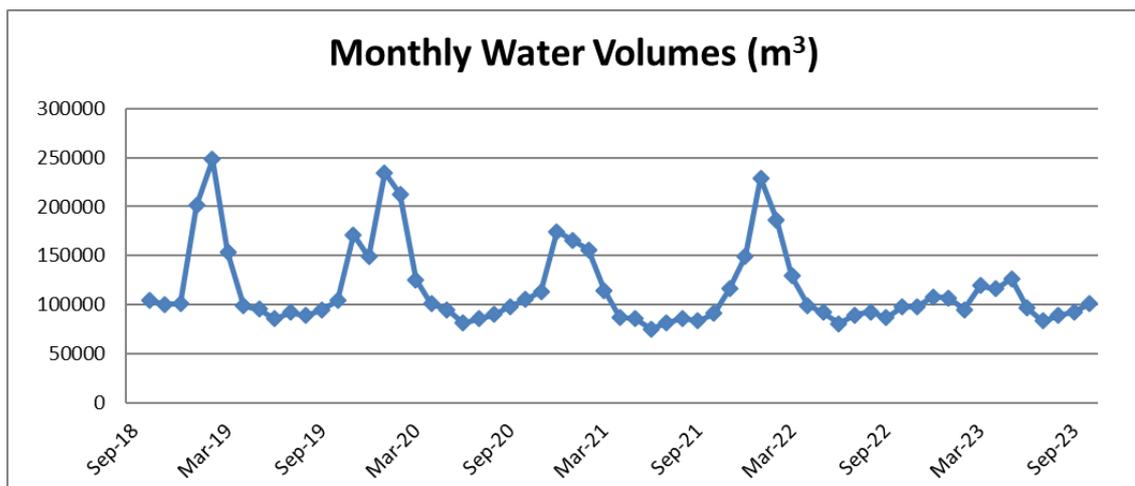
The Umukaraka Spring is being considered as an interim water source while the Tarawera Bores are being evaluated. Staff met with the landowner and an agreement to access the spring and take water is being developed. A consent to take water from the spring will be prepared in December 2023.

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.

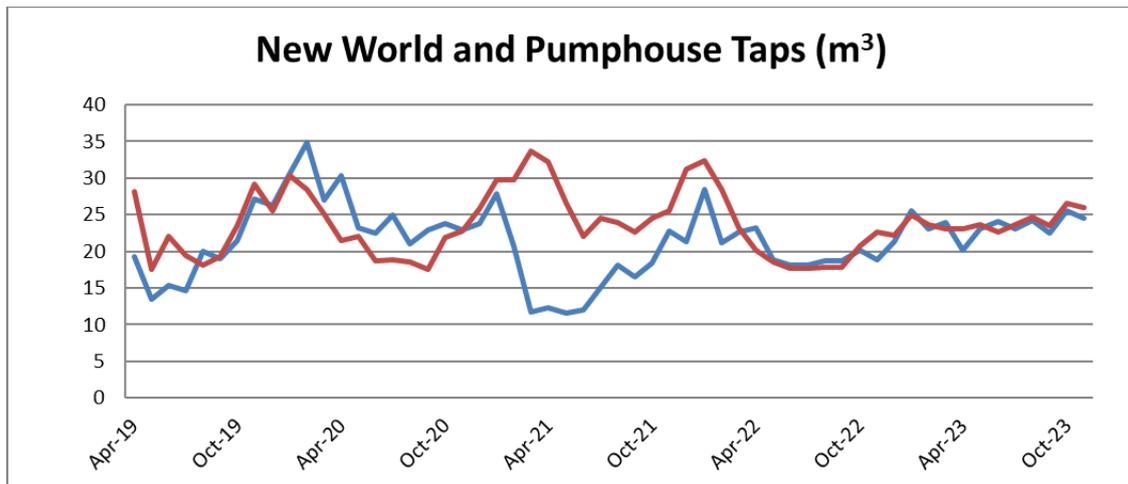
The pumpstation at the treatment plant will be rebuilt with new modern pumps and controls during November 2023 to June 2024, which will include new telemetry and control of all the boreholes and springs. These upgrades should satisfy all current resource consent conditions and requirements.

1.1 Use

The Town used 105,562 m³ in November 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 24.5 m³ and 26.0 m³ water was taken from the Pumphouse and New World taps. During November 2023, the total daily usage was approximately 1700 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 November were clear of E.coli.

There was one dirty water complaint and no pressure or other water complaints received during November.

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) was awarded in November.

Structural analyses of the reservoirs started in October and is being reviewed by staff.

2 **Wastewater**

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

There were no sewer line blockages during the month.

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 were completed. The work will be presented to Council in December and shared with the community thereafter.

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 financial year.

4 Stormwater

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

5 Parks and Reserves

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

- The annual summer beddings were planted.
- All sports fields were sprayed and over sowed.
- The tree maintenance programme has resumed and staff are being trained by a contracted arborist. Several trees were removed at the waste transfer station and other reserve areas.
- Sections of the overflow stream were cleared and trees removed from banks to allow the replacement of boundary and reserve fences.

6 Pool

All pools are operating under normal conditions.

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 37 tonnes of wood was sent to be used as kiln fuel in the month of November.

9 Recycled Collection

The collection and disposal of recycling continued without incident.

10 Vandalism

Five incidences of graffiti covering an area of 8 m² was removed from Council owned walls and properties at a total cost of \$362. The main areas targeted were:

- Library stairs
- Town centre rubbish bins
- The I-Site toilets.

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 November 2023 be received.



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

Capital, Renewals and Major Maintenance Items for 2023/24

30 November 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	Rescals - 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			Speedumps, 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	\$92,026	Jun-24			Hardie Avenue
	402516 001	Rescals - Carparks	\$50,000	\$54,400	Oct-23		Oct-23	Pools final seal
		Sub Total	\$1,306,000	\$164,960				
	Stormwater	402601 001	Stormwater Renewals	\$380,000	\$72,228	Jun-24		
	Sub Total	\$380,000	\$72,228					
Water Supply	403001 002	Reticulation Replacement - Zone 2	\$2,300,000	\$314,349	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	\$9,742	Jun-24			
	403001 005	Valve Refurbishment	\$44,100	\$1,351	Mar-24			
	403001 007	Refurbish Pump System	\$69,000	\$9,887	Nov-23	May-24		Pumphouse Pumps installation
	403001 010	UV Tube replacement	\$14,500	\$4,729	Feb-24			
	403001 030	Lime & Fluoride System	\$425,000	\$0	Nov-23	Mar-24		Funded by MoH
	403001 021	Headworks	\$400,000	\$128,831	Nov-23	Dec-23		Boreholes & springs telemetry and control
		Sub Total	\$3,772,600	\$468,889				
	Wastewater	403520 001	Refurbish Pumps	\$37,000	\$24,003	May-24		
403520 002	Reticulation Replacement - Zone 1	\$1,176,100	\$533,315	Nov-23				
403520 004	Milliscreens Renewals	\$161,000	\$3,849	Dec-23				
403520 011	Waste Water Treatment Plant	\$854,500	\$258,392	May-24			Buildings and Structures	
403520 027	Pumping Station	\$50,000	\$44,085	May-24				
	Sub Total	\$2,278,600	\$863,644					
Refuse Disposal	403522 014	Asbestos Site Preparation	\$30,000	\$0	Oct-23	Jun-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	\$19,760	Oct-23	Dec-23		Floors
	404031 024	Pool Floor	\$30,000	\$6,970	Oct-23			
	404031 004	Steel Poles and Shades	\$17,000	\$0	Oct-23			Lifeguard area
	404031 061	Filtration System	\$93,000	\$20,974	Oct-23	Oct-23		New Sand filter
		Sub Total	\$290,000	\$90,504				
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	Apr-24		
	404036 009	Roof	\$50,000	\$0	Nov-23	Apr-24		

Activity	Code	Item	Budget	Actual	Estimate Finish Date	Revised Finish Date	Actual Finish Date	Comments
Concert Chamber	404036 002	Audiovisual	\$5,800	\$0	Nov-23	Apr-24		
	404036 020	Furniture	\$2,800	\$0	Nov-23	Apr-24		
		Sub Total	\$68,600	\$0				
Town Centre Toilets	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				
Passive Reserves	404038 007	Toilet Door - Exceloo	\$5,000	\$4,200	Sep-23			Completed
		Sub Total	\$5,000	\$4,200				
	404042 001	Rubbish Bins	\$4,500	\$0	Jun-24			
404042 002	Boundary Fences	\$18,700	\$1,671	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	\$1,671				
Sportsfields	404041 014	RD Pavilion Reconstruction	\$1,000,000	\$700,950	Sep-23			
		Sub Total	\$1,000,000	\$700,950				
	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				
	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				
	405062 030	Renewals	\$23,200	\$0	Jun-24			
		Sub Total	\$23,200	\$0				
Field Amenity Buildings	405063 018	Renewals	\$9,100	\$0	Jun-24			
		Sub Total	\$9,100	\$0				
	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 Spoutings	\$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				
	15 02 01 7600	Renewals - Pensioner Housing	\$50,000	\$0	Jun-24			External building condition assessment
15 05 01 3500	Bowen & Te Ariki 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	\$137,576	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	\$10,048	Jun-24			DIA funded
		Sub Total	\$4,601,800	\$261,624				
		Total	\$15,054,100	\$2,929,370				19%

MONTHLY REPORT

ECONOMIC AND COMMUNITY DEVELOPMENT

November 2023

1 Kawerau isite Visitor Information Centre

The isite assisted with commission based ticket sales for the recent 'Highwaymen' concert held at the Town Hall. The promoter has indicated an intent to bring further performances from other acts to Kawerau.

The Bay Hopper has commenced a new bus route in Kawerau, which now includes a route from the isite, River Road, Valley Road, Peter Lippa Drive (loop), Valley Road, SH34 returning to the isite before heading across to Whakatane via Edgecumbe. This occurs Monday, Wednesday, Friday and Saturday (excluding public holidays), four times a day.

- Under 5's free fare
- 5-18 year olds (with a registered Bee card), free fare
- 19-24 year olds (with a registered Bee card), half price fare
- SuperGold Card holders (with a registered Bee card), free at weekends and after 9am midweek
- Accessibility card holders, free at all times
- Student card holders (with a registered Bee card), standard concession on urban routes and free on tertiary routes
- Community Service Card Holders (with a registered Bee card), half price adult fare

The isite has experienced an increase in members of the public requesting Bee cards, which are available at the Kawerau isite.

Key Monthly Statistics – Nov 2023

- Visitor enquiries: 1680 (71% increase from the previous month)
- Tarawera Forest access permits: 93 (52% decrease from the previous month)
- Public toilet use: 2300 (11% increase from the previous month)
- Motorhome power users : 10 (41% decrease from the previous month)

Comparison to November 2022:

- Visitor enquiries: 1326
- Tarawera Forest access permits: 59
- Public toilet use: 2582
- Motorhome power users 8

2 Community Activities

Events Completed for November 2023

- **2023 Art Exhibition**
Friday 3rd – Sunday 5th – *Town Hall*
- **EBOP Kennel Assn All Breeds Dog Show**
Saturday 11th - Sunday 12th – *Prideaux Park*
- **NZ Highwaymen Tour**
Sunday 12th – *Town Hall*
- **Canoe Slalom BOP Club Race**
Saturday 18th– Sunday 19th – *Waterhouse St Reserve*
- **White Ribbon Day**
Tuesday 21st – 9 am to 2 pm - *Circus Paddock*

Events registered for December 2023

- **KEA Night Market**
Friday 1st - *KEA Building*
- **New World Kawerau Santa Parade**
Saturday 16th - 11am – *Rec Centre/ Town Centre*
- **Kawerau Christmas in the Park**
Saturday 16th – *Prideaux Park*

Events registered for January 2024

- **KEA Night Market**
Friday 12th - *KEA Building*

Events registered for February 2024

- **Kawerau Mobile Blood Drive**
Thursday 8th 9:30 am to 3 pm – *Concert Chambers*
- **KEA Night Market**
Friday 9th 5 pm - *KEA Building*

Kawerau Christmas in the Park, Saturday 16 December

The artists for the Kawerau Christmas in the Park 2023 confirmed as:

Afternoon Show – (promoting our local talent)

- Kawerau South School Kapa Haka
- Kawerau Band Mellow to close the Afternoon Show
- Tribute Band and Video of our loved ones that have passed over the year

- Whakatane Steps Dance Group
- Hinerongonui Kingi aka Hi-Nes
- Hula Fitness
- Fusion (Band)
- Reretau (Band)
- Banded Brothers

Evening Variety Show – (Professional artists)

- Mayoral Address and Waiata
- Master of Ceremony and Entertainer Howie Morrison Jnr
- Musical Director Ben Gilgan and the Kawerau Christmas Showband
- Corrella
- Jamey Ferguson (Katchafire) with Son and Water
- Ray Woolf
- Eddie Low
- Lavina Williams
- TJ Taotua
- Takerei Hikuroa-Peck
- Nikau Grace
- Jaya Rees
- Te Pumanawa o Toku Ate Rogers

Kawerau Christmas in the Park event timetable

10am	Christmas parade floats meet at Ron Hardie Recreation Centre
11am	New World Kawerau Santa Parade starts, and completes one lap of town before ending behind the Rec Centre
12.00pm	Prize-giving (on stage at Prideaux Park)
12.15pm – 5.15pm	Radio 1XX Community Christmas Concert
6.45pm-10pm	Evening variety show and fireworks (if permitted)

Kawerau Neighbourhood Support

The Regional Coordinator for Neighbourhood Support has indicated there has been some uptake from the recent call to action for committee members to form a new Kawerau committee.

It is anticipated that a meeting will occur in the New Year between the Regional Coordinator and interested parties, to determine suitability and vetting towards forming a new committee.

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
November	6	1	2	0	3	0	14	0	25*	1	26

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

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

3 Youth Projects

Kawerau Youth Council (KYC)

The last formal KYC meeting took place on 9 November 2023. All of the current KYC members attended.

Special guest Hana Aoake attended the hui and presented on a short film screening scheduled for 14 December.

A youth led group (containing KYC members) is delivering 'Dusk Zone' youth sessions at the Ron Hardie Rec Centre throughout February 2024, every Saturday from 2pm-8pm.

KYC is planning its Santa Parade float theme and an end of year BBQ to be held at the Town pools (12 December).

Recruitment for the 2024 KYC will commence early in the New Year.

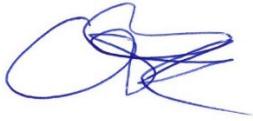
KYC members assisted the Kawerau White Ribbon day by providing the PA system.

Tuia Representatives

The two remaining Tuia representatives for Kawerau, Rakerataka Tukiwaho and Sahara Brintjes attended the fifth and final wānanga held at Papawai Marae in Greytown, Wairarapa. This was a change of venue, originally scheduled for Wellington to host. Feedback from the Kawerau young people who attended the programme was positive.

4 RECOMMENDATION

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



Lee Corbett Barton

Economic and Community Development Manager

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MONTHLY REPORT COMMUNICATIONS AND ENGAGEMENT

November 2023

1 Communication

1.1 Community Pānui | Update

Two newsletters completed – 7 and 22 November 2023.

1.2 Significant Communications:

1.2.1 Communications included: Engagement about electoral system decision - establishing one or more Māori Wards; Neighbourhood Support Group call to action; East Bay REAP (Rural Education Activities Programme) car seat check day; Geothermal well testing.

1.2.2 Council Operations and Services: Council meetings, new staff; services and operations updates; Council Staff Christmas event.

1.2.3 Council Grants: promotion of Creative NZ Community grants.

1.3 Council Communication Channels overview

Website  3,100 visits (steady). Top Page Visits: Adopt a Dog, Kawerau District Council, Search Kawerau District Council, Rates and Property search and 'Have your say!' Māori Ward/s engagement.

Social Media



Facebook 3,832 visits 
Reach 9,980 
Followers 4,776 



Instagram 20 visits 
Reach 73 
Followers 143 

Top content: Car Seat Clinic, Santa Parade, Tree Felling and KTown Community Welfare Clinic.

2 Engagement

2.1 Māori Representation and Representation Review Requirements.

Council completed significant engagement and communication with Tangata Whenua Iwi and the community in September to November 2022 with regard to establishing one or more Māori wards in the rohe | district. This included meetings with Tangata Whenua and the community and a survey conducted by online and via the Council Community Update | Pānui.

Council acknowledge the support of Ngāti Tūwharetoa ki Kawerau Kaumātua and Council Cultural Advisor Te Haukakawa Te Rire during this process. In addition, we wish to acknowledge the support of Election Services' Electoral Officer Dale Ofoske and his team to ensure an independent oversight, information and guidance on the electoral decision 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 taura | students and kaimahi | staff, and a further evening community meeting at the school. A hui | meeting was held with Ngāti Tūwharetoa (Bay of Plenty) Settlement Trust on 14 November.

Council conducted an online feedback process via a survey from 25 September and has remained open until 17 November 2023. The 3 and 19 October Community Pānui delivered to residents contained information about establishing Māori Wards and a hard copy survey. 165 responses were received to the survey.

At an Extraordinary Meeting on Wednesday, 22 November 2023, Council voted to establish one or more Māori wards. Council wishes to thank the community and submitters for sharing their views and for presenting their feedback to elected members at the extraordinary meeting.

The Electoral Decision process comprises:

1. Review of the Electoral System – Council retained the First Past the Post (FPP) voting system at an Extraordinary Meeting on 6 September 2023.
2. Establishing Māori Ward/s – Elected Members voted to establish one or more Māori Wards in the district on 22 November 2023, prior to the Electoral Act 2001 timeline of 23 November 2023. This decision means 1-4 Māori Wards and 1-4 general wards will be in place for the 2025 and 2028 triennial elections.
3. Representation Arrangements Review – In 2024 Council will review 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.

2.2 Long Term Plan 2024-2034

Council will look to start preparing the consultation document for the Long Term Plan 2024-2034 in early 2024 which requires auditing prior to the consultation and engagement period. Thank you for your feedback during the early engagement completed from August to September 2023. This feedback has helped to inform the review processes being undertaken internally of all services and operations.

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.

In 2024 Council will facilitate a forum for all recreational users and organisations that may need to access and seek external funding. Compiling an overall strategy that

outlines the aspirations of Council and stakeholders will benefit the community by enabling a coordinated approach to funding into the district.

2.3 Stoneham Park Residential Development

2.3.1 *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.

2.3.2 *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 will now proceed to revoke the reserve status of the final land parcel on Stoneham Park, being 5626m² (Lot 1 DPS 54056) under s 24 of the Reserves Act 1977 (the Act) to complete the development.

2.3.3 *Technical Investigations and Progress*

With support of Veros Property Developers, the resource consents required for the development have been lodged with Kawerau District Council and 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 and Upcoming Engagement Topics

- Age Friendly and Accessibility Strategy 2023-2024
- Long Term Plan 2024-2034
- Representation arrangements review 2024
- Our places - eastern bay spatial plan 2024

3 Residential Developments – *Current Status*

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

	Central Cove	Hine Te Ariki/ Bell Street	Porritt Glade Lifestyle Village	TOTAL
Total Sections / Units	31	4	29	64
Sections / Units Sold	19	0	24	43
Remaining Sections / Units	12	4	5	21
Units completed			29	
Units under construction		2		

	Central Cove	Hine Te Ariki/ Bell Street	Porritt Glade Lifestyle Village	TOTAL
Surplus/ (Deficit) to Date	\$108,114	(-\$1,006,669)	(-\$1,809,103)	(-\$2,707,658)
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	

3.1 Central Cove

Council is actively working with Generation Homes and another builder regarding builds.

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

The spec duplex comprising a three-bedroom and two-bedroom unit at the Bell Street entrance has been completed and CCC (code compliance certification). Marketing is commencing with a view to stage one unit and complete a series of open homes in January 2024. Valuation currently being completed. Visit for Councillors being scheduled.

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, or the applications are reviewed and can be moved to the next parties on the waiting list. Unit #9 Piripiri is 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.

RECOMMENDATION

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



Tania Humberstone

Manager, Communications and Engagement