



**The Meeting of the
Regulatory and Services Committee
will be held on Wednesday 14 February 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 14 February 2024
commencing at 9.00am**

A G E N D A

Apologies

Leave of Absence

A Leave of Absence from Councillor Godfery is received from Tuesday 27 February 2024 to Tuesday 12 March 2024.

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 months of December 2023 and January 2024.

Recommendation

That the report from the Group Manager, Regulatory and Planning Services for the months of December 2023 and January 2024 be received.

PART B – NON REGULATORY

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

Pgs. 7 - 15

Attached is the report from the Group Manager, Finance and Corporate Services covering activities for the months of December 2023 and January 2024.

Recommendation

That the report from the Group Manager, Finance and Corporate Services for the months of December 2023 and January 2024 be received.

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

Pgs. 16 - 23

Attached is the report from the Group Manager, Operations and Services covering the months of December 2023 and January 2024.

Recommendation

That the report from the Group Manager, Operations and Services for the months of December 2023 and January 2024 be received.

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

Pgs. 24 - 27

Attached is the report from the Economic and Community Development Manager covering economic and community activities for the months of December 2023 and January 2024.

Recommendation

That the report from the Economic and Community Development Manager for the months of December 2023 and January 2024 be received.

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

Pgs. 28 - 31

Attached is the report from the Communication and Engagement Manager covering communication and engagement activities for the months of December 2023 and January 2024.

Recommendation

That the report from the Communication and Engagement Manager for the months of December 2023 and January 2024 be received.

M Godfery
Chief Executive Officer

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MONTHLY REPORT REGULATORY & PLANNING SERVICES

December 2023 and January 2024

1 Animal Control

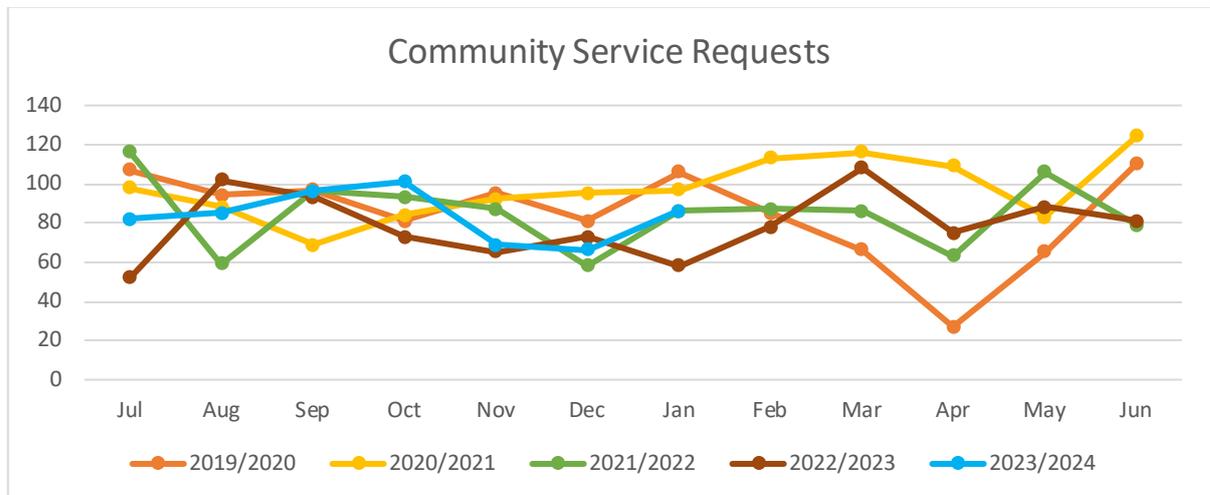
1.1 Dog Registration

At 31 January 2024, there are 1,376 dogs registered of the 1394 dogs listed on the dog register for 2023/2024. This represents 98.7% of known dogs.

The slight increase in unregistered is from the puppies that were microchipped as part of the community day, and are now of age to be registered. Reminders have been issued to the owners.

1.2 Dog Control - Ranging, Complaints and Incidents

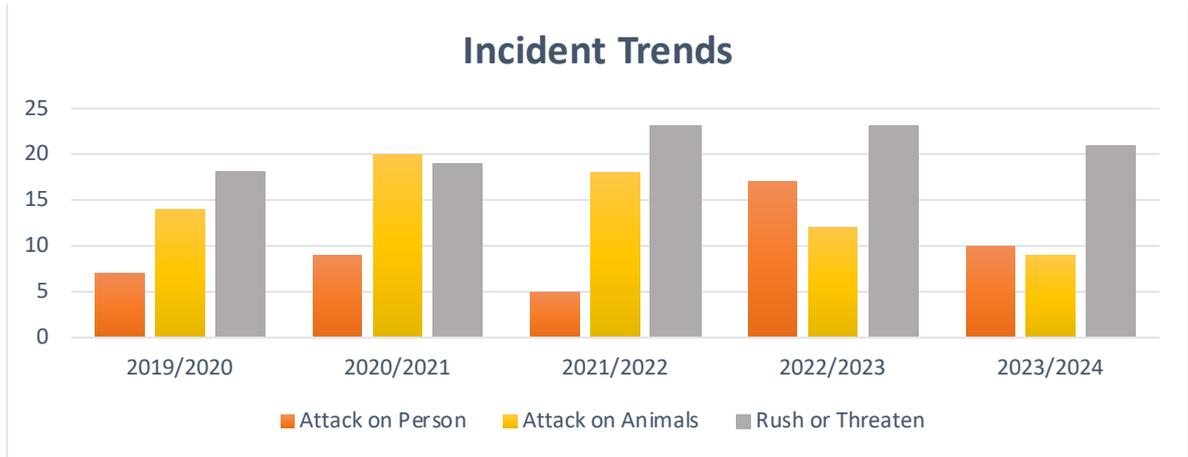
A total of 66 service requests were responded to in December 2023 and a further 86 in January 2024. This total does not include administration services provided by the customer services team. Forty two (42) jobs over the two months related to kennel checks, microchipping and releasing dogs from the pound and infringement enquiries etc.



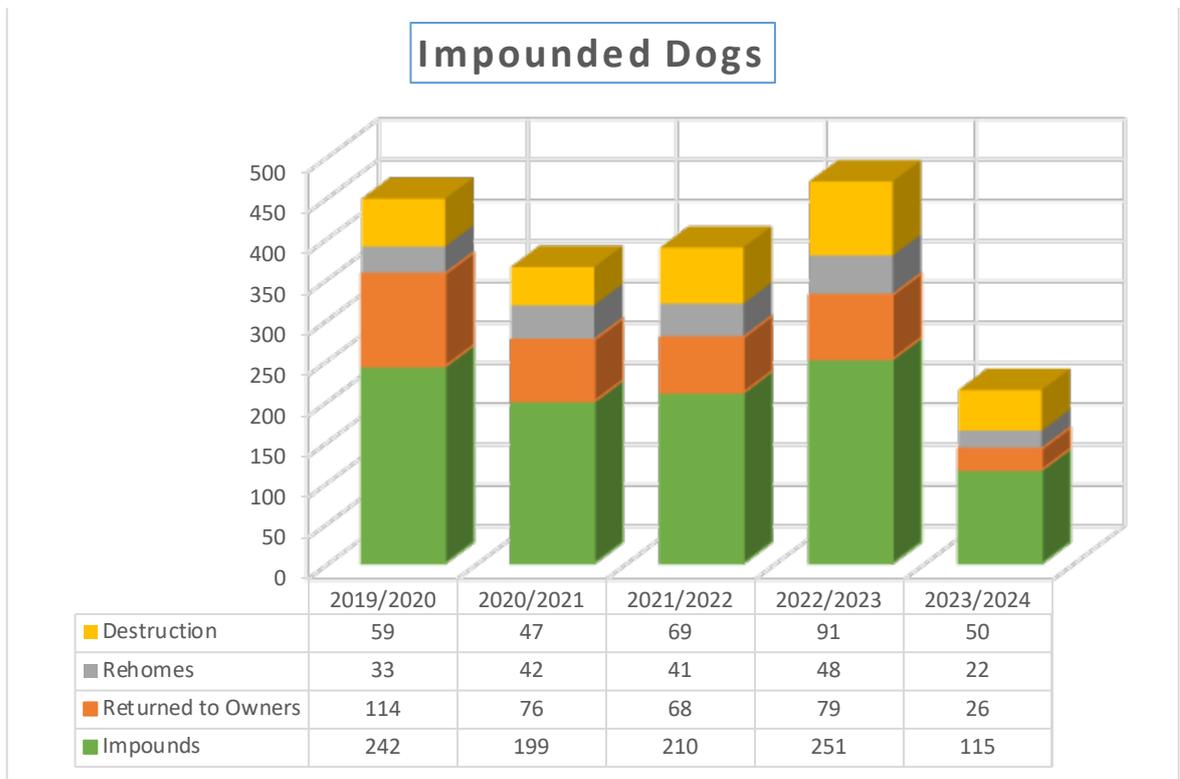
A total of 111 statutory occurrences (barking, roaming, attacks) were attended by Council's dog rangers. These related largely to complaints of barking (21) or roaming (65).

During December, we received 2 accounts of a rush, 1 attack on an animal and 1 attack on a person. One owner was provided a warning and property inspection completed, two complainants refused to provide statements, and one dog was impounded and surrendered by owner.

In January, there were 4 reports of rushing incidents, 3 attacks on an animal and 1 attack on a person. Five (5) of these incidents are still being followed up at the time of writing this report. The dogs from two incidents were unable to be located, and one complainant refused to make a statement.



In December 2023, 7 dogs were impounded and five dogs were surrendered by their owners. In January a further 21 dogs were impounded and of these 11 were surrendered by their owners and 10 were rehomed/fostered.



2 Monitoring and Compliance

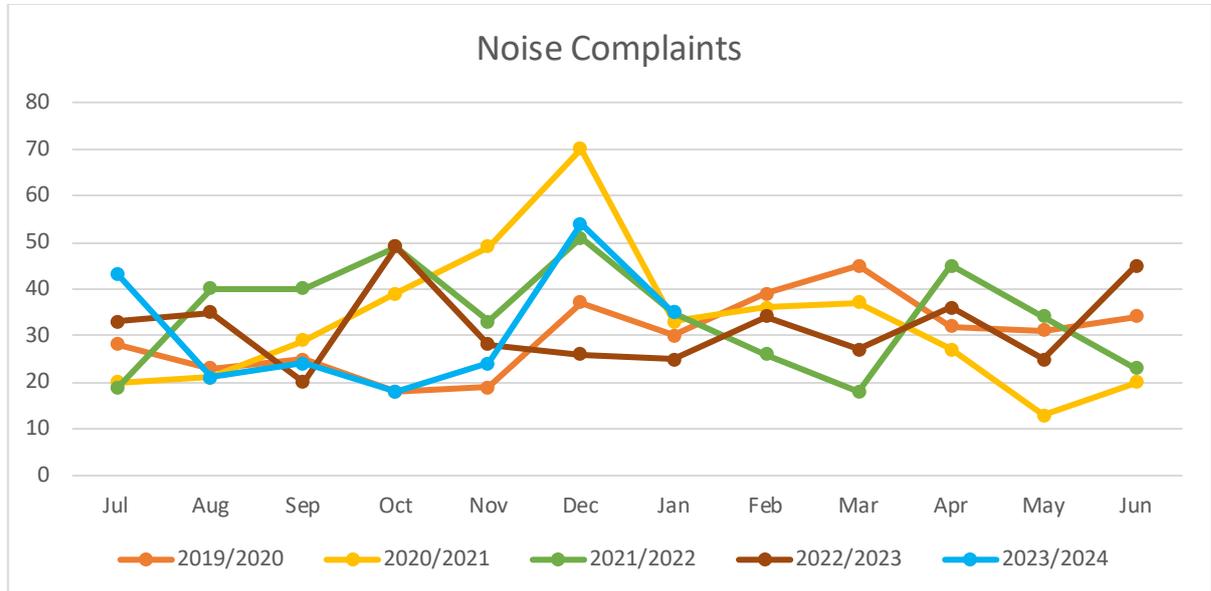
Two new permits were issued to operate an amusement device for Christmas in the Park.

There were 55 noise complaints in December 2023, with 14 found to be excessive, and a further 35 in January 2024. A total of two excessive noise notices were issued in January. No equipment was seized.

One noise complaint related to the sound of a foghorn coming from the Mill sites. Investigations were completed into the noise, which was found to be coming from OJI

as a result of new equipment being installed. Modifications were undertaken by OJI reducing the noise and the complainant is happy with outcome.

A review of how noise complaints are attended, assessed and resulted is being undertaken, to look at ways to improve outcomes for the community. This may be delayed with the recruitment of the new Team Leader, Animal Control and Compliance.



3 Alcohol Regulation

In December, one alcohol ban dispensation was approved for a function in the Concert Chambers.

New World Kawerau's application for an alcohol license received one appeal to ARLA (Alcohol and Regulatory Licensing Authority). All documentation was provided to ARLA in December and we are awaiting outcome. No timeframe has been provided.

One appeal has been received for the Provisional Eastern Bay of Plenty Local Alcohol Policy. Council papers went to each Council to determine our approach forward. We are awaiting next steps as Whakatane District Council are yet to report back on their outcome at the time of writing.

4 Food Safety and Premises

For the months of December 2023 and January 2024, two food verifications on registered premises were completed, with one found to be acceptable and the other unacceptable with minor improvements recommended.

One new enquiry about operating a new café and two enquiries were received regarding food truck operations in Kawerau.

One food operator is no longer operating in Kawerau (Kraken Crumpets).

One operator changed from a Food Control Plan to a National Programme registration (Storm’s Shaved Ice previously trading as Bouncy Beans).

One new operator registered under a Food Control Plan (Sage Produce).

5 Environmental Health

Three odour complaints received, monitored and reported to Regional Council. In addition to these complaints, Council received a number of calls regarding odour in which the community was advised to report directly to Bay of Plenty Regional Council, those responsible for dealing with odour complaints for the region.

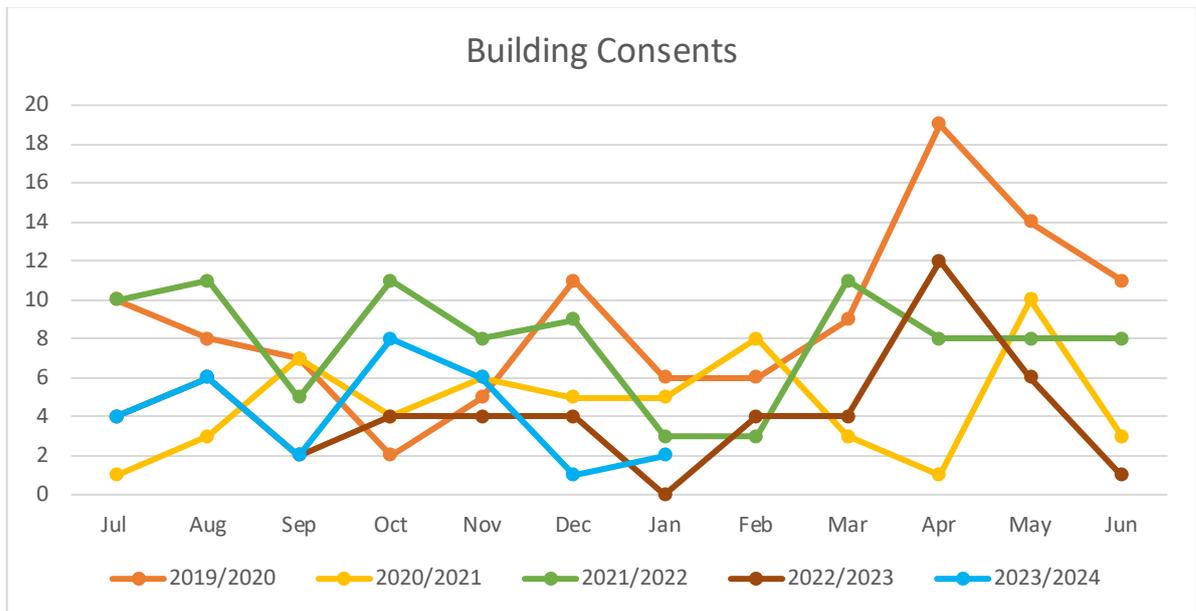
6 Building Control

6.1 Building Consent Authority (BCA)

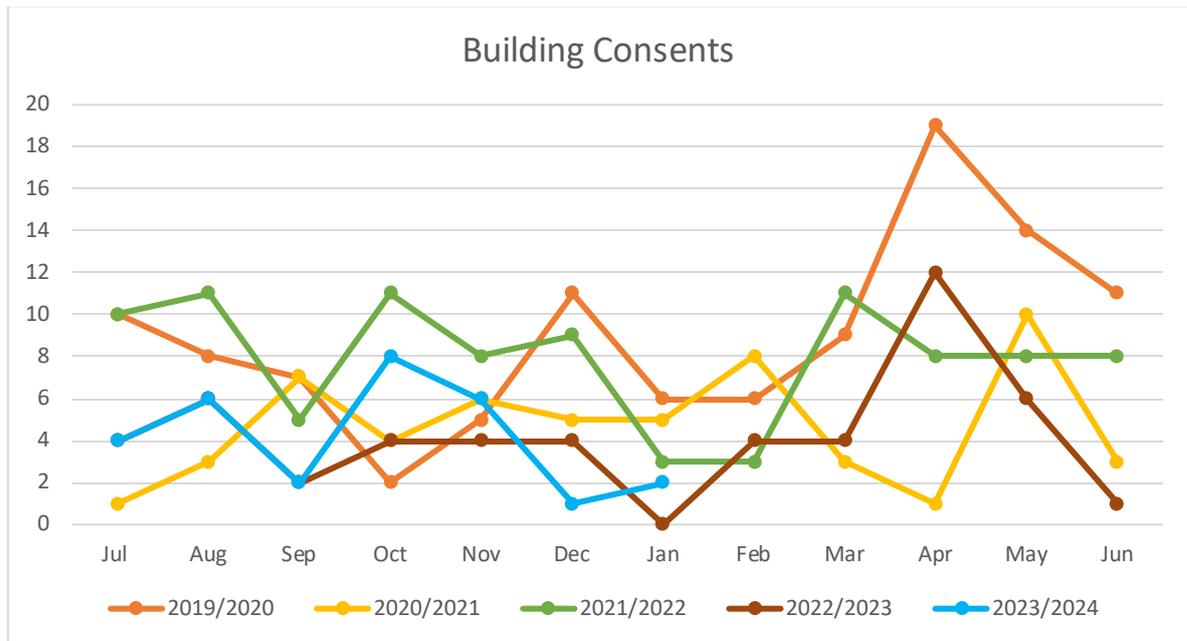
One building consent was issued in December 2023 with a total value of \$70,000.00. Two building consents were issued in January 2024 with a total value of \$10,500.00.

The types of building work for the two months included:

- 2 solid fuel heaters
- 1 administration building addition and alterations



Building inspections dropped over the Christmas break and we expect these will pick up slightly to address existing building works.



The BCA focus is on resolving the general non-compliances to finalise the IANZ audit.

6.2 Territorial Authority

Nine (9) Land Information Memorandum ('LIM') reports were issued in December and a further four (4) in January.

One (1) Project Information Memorandum ('PIM') report was issued in December and a further nine (9) in January.

Two swimming pool inspections were completed in January.

7 Civil Defence Emergency Management (CDEM)

Nationwide training event is being planned for July 2024. For the first time this will be completed over 3 weeks (one day each week) looking at different parts of an emergency response. Initial indications are this will be run on Wednesday each week. The details of the exercise are yet to be released, however indications are that it will relate to a major earthquake event (likely to be based in the South Island).

8 District Plan

8.1 Resource Consents

One resource consent was issued in December 2023 and a further consent was issued in January 2024.

| Consent Number | Property Address | Description | Decision |
|----------------|------------------|--|-----------------------------|
| 301759 | 371 River Road | Subdivision consent to create 27 lot subdivision | Approval granted 15/12/2023 |
| 301798 | 8 Ryder Place | Resource Consent Amendment – Pre school | Approval granted 25/01/2024 |

8.2 Spatial Plan

Work has been undertaken by Councils to fill the roles for the new Spatial Plan structure as approved by the Project Leadership Group.

RECOMMENDATION

That the report from the Group Manager, Regulatory and Planning Services for the months of December 2023 and January 2024 be received.



Michaela Glaspey

Group Manager, Regulatory and Planning

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MONTHLY REPORT

FINANCE & CORPORATE SERVICES

December 2023 and January 2024

1 Library and Museum

1.1 Library

December saw the launch of the summer reading programme - *Dig Deeper: Read, Investigate, Discover*, which has a science/technology/research focus. The team prepared 145 registration bags that all went in the first three days. Youth and adults have been enjoying the different activities and competitions on offer. The Facebook recipe swap promotion went well with 8 lucky winners receiving prizes donated by Kawerau New World.

The displays for December were Christmas and the summer reading programme.

January was a lot quieter than previous summers but those that came in enjoyed the summer reading activities on offer. Popular activities were scent detection, LEGO, and digging for dinosaur fossils.

The display for January was the summer reading programme.

Library Statistics

| | December 2023 | January 2024 | YTD 2023/24 | December 2022 | January 2023 | YTD 2022/23 |
|-----------------|------------------|-----------------|----------------|------------------|-----------------|----------------|
| Items issued | 2,967 | 3,379 | 22,784 | 2,994 | 3,372 | 22,869 |
| People visiting | 4,484 | 3,254 | 31,567 | 3,978 | 5,176 | 29,305 |
| New members | 10 | 20 | 121 | 18 | 16 | 119 |
| Active members* | 1,038 | 1,367 | | | | |

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

1.2 Museum

During December, the Museum Team continued working on upcoming exhibitions and donations. The Council builder completed the work in the Museum Gallery space, within the Library.

In January, Hana Aoake resigned as Museum Curator and finished on 26 January 2024. A new exhibition was put up in the Jellicoe Court windows, called *Party Like It's 1989* and it features images from a Kawerau College ball that we recently accessioned. Staff also continued working on preparations for other upcoming exhibitions.

Sir James Fletcher Kawerau Museum Statistics

| | Dec 2023 | Jan 2024 | YTD 2023/24 | Dec 2022 | Jan 2023 | YTD 2022/23 |
|---|-------------|-------------|----------------|-------------|-------------|----------------|
| Exhibitions | 0 | 1 | 3 | 0 | 0 | 3 |
| Vernon Records | Dec 2023 | Jan 2024 | YTD 2023/24 | Dec 2022 | Jan 2023 | YTD 2022/23 |
| Objects – items added to collection | 31 | 30 | 198 | 28 | 20 | 153 |
| Individuals & Organisations | 26 | 36 | 341 | 27 | 39 | 191 |
| Documents | 34 | 39 | 580 | 42 | 41 | 392 |
| Photographs | 63 | 92 | 517 | 45 | 27 | 488 |

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 December 2023 was 26.7° and for January 2024 was 28.2°. The highest temperature for December 2023 was 31.8° and January 2024 was 32.8°.

The accumulated sunshine hours for December 2023 totalled 180 hours and for January 2024 was 224 hours and 12 minutes. The appendix to this report shows a combined graph of the temperature and sunshine data collected for December 2023 and January 2024.

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 fourteen payments in December 2023 and four payments in January 2024, which exceeded \$50,000.00 as follows:

December 2023

- Inland Revenue Department (x2) - \$167,050.99 (total) - PAYE for Dec 5/12 & 20/12/23.
- Cooney Lees and Morgan (x2) - \$182,663.80 (total) – Final payments and Code of Compliance for Bell Street Duplex's.
- Aon NZ Ltd - \$463,167.53 – Insurance renewals 1/11/2023 to 31/10/2024.
- Audit NZ - \$70,345.05 (x3) – Progress payments for audit to 30 June 2023.
- Hubbard Contracting - \$78,304.89 – Refuse, wood and recycling cartage October and November.
- Loveridge Limited - \$61,317.77 – Water Trunk Main Renewal progress claim – coded to asset renewals Pipeworks Zone 2 – 403001.002**

- Waste Management Ltd (x2) - \$83,142.77 (total) – November disposals fee and recycling fee.
- Wren Building Limited (x2) - \$373,812.25 (total) – progress claims for Rangī Delamere Pavilion – coded to 404041.014**

January 2024

- Inland Revenue Department (x2) - \$154,675.26 (total) - PAYE for January 5/01/24 & 19/01/24.
- Audit NZ - \$86,449.46 (x3) – Progress payments for audit to 30 June 2023 and audit of Debenture Trust Deed.
- Ōpōtiki Pumps and Irrigation Ltd - \$81,133.66 for the following capital works:
 - Install water meter, flow weir and telemetry at intake site \$74,750.00 – coded to asset renewals Head works – 403001.021**.
 - refurbish screen wastewater pump \$6,383.66, coded to 403520.001**.
- Waste Management Ltd (x2) - \$83,142.77 (total) – December disposals fee and recycling fee.

** 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 has the total number of service requests received for December 2023 and January 2024 and identifies if they have been completed or still being progressed by the end of the month.

| Service | December | | January | |
|---------------------------------------|------------|------------|------------|------------|
| | Completed | Progressed | Completed | Progressed |
| Dogs | 55 | 1 | 96 | 10 |
| Noise | 41 | | 48 | |
| Building Enquiries | 3 | | 5 | 2 |
| Trees* & Parks | 4 | 14 | 8 | 22 |
| Rubbish (Bins & Collections) | 22 | | 33 | 17 |
| Water | 12 | | 11 | 12 |
| Wastewater | 1 | | 3 | 1 |
| Roading/Stormwater/Streetlights | 10 | 4 | 13 | 16 |
| Enforcement/Health/Food/Stock | 6 | | 8 | 2 |
| Council Buildings/Facilities – Maint. | 9 | | 12 | 7 |
| Other (Events/Consents/Rates) | 5 | 2 | 2 | 1 |
| Official Information Requests | 5 | | 3 | 2 |
| Total | 173 | 21 | 242 | 92 |

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

For December, 12 requests came via the website/emails and 21 via Antenno. The balance of the requests came from phone calls or visits.

For January 2024, 12 requests came via the website/emails and 14 via Antenno. The balance of the requests came from phone calls or visits.

5 Funds

The following funds were held at 31 December 2023:

| Invested in | \$ | Interest Rate | % External |
|---------------------------|------------------|---------------|---------------|
| ANZ – on call | 731 | 3.19% | 0.02% |
| BNZ – current & on-call | 2,612,512 | 2.75% | 99.10% |
| Rabobank (on-call) | 23,105 | 4.25% | 0.88% |
| Total Funds (Cash) | 2,636,348 | | 100.0% |
| Internal Loans | 1,581,210 | | |
| Total Investments | 4,217,558 | | |

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

| | December 2023 | December 2022 |
|--|--------------------|--------------------|
| Reserve Balances | | |
| Depreciation Reserve Funds* | \$4,479,326 | \$2,805,185 |
| Total Reserve Balances | \$4,479,326 | \$2,805,185 |
| General Funds | (\$261,768) | \$258,344 |
| Total (comprising funds & internal loans) | \$4,217,588 | \$3,063,529 |

* This includes loan funds uplifted.

The following funds were held at 31 January 2024:

| Invested in | \$ | Interest Rate | % External |
|---------------------------|------------------|---------------|---------------|
| ANZ – on call | 731 | 3.19% | 0.04% |
| BNZ – current & on-call | 1,770,791 | 2.75% | 98.66% |
| Rabobank (on-call) | 23,272 | 4.25% | 1.30% |
| Total Funds (Cash) | 1,794,794 | | 100.0% |
| Internal Loans | 1,575,636 | | |
| Total Investments | 3,370,430 | | |

The following table shows Council's reserve and general funds balances as at 31 January 2024:

| | January 2024 | January 2023 |
|--|--------------------|--------------------|
| Reserve Balances | | |
| Depreciation Reserve Funds* | \$4,247,867 | \$4,296,780 |
| Total Reserve Balances | \$4,247,867 | \$4,296,780 |
| General Funds | (\$877,437) | (\$561,420) |
| Total (comprising funds & internal loans) | \$3,370,430 | \$3,735,360 |

* This includes loan funds uplifted.

The figures show that overall Council has reduced funds of \$364,930 at the end of January when compared to the same time last year, however Council now has total loan debts of \$4 million as at 31 January 2024 (\$2 million at 31 January 2023), due to the funding of 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, Porritt Glade units and the Bell Street Duplex's that will become realised cash funds once they are sold or have occupation agreements settled.

6 RECOMMENDATION

That the report from the Group Manager, Finance & Corporate Services for December 2023 and January 2024, be received.



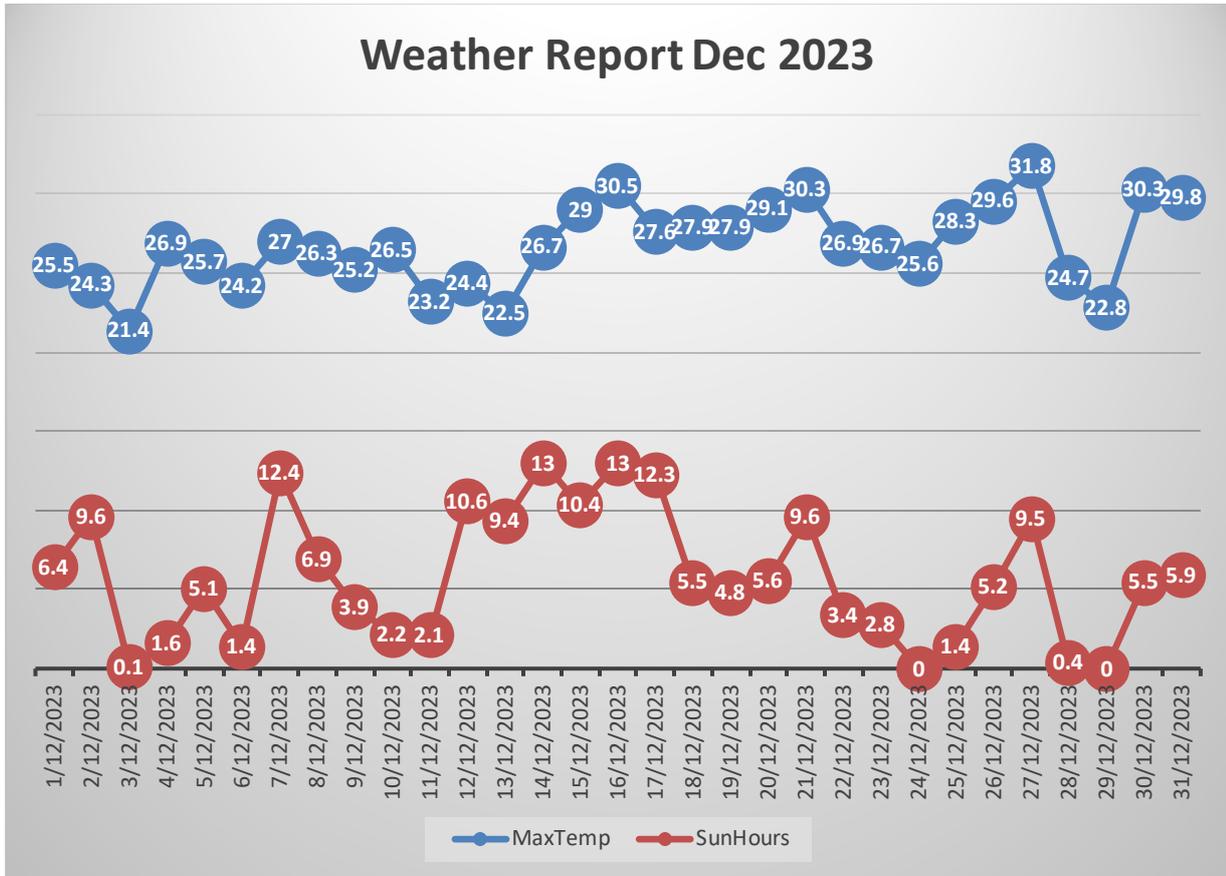
Lee-Anne Butler, CA, BMS

Group Manager, Finance & Corporate Services

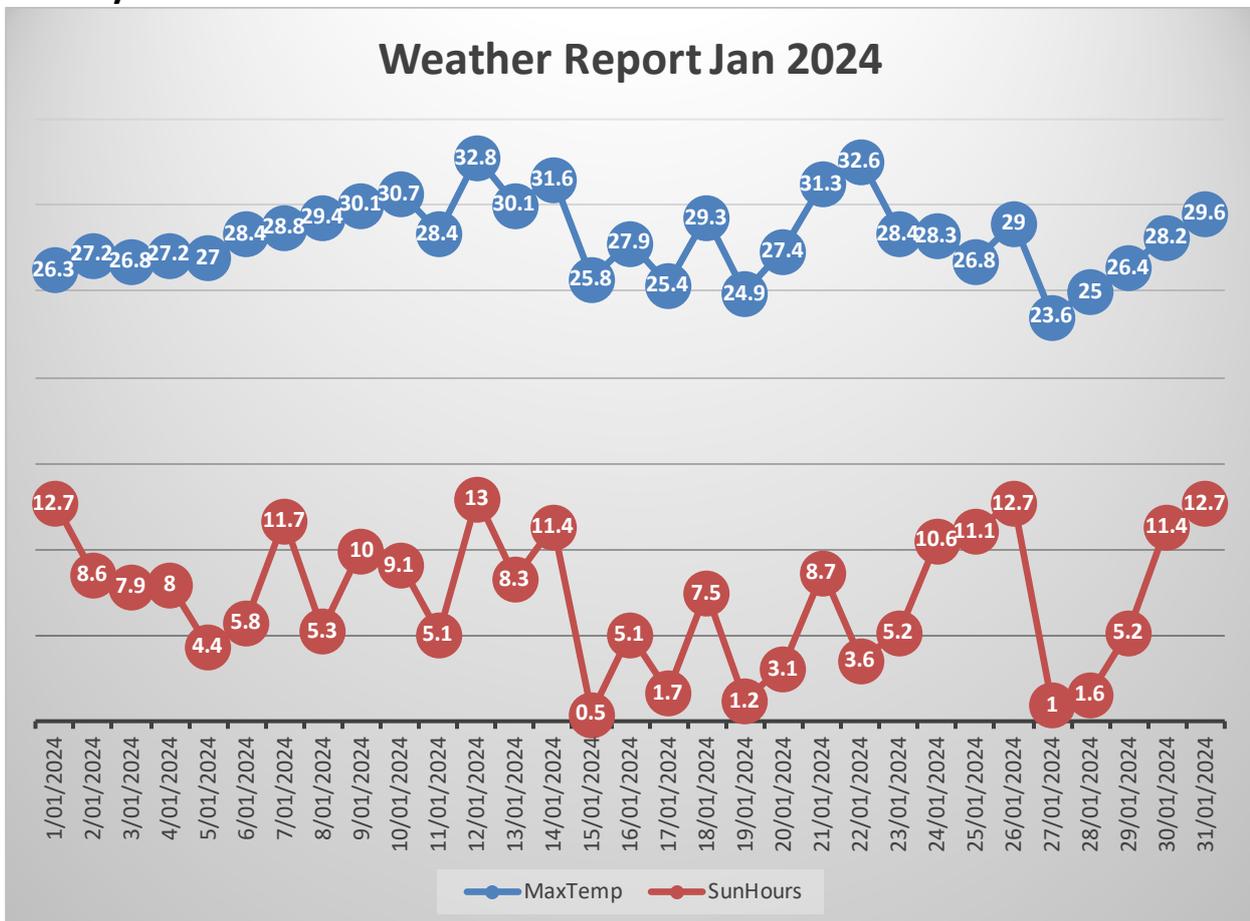
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Appendix

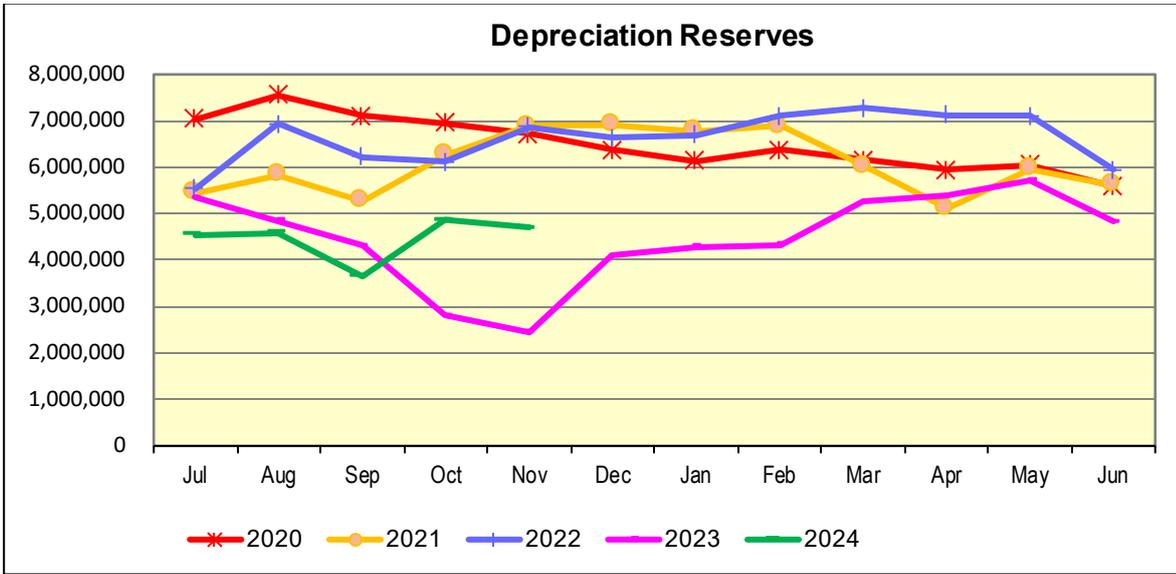
December 2023 - Weather Data



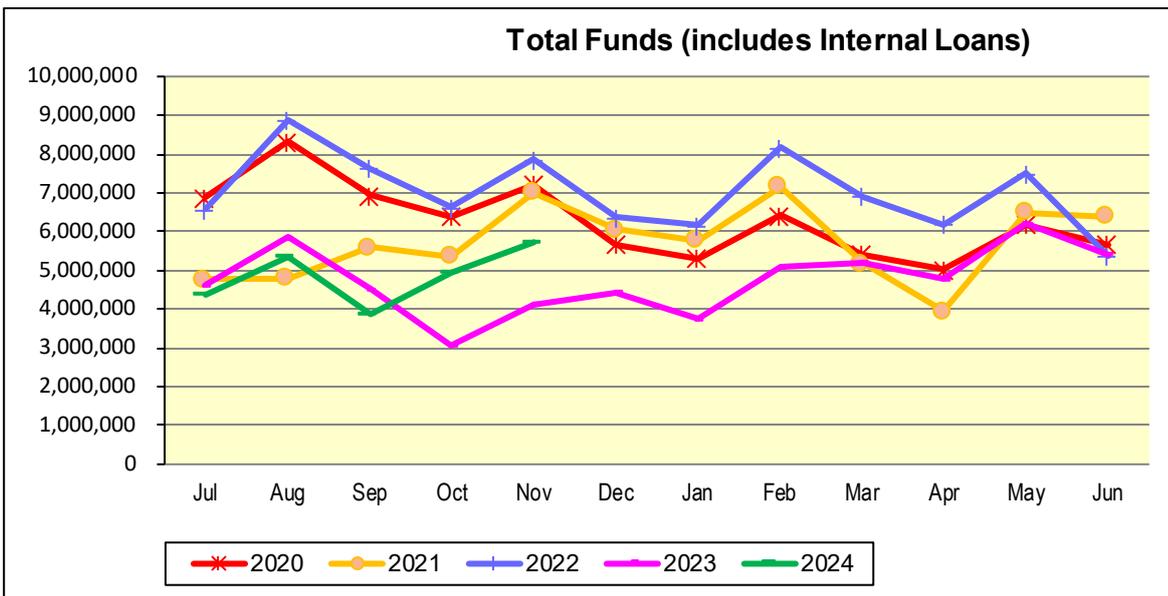
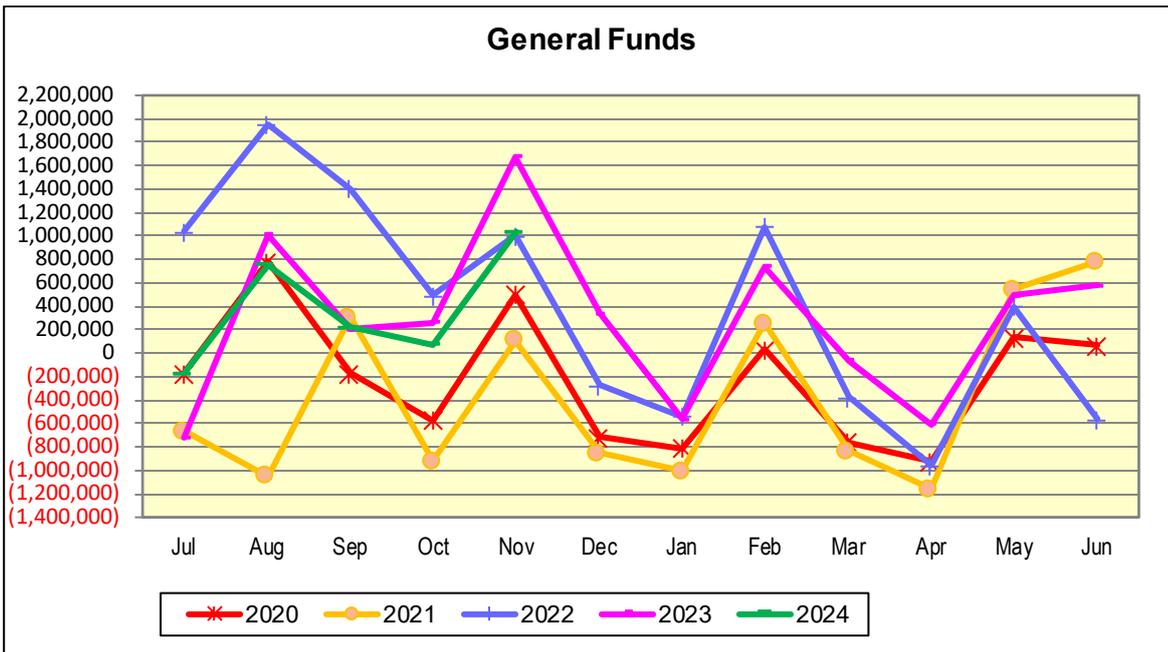
January 2024 - Weather Data

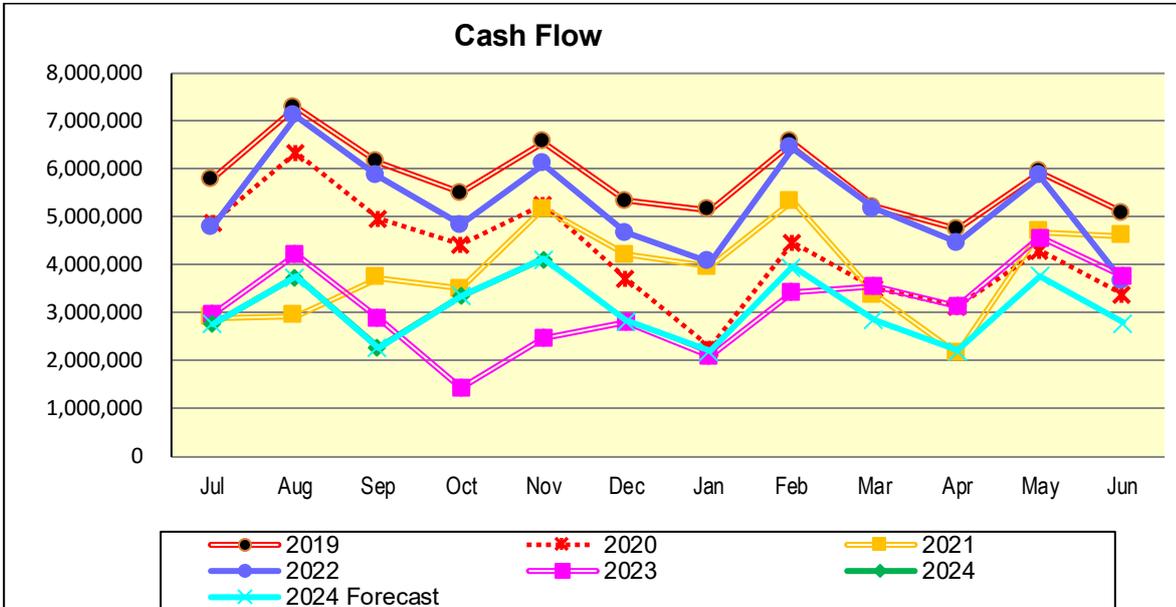


Financial Data - December 2023



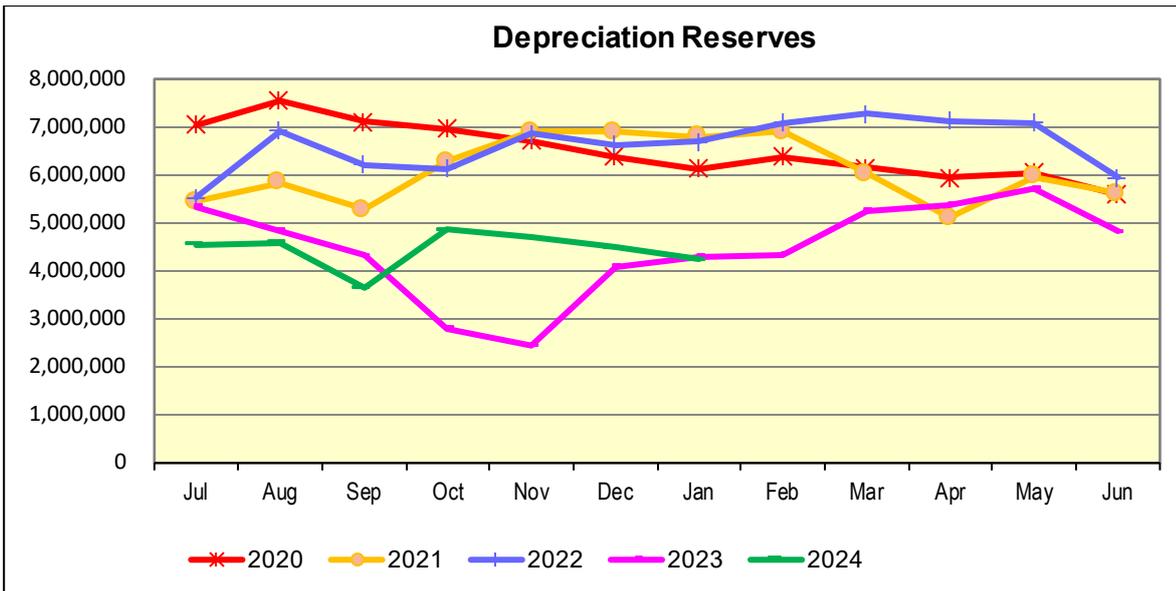
The depreciation reserves funds above includes the loan funding Council has uplifted.



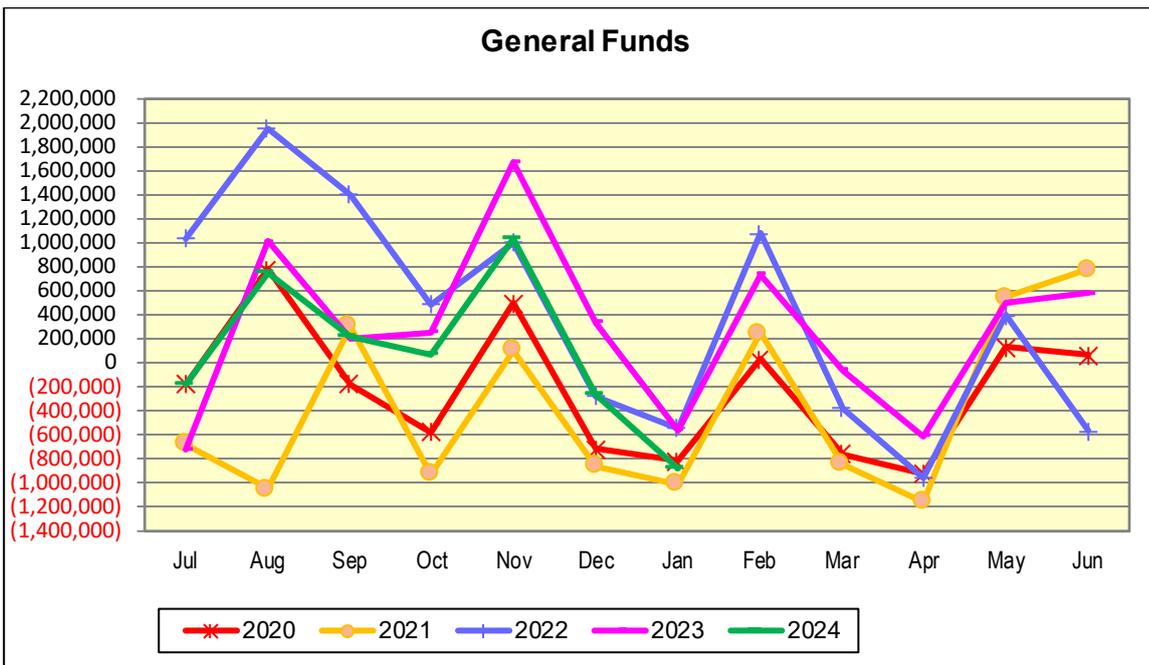


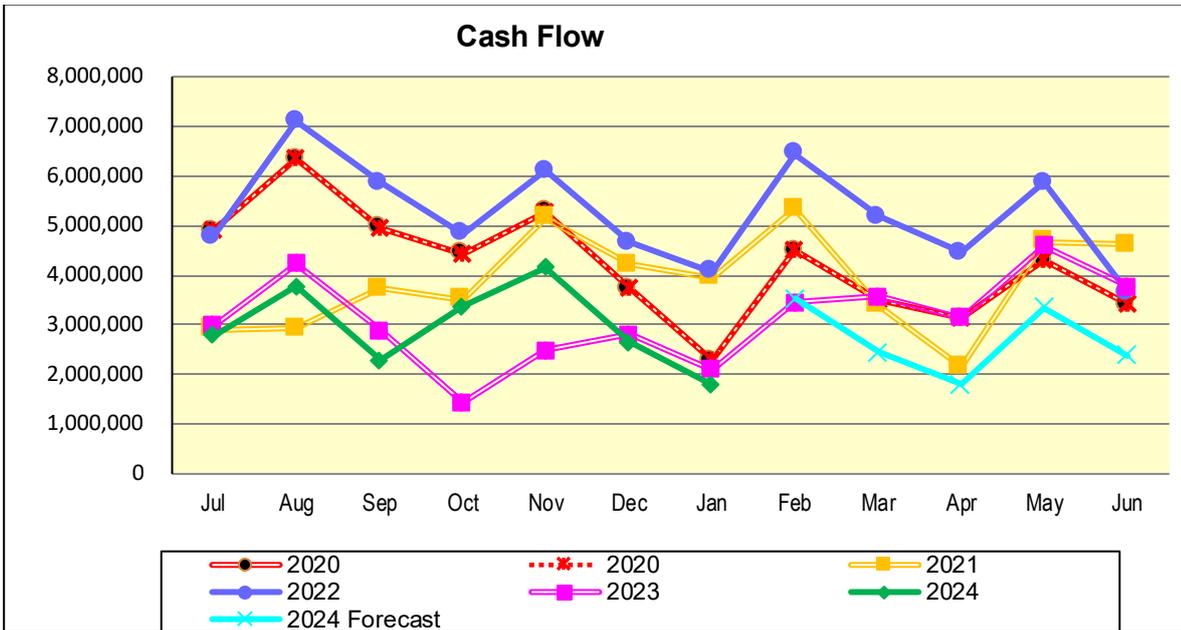
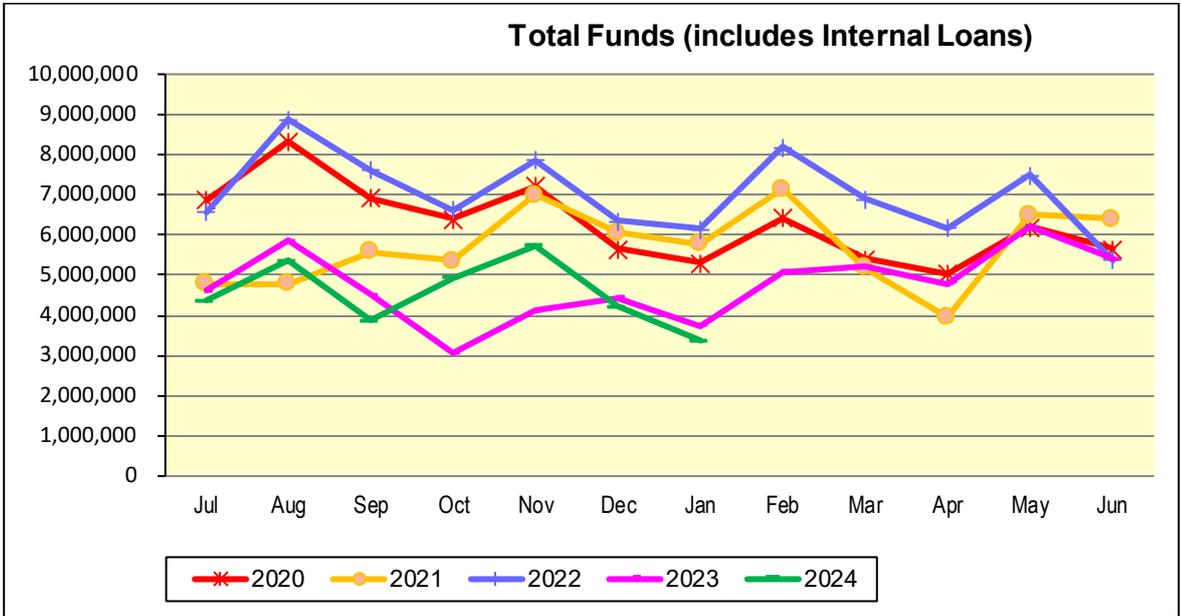
Please note that the 2023 actual cashflow is the same as the forecast cashflow for months year to date.

Financial Data - January 2024



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

December 2023 & January 2024

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. During the current summer period, usage has been moderate and the bores produced sufficient water in January.

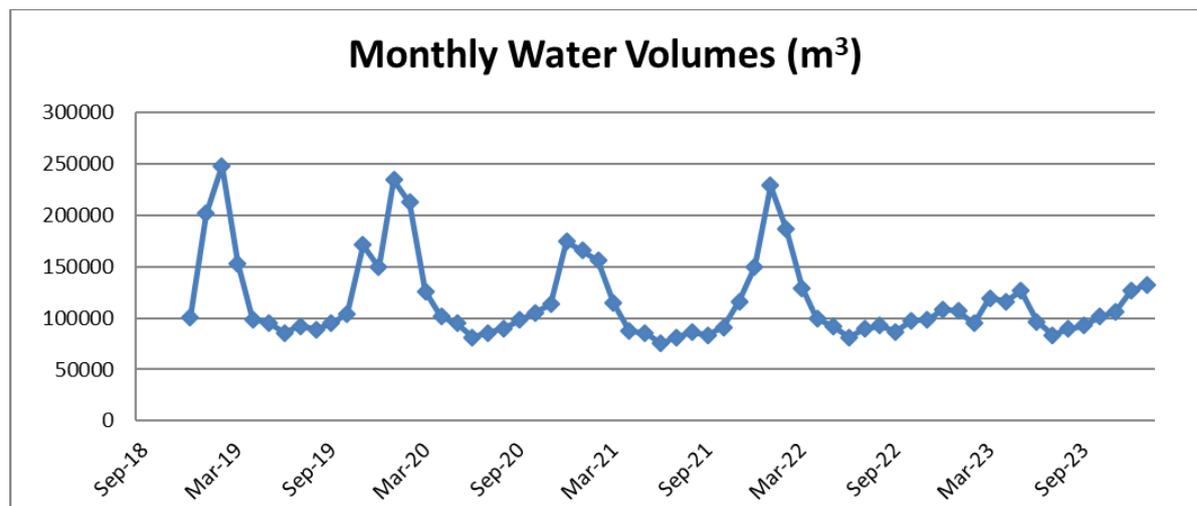
The Umukaraka Spring is being developed as a water source to support the Tarawera Bores during peak months. Staff met with the landowner and an agreement to access the spring and take water is being developed. A consent to take water from the spring is being prepared.

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.

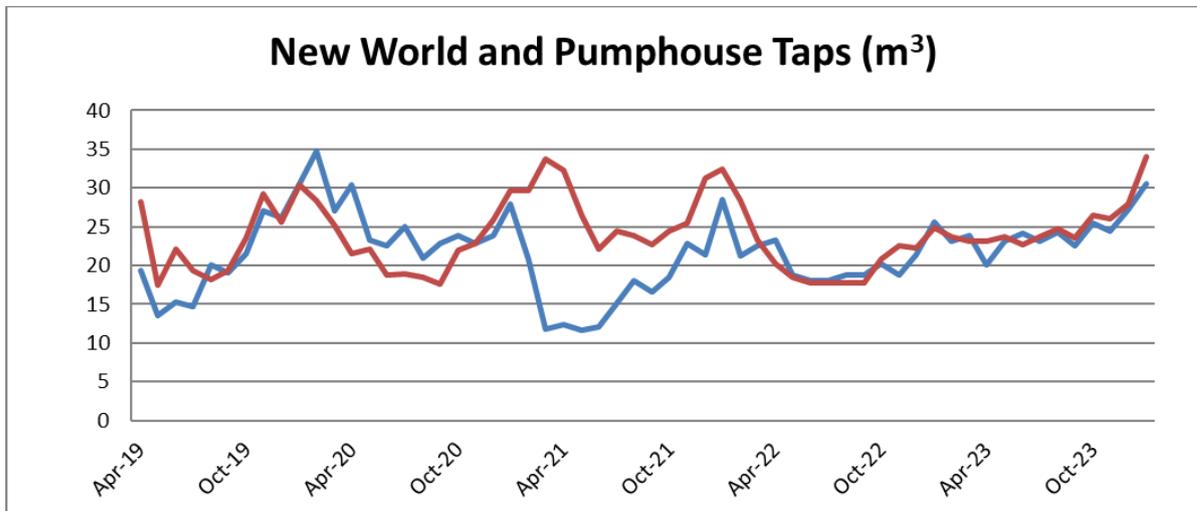
The pumpstation at the treatment plant will be rebuilt with new modern pumps and controls during 2024, which will include new telemetry and control of all the boreholes and springs. These upgrades should satisfy all current resource consent conditions and requirements.

1.1 Use

The Town used 126,768 m³ and 132,760 m³ in December 2023 and January 2024 respectively, which is less than the average use 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 30.5 m³ and 34.0 m³ of water was taken from the Pumphouse and New World taps. During December 2023, the total daily usage was approximately 2,150 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 December and January were clear of E.coli.

There was one dirty water complaint in December and January respectively. There were no pressure or other water complaints received during the period.

1.3 Reticulation

The River Road zone water reticulation replacement has been completed and all as-built information reviewed and accepted.

A contract to renew the trunk main (the line that connects the Monika Lanham Reserve reservoirs with the reticulation) was awarded in October. This work is approximately 50% completed. The tender for the next zone (Zones 2 & 3) was awarded in November and the materials have been delivered. Actual replacement works will start in March 2024.

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 or any other incidents.

Renewal works and upgrades continue as per the project schedule. The reticulation in the area adjacent to the Town Centre will be evaluated by physical and CCTV analyses to identify the next areas to be replaced.

3 Roading

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

The Hardie Avenue area drainage designs were completed and presented to Council in December. A public meeting was held in January with the community.

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. Physical and CCTV analyses of the Town Centre and adjacent areas is being done in conjunction with the wastewater evaluation.

5 Parks and Reserves

During this reporting period, the parks and reserves teams performed the following actions:

- The annual summer beddings were maintained.
- 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.
- The team supported waste management in processing green waste materials and developing processing methods.
- Several fences and gates were repaired and replaced that were damaged by vandalism and unauthorised access.

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.

9 Recycled Collection

The collection and disposal of recycling continued without incident.

10 Vandalism

Five incidences of graffiti covering an area of 9 m² was removed from Council owned walls and properties at a total cost of \$362. The main areas targeted were:

- Behind Ron Hardie Recreation Centre as well as the external lights
- Town centre rubbish bins
- The isite and Tarawera Park toilets
- Street signs

11 Projects & Schedule

The project and major maintenance works schedule for the 2023/24 financial year is attached to this report. The following projects may not be completed this financial year:

Lane Realignment

It was planned to rebuild the parking area in front of the Pūtauaki School. Due to delays in finalising a final design with the Ministry of Education, as well as the uncertain impacts the Stoneham Park residential development may have, the work has been delayed to next year.

This work is funded by NZTA up to 30 June 2024, and hence this funding will be returned to NZTA on this date. Alternative developments are being evaluated by staff to utilise this funding. Potential alternatives will be presented to Council in February 2024.

Fluoride System

A water fluoridation system is being installed at the water treatment plant. The capital costs are fully funded by the Ministry of Health. Long lead items have been ordered and should arrive on time to ensure all works are completed by 30 June 2024. There is however risks that some parts of the project may not be completed if there are further delays in international shipping.

Recreation Centre

The recreation centre roof was planned to be repaired in 2023. Due to the unavailability of suitable roofing contractors, the work is still to be awarded. Furthermore, the building is under further structural review to advise council on the building's continued suitability. Therefore, it is recommended to delay further expenditure on this facility until a decision can be made. Staff expect to have all information available by March 2024.

Dog Pound

The SPCA closed their operations in Kawerau in 2023. The planned dog pound was designed to be built at the Waste Water Treatment Plant, however the cost became excessive. Council staff are currently developing a more cost effective design incorporating the ex-SPCA building. This will however delay the project and it is not likely to be completed this financial year.

12 RECOMMENDATION

That the report from the Group Manager, Operations and Services for the months of December 2023 and January 2024 be received.



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

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Capital, Renewals and Major Maintenance Items for 2023/24
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 | Reseals - Roads | \$260,000 | \$0 | Oct-23 | May-24 | | River Road |
| | 402515 004 | Pavement Treatment | \$160,000 | \$0 | Oct-23 | May-24 | | River Road |
| | 402515 009 | Minor Safety Improvements | \$80,000 | \$0 | Jun-24 | | | Speedhumps, crossings and signs |
| | 402515 013 | Footpath replacement | \$190,000 | \$30,104 | Jun-24 | | | |
| | 402515 015 | Lane realignment | \$320,000 | \$0 | Jun-24 | | | Onslow & Gordon St, Putuaki School Entrance |
| | 402515 018 | Drainage Works | \$136,000 | \$111,063 | Jun-24 | | | Hardie Avenue |
| | 402516 001 | Reseals - Carparks | \$50,000 | \$54,400 | Oct-23 | | Oct-23 | Pools final seal, Completed |
| | | Sub Total | \$1,306,000 | \$195,567 | | | | |
| | 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 | \$393,846 | 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 | \$13,080 | Jun-24 | | | |
| | 403001 005 | Valve Refurbishment | \$44,100 | \$14,863 | Mar-24 | | | |
| | 403001 007 | Refurbish Pump System | \$69,000 | \$12,841 | Nov-23 | May-24 | | Pumphouse Pumps installation |
| | 403001 010 | UV Tube replacement | \$14,500 | \$18,705 | Feb-24 | | Jan-24 | Completed |
| | 403001 030 | Lime & Fluoride System | \$425,000 | \$1,200 | Nov-23 | Mar-24 | | Funded by MoH |
| | 403001 021 | Headworks | \$400,000 | \$216,100 | Nov-23 | Dec-23 | | Boreholes & springs telemetry and control |
| | | Sub Total | \$3,772,600 | \$670,635 | | | | |
| | Wastewater | 403520 001 | Refurbish Pumps | \$37,000 | \$24,003 | May-24 | | |
| 403520 002 | Reticulation Replacement - Zone 1 | \$1,176,100 | \$540,155 | Nov-23 | | | | |
| 403520 004 | Milliscreens Renewals | \$161,000 | \$3,849 | Dec-23 | May-24 | | | |
| 403520 011 | Waste Water Treatment Plant | \$854,500 | \$312,803 | May-24 | | | Buildings and Structures | |
| 403520 027 | Pumping Station | \$50,000 | \$63,544 | May-24 | | | | |
| | Sub Total | \$2,278,600 | \$944,354 | | | | | |
| Refuse Disposal | 403522 014 | Asbestos Site Preparation | \$30,000 | \$6,300 | Oct-23 | Jun-23 | | Phase 1 Design |
| | | Sub Total | \$30,000 | \$6,300 | | | | |
| Pool | 404031 001 | Club Rooms | \$40,000 | \$0 | Oct-23 | | | Outer skirting and rear wall - Completed |
| | 404031 016 | Fences | \$80,000 | \$78,977 | Oct-23 | Nov-23 | | Completed |
| | 404031 020 | Changing Rooms | \$60,000 | \$42,251 | Oct-23 | Dec-23 | | Floors - Completed |
| | 404031 024 | Pool Floor | \$30,000 | \$6,970 | Oct-23 | | | Completed |
| | 404031 004 | Steel Poles and Shades | \$17,000 | \$0 | Oct-23 | | | Lifeguard area |
| | 404031 061 | Filtration System | \$93,000 | \$19,196 | Oct-23 | Oct-23 | | New Sand filter |
| | | Sub Total | \$320,000 | \$147,394 | | | | |
| Rec. Centre | 404035 005 | Building Work | \$6,900 | \$0 | Feb-24 | | | |
| | 404035 020 | Roof | \$60,000 | \$780 | Feb-24 | | | |
| | 404035 021 | Air extractors and gas detectors | \$10,000 | \$0 | Feb-24 | | | |
| | Sub Total | \$76,900 | \$780 | | | | | |
| 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 |
|-------------------------|---------------|--|--------------------|--------------------|----------------------|---------------------|---------------------------------------|--|
| | 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 | | | | |
| Concert Chamber | 404037 011 | Furniture | \$15,000 | \$0 | Jan-24 | May-24 | | |
| | 404037 017 | Speakers | \$10,000 | \$0 | Jan-24 | May-24 | | |
| | 404037 019 | Renewals | \$3,700 | \$0 | Jan-24 | May-24 | | |
| | | Sub Total | \$28,700 | \$0 | | | | |
| Town Centre Toilets | 404038 007 | Toilet Door - Excelco | \$5,000 | \$10,143 | Sep-23 | | Completed | |
| | | Sub Total | \$5,000 | \$10,143 | | | | |
| Passive Reserves | 404042 001 | Rubbish Bins | \$4,500 | \$2,208 | 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 | \$3,879 | | | | |
| Sportsfields | 404041 014 | RD Pavilion Reconstruction | \$1,000,000 | \$1,060,031 | Sep-23 | | Completed | |
| | | Sub Total | \$1,000,000 | \$1,060,031 | | | | |
| Street Trees | 304044 001 | Tree Replacement | \$4,500 | \$0 | Jun-24 | | | |
| | | Sub Total | \$4,500 | \$0 | | | | |
| Playgrounds | 404046 001 | Renewals | \$3,500 | \$0 | Jun-24 | | | |
| | 404046 002 | Bins/Seats | \$500 | \$0 | Jun-24 | | | |
| | | Sub Total | \$4,000 | \$0 | | | | |
| Cemetery | - | Name Board | \$10,000 | \$0 | Jan-24 | Mar-24 | | |
| | | Sub Total | \$10,000 | \$0 | | | | |
| Library Building | 405060 011 | Air Conditioning | \$88,700 | \$0 | Jan-24 | May-24 | | Archive Building System |
| | 405060 012 | Smoke Detectors | \$1,800 | \$0 | Jan-24 | | | |
| | | Sub Total | \$90,500 | \$0 | | | | |
| Dog Pound | 405061 012 | Extension of facilities | \$600,000 | \$0 | Jun-24 | | | |
| | | Sub Total | \$600,000 | \$0 | | | | |
| Field Amenity Buildings | 405062 030 | Renewals | \$23,200 | \$0 | Jun-24 | | | |
| | | Sub Total | \$23,200 | \$0 | | | | |
| Depot | 405063 018 | Renewals | \$9,100 | \$0 | Jun-24 | | | |
| | | Sub Total | \$9,100 | \$0 | | | | |
| District Offices | 405064 001 | Air Conditioning | \$13,300 | \$2,540 | Feb-24 | | | |
| | 405064 012 | Lift access | \$3,400 | \$2,775 | 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 | \$5,315 | | | | |
| Plant | 60 80 01 7600 | Vehicles | 300,700 | 300,700 | Sep-23 | | Completed | |
| | | Sub Total | \$300,700 | \$300,700 | | | | |
| Economic Development | 15 02 01 7600 | Renewals - Pensioner Housing | \$50,000 | \$2,514 | 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 | \$572,068 | 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 | \$698,630 | | | | |
| | | Total | \$15,084,100 | \$4,115,956 | | | 27% | |

| |
|--|
| MONTHLY REPORT ECONOMIC AND COMMUNITY DEVELOPMENT |
|--|

December 2023 & January 2024

1 Kawerau isite Visitor Information Centre

Along with the isite's peak season, Tarawera Falls road access was open from December 22 to January 7. The isite experienced visitors from Australia, Germany, and the USA. The highest number of permits issued during this peak season was 56 on January 2, a public holiday. There were numerous queries about climbing Mount Pūtauaki.

Key Monthly Statistics – Dec. 2023

- Visitor enquiries: 3475 (107% increase from the previous month)
- Tarawera Forest access permits: 240 (158% increase from the previous month)
- Public toilet use: 1846 (20% decrease from the previous month)
- Motorhome power users: 10 (0% increase from the previous month)

Comparison to December 2022:

- Visitor enquiries: 1798
- Tarawera Forest access permits: 262
- Public toilet use: 3416
- Motorhome power users 12

Key Monthly Statistics – Jan. 2024

- Visitor enquiries: 4270 (23% increase from the previous month)
- Tarawera Forest access permits: 289 (29% increase from the previous month)
- Public toilet use: 2590 (40% increase from the previous month)
- Motorhome power users : 10 (0% increase from the previous month)

Comparison to January 2023:

- Visitor enquiries: 1225
- Tarawera Forest access permits: 273
- Public toilet use: 4545
- Motorhome power users 11

2 Community Activities

Events completed for December 2023

- **KEA Night Market**
Friday 1st – 5 pm - *KEA Building*

- **New World Kawerau Santa Parade**
Saturday 16th - 11 am – *Rec Centre/ Town Centre*
- **Kawerau Christmas in the Park**
Saturday 16th – *Prideaux Park*

Events completed for January 2024

- **Kawerau Kiwifruit Recruitment Day**
Friday 26th – 9 am to 12:30 pm – *Concert Chambers*

Events registered for January 2024

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

Events registered for February 2024

- **Kawerau Mobile Blood Drive**
Thurs 8th – 9:30 am to 3 pm – *Concert Chambers*
- **KEA Night Market**
Friday 9th -5 pm - *KEA Building*
- **Tarawera Ultra Marathon**
Saturday 17th - *Firmin Field*

Kawerau Christmas in the Park, Saturday 16 December 2023

This Council lead event was delivered as planned and within budget. Observations from event day, it was extremely well attended and delivered to a high standard.

Evidence of the scale of attendance was in the form of the significant overspill of waste rubbish created on the day. The usually adequate resourcing of two skip bins was insufficient and the additional waste collected required another skip bin.

Accountability of the 2023 event is underway and funding reports will commence, prior to planning towards the 2024 event.

A tentative date of Saturday 14 December 2024 is set for this year's event.

Kawerau Neighbourhood Support

The Regional Coordinator for Neighbourhood Support organised a hui at Kawerau Life Konnect on 30 January, with both Whakatāne Coordinators also attending.

Two community members from Kawerau attended the meeting and committed to approaching other community members within their networks to further identify a new Kawerau committee. A second meeting will occur at the end of February. The Regional Neighbourhood Support Coordinator continues to support the establishment of a Kawerau committee.

| Month | Week 1 | | Week 2 | | Week 3 | | Week 4 | | Sub Total | | TOTAL |
|-----------|--------|-------|--------|-------|--------|-------|--------|-------|-----------|-------|-------|
| | Res. | Comm. | Res. | Comm. | Res. | Comm. | Res. | Comm. | Res. | Comm. | |
| 2023/24 | | | | | | | | | | | |
| 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 |
| December | 5 | 7 | 3 | 2 | 2 | 1 | 0 | 0 | 10 | 10 | 20 |
| January | 2 | 0 | 4 | 1 | 2 | 0 | 2 | 0 | 10 | 1 | 11 |

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

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

3 Youth Projects

Kawerau Youth Council (KYC)

The 2023 KYC met on 12 December for their end of term gathering held at the Town Hall. The final activity for the year was the KYC float included in the Santa Parade.

Nominations for the 2024 KYC opened on 15 January and close on the 16 February. At the time of writing this report, Council has received 14 nominations from rangatahi in the community. Interviews with rangatahi will take place 20-22 February.

A training weekend will take place on 6 & 7 April.

Tentative meeting dates for 2024:

- Monday 8 April – Council Chamber 3:30pm
- Monday 13 May
- Monday 10 June
- Monday 8 July
- Monday 12 August
- Monday 9 September
- Monday 14 October
- Monday 11 November

Tuia Representatives

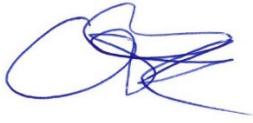
A decision for Council to not seek or nominate any rangatahi for the Tuia programme is made.

Kawerau Bluelight Development Camp – Te Kaha

KYC former and current members Majejan Rogers, Homer Abante and Sidney Waiari attended as supervisors alongside Bluelight staff at the camp.

RECOMMENDATION

That the report from the Economic and Community Development Manager for the months of December 2023 and January 2024 be received.



Lee Corbett Barton

Economic and Community Development Manager

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MONTHLY REPORT

COMMUNICATIONS AND ENGAGEMENT

December 2023 and January 2024

1 Communication

1.1 Community Pānui | Update

Two newsletters completed – 5 and 14 December 2023.

1.2 Significant Communications:

- 1.2.1 Communications included: Christmas in the Park 2023, Kawerau Youth Council applications, chief executive pōwhiri and recycling changes, summer holiday hours.
- 1.2.2 Council Operations and Services: Council meetings, new staff; services and operations updates; council services during summer holiday closedown period, council closing early for Russell George farewell.
- 1.2.3 Invitation delivered to Hardie Avenue, Julian, and Emme Allan Roads in December regarding the long-term engineering solutions to the surface flooding in summer of 22/23. Residents' meeting held on 18 January and followed up with a letter outlining the engineering plans and the funding application to Waka Kotahi on 2 February.
- 1.2.4 Radio adverts and social media campaign for new standardised recycling
- 1.2.5 Kawerau Youth Council applications media release featured in Beacon.

1.3 Council Communication Channels overview

DECEMBER



Website 3,600 visits (increase). Top Page Visits: Kawerau District Council, Maurie Kjar Aquatic Centre, Media Release- Kawerau Christmas in the Park, 'Have your say!' Community Consultation, and District Library.

Social Media



Facebook

▲ 10,872 visits

▲ Reach 52,717

▲ Followers 4,862



Instagram

▲ 54 visits

▲ Reach 113

▲ Followers 148

Top content: Pools getting EFTPOS machine, Corrella headlining Christmas in the Park and Tarawera Falls Permits

JANUARY



Website 3,500 visits (decrease). Top Page Visits: Kawerau District Council, Maurie Kjar Aquatic Centre, Kawerau District Council- Search, Rates Property Search and District Library.



Facebook
 ▼ 3,809 visits
 ▼ Reach 13,416
 ▲ Followers 4,882



Instagram
 ▼ 9 visits
 ▼ Reach 79
 ▲ Followers 152

Social Media

Top content: Mā te wā Russell George former chief executive, Residential development at Bell Street, Kawerau Youth Council applications, bike safety events at Kawerau schools supported via Road Safety Operational Group.

2 Engagement

2.1 Electoral Process - Representation Review Requirements 2024

Following the adoption of Māori wards in November 2023, Council is required to complete a Representation Arrangements Review as required under the Electoral Act.

This comprises informal and formal engagement with Iwi Tangata Whenua and the community.

Council will make an initial proposal that we will formally consult and call for submissions. After a submissions and hearing process, Council will revisit the proposal and complete a second round of consultation. Council will work through these processes with the support of Election Services. This is the third step in the electoral decision process comprising

1. Review of the Electoral System – Council retained the First Past the Post (FPP) voting system on at an Extraordinary Meeting on 6 September 2023.
2. Establishing Māori Ward/s – Elected Members voted to establish one or more Māori Ward in the district on 22 November 2023.
3. Representation Arrangements Review – reviewing the make-up of the Council, numbers of Councillors and any wards to be established.

2.2 Long Term Plan 2024-2034

Council is currently working on the Long-Term Plan 2024-2034. Feedback from the community during the early engagement completed from August to September 2023 helped to inform the internal reviews being undertaken 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 that runs from 2 April to 2 May 2024.

2.3 Hardie Ave

Engagement continued during the period with a meeting of residents from Hardie Avenue, Emme Allan, Owen and Julian roads to discuss the long-term engineering solutions proposed to remedy the ground water flooding caused by the heavy rainfall in the summer of 2022/23.

This flooding damaged roads and Council infrastructure and caused significant issues for residents. A passive drainage system along Hardie Avenue was installed that has successfully drained much of the water. However, there are still localised areas of flooding and risks to council infrastructure and residences. The engineered solutions comprise swales, novaflow drainage and concrete u-channels. Due to the scope of issues and expenditure, this will be discussed with the wider community as part of the Long Term Plan 2024-2034.

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 Arika/ Bell Street | Porritt Glade Lifestyle Village | TOTAL |
|------------------------------------|--------------|-------------------------------|---------------------------------------|---------------|
| Total Sections / Units | 31 | 4 | 29 | 64 |
| Sections / Units Sold | 19 | 0 | 25 | 43 |
| Remaining Sections / Units | 12 | 4 | 4 | 21 |
| Units completed | | 2 | 29 | |
| Units under construction | | | | |
| Surplus/ (Deficit) to Date | \$108,114 | (\$1,006,669) | (\$1,434,103) | (\$2,332,658) |
| Value of Remaining Sections/Land | \$1,490,000 | \$660,000 | \$215,635 | \$2,365,635 |
| <u>Breakeven</u> | | | | |
| Sales still required to break-even | 0 | 2 | 4 | |

3.1 **Central Cove**

Council is currently working with a second builder who has indicated interest in building several spec homes in 2024.

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 was completed and CCC (code compliance certification) issued in December.

Initial marketing was carried out during the summer holidays. Valuations completed. .

3.3 **Porritt Glade Lifestyle Village**

Annual General Meeting held on 13 December 2023 for the year 1 July 2022 to 30 June 2023.

One unit was settled in December 2023. A further unit will settle on 16 February 2024. The remaining three units have current Application for Occupation Right Agreements in place. There are further interested parties waiting for units should these three applications not become unconditional by the February 2024 deadlines.

3.4 **Stoneham Park Residential Development**

Work progressing to obtain the necessary resource consents for the civil and earthworks scheduled for winter 2024. Cultural Impact Assessments requested from Tangata Whenua and Iwi. Public notification underway for reserve revocation of Lot 1 DPS 54056.

RECOMMENDATION

That the report from the Manager, Communications and Engagement for the months of December 2023 and January 2024 be received.



Tania Humberstone

Manager, Communications and Engagement