FOR DECISION
MŌ TE WHAKATAUNGA

TO The Mayor and Councillors

AUTHOR Adrian de Laborde, Group Manager Engineering Services

FILE REFERENCE Document: 2740804
Draft Development Contributions Policy 2020 consultation document – circulated separately (2744900)
Draft Development Contributions Policy 2020 – circulated separately (2737744)

PORTFOLIO HOLDER/S The Mayor
Policy portfolio

MEETING DATE Wednesday, 29 April 2020

SUBJECT Adoption of the Draft Development Contributions Policy 2020

SUMMARY | TE WHAKARĀPOPOTANGA

This report presents the draft Development Contributions Policy to the Council (the policy) for consideration. The Council needs to decide whether or not it wants to proceed with the adoption of the draft policy for community consultation.

The Council does not legally have to have a development contributions policy, because it has financial contributions as contained in the District Plan. However, given the growth in the District since 2015 the Council indicated at previous workshops it would like to consider charging development contributions so the current community is not overly burdened with the cost of growth related infrastructure.

Having a development contributions policy allows the Council to collect funds from developers for the wider impacts on District infrastructure. It also provides stakeholders with certainty in how infrastructure is to be funded, assisting those undertaking development to assess the financial viability of their projects early in the process.

The decision is considered to be a significant decision. If the Council decides to adopt the draft policy for community consultation staff ask that the Council approves the consultation process summarised in this report.

RECOMMENDATION | TE WHAIKUPU

THAT the report be received.

THAT the Council:

a) in accordance with section 102(2)(d) and section 106 of the Local Government Act 2002 adopt the circulated draft Development Contributions Policy 2020 [without amendment/as amended], and
THAT the Council has taken into consideration the principles in section 197AB ‘development contributions principles’ of the Local Government Act 2002 when developing the draft Development Contributions Policy 2020, and

THAT in accordance with section 82 of the Local Government Act 2002 the community consultation process outlined in this report, and the circulated consultation document, are approved, and

THAT an extraordinary meeting of the Council will be held on 10 June 2020 at 9am for the hearing and deliberations on the draft Development Contributions Policy 2020.

OR

b) decide to maintain the status quo and have no development contributions policy in place for the 2020/2021 year.

1 PURPOSE | TE ARONGA

The purpose of this report is for the Council to consider the adoption of the draft Development Contributions Policy 2020 for consultation with the community.

The proposed consultation document and draft policy will be circulated separately to the agenda as staff will progress and finalise these for distribution following the Council Workshop on 23rd April 2020.

2 BACKGROUND | TE KÖRERO Ā MUA

The Council is proposing to reintroduce a development contributions policy for the District. This means from 1 July 2020 people undertaking development will need to pay development contributions where consents were lodged for this on or after this date.

The Council has not had a policy in place since 1 July 2015. Where necessary, some local growth-related infrastructure has been funded using financial contribution provisions in the Hauraki District Plan.

In 2015 the economic climate was very different (limited growth) and the Council wanted to attract developers to the District. At that time there was existing capacity in the Council’s infrastructure to accommodate some development. Over the past five years the District has experienced significant growth and the Council now faces demands for growth-related infrastructure. This includes capital costs for major wastewater treatment plant upgrades and costs for other new infrastructure to service increased urban development.

The Council wants to provide sufficient, reliable capacity in its service infrastructure networks to attract and support new development. While the Council wants to continue to attract people, business and development to the District it has indicated it does not want the existing community to be burdened by the cost of growth.

2.1 Policy development process and key changes

The Council has had three workshops on the draft policy. At its workshop of 4 December 2019, the Council considered an overview of development contributions in the context of the current growth outlook and the infrastructure planning being undertaken by asset managers in response to growth. At the second workshop on 19 February 2020, the Council considered and gave direction on a number of fundamental policy matters. At the final workshop on the 23 April the Council considered the financial implications for developers if it reintroduces a policy.
The re-introduction of a development contribution policy represents a fundamental policy shift for the Council in its response to significant growth. The Council intends to encourage and support new development by making resilient infrastructure available as well as taking some financial burden off of the existing community. This policy shift will also remove the sole reliance on taking financial contributions, which are limited in scope and mainly intended to fund on-site infrastructure and local linkages. They are generally not taken for wider networks and bulk infrastructure which new developments rely on and create demand for.

The following is a summary of key elements of the draft development contributions policy:

- The draft policy seeks development contributions for land transport, water supply, wastewater and urban stormwater networks as well as community infrastructure and solid waste management facilities. These activities are fundamental in supporting growth and development.
- Business and industrial development contributions will not be charged for community infrastructure and solid waste management in the current draft policy but may be introduced on 1 July 2021, when further data on business activity demand for these services, compared to residential activity, is available.
- The draft policy does not seek development contributions for land drainage. Capital expenditure for land drainage is not growth-related but rather directed at repair and maintenance and improving infrastructure in response to the Council's position on climate change. In specific cases local growth-related capital expenditure on land drainage could be charged via financial contributions.
- Contributions will be District-wide for land transport, solid waste management and sub-regional community infrastructure activities. These activities support and are of benefit to all development across the District.
- The draft policy uses ward-based community infrastructure catchments and scheme-by-scheme water supply, wastewater treatment and urban stormwater catchments. The Local Government Act 2002 (the Act) generally discourages District-wide catchment for these types of activities where expenditure and rates of growth differ from one ward to another and from one scheme to another. However, a district-wide catchment will apply, to cover water supply and wastewater treatment programmes that, as well as renewing networks, have or will create additional capacity to accommodate growth across the district. These programmes cannot be assigned to any particular scheme and account for a relatively small addition to the scheme-based catchment contributions.
- The draft policy includes past capital expenditure (from 2008 to 2019) on assets that still have capacity to accommodate new development. Until now expenditure and interest accruing on those assets has been borne by existing ratepayers but with the District experiencing significant growth, it is appropriate to transfer some of these costs to incoming development through development contributions.
- In keeping with principles in the Act, the costs of growth-related assets are spread over their full capacity life. This is to ease the burden of contributions on growth occurring in the short term. A share of the cost, attributable to growth occurring after 8 years is held over and excluded from the current contribution amounts. It is proposed to extend the 8 years to 10 years in the 2021 policy.
- The draft policy, as required by the Act, contains a policy for the remission (reduction), postponement and refund of development contributions for a variety of reasons. In particular, to assist developers, contributions will be invoiced closer to the time at which development actually takes place and can generate revenue in sales or rents.
- The draft policy also encourages the use of development agreements to facilitate more complex developments, particularly in cases where developers may provide land or infrastructure normally funded by the Council through development contributions.
- In addition, developers can ask for reconsideration of a development contribution and ultimately lodge an objection under the Act.
3 THE ISSUES | NGĀ TAKE

3.1 Does the Council want to introduce a development contributions policy by 1 July 2020?

Given the economic environment has significantly changed since the Council workshop held on development contributions in February 2020, the policy could be introduced next year to align with the engagement on, and adoption of, the 2021 LTP. The effective date would be 1 July 2021. The Council does not have to have a development contributions policy in place by 1 July 2020. It could continue to seek financial contributions under the Resource Management Act 1991 for local infrastructure effects and enter into development agreements for infrastructure implications that are outside the scope of financial contributions.

3.2 Legal requirements of community consultation

Section 102 of the Local Government Act 2002 outlines that the Council must consult on a draft policy in a manner that gives effect to the requirements of section 82 before adopting the policy. This includes, but is not limited to:

- providing people who will, or may be affected/interested by the decision reasonable access to information that is in an appropriate format (understandable and clear), and
- making the reason for consultation clear, and
- outlining the scope of the decisions the Council will make following the consideration of feedback, and
- encouraging people who will, or may be affected, to present their views to the Council.

4 ENGAGING WITH OUR COMMUNITIES | KIA UIA TE HAPORI WHĀNUI

Staff consider that the Council does not have enough of an understanding of community views and preferences on this matter. The level of engagement considered appropriate for this matter, at this point in time, is to consult (i.e. two-way communication to obtain public feedback).

In order to capture community views and preferences in the draft policy the following steps are proposed:

- Written feedback period from Friday 1 May – Monday, 25 May 2020,
- Targeted stakeholder meeting – 15 May 2020, and

Key external stakeholders will be notified via email and include but are not limited to; iwi, developers, lawyers, builders and local business owners. Notification of the consultation period will be placed on the Council’s website, social media channels, sent out via the e-newsletter and discussed on the Mayor’s radio spot and blog. Notification will appear in local newspapers if possible, with the Waikato Times also an option.

5 OUR OPTIONS | NGĀ KŌWHIRINGA A MĀTOU

Staff have identified the following options for the Council to consider:

- Retaining the status quo – having no development contributions policy in place by 1 July 2020.
- Adoption of the draft Development Contributions Policy 2020, either as circulated or amended after consideration by the Council.
These options and their advantages and disadvantages are outlined below.

5.1 OPTION 1: Status Quo – No policy in place

ABOUT THIS OPTION
The Council does not have to have a development contributions policy in place by 1 July 2020. It could choose to defer this policy adoption until 1 July 2021. The Council would continue to apply financial contributions where appropriate and could enter into development agreements if needed.

ADVANTAGES
Deferring the policy for a year would provide developers with more notice of the Councils intent to introduce development contributions. However, as the Councils capacity to cater for a large amount of growth is limited it is most likely the Council would need to enter into a development agreement with developers to cater for growth. This means developers would still be charged for growth related capital expenditure.

DISADVANTAGES
The Council is carrying debt from past spending on infrastructure that offers capacity for further growth. This is being funded by rate payers.

FINANCIAL COSTS

<table>
<thead>
<tr>
<th>Whole of life costs</th>
<th>Capital costs: No change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ongoing annual operating: No change</td>
</tr>
<tr>
<td></td>
<td>One off operating cost: No change</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget source</th>
<th>N/A</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Changes to budgets</th>
<th>In order to accommodate these costs there will not need to be changes to budgets.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Impact on the Council’s debt</th>
<th>There is no impact on the Council’s debt.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Potential impact on rates</th>
<th>There will be no impact on rates.</th>
</tr>
</thead>
</table>

5.2 OPTION 2: Adopt the draft policy for consultation (as circulated or amended)

ABOUT THIS OPTION
The Council could adopt the draft Development Contribution Policy 2020 as circulated, or after further consideration with amendments. The policy would then be available for community feedback. At the hearing of feedback and deliberations meeting the Council will then decide whether to adopt the final policy or not.

ADVANTAGES
Development Contributions are able to consider the wider impacts of multiple developments on the infrastructure of the District (cumulative effects). Financial Contributions under the Resource Management Act 1991 mainly consider the direct local impacts of developments on roads, water supply, storm water and

DISADVANTAGES
The reintroduction of development contributions will impose additional costs on developers from those currently incurred.
wastewater and land drainage. This does not include community facilities such as libraries.

A policy provides transparency of what is to be funded and what has been delivered. It provides stakeholders with certainty in how infrastructure is to be funded, assisting those undertaking development to assess the financial viability of their projects early in the process.

The new policy will reduce the financial burden on the existing community and despite imposing costs on developers will provide the certainty of resilient infrastructure with sufficient capacity for their developments.

### FINANCIAL COSTS

| Whole of life costs | Capital costs: N/A  
|                     | Ongoing annual operating: Staff time to administer the policy.  
|                     | One off operating cost: Staff time to create the policy.  
| Budget source       | Not yet determined.  
| Changes to budgets  | In order to accommodate these costs there will need to be changes to budgets.  
|                     | Staff time will need to be allowed. This is not yet quantified.  
| Impact on the Council’s debt | The impact on the Council’s debt is a reduction in future years. The impact is unable to be determined until the contribution amounts are quantified.  
| Potential impact on rates | The impact on rates will be a reduction compared to not charging development contributions. The impact is unable to be determined until the contribution amounts are quantified.  

### 6 PREFERRED OPTION: TE KŌWHIRINGA MATUA

At the time of writing this report the Council workshop scheduled for 23 April is yet to place. Therefore, staff do not have a recommended option.

The following information in this section of the report is written as if the preferred option was to adopt the draft policy for consultation.

### 6.1 LINKAGES

| STRATEGIC DIRECTION | The preferred option IS consistent with the Council’s strategic  
|                     | The draft policy aligns with the Council’s strategic direction to encourage  

6.2 ASSESSING THE RISKS

Staff have identified the following risks associated with the option of adopting the draft policy.

<table>
<thead>
<tr>
<th>Description of risk</th>
<th>Level of risk</th>
<th>How we could soften the risk</th>
<th>Risk remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contributions discourage development</td>
<td>Moderate</td>
<td>Ensuring costs attributed to development are fair and the policy is flexible in timing payment allowing for remissions, development agreements etc.</td>
<td>Low</td>
</tr>
<tr>
<td>Reputation - negative reaction from individuals or local interest groups.</td>
<td>Minor</td>
<td>Clear messaging via several communication platforms. Hold stakeholder meeting.</td>
<td>Low</td>
</tr>
</tbody>
</table>

7 NEXT STEPS | TE ARA KI MUA

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
<th>Comments</th>
</tr>
</thead>
</table>
| As indicated in the engagement section above | • Community consultation  
• Hearing and Deliberations  
Extraordinary Council meeting | If the draft policy is adopted community consultation will be undertaken and the policy will be in place by 1 July 2020. |
- Final policy adoption

## Approval

<table>
<thead>
<tr>
<th>Prepared by</th>
<th>Charan Mischewski</th>
<th>Steve Baker</th>
<th>Rob Bates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Strategic Planner</td>
<td>Finance Manager</td>
<td>Contractor</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved by</th>
<th>Adrian de Laborde</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Group Manager – Engineering Services</td>
</tr>
</tbody>
</table>
**Recommendation:**
THAT the report be received

**Purpose**

The Community Services and Development Group is responsible for the delivery of Council’s Community Initiatives activities. A report on these activities will be presented to Council on a monthly basis. Any requests for financial assistance from community groups are also presented in this report.

**Grants and Donations**

Each Ward has budget set aside for Community Assistance Funding. This fund is for the discretionary allocation of grants or donations towards activities, individuals, or groups as determined by the respective ward members. The ward Chair has the delegated authority to approve grants towards hall hire costs, and, along with one other ward member can approve grants up to $300 from this fund. Requests for financial assistance above $300 are decided by the full Council with recommendation(s) from the appropriate ward.

**6320: Plains Ward Community Assistance Funding**

The following commitments have been made from the Plains Ward Community Assistance Fund:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Activity</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ngatea Community Garden (est.)</td>
<td>rates</td>
<td>$517.78</td>
</tr>
<tr>
<td>NALG Hauraki 2020 Nationals</td>
<td>conference</td>
<td>$500.00</td>
</tr>
<tr>
<td>Hauraki Plains Order of St. John</td>
<td>hall hire</td>
<td>$75.00</td>
</tr>
<tr>
<td>Special Olympics Thames Valley</td>
<td>hall hire</td>
<td>$105.00</td>
</tr>
</tbody>
</table>
### 6310: Paeroa Ward Community Assistance Funding

The following commitments have been made from the Paeroa Ward Community Assistance Fund:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hauraki Re-use Trust</td>
<td>hall hire</td>
</tr>
<tr>
<td>PCST Volunteer Drivers</td>
<td>operating expenses</td>
</tr>
<tr>
<td>Habitat 4 Humanity – Sam Dyer</td>
<td>humanitarian building trip</td>
</tr>
<tr>
<td>Paeroa Boomerang Bags</td>
<td>materials for bags</td>
</tr>
<tr>
<td>Goldfields School</td>
<td>hall hire</td>
</tr>
<tr>
<td>Paeroa Pipe Bands &amp; Tattoo Committee</td>
<td>community event</td>
</tr>
<tr>
<td>Paeroa Neighbours</td>
<td>foodbank</td>
</tr>
<tr>
<td>Paeroa Basketball Assn</td>
<td>2020 tournament costs</td>
</tr>
<tr>
<td>Thames Valley Touch Assn</td>
<td>2020 tournament costs</td>
</tr>
<tr>
<td>Paeroa Night Owls CP</td>
<td>operating costs</td>
</tr>
<tr>
<td>TOTAL ALLOCATED</td>
<td>$6,595.00</td>
</tr>
</tbody>
</table>

| UNALLOCATED                                               | $11,050.62     |

### 6330 Waihi Ward Community Assistance Funding

The following commitments have been made from the Waihi Ward Community Assistance Fund:
<table>
<thead>
<tr>
<th>Organisation</th>
<th>Activity</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waihi Basketball Assn</td>
<td>hall hire</td>
<td>$400.00</td>
</tr>
<tr>
<td>Order St. John</td>
<td>community event</td>
<td>$150.00</td>
</tr>
<tr>
<td>Keep Waihi Beautiful</td>
<td>T-Shirts</td>
<td>$225.00</td>
</tr>
<tr>
<td>Waihi College Astro Cheerleaders</td>
<td>Nationals event</td>
<td>$400.00</td>
</tr>
<tr>
<td>ECHO Walking Festival 2020</td>
<td>promotion of event</td>
<td>$500.00</td>
</tr>
<tr>
<td>Keep Waihi Beautiful</td>
<td>KNZB Awards event</td>
<td>$1,025.49</td>
</tr>
<tr>
<td>Paeroa Pipe Bands Tattoo Committee</td>
<td>community event</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Art Waihi</td>
<td>hall hire</td>
<td>$165.00</td>
</tr>
<tr>
<td>Open Doors</td>
<td>hall hire</td>
<td>$585.00</td>
</tr>
<tr>
<td>It’s Not OK WAH/WBH</td>
<td>summer media campaign</td>
<td>$250.00</td>
</tr>
<tr>
<td>Most Beautiful Small Town project</td>
<td>marketing opportunities</td>
<td>$2,250.00</td>
</tr>
<tr>
<td>Ryan Millar</td>
<td>tennis academy</td>
<td>$500.00</td>
</tr>
<tr>
<td>Quinn Barker</td>
<td>rubbish bags</td>
<td>$51.30</td>
</tr>
<tr>
<td>Waihi Salvation Army</td>
<td>Fuel vouchers</td>
<td>$300.00</td>
</tr>
<tr>
<td>TOTAL ALLOCATED</td>
<td></td>
<td>$8,301.79</td>
</tr>
<tr>
<td>UNALLOCATED</td>
<td></td>
<td>$6,329.26</td>
</tr>
</tbody>
</table>

6300.424: District General Funding

Council also has a District discretionary fund that is available for general or more significant activities or projects that provide a benefit to more than one ward.

The following commitments have been made from the District General Funding:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>LTP2018-28: The Treasury / Coromandel Heritage Trust</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>LTP2018-19: Paeroa Historical Maritime Park</td>
<td>$120,000.02</td>
</tr>
<tr>
<td>C18/47: Kaiapua BC Subsidy Y2 (0 of 10)</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>TOTAL ALLOCATED</td>
<td>$160,000.02</td>
</tr>
<tr>
<td>UNALLOCATED</td>
<td>$(38,616.74)</td>
</tr>
</tbody>
</table>

6350: Significant Natural Areas and Heritage Features Incentives Funding (SNA&HFI)

The SNA and Heritage Features Incentive Fund is a contestable fund of up to $20,000 per year, which is administered by Council. The purpose of this fund is to encourage and assist landowners with SNAs and/or Heritage Features to actively maintain and/or enhance their SNA or Heritage Feature. Funding can be applied for at any time and an application form is available from the Planning and Environmental Services team.
The following commitments have been made from the SNA&HFI Fund

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>C19/359: Patetonga Memorial Church</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>C19/358: Paeroa RSA</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>TOTAL ALLOCATED</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>UNALLOCATED</td>
<td>$55,332.00</td>
</tr>
</tbody>
</table>

Each Ward and the District have recreational facilities development funds accumulated from development contributions that are available for investment in public capital items i.e. physical assets such netball courts, domain lighting etc.

9558: Plains Community Recreational Facilities Development Fund (CRFDF)

The following commitments have been made from the Plains CRFDF:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dudding Reserve</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Turua Walkway</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>TOTAL ALLOCATED</td>
<td>$40,000.00</td>
</tr>
<tr>
<td>BALANCE</td>
<td>$159,793.31</td>
</tr>
</tbody>
</table>

9559: Paeroa Community Recreational Facilities Development Fund (CRFDF)

The following commitments have been made from the Paeroa CRFDF:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>LTP2018-28: Paeroa Historical Maritime Park</td>
<td>$200,000.00</td>
</tr>
<tr>
<td>CSDC18/119&amp;120: Paeroa Menz Shed</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>PAWC10/62: Primrose Hill Reserve planting</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>C19/384: Paeroa BMX Club</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>TOTAL ALLOCATED</td>
<td>$220,500.00</td>
</tr>
<tr>
<td>BALANCE</td>
<td>$136,582.56</td>
</tr>
</tbody>
</table>

9560: Waihi Community Recreational Facilities Development Fund (CRFDF)

The following commitments have been made from the Waihi CRFDF:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL ALLOCATED</td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>
BALANCE $523,361.37

9557: District Community Recreational Facilities Development Fund (CRFDF)

The following commitments have been made from the District CFRDF:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>TOTAL ALLOCATED $ 0.00</td>
</tr>
<tr>
<td></td>
<td>BALANCE ($11,862.57)</td>
</tr>
</tbody>
</table>

9561: District Community Projects Assistance Fund (CPAF)

Council has an investment fund of which a percentage of the interest is set aside for grants to community projects of a more significant nature.

The following commitments have been made from the District CPAF:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013/14 Annual Plan: Karangahake Reserve development</td>
<td>$517,000.00</td>
</tr>
<tr>
<td></td>
<td>TOTAL ALLOCATED $517,000.00</td>
</tr>
<tr>
<td></td>
<td>BALANCE $51,757.17</td>
</tr>
</tbody>
</table>

6200: District Social Strategy Fund [SSF] (-ex Contestable/Discretionary Social Fund)

A percentage of the interest allocated from the investment fund is set aside for initiatives that address issues identified in the Social Strategy action plan.

The following commitments have been made from the District Social Strategy Fund [SSF]:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>☆ C18/219: Age Concern Thames</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>☆ C18/266: Creative Waikato Arts Navigator</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>☆ CSDC18/61: Hauraki Citizens Advice Bureau</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Keep Waihi Beautiful</td>
<td>KNZB Awards event $1,582.00</td>
</tr>
<tr>
<td></td>
<td>TOTAL ALLOCATED $18,582.00</td>
</tr>
<tr>
<td></td>
<td>UNALLOCATED $68,892.00</td>
</tr>
</tbody>
</table>

Requests for Financial Assistance

A request from the Thames Valley Hockey Turf Society Inc. will be presented as a separate report.
**Social Initiatives**

The Social Strategy Working Party (SSWP) met on Wednesday the 11th of March and prioritised a number of activities within the action plan.

The following activities were identified for action this term:

### PILLAR: Connected Communities

**GOAL: Our communities are respected, engaged, valued and connected.**

<table>
<thead>
<tr>
<th>Our Plan to Achieve This:</th>
<th>Action:</th>
<th>Responsibility:</th>
<th>Task:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Council will provide opportunities for youth engagement and participation in decision-making processes, community projects and events.</td>
<td>Council to create a youth portal or web based social media page, as a platform for youth engagement.</td>
<td>Community Engagement Officer</td>
<td>• When doing a review of the LTP – talk with the senior kids on what they want.&lt;br&gt;• Establish a plan to create a Council Youth portal.</td>
</tr>
</tbody>
</table>

### GOAL: Our community groups and voluntary sector is effective, supported, empowered and sustainable

<table>
<thead>
<tr>
<th>Our Plan to Achieve This:</th>
<th>Action:</th>
<th>Responsibility:</th>
<th>Task:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Council will investigate options for upskilling our volunteer base and empowering our leaders.</td>
<td>Council to carry out a stock take of volunteer groups and promote volunteering opportunities</td>
<td>Community Engagement Officer</td>
<td>• Facilitate the development of funding manuals that stay with organisations.&lt;br&gt;• Provide better access to funding information.</td>
</tr>
</tbody>
</table>

### GOAL: Our most vulnerable people are cared for through initiatives to build social support, cohesion and inclusion.

<table>
<thead>
<tr>
<th>Our Plan to Achieve This:</th>
<th>Action:</th>
<th>Responsibility:</th>
<th>Task:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Council will advocate for agencies developing strategies to assist with youth classified as Not in Education Employment or Training (NEET).</td>
<td>Council to work with the Mayor’s Task Force For Jobs and local agencies that work with youth, to address youth NEET</td>
<td>Community Engagement Officer</td>
<td>• Support Smart Waikato with their FAN event. Look at the possibility of holding an event within each town, whilst being sensitive to the economic climate.</td>
</tr>
</tbody>
</table>

### PILLAR: Safe and Healthy Communities

**GOAL: Hauraki residents feel safe and healthy in their homes and in their communities.**

<table>
<thead>
<tr>
<th>Our Plan to Achieve This:</th>
<th>Action:</th>
<th>Responsibility:</th>
<th>Task:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Council will collaborate with key agencies to promote and support health service provision throughout the District.</td>
<td>Council, along with the Better Futures Hauraki forum will promote agencies that address health services and personal safety issues within the district</td>
<td>Community Engagement Officer, Iwi Liaison Officer</td>
<td>• Roll out a district wide / across Councils Elephant in the Paddock Campaign.&lt;br&gt;• Hold bi-annual BFH meetings, with the next meeting focussing on mental health in Youth.</td>
</tr>
</tbody>
</table>
Other items of discussion included what the next BFH meeting will look like, period poverty - support for sustainable pantry in running school programmes across the district and mobility assistance for the older generation.

**Sister Cities**

The Sister Cities educational exchange that normally takes place during August~October is cancelled for this year. These relationships will continue to be maintained with a review of the 2021 exchange program to occur in January 2021 based on the outcomes of the current COVID-19 event.

**Other Initiatives**

**Citizenship Ceremony**

Nothing to report.

**Creative New Zealand [CNZ CCS]**

Round 2 for the 2019/20 Creative Communities Scheme is now closed, with a total of 8 applications received.

An assessment committee comprising of Councillor Anne Marie Spicer, Rae Waterhouse (Waihi Community), Julie Bubb (Paeroa Community), Nikki Keane (Plains Community) and Heather Stuart (Maori representative) with the Community Engagement Officer as administrator held a virtual meeting at the start of March to discuss and allocate funds to the groups and individuals with projects that meet a criterion set by Creative NZ.

**ANZAC Day 2020**

Due to the COVID-19 restrictions put in place in March, district wide civic ANZAC services were cancelled.

Katie McLaren  
**COMMUNITY ENGAGEMENT OFFICER**

John McIver  
**COMMUNITY ENGAGEMENT MANAGER**
FOR DECISION
MŌ TE WHAKATAUNGA

TO Mayor and Councillors

AUTHOR Katie McLaren
Community Engagement Officer

FILE REFERENCE Document: 2735935
Appendix A: 2728092

MEETING DATE Wednesday, 29 April 2020


SUMMARY | TE WHAKARĀPOPOTANGA

Thames Valley Hockey Turf Society Inc.¹ has requested a financial contribution that will go towards the installation of LED lighting at the Ngatea Hockey Centre.

The Plains Ward Committee support a contribution of up to $20,000 to come from the Plains Community Recreational Facilities Development Fund (CRFDF).

The decision is not considered to be a significant decision.

RECOMMENDATION | TE WHAIKUPU

THAT the report be received, and

THAT that the correspondence from the Thames Valley Hockey Turf Society Inc., and

THAT the Council grant up to $20,000 from the Plains Community Recreational Facilities Development Fund (CRFDF) to the Thames Valley Hockey Turf Society Inc., for the installation of LED lighting at the Ngatea Hockey Centre, and

THAT the Council considers these decisions to be insignificant under its Significance and Engagement Policy 2017.

1 PURPOSE | TE ARONGA

This report is to advice Council of a request for financial assistance and to recommend that Council considers a grant to the Thames Valley Hockey Turf Society Inc.

The matter or suggested decision does involve a new activity, service, programme, project, expenditure or other deliverable.

¹ Society number 2682651 created 26 March 2017
# 2 BACKGROUND | TE KŌRERO Ā MUA

Thames Valley Hockey Turf Society Inc. are the sole owner and provider of a sand-based turf and hockey centre for the North Waikato, Morrinsville, Te Aroha, Hauraki Plains and Thames Coromandel districts.

A committee was established in 1991 to progress the installation of an artificial turf at the Hugh Hayward Domain in Ngatea. After an intensive period of planning, fundraising and construction, the turf opened in April 1993, which saw the establishment of men’s hockey and rejuvenation in women’s hockey.

The turf is fully utilised from April to October with primary, secondary and senior teams playing every weekday and weekends.

The Hockey Centre at Ngatea is urgently requiring its lights to be upgraded. The original lights which were installed in 1992 are now consistently failing and parts for them are expensive if any can be found, making them obsolete and unable to be maintained. The Centre is predominantly used at nights and with the current situation as it is, player safety is severely compromised due to the poor lighting. The turf is used by over 500 players every week in season and at peak periods 800 players plus. The proposed upgrade will be a major benefit for many people.

Last winter only 27 of 40 lights were functioning even after several repairs. This means there is a very real possibility that the society will be unable to schedule evening games for the 2020 season as players (and the Society) are very concerned about the safety of the participants, which poor visibility was an issue in the 2019 season. The update of the lights is of a very urgent nature with the season due to begin around end of April/beginning of May 2020.

Thames Valley Hockey Turf Society Inc. have over the last three years investigated the best solution to the problem and have sourced the most competitive solution for the installation of LED lighting using the existing poles to be Tiger Turf. The total price for supply and installation is $151,975.00 plus GST.

The existing light towers can be re-used so it is a matter of purchasing new LED lamps and replacing the existing lamps. The installation along with control system for operating the lights would be done by a qualified contractor.

Funding applications have been made and one of the funders has granted the Society $100,000.00 toward the replacement project. This means that the project is now close to being achievable.

To make up the balance ($51,975.00), the Society is requesting a grant of up to $20,000.00 from Hauraki District Council toward the replacement project.

The Society is confident that it can pay the balance and fund the GST until it can be recovered from operational activities.

The installation will enable the turf to be fully operational with lighting to a high standard for the next 20 plus years.

# 3 THE ISSUES | NGĀ TAKE

Financial support of such organisations by using public funds is open to scrutiny; Council endeavours to reassure the public that the or any investment will meet the goals that have been set in any strategic, annual or long term plan(s) and that the organisation will use the said funds in accordance with the purpose it has been granted.

Funding for this initiative within Council’s resources are limited with there being only three options available – through the Long Term Plan, from the Ward’s Community Assistance Grants
or from the Community Recreational Facilities Development Fund. The LTP approach would trigger a rate increase which if that can be avoided would not be considered an option; the Wards Community Assistance Grant may be considered but there would not be sufficient funds to make an impression on the outcome sought by the applicant, which leaves the Community Recreational Facilities Development Fund.

The Community Recreational Facilities Development Fund (CRFDF) is a fund that was established through levy’s placed on new development. They are collected under the Local Government Act 2002 and are there to ensure the costs of extra demand on Council infrastructure from the development are not imposed on the community. This contribution is then invested in capital assets that would benefit the community.

Investment from a CRFDF to this initiative could provide benefit for the community simply by seeing Council’s (or the public) assets - the resource (land) - being used by members of the community and the district in general.

3.1 Hockey Centre is on Council owned land.

The pavilion (building) and playing turf is on Council land – Hugh Hayward Domain. There is no (known) intention to relocate the activity to any other area within or outside of its current site.

As mentioned earlier the centre is used by over 500 players every week in season which would indicate significant community support for the activity. Support for this activity will continue to enhance the communities wellbeing. Poor lighting could put this activity at risk purely from a health and safety perspective.

Having an activity such as this is a positive use of Council land.

3.2 Funding of a private entity.

The Thames Valley Hockey Turf Society Inc. is a legal entity registered with the New Zealand Companies Office.

In this situation the Society’s executives are local community members and the Society has operated the hockey centre and its activities on the Hugh Hayward Domain for almost 27 years.

The Society has been established to provide benefit to not only the local community but the district and beyond.

4 ENGAGING WITH OUR COMMUNITIES | KIA UIA TE HAPORI WHĀNUI

Staff consider that the Council does have enough of an understanding of community views and preferences on this matter. The level of engagement considered appropriate for this matter, at this point in time, is to inform (i.e. one-way communication disseminating information).

5 OUR OPTIONS | NGĀ KŌWHIRINGA A MĀTOU

Staff have identified the following options for the Council to consider:
- Option One – Decline the request for a grant, or
- Option Two – Grant up to $20,000 from the Plains Community Recreational Facilities Development Fund (CRFDF).
These options and their advantages and disadvantages are outlined below.

5.1 OPTION 1: Decline the request for financial assistance

**ABOUT THIS OPTION**
As an incorporated society the Thames Valley Hockey Turf Society Inc. are seeking to finance the installation without placing significant financial burden on their members. A grant amounting to 66% of the target has already been achieved.

<table>
<thead>
<tr>
<th>ADVANTAGES</th>
<th>DISADVANTAGES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council will not have to commit up to $20,000 from any funding source.</td>
<td>• The Society will have less/insufficient funds available to have the replacement lights installed.</td>
</tr>
<tr>
<td></td>
<td>• Hauraki District Council could be seen as unsupportive should they not provide funding.</td>
</tr>
<tr>
<td></td>
<td>• The Hockey Centre may need to be closed until lights can be replaced.</td>
</tr>
</tbody>
</table>

**FINANCIAL COSTS**

- **Whole of life costs**
  - Capital costs: Nil
  - Ongoing annual operating: Nil
  - One off operating cost: Nil
- **Budget source**
  - Nil budget required for this option.
- **Changes to budgets**
  - In order to accommodate these costs there will not need to be changes to budgets.
- **Impact on the Council’s debt**
  - There is no impact on the Council’s debt.
- **Potential impact on rates**
  - There will be no impact on rates because no funds are required with this option.

5.2 OPTION 2: Grant up to $20,000 from the Plains Community Recreational Facilities Development Fund

**ABOUT THIS OPTION**
Council could contribute up to $20,000 towards the installation of LED lighting at the Ngatea Hockey Centre. This would equal approximately 20% of what has been raised to date but would give the society approximately 78% of the cost for the installation leaving its members to raise approximately 22% (or $31,975) of the cost.

The Plains Ward currently has a balance of $159,793 in their CRFDF.

<table>
<thead>
<tr>
<th>ADVANTAGES</th>
<th>DISADVANTAGES</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Shows Council support for a well-used community asset.</td>
<td>• Council will have to commit up to $20,000 from the Plains Community Recreational Facilities Development Fund.</td>
</tr>
<tr>
<td>• Will provide the Society with sufficient funds for light installation.</td>
<td></td>
</tr>
<tr>
<td>• The Hockey Turf can remain open.</td>
<td></td>
</tr>
</tbody>
</table>

**FINANCIAL COSTS**

- **Whole of life costs**
  - Capital costs: $20,000
### Budget source
Plains Community Recreational Facilities Development Fund.

### Changes to budgets
In order to accommodate these costs there will not need to be changes to budgets. Currently, the Plains Community Recreational Facilities Development Fund has sufficient funds to support this request.

### Impact on the Council’s debt
There is no impact on the Council’s debt.

### Potential impact on rates
There will be no impact on rates because the Plains Community Recreational Facilities Development Fund has sufficient funds to support this request.

---

**6 PREFERRED OPTION | TE KŌWHIRINGA MATUA**

Staff and the Plains Ward members recommend proceeding with Option Two – Grant up to $20,000 from the Plains Community Recreational Facilities Development Fund towards installation of LED lighting at the Ngatea Hockey Centre.

---

**6.1 LINKAGES**

**STRATEGIC DIRECTION**
The preferred option IS consistent with the Council’s strategic direction, including community outcomes.

**LONG TERM PLAN / ANNUAL PLAN ALIGNMENT**
The preferred option IS consistent with the long term plan and/or annual plan programmes and budgets.

**POLICIES, BYLAWS AND PLANS ALIGNMENT**
The preferred option IS NOT consistent with the Council’s other strategies, policies, bylaws and plans.

**SIGNIFICANCE ASSESSMENT**
The decision IS NOT considered significant under the Council’s Significance and Engagement Policy 2017.

**IMPLICATIONS FOR MĀORI**
The decision DOES NOT involve a significant decision in relation to land or a body of water.

---

**7 NEXT STEPS | TE ARA KI MUA**

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 week</strong></td>
<td>Inform Thames Valley Hockey Turf Society Inc. of decision</td>
<td>Community Engagement officer to contact Thames Valley Hockey Turf Society Inc., and inform of decision.</td>
</tr>
<tr>
<td>1 month</td>
<td>Process grant</td>
<td>Community Engagement Officer to process grant given all required documentation is received</td>
</tr>
</tbody>
</table>

**Approval**

| Prepared by | Katie McLaren  
Community Engagement Officer |
| Approved by | David Varcoe  
Acting Group Manager – Community Services and Development |
APPENDIX A

2nd March 2020

The Mayor and Councillors of Hauraki District Council
P.O. Box 17
Paeroa.

Dear Council,

As most of you are aware the Hockey Centre at Ngatea is urgently requiring its lights to be upgraded. The old lights which were installed in 1992 are now consistently failing and parts for them are expensive if you can find any at all. The Centre is predominantly used at nights and with the current situation as it is, player safety is severely compromised due to the poor lighting.

We have been trying over the last three years to source the best solution to the problem and have decided that Tiger Turf have offered the most competitive solution with the installation of LED lighting using the existing poles. The total price for supply and installation is $151975.00 plus GST.

Funding applications have been made and we are pleased to report that one of the funders has granted the Thames Valley Hockey Turf Society Inc $100,000.00 toward the replacement project. This means that the project is now close to being achievable. We would like to request a grant of up to $20,000.00 from HDC toward the replacement project. The Society will pay the balance and fund the GST until it can be recovered. This will enable the turf to be fully operational with lighting to a high standard for the next 20 plus years. Please note that the turf is used by over 500 players every week in season and at peak periods 800 players plus. This will be a major benefit for many people.

Thanking you for considering our request.

Yours sincerely

Ian Clark
Treasurer TVHTS Inc
**Information Report**

To: Mayor and Councillors  
From: District Library Manager, Community Facilities Officer,  
Parks & Reserves Manager  
Date: Friday, 17 April 2020  
File reference: Document: 2663718v1.0.402  
Appendix A: 2744737 – HDC - Sport Waikato Coordinators Report  
Portfolio Holder: Cr Rino Wilkinson – Community Recreation  
Meeting date: Wednesday, 29 April 2020  
Subject: Community Recreation Monthly Report for April 2020

**Recommendation:**  
THAT the report be received.

1. **Purpose**  
The Community Services and Development Department is responsible for the delivery of Council’s Community Recreation activities, including libraries, district swimming pools, sports fields, recreation reserves and district sports co-ordinator (Sport Waikato). A report on these activities will be presented to Council on a monthly basis.

2. **District Libraries**

**Goal:** Library services are provided in a customer focused and effective way to support the recreational needs of the community

The objectives of the Book Chat groups are to encourage reading in the community and to increase circulation of the collection. Some adjustments have been made to the Book Chat groups to try to better meet these objectives. The time of the Waihi Book Chat group has been brought forward by 30 minutes to 10.30 am to align with the Paeroa Book Chat group. It is hoped that if people cannot attend the week it is in their town, they will be more likely to attend in the other town if the times are aligned. The venue of the Paeroa Book Chat group has been moved from the Paeroa Library Meeting Room to the Paeroa Library Reading Room. This makes the group more visible to others using the Library. It also means that those attending the group walk through the library and are more likely to engage in the collection. Three new members attended the February meeting, but no new members attended the March meeting. Anecdotal evidence from staff suggests that members of the book chat group did engage more with the collection after the meeting when it was held in the Reading Room, whereas when the meeting was held in the Library Meeting Room, the members tended to leave without entering the Library itself. We have received mixed reaction from Paeroa Book Chat members. Two members were effusive in their praise for the new venue. However, we
have also received two letters complaining about the change of venue. We received requests to start a Book Chat Group in Ngatea. This has not been able to be actioned, as all meetings were suspended once the country moved into COVID-19 Alert Level 2.

**Goal: An appropriate range of print, audio visual and electronic resources are provided to ensure public access to learning materials:**

Libraries held a magazine promotion in March to increase awareness of the magazine collection. Magazines could be borrowed for $1.00 instead of $1.50 for the month of March.

Two new electronic resources have been made available to the community: PressReader and Story Box Library. These subscriptions were taken to improve access to quality electronic resources when it was becoming obvious that the country might go into some sort of lockdown. Access to Ancestry.com has also been temporarily made accessible from outside of the libraries. These new resources are all available from the Libraries’ website and app.

**Goal: Libraries attract a wide audience:**

A display of metal and wooden toys was exhibited at the Ngatea Library from 22 February to 16 March. The toys are mainly agricultural vehicles and were made by Jim Kerr, who has been making toys since he was 5 years old. The display is interactive and aims to engage all age groups. The display was meant to move from the Ngatea Library to the Waihi Library in time for the Waihi Beach Hop and then to the Paeroa Library, but had to be removed from public display once Alert Level 2 was reached, as effective hygiene protocols were difficult to maintain. (All toys and jigsaw puzzles were removed from public access for Alert Level 2).

**Goal: Future directions**

To offer a better service to the community, changes to library hours and RFID technology options are the subject of two decision reports to follow. Given the changing nature of the current environment, these reports will be delayed in order to better respond to the new environment.
Hauraki District Libraries have always had four service points: Ngatea, Paeroa, Waihi and our online presence. Since the closure of the Ngatea, Paeroa and Waihi Libraries, the online presence is becoming more important. Libraries engage with the community via the Libraries’ Webpage, the Hauraki District Libraries’ app and Facebook page. We are investigating and trialling new service delivery models that will ensure the community has access to information during all alert levels. These include:

- Promoting electronic resources such as Wheelers ePlatform, PressReader and Story Box Library
- Online Book Chat groups via Facebook
- Other platforms for Book Chat groups, such as Zoom
- Online reading challenges for adults and children
- Children’s activities, such as construction challenges
- Online Story and Rhyme for Under 5s
- Click and collect, drive-through or delivery options for physical items (when staff are able to access the building, but the community is still unable to)
- Online chat

**Monthly Statistics and Trends**

Circulation statistics (physical items) were 28% lower in March 2020 than in the same period last year. Although this follows a general trend, it can also be attributed to the closure of the libraries on 23 March, when the country moved to Alert Level 4.

Unsurprisingly, there was a 59% increase in the volume of ebooks and audiobooks accessed via the Wheelers ePlatform in March 2020, compared to March 2019.
An increase in online registrations to digital memberships is evident in March, compared to January and February. We expect to see an even greater increase to this in April.

![New online memberships graph]

3. District Swimming Pools

The Swimming season has now ended with Waihi and Ngatea Pools closing on Sunday 15th March by which time pool user numbers at both facilities had slowed markedly. Cooler mornings and afternoons, schools having completed their swimming programmes as well as the advancement of Covid-19 led to demand declining from the end of February through to season close.

Paeroa Pool season ended on Monday 23rd March due to Covid-19 advancing to level 4 which was 2 weeks earlier than the planned finish date.

Totals for year to date as at 23rd March 2020. 2018/19 totals in brackets.

<table>
<thead>
<tr>
<th>Month</th>
<th>Swims:</th>
<th>Schools:</th>
<th>Shop Items:</th>
</tr>
</thead>
<tbody>
<tr>
<td>November</td>
<td>0(276)</td>
<td>0</td>
<td>0(27)</td>
</tr>
<tr>
<td>December</td>
<td>1150(1445)</td>
<td>639</td>
<td>52(212)</td>
</tr>
<tr>
<td>January</td>
<td>2078(1998)</td>
<td>0</td>
<td>111(303)</td>
</tr>
<tr>
<td>February</td>
<td>1196(866)</td>
<td>3648</td>
<td>68(69)</td>
</tr>
<tr>
<td>March</td>
<td>316(357)</td>
<td>1145</td>
<td>15(32)</td>
</tr>
<tr>
<td>Season Totals:</td>
<td>4740(4942)</td>
<td>5432(7393)</td>
<td>246(643)</td>
</tr>
</tbody>
</table>
### Paeroa Totals:

<table>
<thead>
<tr>
<th>Month</th>
<th>Swims</th>
<th>Schools</th>
<th>Shop Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>November</td>
<td>1172(536)</td>
<td>306</td>
<td>55(24)</td>
</tr>
<tr>
<td>December</td>
<td>1115(1128)</td>
<td>246</td>
<td>60(91)</td>
</tr>
<tr>
<td>January</td>
<td>1976(1854)</td>
<td>0</td>
<td>110(171)</td>
</tr>
<tr>
<td>February</td>
<td>1372(828)</td>
<td>1612</td>
<td>64(35)</td>
</tr>
<tr>
<td>March</td>
<td>620(630)</td>
<td>335</td>
<td>35(26)</td>
</tr>
<tr>
<td><strong>Season Totals</strong></td>
<td><strong>6255(4976)</strong></td>
<td><strong>2849(2496)</strong></td>
<td><strong>324(347)</strong></td>
</tr>
</tbody>
</table>

### Waihi Totals:

<table>
<thead>
<tr>
<th>Month</th>
<th>Swims</th>
<th>Schools</th>
<th>Shop Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>November</td>
<td>548(199)</td>
<td>564</td>
<td>26(15)</td>
</tr>
<tr>
<td>December</td>
<td>1000(1011)</td>
<td>507</td>
<td>71(41)</td>
</tr>
<tr>
<td>January</td>
<td>1560(1812)</td>
<td>105</td>
<td>83(151)</td>
</tr>
<tr>
<td>February</td>
<td>912(795)</td>
<td>1709</td>
<td>30(12)</td>
</tr>
<tr>
<td>March</td>
<td>218(273)</td>
<td>317</td>
<td>4(27)</td>
</tr>
<tr>
<td><strong>Season Totals</strong></td>
<td><strong>4238(4090)</strong></td>
<td><strong>3202(2209)</strong></td>
<td><strong>214(246)</strong></td>
</tr>
</tbody>
</table>

A review of the Swimming Pool season will be undertaken in the near future focusing on improvements/changes that can be made to improve the facility and the pool user experience.
### Key Projects - Recreation

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Manager</th>
<th>Budget</th>
<th>Timeframe</th>
<th>% Complete</th>
<th>Actual Spent (YTD)</th>
<th>Forecast at Completion</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Libraries - Books Budget. <strong>Approved budget: $147,272</strong></td>
<td>District Librarian</td>
<td>●</td>
<td>●</td>
<td>45%</td>
<td>$66,629</td>
<td>$147,272</td>
<td>Purchases within budget</td>
</tr>
<tr>
<td>Karangahake Reserve Development <strong>Approved budget: $517,000</strong></td>
<td>Senior Project Manager</td>
<td>●</td>
<td>●</td>
<td>10%</td>
<td>$3,997</td>
<td>$255,000</td>
<td>Licence to occupy signed allowing Council to install a toilet on the Hall Committee Land. The shipping container based supplier has informed Council that it is no longer able to supply the project due to some technical issues and the subsequent stopping of producing the product. Staff are currently seeking alternatives.</td>
</tr>
<tr>
<td>Project Description</td>
<td>Responsible Officer</td>
<td>Completion</td>
<td>Percentage</td>
<td>Budgeted</td>
<td>Actual Budget</td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>------------------------------</td>
<td>-------------</td>
<td>------------</td>
<td>----------</td>
<td>---------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wharf St / Ohinemuri River Jetty</td>
<td>Economic Development Officer</td>
<td>25%</td>
<td>$148,883</td>
<td>$400,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Turua Walkway</td>
<td>Project Management Team</td>
<td>10%</td>
<td>$27,047</td>
<td>$45,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Decorative Lighting for trees in the main street of Paeroa</td>
<td>Parks and Reserves Manager</td>
<td>100%</td>
<td>$9,514.00</td>
<td>$15,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The tender was about to be accepted prior to COVID-19. The project has now been put on hold as discussed with HDC and MBIE. It is predicted that the construction of the jetty will now be completed by December 2020.

The 270m Piako Rd section is complete. A section of Oparia Rd is scheduled to be mowed as a temporary walkway subject a decision report on safety being submitted by the project manager. Budget for this project is insufficient on the basis of revised quotes received. This project is currently on hold due to lockdown conditions.

This project is complete. We are now waiting for complete costings to be compiled. It is expected that this project will be over budget on costs.
<table>
<thead>
<tr>
<th>Project Description</th>
<th>Manager</th>
<th>Budget Used</th>
<th>Completion</th>
<th>Amount</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dudding Reserve Community Notice board and landscaping.</td>
<td>Parks and Reserves Manager</td>
<td>75%</td>
<td></td>
<td>$46,308</td>
<td>$65,000</td>
</tr>
<tr>
<td>Seating for the structure has been completed. Amenity landscaping will be scheduled for the autumn.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Victoria Park Playground upgrade</td>
<td>Parks and Reserves Manager</td>
<td>5%</td>
<td></td>
<td>$45,000</td>
<td>$45,000</td>
</tr>
<tr>
<td>The playground equipment to be installed has been determined. All external funders have responded to applications. $17,000 has been approved from Trust Waikato, $26,000 from the Lion Foundation and $34,500 from the Lotteries Commission. This brings the total funding for the project so far to $137,500. The flying fox and pirate ship to be installed are in the process of being delivered. This project is currently on hold due to lockdown conditions.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paeroa Domain Entrance Upgrade</td>
<td>Parks and Reserves Manager</td>
<td>10%</td>
<td></td>
<td>$7,741</td>
<td>$73,000</td>
</tr>
<tr>
<td>The upgraded vehicle entrance has been done. The pedestrian entrance is on hold until plans can be drafted that align with the rest of the Mackay St development.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gilmour Park Playground Poured Surface</td>
<td>Parks and Reserves Manager</td>
<td>0%</td>
<td></td>
<td>$0</td>
<td>$45,000</td>
</tr>
<tr>
<td>A contractor has been appointed to carry out the installation. Work is scheduled for May.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
4. **HDC Sports Waikato Coordinator’s Report**

Attached as Appendix A is the Hauraki District - Sport Waikato Coordinators Report for the period 1st January – 31st March 2020.

5. **General**

**Recreation**

Activities in the recreation sector have been severely curtailed under the covid-19 lockdown conditions. Libraries, playgrounds and skate parks have closed and all organised sporting activities have ceased. Staff are engaged in performing essential services only, so while the bins are being emptied, no berms or sports fields are being mowed. Nor is there any autumn renovation work being done on our sports fields with regard to spraying, fertilising or sowing of grass seed. Staff are currently engaged in constructing a “return to work” program that will provide structure and guidance for the prioritisation of work once lockdown conditions begin to ease.

---

Helen O’Carroll  
**DISTRICT LIBRARY MANAGER**

Adam Chwesik  
**COMMUNITY FACILITIES OFFICER**

Paul Matthews  
**PARKS AND RESERVES MANAGER**
Appendix A

Hauraki District Council Report
Date Range: 1st January – 31st March 2020

Contents

1. ORGANISATIONAL UPDATE/S – Amy Marfell, Sport Waikato GM Regional Leadership ............................................................ 1
2. LOCAL PROJECT UPDATES ................................................................................................................................................. 2
3. REGIONAL SPORT WAIKATO PROGRAMME UPDATES ........................................................................................................ 5
4. NOTES .................................................................................................................................................................................. 6

1. ORGANISATIONAL UPDATE/S – Amy Marfell, Sport Waikato GM Regional Leadership

The work of Sport Waikato staff is guided by the Regional Strategy for Sport and Recreation in the Waikato – Moving Waikato 2025 which is underpinned by a focus on 3 key areas: Our People; Building Communities; and Regional Leadership.

COVID-19 Impact on the Sport and Recreation Sector: The emergence of COVID-19 in New Zealand has indeed prompted unprecedented and uncertain times, and this is certainly being felt among our regional and community sport and recreation partners. During this time, Sport Waikato is still operational with all staff working remotely. The core focus of Sport Waikato during COVID-19 is supporting the play, active recreation and sport system, and in so doing, we are actively connecting with our Regional Sport and Recreation Organisations and local clubs to understand their position and offer support, which includes linking them with resources and advice (including business continuity planning support) and assisting thinking about the opportunities for collaboration, modification and innovation. Sport Waikato remains committed to providing strategic leadership to the sector to ensure long term sustainability, whilst also maintaining a strong and positive connect with participants (via our digital platforms) to promote activity opportunities relevant to the current climate.

Waikato Regional Sports Facilities Plan (WRSFP) Review: Despite the current circumstances, the review of the WRSFP will still take place as scheduled to allow continued support for LTP planning processes. While face-to-face forums were planned with Council Technical Managers, these are now being rescaled to make sure that adequate feedback can be given to support the review process via digital mediums. We appreciate the continued engagement of our region’s Territorial Authorities with the Plan and review process.
# Local Project Updates

<table>
<thead>
<tr>
<th>Status</th>
<th>On Track</th>
<th>Some Challenges</th>
<th>High Risk</th>
<th>Complete</th>
</tr>
</thead>
</table>

## Enjoy Connecting Hills and Oceans (ECHO) Walking Festival

**Project Overview of Achievements this Period**
- Attend organising committee meetings.
- Coordinate brochure content.
- Promote the festival via a range of medium.

**Impact in the District**
- The ECHO Walking Festival showcases active recreation opportunities and local attractions in or near Waihi, Waihi Beach, Thames-Coromandel, Katikati and Te Aroha. The three week long programme provides opportunities for all ages and abilities by connecting them to a series of guided walks and outdoor experiences.
- Unfortunately the festival is on hold due to Covid 19.

## Big Smash and Girls Only Have A Go Cricket

**Project Overview of Achievements this Period**
- Support for local days of Northern Districts Big Smash Cricket (Ngatea/Paeroa and Waihi/Whangamata) and Girls Only Cricket Have A Go sessions (Ngatea).

**Impact in the District**
- 463 year 4 – 8 students participated in the 2 days held in Hauraki. The delivery of the days included a very inclusive form where all participants have equal opportunities. The Girls Only sessions were instigated by a keen parent and delivered by Northern Districts Cricket and ran over 4 weeks. A keen core group of girls enjoyed the format and content. The pathway to regular cricket is growing rapidly throughout the district and region.

## To grow participation in local communities to increase the number of individuals who meet the physical activity guidelines

## To promote and advocate for healthy, active lifestyles

<table>
<thead>
<tr>
<th>KPI</th>
<th>Project</th>
<th>Overview of Achievements this Period</th>
<th>Impact in the District</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radio Updates</td>
<td>Weekly radio slots on both Coromandel More FM and Nga Iwi FM.</td>
<td></td>
<td>Opportunity to promote and advocate any news, events, and activities relating to sport and active recreation in the Hauraki District.</td>
<td></td>
</tr>
<tr>
<td>Valley Profile</td>
<td>Connect with Teresa Ramsey who has taken over the previous Plains Profile and creating the new Valley Profile with a wider distribution network.</td>
<td></td>
<td>Opportunity realised for a regular column to promote and advocate for sport and active recreation.</td>
<td></td>
</tr>
<tr>
<td>Quarterly E-Newsletter</td>
<td>Establish district specific articles for the Sport Waikato quarterly e-newsletter.</td>
<td></td>
<td>Promotes local events, success stories, volunteers, projects and includes other important information from across the Sport Waikato region as well as nationally.</td>
<td></td>
</tr>
</tbody>
</table>
LOCAL PROJECT UPDATES...continued

<table>
<thead>
<tr>
<th>Status</th>
<th>Project</th>
<th>Overview of Achievements this Period</th>
<th>Impact in the District</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>On Track</td>
<td>Paeroa Sports Hub</td>
<td>Attended a meeting of interested stakeholders to look at the current provision and opportunities around hubbing.</td>
<td>Only in its infancy, but potential for Paeroa clubs/organisations to work together as a collective and collaborative group.</td>
<td></td>
</tr>
<tr>
<td>High Risk</td>
<td>Hauraki Netball Centre Amalgamation</td>
<td>Along with the Sport Waikato Sport Capability Officer and Community Development Officer for WaikOP Netball, support was provided for the Hauraki Netball Centre to amalgamate their Junior and Senior associations into one.</td>
<td>Amalgamation processed smoothly through the Senior Association AGM and any needed on-going support will be provided.</td>
<td></td>
</tr>
<tr>
<td>On Track</td>
<td>Support for Thames Valley School Events</td>
<td>Thames Valley Secondary School Athletics Thames Valley Secondary School Swimming</td>
<td>These are both events that provide the pathway to full Waikato Regional events, however this year that will be unlikely.</td>
<td></td>
</tr>
<tr>
<td>On Track</td>
<td>Paeroa Rugby &amp; Sports Club</td>
<td>Connect with new committee member seeking to provide opportunities for upskilling and planning.</td>
<td>In the scheme of clubs in Paeroa, this club is a major player and an opportunity to collaborate and support them with systems and focus would be advantageous.</td>
<td></td>
</tr>
<tr>
<td>On Track</td>
<td>Thames Valley Hockey Assn</td>
<td>Provided support for recruitment of new development officers.</td>
<td>Two part time officers have been contracted to work in the primary and secondary school spaces.</td>
<td></td>
</tr>
<tr>
<td>High Risk</td>
<td>Events postponed or cancelled in this period due to Covid 19</td>
<td>Strapping and Injury Management course (Paeroa) 40 registrations Only one day of the five projected Thames Valley Hockey Big Days Out for Primary Schools was held prior to lockdown. Record numbers of school and team registrations with approx. 225 registered teams. Thames Valley Primary School Swimming Thames Valley Primary and Secondary Schools Triathlon</td>
<td>Given the number of registrations, this will be rescheduled. Expected downward effect on the recent trend of increasing numbers playing hockey as a winter code.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>No planned re-schedule for 2020 No planned re-schedule for 2020</td>
<td></td>
</tr>
</tbody>
</table>
LOCAL PROJECT UPDATES...continued

<table>
<thead>
<tr>
<th>Status</th>
<th>Project</th>
<th>Overview of Achievements this Period</th>
<th>Impact in the District</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hauraki Plains Community Hub</td>
<td>➢ Hauraki Plains Community Hub – There has been excellent progress with the formation of the hub. Following the working party meetings, a constitution, Terms of Reference, Board Appointments documents have been adopted and Board positions are to be advertised as soon as practical.</td>
<td>➢ The Hauraki Plains Community is now on the verge of offering a multi-user club structure to all sporting and recreational clubs in the ward to join as a member organisation. This will have many benefits and will give a collaborative way of working together. The membership offer will be done by the Board when appointed under a Terms of Reference agreement.</td>
<td>![Green]</td>
</tr>
<tr>
<td></td>
<td>SOLGM Awards. Hauraki District Sport &amp; Active Recreation Plan</td>
<td>➢ Along with the Insights Team and Communication Manager at Sport Waikato, considerable support was given for a nomination to the SOLGM Awards for the process of the formation and adoption of the Hauraki District Sport &amp; Active Recreation Plan.</td>
<td>➢ Nomination and accompanying video were submitted. The SOLGM Awards give an opportunity to share best practice on a national scale. The awards have been postponed until later in the year.</td>
<td>![Green]</td>
</tr>
<tr>
<td></td>
<td>“Movers and Shakers Groups”</td>
<td>➢ Six ‘sport-minded’ community members have been identified and contacted in each ward to form the inaugural Movers and Shakers groups identified in the Hauraki District Sport &amp; Active Recreation Plan.</td>
<td>➢ In future these groups will represent their communities and support the strategies identified in The Plan. They will be vital in the recovery and re-build of sport and active recreation post Covid 19.</td>
<td>![Green]</td>
</tr>
<tr>
<td></td>
<td>Stakeholder engagement</td>
<td>➢ Regular and continued contact/meetings with vital stakeholders including council staff and councillors.</td>
<td>➢ This regular contact is very important to ensure that all parties are current and up to date with projects, initiatives and issues.</td>
<td>![Green]</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Status</th>
<th>On Track</th>
<th>Some Challenges</th>
<th>High Risk</th>
<th>Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><img src="Green" alt="" /></td>
<td>![Green]</td>
<td>![Green]</td>
<td>![Green]</td>
</tr>
</tbody>
</table>
## 2. REGIONAL SPORT WAIKATO PROGRAMME UPDATES

<table>
<thead>
<tr>
<th>Programme</th>
<th>Locally-Specific Programme Updates</th>
</tr>
</thead>
</table>
| **Facilities**                         | • Connect with Thames Valley Rugby – Good Sports/Balance is Better connections support and upskilling moving forward.  
• Connect with Hauraki Good Sports Champion, support on conversations and implementation of new systems on teams for netball.  
• Regional Sports Facilities Plan Review Update – An Impact Assessment has been emailed to all Mayor’s, Councillors and CEO’s. A combined Impact Assessment and Validation survey has been emailed to key council staff. Purpose of the process is to measure the overall impact and aspirations of the Waikato Regional Sports Facilities Plan and to assist in the 2020 review process. A stakeholder Workshop was due to be held in May, given the current environment Sport Waikato are working with Lumin to identify remote options for workshop facilitation.  
• Sport NZ Facility Planning Tool – The Waikato is looking to utilise the newly created Sport NZ Planning Tool to document all council facilities in the next version of the Waikato Regional Sports Facilities Plan. All councils will have a unique login and will be required to provide a nominated staff member to manage the tool. This process is currently underway.  
• The Collaborative Sport Field Study being undertaken by Global Leisure Group on behalf of Hamilton City Council, Waipa and Waikato District Councils in reaching final stages. A draft report is due for completion late April 2020.  
• Sport NZ are currently working with Lotteries to feedback on current applications to the Community Facility and Significant Project Funds. The Lottery Grants Board Committee meet on the 27th and 28th May respectively. At this stage Lotto NZ believes revenue projections for 2019/2020 will be meet. Should the situation change Sport NZ will advise local RST.  

**Sport Capability**  
• District Coordinators throughout the Waikato have been busy identifying Student Volunteers doing great things in their communities. Student Volunteer month is a promotion that celebrates youth who are striving to make an impact and we want to make sure people know about them! The Sport Waikato campaign encouraged the public to post stories on Facebook to raise awareness of these amazing students.  

**Active and Well**  
• **GREEN PRESCRIPTION PROGRAMME:** Is for adults and teenagers not currently meeting the recommended 150 minutes per week of physical activity. The main goal is to enhance overall lifestyle by increasing physical activity and improving healthy food choices.  
• Quarterly referrals in Hauraki = 20  
• **ACTIVE FAMILY, HEALTHY KIDS - WHAANAU KORI, TAMARIKI ORA:** The WKTO team, together with the whaanau, look at current food, activity and sleep habits and offer gentle support in setting goals and achieving simple lifestyle changes. They provide information, tips and advice and will cater the programme to suit the whaanau’s individual needs.  
• Quarterly referrals in Hauraki = 2  

**TOTAL CLIENTS SERVICED FOR THE DISTRICT = 22**  
• Gender: Female = 15, Male = 7. Ethnicity: Maaori = 12, NZ European = 10  
• Age Band: 2-12 years = 2, Teens = 0; 18-29yrs = 7; 30-49yrs = 8; 50-64yrs = 3; 65+ = 2.  

**Project Energize**  
*Project Energize aims to increase the quality and quantity of physical activity, and improve the nutritional status of primary and intermediate school aged children in the Waikato. Former HPC student Tiffany Challis has been appointed in a short-term role to cover Paeroa and Hauraki Plains schools.*  
• The focus for January to March has been swimming and water safety. During the summer period a lot of swimming takes place inside and outside of school and the lead teachers focus on ensuring that the students are competent in the water whether it be a pool, lake, river, or sea. Our emphasis is on organisation and personal development of teachers. An example of this was at the Ngatea Primary School swimming sports, where great organisation by teachers was backed up by supportive parent helpers. Ngatea Primary school is a large school and the day ran very smoothly.
| Under 5 Energize | ➢ The Sport Waikato Under Fives team works in the Hauraki District in 2 capacities; Under 5 Energize, and Community Education (Under Fives) including distributing KiwiBaby, Toddler and Preschooler Manuals.  
➢ In this period, 4 physical activity sessions were held at 4 ECE centres. Each session focussed on a specific topic i.e. Parachute Games, and are designed for educators to learn activities they can lead with the children in their care. 99 children, 17 educators and 9 parents were up & moving at these sessions.  
➢ 3 centres had nutrition sessions about Reading Nutritional Labels. The interactive display is designed to capture parents attention as they arrive or leave the centre, and the modelling session is done at mat-time for educators and children. 50 parents, 8 educators & 20 children participated in these sessions. |
| This is ME® | ➢ This quarter has seen the continuation of the This is ME® Secondary Schools Programme in both Waihi College and Paeroa College. Waihi College move into their third year of the programme and will take more ownership with supporting the student leaders and girls to co-design and deliver active recreation opportunities. Already implemented for the year are lunchtime games for Year 7-9 students, after the juniors expressed that they missed the games they had on offer at primary school. After connecting with a local Yoga instructor, Monday morning Yoga and Meditation sessions are going to be taking place beginning Term 2 and the student leaders are looking to support girls to enter in another Mud Run this year. Paeroa College has two of its student leaders from 2019 return, enthused and ready for their first full year of the programme. Discussions are being had with girls that have expressed interest in being a student leader for 2020. As this group is formed, planning can begin for what the year ahead may entail, and information gathered from female students around the restrictions and gaps in current active recreation offerings at the college.  
➢ Sport Waikato representatives are continuing to liaise with community members to assess strategic opportunities for partnerships for participation growth. |

Notes

➢ FUNDING SUCCESS – Although I lead the Thames Valley Hockey Turf Society Inc with a volunteer hat on, there has been a significant development with funding that is directly related to the lighting project on the Hugh Hayward Domain, Ngatea. Prior to the end of 2019, I submitted a funding application on behalf of the Turf Society to Grassroots for the renewal of the current turf lighting system which are coming up 30 years old, are almost obsolete and very costly. The application was successful for the full amount of $100,000. Like many other things, there will be an unknown timeline.  
➢ I have only high praise for the way that Peter Burley from Global Leisure Group has led the Hauraki Plains Hub Working Group and also acknowledge the support of Sport Waikato’s Sport Capability lead Roseanne Murray. It reinforces that large projects like multi-user groups can really benefit from some experienced and expert involvement, albeit with a cost, so also acknowledge HDC for their support. This project has been given a huge boost and is in a good position for creating something really special and fit for purpose on the Hauraki Plains.  
➢ In collaboration, Sport Waikato and Hauraki District Council have an extremely important role to play in the recovery and rebuild of sport and active recreation in the district following the impacts of Covid-19. This will not be the same as it was previously, but there will be some exciting opportunities to shape our future for the wellbeing of our district population. We look forward to helping lead and enable our communities toward their future active goals.
Decision Report

To: Mayor and Councillors

From: Community Services Manager

Date: Friday, 17 April 2020

File reference: Document: 2744369

Portfolio holder: Councillor Rino Wilkinson

Meeting date: Wednesday, 29 April 2020

Subject: Gilmour Lake Silt and Weed Control of the Radio-controlled sailboat race course

Recommendation:

THAT the report be received, and

THAT, staff and the Portfolio Holder recommends the approval of options 2. Hand Weeding, 4. Water level manipulation, 9. Aquatic Herbicide application to treat the radio–controlled sailboat race course at Gilmour Lake, Gilmour Reserve, Waihi.

1 Purpose

This report is to seek Councils direction on the aquatic weed control of the radio-controlled sailboat race course at Gilmour Lake, Gilmour Reserve in Waihi.

The matter or suggested decision does involve a new activity, service, programme, project, expenditure or other deliverable.

2 Background

Gilmour Lake, Gilmour Reserve, Waihi was dug by the Waihi Gold Mining Company in the late 1980’s. It was dug to replace the loss of the lake at Pukewa when mining resumed.

Since 2000, work on the Lake Gilmour Reserve has included a paved lakeside walkway, public toilets, and a wooden stage for community events and concerts. Waihi Rotary Club has also built a wetland boardwalk, Forest and Bird has planted trees, and in 2006 the Morgan Family donated a fountain in memory of former Waihi Mayor, Owen Morgan.

Hinuera stone works carved by students at a sculpture symposium held by local sculptor, Trevor Heighway, found a resting place beside the Lake in early 2000, and the car park entrance is flanked by two of Trevor’s own sculptures depicting the history of Waihi and the Ohinemuri River from both a mining and Maori mythology perspective.
More recently, two new picnic tables and a footpath have been installed at the northern end of the reserve.

The lake is an ecological system that provides council with a retention device, a wetland to clean water and a sanctuary for wildlife and native fish.

It provides an area for the local residents and visitors to recreate and enjoy a lake setting.

Another user group is radio-controlled boat enthusiasts(12). Sunday mornings for the model boat enthusiasts are devoted to sailing practice, and racing.

The aquatic weed provides a food source and shelter for the wildlife and native fish.

The aquatic weed also inhibits the ability of sailboats to sail due to keels becoming tangled in the weed.

<table>
<thead>
<tr>
<th>Options</th>
<th>Pro’s</th>
<th>Con’s</th>
</tr>
</thead>
</table>
| 1. Leave lake as is to be a wildlife and native fish sanctuary | · Ecosystem for wildlife and native fish  
· Water cleaning for retention system  
· Clean water being released into the Ohinemuri River | · Lack of support for the radio-controlled boat enthusiasts |
| 2. Hand Weeding                              | · Employment of local contractor  
· Useful for controlling small (< 1 m²), localised, sporadic and patchy infestations | · Labour intensive; Not an option for larger infestations |
| 3. Shading and bottom lining - Dyes (Aqua shade®, Nigrosine) to suppress light and plant growth; Polyethylene, PVC, or fibreglass covers, as bottom linings. | · Nil | · Use is limited to smaller water bodies; adverse long-term impacts are largely unknown, although unlikely to be high. |
| 4. Water level manipulation                  | · Minimal disruption to existing ecosystem | · Re-growth can be rapid when lake refills; |
| **Lake draw-down is widely practiced in lakes with controlled outlets.** | • Can be partnered with Hand Weeding | • chance of adverse impacts (erosion, slumping).  
• Limited option with current gate system |
| --- | --- | --- |
| **5. Chinese Grass Carp**  
Ctenopharyngodon idella (Valenc.) | • Nil | • Feeds non-selectively on a range of submerged or floating soft plant tissues.  
• Unknown impact on native aquatics  
• Fish losses due to predation  
• 30 fish/ha required for weed control  
• Small lakes become muddy and sediment is released into outflow channels  
• Prolonged service contract with supplier  
• Not recommended for amenity settings  
• Fish losses through a strong migratory instinct and there have been several surprising escapes.  
• Escapes represent a financial loss in that re-stocking is required and they present an undesirable environmental risk within the catchment |
| **6. Mechanical long arm reach digger** | • Lake shoreline areas only – within reach of digger arm | • Loss of benthic fauna and fish  
• High turbidity  
• Anoxia (reduced amount of oxygen)  
• Cannot reach out into race area  
• Damage to lake edge and surrounding area  
• Dumping restrictions of sediment/weed due to possibility of heavy metals in sludge |
| **7. Mechanical weed cutter/harvester** | • Can target a specified area and cut to a nominated depth | • Costs depend on density of weeds and distance to disposal site.  
• Quick re-growth could occur; requires repeated cutting; potential to spread weeds, as fragments inevitably escape |
| **8. Suction dredging - Use of suction pump to uproot aquatic weeds and collection** | • Can give effective control up to 3 years | • Loss of benthic fauna and fish  
• Re-establishment can be as short as two months for hornwort  
• Dumping restrictions of sediment/weed due to |
| 9. Aquatic Herbicide application | • Can target a specified area  
• The use of Diquat/gel (Hydrogel) for aquatic weed control is now widespread throughout New Zealand’s waterways. Its social acceptance is rapidly improving, as evidenced by most territorial authorities allowing its use as a permitted activity (i.e. no Council discharge permit required). | • Some aquatic weed species have resistance to aquatic herbicide |
|--------------------------------|------------------------------------------------------------------|--------------------------------------------------|
| 10. Black Swan introduction -  
The level of control is variable and dependent on plant growth rates and swan feeding rates. | • Submerged weeds are controlled to approximately 1 m below the surface where intensive browsing occurs | • Migration habits, if any. |

## 4 New deliverable

The Local Government Act 2002 now requires that all local government deliverables (whether it be an activity, service, project, programme, grant or involve any other form of expenditure) must align to the purpose of local government as outlined in Section 10 of the Local Government Act.

For the Council’s information, the decision involves a new project. It is therefore considered to be aligned with the purpose of local government as it provides:

- *local public service*

## 5 Significance and Engagement Assessment

This decision does not trigger the Significance and Engagement Policy Assessment Tool and therefore is not considered significant under the Significance and Engagement Policy 2017.
## 6 Budget Implications

<table>
<thead>
<tr>
<th>Option</th>
<th>Approximate Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Leave lake as is to be a wildlife and native fish sanctuary</td>
<td>Nil</td>
</tr>
<tr>
<td>2. Hand Weeding</td>
<td>$8,000 - $12,000 per hectare</td>
</tr>
<tr>
<td>3. Shading and bottom lining - Dyes (Aqua shade®, Nigrosine) to suppress light and plant growth; Polyethylene, PVC, or fibreglass covers, as bottom linings.</td>
<td>$6,000 - $18,000 per hectare</td>
</tr>
<tr>
<td>4. Water level manipulation - Lake drawdown is widely practiced in lakes with controlled outlets.</td>
<td>Staff costs - &lt;$5,000</td>
</tr>
<tr>
<td>5. Chinese Grass Carp Ctenopharyngodon idella (Valenc.)</td>
<td>Purchase of fish $5,700</td>
</tr>
<tr>
<td></td>
<td>Consent/Application - $3,000</td>
</tr>
<tr>
<td></td>
<td>5 year contract at $1,875/yr - $9,375</td>
</tr>
<tr>
<td>6. Mechanical long arm reach digger</td>
<td>$2,500 - $50,000 – hourly rate plus disposal</td>
</tr>
<tr>
<td>7. Mechanical weed cutter/harvester</td>
<td>$217,000 – one visit – entire lake (quote received)</td>
</tr>
<tr>
<td>8. Suction dredging - Use of suction pump to uproot aquatic weeds and collection</td>
<td>$1,350,000 – one visit – entire lake (quote received)</td>
</tr>
<tr>
<td>9. Aquatic Herbicide application</td>
<td>$2,500 - $6,000 per hectare</td>
</tr>
<tr>
<td>10. Black Swan introduction</td>
<td>Relocation costs</td>
</tr>
</tbody>
</table>

Hauraki District Council can align with industry and scientific recommendations.

**Integrated control**

Rarely does one type of weed control remedy a weed problem. A combination of the above options is often required or provides the best strategy.

Water level manipulation along with aquatic herbicides have proven to be successful.

Aquatic herbicides offer cost-effective control and the registered chemicals have proven environmental safety. The new technique for applying the aquatic herbicide Diquat for the control of submerged aquatics- formulating a Diquat gel-Hydrogel shows considerable promise for application in water bodies without undue environmental impacts.

Chemical control through aquatic herbicides is commonly used where there are extensive weed beds to be controlled. The level of control can be variable and may not always be consistent, since results can be affected by water turbidity, epiphytic growths and sediment deposits on plant surfaces or water movement.
7 Recommendation

The Council should make its decision on which option to choose based on that option being the most appropriate option to promote the social, economic, environmental and cultural welling for the Hauraki District (s10 of the Local Government Act 2002).

It is recommended that Hauraki District Council choose the options listed below for the radio-controlled sail boat course only.

<table>
<thead>
<tr>
<th>Options</th>
<th>Pro’s</th>
<th>Con’s</th>
</tr>
</thead>
</table>
| 2. Hand Weeding | • Employment of local contractor  
• Useful for controlling small (< 1 m²), localised, sporadic and patchy infestations | • Labour intensive; Not an option for larger infestations |
| 4. Water level manipulation - Lake draw-down is widely practiced in lakes with controlled outlets. | • Minimal disruption to existing ecosystem  
• Can be partnered with Hand Weeding. | • Re-growth can be rapid when lake refills;  
• chance of adverse impacts (erosion, slumping).  
• Limited option with current gate system |
| 9. Aquatic Herbicide application | • Can target a specified area  
• The use of Diquat/gel (Hydrogel) for aquatic weed control is now widespread throughout New Zealand’s waterways. Its social acceptance is rapidly improving, as evidenced by most territorial authorities allowing its use as a permitted activity (i.e. no Council discharge permit required). | • Some aquatic weed species have resistance to aquatic herbicide |

These options can be implemented within the 2020/21 Recreation Reserves – Waihi – Vegetation Control – External Contractor - operating budget

By approving this recommendation, it will enable an approach that will not damage the integrity of the lakes ecosystem as well as enable the radio-controlled sailboat course to be free of aquatic weed.

David Varcoe
Acting GM Community Services and Economic Development
REFERENCES

- Herbicide Trials for the control of submerged aquatic weeds – contents below
  Peter Harper1, Bill Chisholm2 and Nimal Chandrasena3
- Bettersafe Pest & Weed Management, 33, Lagonda Drive, Ingleburn, NSW
  peter.harper@bettersafe.com.au
- Aquatic Weed Control Ltd, PO Box 11-014, Dunedin, New Zealand GHD Pty Ltd, 10 Bond
  Street, Sydney, NSW nimal.Chandrasena@ghd.com.au Clayton J. and Severne C.
  (2006)
- Review of Diquat Reports of relevance to Iwi Values of Lake Karapiro. NIWA Project
- Evaluation of selected herbicides for the control of exotic submerged weeds in New
  Zealand: I. The use of endothall, triclopyr and dichlobenil. J. Aquatic Plant Management
- Evaluation of selected herbicides for the control of exotic submerged weeds in New
  Zealand: II. The effects of turbidity on diquat and endothall efficacy. J. Aquatic Plant
- South Island Lake Aquatic Weed Control. Annual Report 2002/03. Report prepared by
  Landward Management, Dunedin for Land Information New Zealand (LINZ).
- Lagarosiphon control programme pre and post treatment Eel testing report Lake
- Mechanical and Chemical Control of Aquatic Weeds: Costs and Benefits. In:
  Encyclopedia of Pest Management DOI: 10.1081/E-EPM-120024643. Copyright # 2005
  by Taylor & Francis.

- Geoff Angell – Aquatic plant specialist - Reg. Chem. Applicator - Aquatics
  NZQA Agrichem Applicator Aquatics, ERMA Approved Handler, Maritime NZ Skipper
Information Report

To: Mayor and Councillors
From: Community Facilities Officer, Property Officer, Parks & Reserves Manager
Date: Tuesday, 14 April 2020
File reference: Document:
Portfolio holder: Cr Anne Marie Spicer- Community Facilities
Meeting date: Wednesday, 29 April 2020
Subject: Community Facilities Report for April 2020

Recommendation:
THAT the report be received.

Purpose

The Community Services and Development Department is responsible for the delivery of Council’s Community Facilities activities, including community halls, rural halls, elderly persons housing, public toilets, cemeteries and non-recreational reserves. A report on these activities will be presented to Council on a monthly basis.

COMMUNITY FACILITIES

Elderly Persons Housing

Grin and bear it - After the official COVID-19 announcement, before the official Level Four quarantine was put in place, a teddy bear hunt began.

The focus was particularly on children dealing, perhaps for the first time, with isolation combined with fear of the unknown. The message was one of unity for the country. The medium was teddy bears in street-facing windows for all the children who pass by, wanting to see a fluffy, friendly face while maintaining social distancing.

The source of the movement, inspired by the children’s story “We're Going on a Bear Hunt” (and we’re not scared), provides an appropriate metaphor for the journey everyone in the world is taking to stay strong, heal and accept the massive changes the pandemic is causing.

Those who are most vulnerable, particularly the elderly, to the effects of COVID-19 might well remember their own Teddy Bear, or ‘stuffed but living friend’ who helped to provide comfort when the night proved particularly dark and daunting. Waking up in the morning would see Teddy still in place and still standing guard.
Before the Teddy’s took centre stage, bears have been a symbol of strength, courage, tenacity and protection. Literally standing tall against adversity but still showing a gentle and even sweet side.

Over a Cuppa (or not your cup of tea?)

Our first bi-monthly newsletter to the elderly tenants are due to be distributed the moment Level 4 restrictions are lifted. In the first issue tenants are asked to tell us what they think of the name of the newsletter, whether they like it or not and to give us a couple of suggestions and vote on it.

The idea behind the newsletter is to keep tenants informed of what is happening at Council, in particular with planned projects in the elderly housing activity. It will also showcase any initiatives amongst tenants, celebrate milestones or achievements and be a source of information on national, regional or local happenings. Attached to this report is the first edition. Staff welcome constructive feedback and would love to hear your thoughts.

Tenant well-being during Covid-19

Staff have been in regular contact through phone call, group chat and text message with the tenants to check on their well-being during the lockdown period.

A key message and reminder throughout had been "If you’re struggling to get food, groceries, medication, or other home-based goods and help, or you’re worried about how you’ll manage it all in a week or so this is the best number to call 0800 800 405. The helpline is open every day, between 7 am and 7 pm. You can call or text Civil Defence on 1737 anytime if you’re feeling scared, anxious or lonely. It’s free, and there’ll be a friendly voice at the other end of the line for a chat’. (thank you Cllr. Spicer for wording it so neatly).

Responses from the elderly tenants have been:

- All ok.
- Thank you for the text.
- Managing just fine.
- Thank you for the information.
- Take care.
- Thank you, am coping well, attend zoom “meetings” with friends daily plus video chats with family.
- We call out to each other (other tenants) so we’re all doing fine

Tenants are mostly going about their daily lives as before – with the exception of leaving the house. Many have care givers, friends or children and family members that look after and assist in their needs during these challenging times.

What law changes have been announced as a result of COVID-19?

The Minister of Finance announced on 23 March 2020 a freeze of rent increases and protections against tenancy terminations. This has been applied as law through the COVID-19 Response (Urgent Management Measures) Amendment Act.

For the next three months, landlords can’t apply to the Tenancy Tribunal to end the tenancy for rent arrears unless the tenant is at least 60 days behind in rent. The Tribunal must consider whether it would be fair in the circumstances to terminate the tenancy, taking into account whether the tenant made reasonable efforts to pay rent.

Tenants are still liable for rent and landlords can ask tenants to pay what is due.
Tenancy occupancy

One unit at King Street complex has become vacant 2 days before Level 4 Lockdown. A suitable tenant had been identified and contacted. Tenancy will be progressed as soon as circumstances allow.

All units are occupied with a waiting list of approximately 65 people as at 15 April 2020.

Essential services during Level 4 Lockdown

Local contractors have been engaged on a few occasions to assist with urgent service during the lockdown period. Utmost care was taken and procedures were in place to ensure the safety of both the tenant and the contractor.

“Wearing face masks, overalls and disposable rubber gloves. We ask the tenants at the door, to confirm what the problem is and then go into another room, to make sure we can keep the social distancing of at least 2 meters”.

Spreading some cheer

On March 25, Alexandra of GAIT Flowers invited staff to the nursery in Kerepehi to collect cut flowers for distribution amongst the elderly tenants.

In excess of 50 bunches were donated which surprised and delighted our elderly tenants and other elderly folk in Ngatea.

GAIT Flowers Nursery in the Hauraki Plains produces 15 varieties of chrysanthemum – encompassing yellow, white, pink/mauve, red and green colourings.

The GAIT Flowers Nursery business currently employs seven part-time staff and two school students on weekends – equating to four fulltime staff, and the two owner/managers working in a ‘hands-on’ capacity in the day-to-day running of the business.

The nursery sends freshly-picked deliveries three times a week to its Auckland wholesaler.

Public toilets

With the Covid-19 pandemic advancing to level 4 we have closed the following Public Toilet facilities:

- Paeroa
  - Marshall St
  - Ohinemuri Park

- Waihi
  - Gilmour Lake
  - Victoria Park

- Whiritoa
  - Whiritoa Surf Lifesaving Club
Whiritoa Sport Reserve

The remainder are open but we have increased the level of service with extra cleaning each day.

**Rural Halls**

Rural Halls have been closed as per Covid-19 level 4 guidelines.

**Community Halls**

Community Halls have been closed as per Covid-19 level 4 guidelines.

**Cemeteries**

Due to the Covid-19 outbreak, a complete review of how burials are to be conducted was required and guidelines have been provided to staff by the Ministry of Health. Major changes to procedure included: burials need to be conducted within 24 hours of the time of death; no embalming is to be carried out; and only family members in the same bubble as the deceased can attend the burial ceremony. So far, only had two deaths have occurred in the Hauraki District since the lockdown began, both of which were not related to the covid-19 virus. The burials were conducted without any issues, which is a credit to staff and the local funeral directors for the way they have responded in these challenging times.

**Non-recreation Reserves**

There are no items of significance to report for Non-recreation reserves.
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Manager</th>
<th>Budget</th>
<th>Timeframe</th>
<th>% Complete</th>
<th>Actual Spent (YTD)</th>
<th>Forecast at Completion</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elderly Housing Ngatea</td>
<td>Property officer</td>
<td>●</td>
<td>●</td>
<td>67%</td>
<td>$24,538</td>
<td>$36,720</td>
<td>Tapware in kitchens and laundries is being upgraded to more user-friendly mixers for ease of use by the elderly. All elderly housing units in Ngatea have had heat pumps installed. Hotwater cylinders were replaced at all Pauls’ Drive units and seismically restrained.</td>
</tr>
<tr>
<td>Elderly Housing Paeroa</td>
<td>Property Officer</td>
<td>57%</td>
<td>$15,758</td>
<td>$27,540</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------</td>
<td>-----------------</td>
<td>-----</td>
<td>---------</td>
<td>---------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Approved project budget: $27,540</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A stove is being replaced at Junction road.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concrete footpaths surrounding units and laundry areas will be upgraded by Council’s construction and maintenance team.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elderly Housing Waihi</th>
<th>Property Officer</th>
<th>140%</th>
<th>$41,339</th>
<th>$29,580</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved project budget: $29,580</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manholes in ceilings completed to allow for ceiling insulation to be done (Upper Moresby Ave units).</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Working with Insulmax to look at insulation options for roofs (not suited to pink bats) due to limited cavity space.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Description</td>
<td>Manager/Officer</td>
<td>Progress</td>
<td>Budget 2019/20</td>
<td>Budget 2020/21</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>----------------</td>
<td>----------</td>
<td>----------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Elderly Housing – Healthy Homes</td>
<td>Property officer</td>
<td>38%</td>
<td>$76,503</td>
<td>$200,000</td>
</tr>
<tr>
<td>Approved Project budget 2019/20: $89,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Approved Project budget 2020/21: $109,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pukerimu Cemetery Development: Planning, development &amp; ashes walk</td>
<td>Senior Project Manager</td>
<td>85%</td>
<td>$155,000</td>
<td>$300,000</td>
</tr>
<tr>
<td>Approved Project budget: $302,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Kaiaua toilets</td>
<td>Project Manager</td>
<td>5%</td>
<td>$0</td>
<td>$180,000</td>
</tr>
<tr>
<td>Approved Project Budget: $180,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miranda Cemetery Drainage</td>
<td>Approved Project</td>
<td>Parks &amp; Reserves Manager</td>
<td>100%</td>
<td>$0</td>
</tr>
<tr>
<td>--------------------------</td>
<td>-----------------</td>
<td>--------------------------</td>
<td>------</td>
<td>----</td>
</tr>
</tbody>
</table>

Paul Matthews
PARKS AND RESERVES MANAGER

Desire Bezuidenhout
PROPERTY OFFICER

Adam Chwesik
COMMUNITY FACILITIES OFFICER
Firstly - Happy 90th birthday Norma!

There have been a lot of changes to our housing for the elderly in the last 22 years, but Norma hasn’t been one of them!

Norma joined our community at the age of 68! She holds two records with us - our oldest (but who’s counting) and longest tenant.

Norma credits family, friends and a secure, happy place to live, for her longevity (and a little tipple of Baileys before bedtime!).

Hauraki District Mayor Toby Adams was thrilled to make a special visit to Norma in her Ngatea unit to present her with flowers. He was joined by Desire Bezuidenhout, our Housing Administrator.
We've taken on board the suggestions and comments from the survey and encourage everyone to participate next time - your opinion counts!

A large number of issues raised in the survey had already been identified during inspections so we now have three streams of work - Completed; Undeway or Deferred to a later time (non-critical work deferred to the new financial year starting on 1 July and when normal services resume after COVID-19 Lockdown).

Here’s the run down

Two bedsit units on Kenny Street have had a deck added and windows replaced with aluminium double-glazed ranch sliders. The tenants are now enjoying an extended living space and peace of mind that the units have an alternative exit in case of an emergency.

At Upper Moresby Ave, wooden window frames are being replaced with aluminium, double-glazed ranch sliders - right in time for winter. No more leaks and improved warmth for tenants.

Like the newsletter name?

Tell us what you think of the name “Over a Cuppa”. Does it hit the spot or not your cup of tea?

If you love it, great, if not, give us your suggestions and everyone can vote on their favourite name! Phone Desire on 021 851 614.

We also thought of Pulse, Sixty Plus, The Unit Standard, Hauraki Heartbeat and Senior Spirit.

What do you think?

Results of Satisfaction Survey

“I am very happy here. I feel very privileged to have this little home. There are many people struggling to find a roof over their heads. Thank You Council for all the hard work you put in to keep us older folk looked after so well”.

44 completed surveys were received from Council’s nine complexes. Thanks for your input - it really helps us plan and budget to meet expectations. We’ve already tackled some of the key concerns.

Surveys were anonymous, only indicating which complex it applied to. Looking at the overall results from the survey, we’re happy to report a 93% satisfaction result.

Our goal:
Warm and dry
Safe and secure
Value for money
Well maintained
Happy places

During the month of November and into early December, building washes and footpath, gutter and spouting cleaning was scheduled to be carried out at all complexes. Unfortunately building washes had to be stopped due to the water restrictions and watering ban, but will commence as soon as the restrictions are lifted and COVID-19 Lockdown measures allow.

Ten units at Junction Road had minor insulation work done on walls beneath windows in bedrooms and living areas.

Replacement of rotten living room window frames at Upper Moresby units have started. Windows will be replaced with double glazed, aluminium ranch sliders with small outside decks to follow, as budget allows.

Health and Safety audits have taken place at a number of complexes with no significant issues identified.

We are investigating installing solar security lights at the complexes but are yet to find a supplier with a suitable product.
FOR INFORMATION
NGĀ MŌHIOTANGA

TO
Mayor and Councillors

AUTHOR
Lukas de Haast
Transportation Manager

FILE REFERENCE
Document: M2741320
Appendix A: Financial Report
Appendix B: Map of drought affected roads
Appendix C: Transport Essential Maintenance Activities

PORTFOLIO HOLDER/S
Mayor Adams
Transport portfolio

MEETING DATE
Wednesday, 29 April 2020

SUBJECT
Transportation Report March 2020

SUMMARY | TE WHAKARĀPOPOPOTANGA

This report provides the latest information on the Hauraki District Council’s Transportation activities for the period ending 31 March 2020.

The report also gives a summary of the implications of the Covid19 lockdown for the Transportation activity.

An updated Network Performance Report confirms that current quantities of annual resurfacing and rehabilitation of sealed roads is not sufficient to reverse current rates of deterioration.

It is noted that all major projects are progressing and that maintenance activities are implemented on a monthly basis, but that the COVID19 lockdown could have significant effects on delivery and budgets.

RECOMMENDATION | TE WHAIKUPU

THAT the report be received.
1 PURPOSE | TE ARONGA

This report provides the latest information on the Hauraki District Council’s Transportation activities for the period ending 31 March 2020.

The report also gives a summary of the implications of the Covid19 lockdown for the Transportation activity.

2 ACTIVITY UPDATE

2.1 OPERATIONAL ACTIVITIES

Operational maintenance activity was severely impacted by Government Alert Level 4 lockdown restrictions in response to the COVID-19 pandemic. There was a period of approximately 2 weeks (including the last week of March 2020) while the event was unfolding where the Transport Team was gaining an understanding of the impacts of the lockdown restrictions on road maintenance activity. During this time the only activity occurring on the network related to high priority safety related works and associated inspections.

Since this time, a document prepared by the Transport Team detailing essential services has been issued to the Road Maintenance Contractor and will guide activities undertaken for the duration of the Alert Level 4 lockdown period. This document is included in Appendix C.

A summary of operational maintenance work and activities done during the month of March 2020 is given below:

- Ongoing cyclic maintenance activities
  
  These included:
  
  - Sealed pavement pothole repairs;
  - Unsealed pavement pothole repairs and surface & shape restoration;
  - Drainage routine maintenance;
  - Detritus and slip removal for sealed surfaces and rural lined & unlined channels;
  - Sign routine maintenance;
  - Edge marker post (EMP) maintenance;
  - Raised pavement marker (RPM) maintenance; and
  - Rural litter removal.

  As noted above, a document detailing essential services has been issued to the Road Maintenance Contractor to guide activities undertaken for the remainder of the Alert Level 4 lockdown period.

  General performance of Contractor with regards to cyclic activity has been deficient in some areas. This is being reflected in performance monitoring results. Deficiencies in cyclic activities are to be addressed in workshops with the Contractor, however this is currently on hold until after the Governments COVID-19 pandemic response restrictions are lifted.

  The Transport Team is also reviewing the existing Maintenance Contract for procurement improvements moving forward.

- Pre-reseal Repairs
  
  All pre-reseal repairs in preparation for next construction seasons reseals (2020/21) have been suspended during the COVID-19 Level 4 lockdown period. Progress updates on the major aspects of pavement and drainage repairs are detailed below.

  - Pavement repairs:
    
    Prior to the lockdown period approximately 70% of the proposed pavement stabilisation repairs for the 2020/21 construction season were completed.

  - Drainage repairs.
    
    Approximately 340 linear meters of drainage repairs (kerb & channel and dish channel installation) for the 2020/21 construction season are still to be completed.
Sites which are not able to be delivered during the current construction season are currently being reprioritised by the Transport Team.

- **Emergency Response**
  - Waikumete Rd (large tree branch removal)
  - Pukekauri Rd (attend to loose traffic counter equipment on road)
  - Central Rd North (tree down, reported by the Police)
  - Interim repairs and traffic management installation to drought affected roads (Ferry Rd (Komata), Bush Rd (Plains), Kaihere Rd).

- **Rural roadside spraying and mowing**
  
  Roadside weed spraying and mowing was interrupted during the initial level 4 lockdown period. This is now to continue within the lockdown period following clarification that it is an essential service which ensures roadside signs and delineation devices are visible to motorists, particularly at night.

- **Bridge Works**
  
  - Routine type maintenance:
    This activity has been put on hold during the COVID-19 Level 4 lockdown period. The road maintenance contractor will continue to complete bridge works across the district for routine type maintenance identified during structural inspections following the lifting of restrictions.
  
  - Kaihere Rd Bridge No.1:
    Works to replace six (6) deck units and routine maintenance on Kaihere Rd Bridge No.1 has been completed. Whilst scaffolding under the bridge was in place for the works detailed inspections were undertaken of the remainder of the deck slabs with no major issues identified. The bridge is still under a temporary speed limit which is to be left in place until final surfacing can be reinstated at the bridge abutments (where the decks meet the road). This will be completed following the lifting of restrictions.

- **Piako River Bridge Traffic Signals:**
  Internal approval is currently being sought for the installation of a UPS on Piako River Bridge No.16 to address power quality issues to the traffic signals and resolve ongoing issues with the signals going into safety mode (amber flashing). This project has been put on hold during the COVID-19 Level 4 lockdown period.

- **Unsealed Roads**
  
  An unsealed road grading round is scheduled to commence in mid-April 2020. The grading round will start in the Waihi unsealed network.

- **Drought effects on roading network**
  
  Several roads on the Hauraki Plains have been identified with more extensive cracking and slumping stemming from the dry weather and underlying soil susceptibility to change in water content. The road maintenance contractor is planning to complete stabilisation repairs on sites deemed a high safety issue prior to winter. There are eight (8) sites proposed for stabilisation repairs across five (5) roads including:
    - Pipiroa Rd;
    - Bush Rd (Plains);
    - Kaihere Rd;
    - River Rd (Plains), and
    - Ferry Rd (Komata).

  The contractor is also currently making arrangements to identify and programme repairs on lower priority sites. Further analysis of long term performance impacts is yet to be undertaken. A map of drought affected roads has been included in Appendix B.

- **New pavement markings for rural roads**
Several roads (52) in the district are to have new centreline and/or edgeline installed on specific lengths to improve delineation for the motorist. These were to be completed in conjunction with the annual remark currently underway, however this project has been put on hold during the COVID-19 Level 4 lockdown period.

- Ultra-Fast Broadband (UFB) Rollout
  - All works have been suspended during the COVID-19 Level 4 lockdown period. Customer service requests relating to UFB received during this time will be investigated following the lifting of restrictions.
  - QA and Inspection Support is being provided by WSP. This includes provision of project management and coordination for the Paeroa UFB project, daily site visits and dealing with issues as needed.
  - Council have not yet signed off completion certification for any works for any townships in the district. Currently working through inspections for Waihi and Ngatea while also considering outstanding issues with the Waters Services Team.

- Abandoned Vehicles

A Customer Service Request (CSR) has been received relating to vehicles in the road reserve adjacent a spare parts dealer located on Albert Street Paeroa. The vehicles which are the subject of the CSR are deemed a nuisance as opposed to a safety issue. The customer will be informed that Council is not acting on it immediately, as it is not a safety concern. The Transport Team will have an informal discussion with the business owner to inform that the activity is not permitted, so that an initial contact is established and can be reported on.

Note the Transport Team is currently assisting with drafting of a standard letter to be issued to business owners in this category, citing all the relevant acts.

### 2.2 CAPITAL PROJECTS

#### 2.2.1 PROJECT ACHIEVEMENTS

Table 1 below shows the progress on the main capital projects scheduled for the 2019/20 financial year.

**Table 1: Main Capital Projects – 2020/21**

<table>
<thead>
<tr>
<th>Budget, Programmes and Projects</th>
<th>Progress % complete</th>
<th>Comments / explanations (if off-track)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reseals – 2019/20</td>
<td>100%</td>
<td>Reseals completed in January 2020</td>
</tr>
<tr>
<td>Pavement Rehabilitation – 2019/20</td>
<td>100%</td>
<td>Construction of Pavement Rehabilitation sections on Old Tauranga Rd, Central Rd South and Kaihere Rd are completed.</td>
</tr>
<tr>
<td>Pavement Rehabilitation – 2020/21</td>
<td>85%</td>
<td>Awaiti &amp; East Coast Rd design and contract documentation is complete. Will be ready to go out to market around June. TS have recommended Pipiroa road be treated as a maintenance activity to achieve 25-year design life. Recent drought damage however resulted in this project being re-activated to proceed to detail design phase.</td>
</tr>
<tr>
<td>Minor Improvements (2019-20)</td>
<td>40%</td>
<td>Progress on current projects:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Station Rd/SH25 intersection pedestrian crossing construction delayed due to water main and fibre installation, as well as CV19</td>
</tr>
<tr>
<td>Budget, Programmes and Projects</td>
<td>Progress % complete</td>
<td>Comments / explanations (if off-track)</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>--------------------</td>
<td>---------------------------------------</td>
</tr>
<tr>
<td>Ward Projects 2019/20</td>
<td>35%</td>
<td></td>
</tr>
</tbody>
</table>

- Waitete Rd footpath between Kimberley and Rata Streets contractor appointed. Construction scheduled for after CV19.
- Top 11 Safety Risk roads – low cost treatments of 9 roads: Designs issued to Maintenance Contractor. Roadmarking **partially complete** and signage still to be installed.
- Mahuta Rd North Bridge No. 2: Project Feasibility and Rating Review reports received. The Bridge is currently rated to be posted at 60% of Class 1 and reduced speed limit of 10km/h. Replacement of the bridge is recommended with options ranging from $510k to $1,5M. An options report is being prepared to seek Council decision on the preferred option.
- Network wide assessment and making safe of slips on unsealed roads – final report received. Awaiting site instructions to be issued to Contractor.
- Signage to indicate the end of maintained network – design stage
- Warning signage at Kindy's and Playcentres – issued to maintenance contractor
- New Kea crossing at school in Coronation Rd – **completed**
- Potential upgrades to existing Kea Crossings in Norwood Ave – updated investigation report received and currently under review
- Whiritoa streetlighting upgrade – light survey of entire town to be done.
- Package of edge lines and centrelines to be implemented district wide as part of annual remark – **issued to contractor**
- Speed limit bylaw review (speed management) – Speed Management Plan to be done. **Awaiting project plan** from RATA
- Hauraki/Huirau intersection widening project – consultant appointed for detail design

**Plains Ward:**
- Kerepehi Town Rd Footpath – Construction is approximately 85% complete and will restart when CV19 lockdown is lifted
<table>
<thead>
<tr>
<th>Budget, Programmes and Projects</th>
<th>Progress % complete</th>
<th>Comments / explanations (if off-track)</th>
</tr>
</thead>
</table>
|                                |                     | Waihi Ward:  Whiritoa Footpath Renewals: Completed. Only installation of tactile pavers outstanding, to be done once lockdown is lifted.  
|                                |                     | Paeroa Ward:  Queen str footpath renewal completed. Raroa Rd/Thames Rd footpath renewal and extension construction delayed due to water main and fibre installation, as well as CV19 |
|                                | 20                  | Bridge and Structures Component Replacement  
|                                |                     | Design inspections completed and design of package of high priority works progressing. Selected projects to be implemented during current LTP. |
| Bradford Street Extension       | 25%                 | Bradford Street Extension  
|                                |                     | Design and land agreements completed. Land purchase is currently going through the process. Construction is planned to be done in summer of 2020/21 due to land purchase delays. |
| Mahuta Rd North Underslip       | 60%                 | Mahuta Rd North Underslip  
|                                |                     | Construction was scheduled to be completed on 30 April 2020, but work was suspended due to CV19 lockdown. The worksite is currently under temporary traffic management and is inspected by the engineer on a fortnightly basis for safety. |

**Progress Key:**
- Red = Off track / behind schedule / over budget
- Orange = Rescheduled
- Yellow = Off track but will be back on track soon
- Green = On track
- Blue = Completed

### 2.2.2 PROJECT GOALS FOR NEXT MONTH

The work scheduled for April/May 2020 is shown in Table 2 below.

<table>
<thead>
<tr>
<th>Project</th>
<th>Ward</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pavement Rehabilitation – 2020/21</td>
<td>District</td>
<td>Pipiroa Rd AWT design to proceed. Tender process for Awaiti West Rd and East Coast Rd AWT’s to commence</td>
</tr>
<tr>
<td>Minor Improvements</td>
<td>District</td>
<td>Project designs to continue.</td>
</tr>
</tbody>
</table>
Appointed projects to continue with construction as soon as CV19 lockdown is lifted

<table>
<thead>
<tr>
<th>Ward projects</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mahuta Rd North Underslip</td>
<td>Construction to restart as soon as CV19 lockdown is lifted. New completion date to be negotiated with the contractor.</td>
</tr>
<tr>
<td>Paeroa Ward – Thames Rd and Raroa Rd footpath construction. Waihi Ward – Whiritoa footpath renewal project tactile pavers to be installed Waitete and Thorn Rd Footpath construction to commence Plains Ward – Kerepehi Town Rd footpath construction to be completed</td>
<td></td>
</tr>
<tr>
<td>Paeroa Ward – Thames Rd and Raroa Rd footpath construction. Waihi Ward – Whiritoa footpath renewal project tactile pavers to be installed Waitete and Thorn Rd Footpath construction to commence Plains Ward – Kerepehi Town Rd footpath construction to be completed</td>
<td></td>
</tr>
<tr>
<td>Maintenance Contract Renewals</td>
<td>District</td>
</tr>
<tr>
<td>Unsealed road re-metalling and culvert replacement programmes to resume.</td>
<td></td>
</tr>
</tbody>
</table>

### 2.2.3 KEY ISSUES AND RISKS

The following major risks associated with the capital programme have been identified.

**Table 3: Capital Programme Risks**

<table>
<thead>
<tr>
<th>Issue or Risk</th>
<th>Budget Implications</th>
<th>Mitigation Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Claims for cost and time extensions due to CV19 lockdown</td>
<td>Unclear at this stage</td>
<td>Manage contracts in accordance with advice from Industry Associations and Ministry of Business, Innovation &amp; Employment</td>
</tr>
<tr>
<td>Delays to projects due to CV19 could result in completion dates to be moved to next construction season.</td>
<td>Medium</td>
<td>Manage contracts, make sites safe, protect assets.</td>
</tr>
</tbody>
</table>

### 2.3 ASSET MANAGEMENT

- NZTA conducted a Procedural Audit of the Transportation Activity in November 2019. The draft report was received in April 2020. The findings of the report were generally satisfactory with some “improvement needed” actions listed.
- A desktop study was done to identify possible arterial footpaths to start building a footpath hierarchy. The aim is to tie in a footpath hierarchy with the development of the One Network Framework currently being developed by NZTA.
- The development of the Land Transport Procurement Strategy is nearing completion. To be submitted to NZTA for comments in April.
- Data gathering has been halted in line with the Covid19 lockdown requirements
- An updated Road Network Performance & Maintenance Strategy Report was received in March and is currently being reviewed. The report claims that current quantities of annual resurfacing and rehabilitation of sealed roads is not sufficient to reverse current rates of deterioration.
- dTIMS modelling is done by an external consultant and is administered by RATA. dTIMS modelling is done to analyse trends in road pavement deterioration and to provide input for decision making on renewal requirements and budget forecasts. This modelling is
currently underway with the intention to provide initial results in April/May. Field validation is scheduled for July and the Final Report is due in October.

- High level work was done to look at possible candidates and pricing for a seal extension programme if this becomes a priority in future.
- As resources becomes available within the Transport Team additional in-house assessments of the HSD will also be done to improve our understanding of the pavement deterioration trends. Specific emphasis will be placed on understanding the relationship between pavement deterioration, seal age and underlying soil types.

2.4 COMMENTS ON EXPENDITURE FINANCIAL YEAR TO DATE

Expenditure to date is still tracking within the projected approved budget. Items of interest to note is that:

1. The higher than budgeted expenditure for Pavement Maintenance (pre-seal repairs) is starting to reflect in the Actual Year to Date amount. This higher than budgeted expenditure ($500k) was approved by Council for the Heavy Maintenance Programme (C19/276).
2. Lower than expected expenditure in Other Subsidised are mainly attributed to
   a. Slower than expected completion of routine bridge maintenance activities due to a illness of a key staff member of the Road Maintenance Contractor. This expenditure is expected to increase as bridge maintenance activities can also carry on in the winter months.
   b. Lower than expected expenditure on Minor Safety projects
   c. Lower than budgeted expenditure on Emergency events to date.
3. An over expenditure, of approximately $50k is expected in Professional Services due to LTP and RATA database work, along with training of new staff.
4. Pavement failures related to the ongoing drought has been noted on the Plains. This is likely to have an unforeseen impact on expenditure in the next few months.

The Financial Report is included in Appendix A.

3 COVID19 IMPLICATIONS

As a result of the Covid19 all capital works have been stopped and only essential maintenance activities continued during the lockdown period.

Both the General Road Maintenance Contractor and the Streetlighting Maintenance Contractor have issued Notices to Claim for damages from Council. Initial advice received from MBIE and other industry parties indicates that Council will be liable. The actual claims have not been received and it is not yet known how much the contractors will be claiming.

Other implications include:

- Repair work on drought damaged roads have been delayed and there is a risk that this will not be completed before winter
- Pre-seal repairs for the 2020/21 reseals were not completed before the lockdown
- The culvert replacement programme has been delayed
- The unsealed road remetalling programme has been delayed.
- The annual remark (roadmarkings) programme was not completed.
- Several other ongoing maintenance workstreams such as routine bridge maintenance, mowing and replacement of edge marker posts and “cat eyes” were also disrupted.

Planning is currently underway to resume all maintenance activities as soon as possible once we move from Level 4 to Level 3 or Level 2.
4 NEXT STEPS | TE ARA KI MUA

In conclusion it is noted that all major projects are progressing and that maintenance activities are implemented on a monthly basis, but that the COVID19 lockdown could have significant effects on delivery and budgets.

It is hereby recommended:

THAT the report be received

Approval

<table>
<thead>
<tr>
<th>Prepared by</th>
<th>Lukas de Haast</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Transportation Manager</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved by</th>
<th>Adrian de Laborde</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Group Manager - Engineering Services</td>
</tr>
</tbody>
</table>
APPENDIX A: Financial Report
### Roading Financial Measures

**Key Indicators for the nine months ending 31 March 2020**

<table>
<thead>
<tr>
<th></th>
<th>Operating Revenue (excluding Rates &amp; Capital funding from NZTA)</th>
<th>Operating Expenditure</th>
<th>Capital Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,131,000</td>
<td>$3,775,000</td>
<td>$2,759,000</td>
</tr>
<tr>
<td>Favourable YTD</td>
<td>$148,000</td>
<td>$(411,000)</td>
<td>Favourable YTD</td>
</tr>
<tr>
<td>YTD budget</td>
<td>$1,983,000</td>
<td>$3,364,000</td>
<td>YTD budget</td>
</tr>
<tr>
<td>Full year budget</td>
<td>$2,564,000</td>
<td>$8,902,000</td>
<td>Full year budget</td>
</tr>
<tr>
<td>Full year forecast</td>
<td>$2,712,000</td>
<td>$9,313,000</td>
<td>Full year forecast</td>
</tr>
<tr>
<td></td>
<td>$3,775,000</td>
<td>$2,759,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$2,131,000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Revenue

Operating income is higher than budget due to receiving subsidy for footpath maintenance, this was not historically subsidised.

Capital income is higher than budget due to additional projects that have been approved after adoption of current year’s Annual Plan.

#### Operating Expenditure

- **Pavement maintenance**: Will be overspent by $500K for the year as approved by council resolution C19/276.
- **Professional Services**: Overspend due to LTP and RATA database work. This is expected to be over budget by $50K at year end.

#### Capital Expenditure

Capital projects are ramping up over the summer months. Some projects are being carried forward into next year.
APPENDIX B: Map of drought affected roads
APPENDIX C: COVID19 Transport Essential Maintenance Activities
File Note

From: Transport Team Leader
Date: Wednesday, 8 April 2020
File reference: Doc Ref: 2738389

Subject: Transport Essential Maintenance during COVID-19 Level 4 Alert Period

Maintenance of Council’s local transport system is considered vital, as it is an Essential Service and Lifeline for the community to ensure important functions to limit the spread of the COVID-19 virus. Alert Level 4 requires us to undertake essential maintenance activities only.

At the outset, it is important to note that the contractor has been requested to prepare:

- A Maintenance Response Plan (Business Continuity Plans) covering all the functions necessary to maintain and manage our roading network for the efficient and safe movement of goods and to support lifeline functions, addressing (based on their available resource) how they are intending to manage the network in a safe and resilient manner.
- Health and Safety Plans to limit exposure and ensure their staff apply the COVID-19 rules for reducing the risk of the spread of the virus (given the severity of the pandemic and limitations on people contact during this Alert Level 4).

All maintenance activities will be required to continue through the Alert Level 4, subject to the road maintenance contractors’ resource availability. Council should monitor these resources and if/when, there is a shortfall, work activities discussed and reprioritised to provide a minimum acceptable level of service.

The various maintenance activities are prioritised into four categories, and it is recommended the contractor follow the priority categorisation below:

- Incident Response - includes slip clearing, traffic management, ‘making safe’ damaged assets (such as the drought affected roads), and response and recovery after a major weather-related event;
- Safety – all road features necessary for the safe passage of travellers, freight, such as delineation, surfacing’s and addressing asset defects, maintaining visibility lines;
  - Delineation: Mowing around EMP’s, replacing missing EMP’s, replacing/remounting missing or damaged regulatory and warning signs, completion of annual remark
  - Surfacings: Repair potholes, repair edge breaks intruding into live lane, crack sealing (for faults exceeding limits specified in the maintenance intervention strategy), stabilisation repairs (within agreed High Priority sites), grading round (no re-metalling)
  - Addressing asset defects: Anything presenting a hazard to motorists
- Resilience/Access – maintenance of features necessary to ensure the road remains open and accessible, such as drainage, debris removal, missing/damaged assets and network monitoring; and
  - Cyclic inspections
  - Unblocking of drainage assets
  - Streetsweeping and catchpit cleaning
- All other maintenance functions deferred as per the agreement of the Transport Manager.

Specific activities can be discussed with Council on a case-by-case basis in keeping with the above. If materials and labour are limited, then a decision will be made to prioritise safety only. The works should consider the ONRC hierarchy and required frequency of inspections (network monitoring) detailed by the maintenance contract (Duty of Care).

The Contractor can contact Council to establish identified critical assets or vulnerable points on the network for specific plan development. These including management of vulnerable points on the network, such as bridges or known flooding, scour or slip sites.

The pre-reseal repair programme has been placed on hold for the time being. No new renewal/repair sites will commence during this period, however any current sites can be completed. Where the contractor is still completing the current construction season pre-reseal repairs programme, we would allow completion any of that work that is already in progress (if it cannot left until the lockdown restrictions are lifted).

Any sites where work started but was not completed during the current construction season will need be reprioritised by Council. This is where liaison between the HDC Contracts Engineer and DNZ Contract Manager is critical to establish outstanding work and plan for its completion in future programmes. Council will need to consider outstanding works from this year’s programme being pushed into the next construction season – 20/21.

Some roads will provide access for key services that will need to be maintained. The Council hold responsibility for determining and prioritising the routes that they consider critical. Guidance should be sought from the Transport Manager as to whether we have defined our lifeline routes, and if so, where this information can be accessed. At the moment critical assets are prioritised in accordance with ONRC.

Joel Hogan
Transport Team Leader
Recommendation:
- THAT the report be received

Summary

This report summarises performance and issues in the Water Services work area. The body of the report refers to the March period.

WATER SUPPLY

Water Networks Operations Notebook

Various water mains renewals are underway in:
- Pouarua North Rd – Plains
- Orchard West Rd – Plains
- Russell St – Paeroa
- Thorpe St – Paeroa

A substantial leak on a 200mm main was found by a farmer on the Plains, it appears this had been running for some time into the canal.

The Plains network has been having more breaks than normal as the ground is drying out and cracking due to the drought.
Acoustic Devices

The Acoustic Devices have been ordered and are due to arrive in NZ late March/early April.

Water Treatment Operations Notebook

- New Zealand entered a Stage 4 Lockdown due to COVID-19 on the evening of 25/26 March. All members of the Treatment Team have isolated themselves and their families in bubbles. Other HDC staff are helping to minimise the Treatment Team’s exposure by collecting shopping where possible.
- Tetley’s Quarry water level is at 40%. This is a good sign in late-summer, as it means we are unlikely to run empty before the rains return.
- Paeroa and Waihi WTP’s hot water tanks are leaking. Temporary repairs were done, and a more permanent solution will be sought. A quote has been received for temporary repairs, and we are waiting for the supplier to register with HDC so they can do the repairs and quote us for a new tank.
- Kerepehi WTP is still running close to its design limits, as it has been for the for the past few months. Waihi WTP showed a significant drop in demand last month due to the water restrictions and a few small rain showers.
- HazSubs performed site inspections at the WTP’s to do the recertification of the hazardous substance storage locations. All sites now have temporary certification, and efforts are underway to make them fully compliant.
- A phosphoric acid Cleaning-In-Place (CIP) was performed on Waihi WTP’s membrane cell, to remove suspected aluminium fouling. The results indicate that there is no aluminium fouling on these membranes.
- One of the intake pump motors at the Pekapeka Intake for Kerepehi WTP on the Waikato River failed on the first day of the lockdown. It was replaced that same day, despite the lockdown, and the Treated Water Reservoirs only lost 50% of their level during this incident.
- Two new chemical suppliers have begun delivering their products: Chemtrex and Chemiplas.
- Three members of the Treatment Team completed Breathing Apparatus training. Further training is on hold until the lockdown ends.

May / June Planned Works

- Dead end flushing of water mains to start – this has been delayed due to the current water shortage and concerns about consents.
- Longer term repairs to hot water tanks

Water Restrictions

The District – along with most of North Island – is officially in a drought situation.
The river level in the Walmsley dropped to below consent limits and extraction from this source was stopped in December. The current level of water over the weir is approximately 50 mm, which is well below the consent limit of 136.9 mm. Waihi is currently supplied from the Ohinemuri River supply. River levels are still low, at approximately 120 mm at the Frendrups Weir, and below the consent reduction stage, which is 137.1 mm. However, demand has reduced significantly since the raw water main break and the continuation of water restrictions. The reduced demand has meant that the treated reservoir is at high levels and has allowed the lowering of water restrictions in Waihi to an alternative day sprinkler ban.

River levels in the rest of the district are also very low and the consumers on the Paeroa network have been asked to start saving water. Water restrictions to other areas might become a necessity in the rest of the district.

Water restrictions are reviewed on a weekly basis by the Group Manager Engineering Services.
WASTEWATER

Networks Operations Notebook

- A formal warning has been received by HDC for the dry weather overflow in Turua in January. A fitting on the rising main failed which caused wastewater to reach an open drain. HDC and Waikato Regional Council met to discuss this formal warning as HDC believes it is unwarranted and have issues with the process in which the investigation was conducted.
- The report into the condition of the wastewater pumpstation switchboards and cabinetry has been completed and has identified multiple faults that need addressing. Rectification of this faults will be compiled for a tender shortly.
- Waihi East Manhole sealing works are progressing well. All work that was to be completed by C&M has been done and Dodd’s Drainage is progressing quickly through his portion.
- Trial of new communications unit for pumpstations is underway. They have been installed at Dean Cres, Waihi and the soon to be commissioned Ngatea North pumpstation.
- A Dry weather overflow occurred at Arney St near the pumpstation. The line before the pumpstation blocked due to fat and the overflow reached the open drain. This has been reported to WRC.

Treatment Operations Notebook

- There were six Resource Consent (RC) exceedances recorded at Hauraki District Council (HDC) wastewater/sewage treatment plants (WWTP/STP) for March 2020:
  1. Turua STP Escherichia coli (E. coli)
     - 16 000 cfu/100 mL
     - This value is above the median consent limit (2 000 cfu/100 mL), but still below the 90th percentile limit (28 000 cfu/100 mL). It is only the second median limit exceedance this financial year, the previous being 2 700 cfu/100 mL in December 2019, and thus it is expected that we will remain below the 90th percentile limit for the year. The plant needs to be desludged, which works will be considered once the new RC is issued.
  2. Ngatea STP Escherichia coli (E. coli)
     - 14 000 cfu/100 mL
     - This value is above the median consent limit (13 850 cfu/100 mL). This is attributable to high TSS in the plant, as reported below. The plant needs to be desludged, which works will be considered once the new RC is issued.
3. Kerepehi STP *Escherichia coli* (*E. coli*)
   - 2,500 cfu/100 mL > 1,000 cfu/100 mL
   - This value is above both consent limits (No more than 4 exceedances above 2,000 cfu/100 mL; No more than 8 exceedances above 1,000 cfu/100 mL). For this financial year it is the 3rd exceedance above 2,000 cfu/100 mL (the others were in September and November 2019), and the 6th exceedance above 1,000 cfu/100 mL (the others not already listed were in August and December 2019, and February 2020).

4. Ngatea STP Total Suspended Solids (TSS)
   - 99 g/m³ > 70 g/m³
   - This value is above the consent limit (70 g/m³). This is in line with annually increasing results visible in long term trending. The plant needs to be desludged, which works will be considered once the new RC is issued.

5. Turua STP Total Suspended Solids (TSS)
   - 101 g/m³ > 50 g/m³
   - This value is above the median consent limit (50 g/m³), but still below the 90th percentile limit (170 g/m³). This is in line with previous years’ seasonal results. The plant needs to be desludged, which works will be considered once the new RC is issued. The barrier curtain is in need of repaired, however we are still awaiting consent from WRC to undertake this.

6. Waitakaruru STP Total Nitrogen (TN)
   - 37 g/m³
   - This value is above the 90th percentile consent limit (35 g/m³). The small size of this network (45 connections) means that illegal discharge of chemicals into the system can have a toxic effect on the treatment process. The setup of the system is such that any such event will not be noticed for a few weeks, by which time it is not feasible to track the source of the contamination. At these times, Council removes the dead biomass from the textile batch reactors to speed the recovery time. Previous such events appear to have also taken place in August, September and October 2019.

   - Consultation on the Whiritoa Wastewater Treatment plant discharge consent is ongoing. The application has been submitted to Waikato Regional Council for consideration.
   - An application has been submitted for the renewing of the Paeroa WTP’s resource consent. HDC has received a recommendation from the WRC Resource Officer that WRC allow us to continue operating Paeroa WTP under the existing consent until new consents are granted.
May / June Planned Works

- Continue repairs and maintenance at WWTP’s around sensor renewal and calibration, vulnerable wiring and similar housekeeping issues.
- Maintenance on Waitakaruru pressure pump network
- Preventative network cleaning about pit rim walkway sewers.
- Install Multismarts at wastewater pumpstations
STORMWATER

Operations Notebook

- Regular stormwater drain maintenance programme completed

May / June Planned Works

- Installation of 70m of stormwater at Pipiroa Road. This work will complete the piping of the stormwater in the existing residential area road frontage. Work is scheduled to be completed by end of April.
- Receive design and seek quotes for drain retaining wall replacement – beside drive of 33 Arney St Paeroa
- Seek landowner approval for stormwater bubble up catch-pit lead connection at 475 Hauraki Rd / 14 Waihou St, Turua.
- Tech Services to seek landowner approval for stormwater inlet lead connection at rear of 40 Thames Rd.
- Obtain quotations for Walker St Waihi stormwater scour remediation gabion design
- Install drain at 76 Kontiki Rd, Whiritoa.

Covid-19 Response and Impact

The Treatment Team and their families as well as network operational staff has been identified as critical for the safe operations of the water and wastewater network. The Treatment Team has been isolated in one bubble. Council is providing support to them to limit their exposure to the rest of the community. A reserve bench of people that can operate or assist with operation has been identified should some of the operators fall ill. The reserve bench is isolated from the treatment team. Access to all treatment plants has been restricted to operators and essential support like IT and suppliers. The wellbeing of the Treatment Team will be a continuing risk for Council. The Water Services Manager engaged with other Councils through the Water Services Managers group and the can confirm that the procedures Council has put in place is in line with industry practise during stage 4.

Chemical supplies and network maintenance material is not a concern at the moment. Additional PPE has been issued to limit the risk of transfer in the treatment team.

During stage 4 only essential services are rendered. Most if not all of the work that was earmarked to be done in April will have to be delayed to May and June depending on the lockdown restrictions. It is not foreseen that it will significantly impact on the level of service to the public.

Construction projects have not been deemed an essential services and all construction projects have been stopped. The financial impact of the stoppage is unknown at this stage. It is not foreseen to be a major issue as most of the construction work were done by the Council C&M Team. It will however have
an impact on projects like Kaimanawa where Council have engagements with external contractors. It will also negatively impact on Council's ability to roll out the projects in the Annual Plan.

Work is underway to identify projects that could be let to local contractors/workforce after the lockdown to stimulate the local economy.

Recommendation

- THAT the report be received

EJ Wentzel
WATER SERVICES MANAGER
### Water Financial Measures

**Key Indicators for the nine months ending 31 March 2020**

<table>
<thead>
<tr>
<th></th>
<th>Operating Revenue (excluding Rates)</th>
<th>Operating Expenditure</th>
<th>Capital Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$12,000</td>
<td>$3,227,000</td>
<td>$2,359,000</td>
</tr>
<tr>
<td>Favourable YTD</td>
<td>$12,000</td>
<td>($199,000)</td>
<td>$1,593,000</td>
</tr>
<tr>
<td>YTD budget</td>
<td>$0</td>
<td>$3,028,000</td>
<td>$3,952,000</td>
</tr>
<tr>
<td>Full year budget</td>
<td>$0</td>
<td>$7,508,000</td>
<td>$5,269,000</td>
</tr>
<tr>
<td>Full year forecast</td>
<td>$12,000</td>
<td>$7,699,000</td>
<td>$5,269,000</td>
</tr>
</tbody>
</table>

**Revenue**

Sale of water to water delivery operators was not budgeted, this totalled $12K.

**Expenditure**

- **Treatment** - $21K is spent on annual consent charges, this was not budgeted for. The operating team migrated from C&M to water services and has been enlarged this results in the C&M budget being unspent however the wages for the personnel is anticipated to exceed original budget by $140K due to increased team size, vehicle lease costs, petrol, super annuation and relocation costs. Personnel costs for water are also higher than budget due to higher demand for water and inclement weather resulting in overtime. Kaimanawa plant is still operational but there was no budget allocated for this due to a planned decommission. Stolen breathing apparatus from paeroa plant has resulted in unforeseen expense. Repairs at Waitakaruau resulted in new pumps that was not envisaged when budget was created. As a result of a drought, there is higher water demand resulting in higher electricity and chemical usage.

- **Reticulation** - Overspend on reactive repairs due to break on network requiring more repairs than anticipated. This was due to dry weather and the age of reticulation networks.

- **Other** - A third party has damaged our reticulation network, this was an unforeseen expense. We aim to recoup this from the responsible party. However this is proving difficult.

**Fixed Costs** - Rates expense is less than budget, representing a saving.

**Headworks** - Saving of $18K offset by overspend in Treatment costs.

**Capital Expenditure**

Capital works programme is tracking behind anticipated levels and would potentially have to be pushed into 20/21 Financial Year.
Wastewater Financial Measures
Key indicators for the nine months ending 31 March 2020

Operating Revenue (excluding Rates)  $109,000 - 
Unfavourable YTD  $(115,000)  YTD budget  $224,000
Full year budget  $299,000  Full year forecast  $184,000

Operating Expenditure  $1,596,000 - 
Unfavourable YTD  $(112,000)  YTD budget  $1,484,000
Full year budget  $3,197,000  Full year forecast  $3,309,000

Capital Expenditure  $672,000 - 
Favourable YTD  $2,487,000  YTD Forecast  $3,159,000
Full year budget (original)  $4,211,000  Full year forecast  $4,211,000

Revenue
A commercial wastewater discharge contract was renegotiated resulting in lower income that provided for in the budget. The Water Services Manager expects to see offsetting savings in expenditure.

Expenditure
- Pumps/Abstractions - Unfavourable variance reflects increased reactive repairs required due to dry weather and increased pump failures and blockages.
- Other - Unfavourable variance as a result of wet wipes campaign, investigations and consent costs undertaken for dry weather overflow events.
- Reticulation - Additional maintenance was required on the network as a result of dry weather, increased WRC clean-up compliance requirements have resulted in overspend but also better operational practices on field.
- Fixed Costs: Rates expense is less than budget, representing a saving.

Capital Expenditure
Capital works programme is tracking behind anticipated levels due to dry weather; some projects might carry forward into the next financial year.
## Storm Water Financial Measures

**Key indicators for the nine months ending 31 March 2020**

<table>
<thead>
<tr>
<th>Operating Revenue (excluding Rates)</th>
<th>Operating Expenditure</th>
<th>Capital Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Favourable YTD</td>
<td>$0</td>
<td>$17,000</td>
</tr>
<tr>
<td>YTD budget</td>
<td>$0</td>
<td>$374,000</td>
</tr>
<tr>
<td>Full year budget</td>
<td>$0</td>
<td>$356,000</td>
</tr>
<tr>
<td>Full year forecast</td>
<td>$0</td>
<td>$339,000</td>
</tr>
<tr>
<td></td>
<td>$357,000</td>
<td>$66,000</td>
</tr>
<tr>
<td></td>
<td>$17,000</td>
<td>$17,000</td>
</tr>
<tr>
<td></td>
<td>$374,000</td>
<td>$83,000</td>
</tr>
<tr>
<td></td>
<td>$356,000</td>
<td>$183,000</td>
</tr>
<tr>
<td></td>
<td>$339,000</td>
<td>$183,000</td>
</tr>
</tbody>
</table>

### Revenue

N/A

### Operating Expenditure

- **Mechanical Cleaning**: $10K saving at year end due to lesser cleaning required than previous years.

### Capital Expenditure

- Stormwater Paeroa has exceeded budget by $5K.
Information Report

To: Mayor and Councillors
From: Infrastructure Systems & Planning Manager
Date: Wednesday, 22 April 2020
File reference: Document: M2738807
Appendix A: Financial Measures
Portfolio holder: Councillor Duncan Smeaton
Meeting date: Wednesday, 29 April 2020
Subject: Waste Management – Monthly Activity Report – March 2020

Recommendation:
THAT the report be received.

1 Summary

This report summarises performance and issues in the Waste Management work area. The body of the report refers to March 2020.

2 Background

HDC has a contract with Smart Environmental Ltd for a Kerbside collection of refuse and recycling and the manage the refuse transfer stations in Paeroa and Waihi. We also have a contract with Waste Management who manage the landfill at Tirohia. Both of these contracts will be ending in approximately three years’ time.

3 Content

The weight of refuse going to landfill has decreased in March from both kerbside and our RTS sites. This is reflected in Figures 1 & 2, further down in this report.

The Kerbside measure of waste going to landfill for the month of March was 7.8kg/person, a decrease from last month’s 8.7kg/person and however, this is not on target of 6.2kg/person.
The total refuse going to landfill is still below and within the target for 2022, there was a slight decrease for March at 18.2kg/person. The target is 26.3kg/person/month with February being 18.3kg.

**Transport Tonnages:**

The tonnage of waste transported from the Paeroa & Waihi transfer stations to the landfill at Tirohia is presented in Figure 1.

![HDC Monthly Transport Tonnage](image)

**Figure 1: Waste Transported from RTS’s**

Both Paeroa and Waihi tonnages have decreased for the month of March. This is reflected across the data in this report.
**Diversion:**

Figure 2 below shows the weight in tons, of each waste stream coming from the three source areas managed in the contract, namely Kerbside collections and the Paeroa and Waihi Refuse Transfer Stations (RTS’s). It shows the current month plotted against the previous month for easy comparison.

The definitions of the different components of the waste stream are as follows:

- **Recycling:** Mixed cardboard, plastics, aluminium, etc., from a Kerbside Wheelie Bin.
- **Glass:** As it says, but sorted into clear, green and brown.
- **Cardboard:** Cardboard on its own, not mixed, from RTSs.
- **Commingle:** The same as recycling, but from the RTSs.
- **Green Waste:** As it says and includes the category Mulch.
- **Refuse:** None of the above, everything that goes to landfill.

![Summary of Waste Streams for 2019 - 2020](image)

Figure 2: Summary of waste streams for January, February and March.

In March 2020, 24.9% of solid waste collected was diverted from landfill. February was 28.7%, giving March a slight decrease. We have noticed that diversion at the kerb (43.5.0%) is always better than the RTSs. Paeroa is at 4.8% and Waihi 21.5%. The assumption is, that most of the recycling is picked up with the kerbside collection.

**Waste Minimisation Target:**

On the following page are the graphs representing the waste stream going to landfill, compared to the targets set for 2022 in the Waste Minimisation Plan.

Also shown and compared are the volumes of refuse and recycling generated from the various sources, namely: Kerbside collection, Paeroa RTS and Waihi RTS.

**Data Confidence:** The data obtained to produce the following graphs comes from the landfill company, Waste Management and our kerbside/RTS contractor, Smart Environmental. The calculations for the graphs were based on the following assumptions:

- Rated properties: 6,927 (rated for refuse collection)
- District Population: 20,022 (2018 Census Data)
- Applied Kerbside Population: 13,300 (2018 Census Data)
### HDC Waste Summary for 2020

#### Kerbside 2022 Targets

<table>
<thead>
<tr>
<th>Month</th>
<th>2022 Target (kg/Prsn/Yr)</th>
<th>2022 Target (t)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>6.1</td>
<td>20.5</td>
</tr>
<tr>
<td>Feb</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Mar</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Apr</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>May</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Jun</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Jul</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Aug</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Sep</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Oct</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Nov</td>
<td>6.2</td>
<td>26.3</td>
</tr>
<tr>
<td>Dec</td>
<td>6.2</td>
<td>26.3</td>
</tr>
</tbody>
</table>

#### Total 2022 Target

<table>
<thead>
<tr>
<th>2022 Target (t)</th>
</tr>
</thead>
<tbody>
<tr>
<td>316.0</td>
</tr>
</tbody>
</table>

#### Population Data used:
- Updated Jan 2020
- Kerbside Population: 13,300 (2018 Census)
- District Population: 20,022 (2018 Census)

#### Diversion: Refuse (t) vs Recycling (t) Total (t)

<table>
<thead>
<tr>
<th>Month</th>
<th>Refuse (t)</th>
<th>Re-cycling (t)</th>
<th>Total (t)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>410.6</td>
<td>183.2</td>
<td>593.8</td>
</tr>
<tr>
<td>Feb</td>
<td>366.8</td>
<td>151.9</td>
<td>518.7</td>
</tr>
<tr>
<td>Mar</td>
<td>365.1</td>
<td>121.3</td>
<td>486.4</td>
</tr>
<tr>
<td>Apr</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>May</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>Jun</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>Jul</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>Aug</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>Sep</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>Oct</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>Nov</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
<tr>
<td>Dec</td>
<td>#N/A</td>
<td>#N/A</td>
<td>#N/A</td>
</tr>
</tbody>
</table>

### Recycling:

#### Kerbside WMMP Landfill Comparison

<table>
<thead>
<tr>
<th>74kg/person/year (6.2kg/month)</th>
</tr>
</thead>
</table>

#### Total WMMP Landfill Comparison

<table>
<thead>
<tr>
<th>316kg/person/year (26.3kg/month)</th>
</tr>
</thead>
</table>

#### Refuse:

<table>
<thead>
<tr>
<th>2022 Target (t)</th>
</tr>
</thead>
<tbody>
<tr>
<td>410.6</td>
</tr>
<tr>
<td>366.8</td>
</tr>
<tr>
<td>365.1</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
<tr>
<td>#N/A</td>
</tr>
</tbody>
</table>

### Council Agenda - 29-04-20

Page 467
Capital Works:

Paeroa RTS Site:
- The Paeroa Reuse Centre RC is nearly complete and should be ready for submission soon.
- Procurement for the following is being worked on:
  - New wastewater & water connections
  - Erection of a fence separating the RTS activities from the Re-use Centre
  - Re-contouring the site for maximum use (dependant on the RC approval)
- CCTV installation underway: 1 camera has been installed, the other installation is underway;
- Installation of heat pump is complete;
- New perimeter fence – in progress;
- Procurement for earthworks – in progress;

Waihi RTS:
- Procurement for concrete works – in progress;
- Procurement of interlocking blocks for white ware laydown area – in progress;
- Installation of heat pump is complete;
- CCTV, to be installed soon.

Table 1: Capital Works Progress: = On track

<table>
<thead>
<tr>
<th>Activity</th>
<th>Project</th>
<th>Priority No.</th>
<th>Manager/owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solid Waste (Renewals)</td>
<td>Paeroa Transfer Station - Upgrade</td>
<td>1</td>
<td>Renee</td>
</tr>
<tr>
<td>Solid Waste (Renewals)</td>
<td>Waihi Transfer Station - Upgrade</td>
<td>1</td>
<td>Renee</td>
</tr>
</tbody>
</table>

Waste Minimisation:

Media Campaign:
Nothing further has transpired since the last report.

4 Budget Implications

The invoices from SEL for the first half of this financial year are under review. This because the Fees & Charges issued by HDC in May 2019 were not implemented correctly. This has skewed the figures to make it look like an overspend, there is additional income owed that will offset the imbalance.

Due to the Covid-19 lockdown and the change in waste collection, there is expected to be approximately $100,000 loss during this time. This is because the recyclables are being sent to landfill and there is no cost recovery from them, instead a cost incurred. Additionally, income from the RTSs would have ceased from the end of March 2020 onwards. This scenario is expecting to last until lockdown Level 1, when the MRF in Kopu reopens.
That concludes this report

Steve de Laborde
Infrastructure Systems & Planning Manager
Appendix A:

Solid Waste Financial Measures
Key Indicators for the nine months ending 31 March 2020

<table>
<thead>
<tr>
<th></th>
<th>Operating Revenue (excluding Rates)</th>
<th>Operating Expenditure</th>
<th>Capital Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$249,000</td>
<td>$568,000</td>
<td>$40,000</td>
</tr>
<tr>
<td>Favourable YTD</td>
<td>$177,000</td>
<td>$(162,000)</td>
<td>$159,000</td>
</tr>
<tr>
<td>YTD budget</td>
<td>$72,000</td>
<td>$406,000</td>
<td>$199,000</td>
</tr>
<tr>
<td>Full year budget</td>
<td>$85,000</td>
<td>$888,000</td>
<td>$260,000</td>
</tr>
<tr>
<td>Full year forecast</td>
<td>$362,000</td>
<td>$1,050,000</td>
<td>$265,000</td>
</tr>
</tbody>
</table>

**Revenue**

We anticipate the income for the year to be increased by $290K as a result of the Council receiving a portion of the fees and charges. This increase will be offset by the increase in costs at transfer stations.

**Operating Expenditure**

- **Closed Tip Sites**
  - We expect total costs to be closer to $300K for the year. The costs are due to Consumer Price Index, 2 x Full Time Equivalent staff for the Refuse Transfer Station’s, increased Emissions Trading Scheme charges. Increased costs should be offset by additional revenue from bag sales and commercial waste credits.

- **Transfer Stations**
  - Increased costs due to Emissions Trading Scheme rates and costs associated with Consumer Price Index have caused a higher than budgeted expense. We aim to recoup some of this expense from bag sales.

**Capital Expenditure**

Capital works programmes are tracking behind schedule, but is anticipated to be delivered on schedule.
### Summary

Overall progress this month in drain maintenance has been good. The Capital projects were on track, however, the Covid-19 lockdown put a halt to all work just before the end of the month.

Unfortunately, our Drainage Overseer is a high risk person and went into lockdown just prior to the official date and was unable to complete his monthly reports. He also does not have a computer at home. In discussion with him and remembering that he has no information with him, we have tried to established which drains have been mechanically cleaned during March. Unfortunately, he needs his records to provide the list of drains that have been sprayed during the month, so that information is unable to be presented in this report. However, the spray programme was on track and doing well before the lockdown.

We have been in discussion with WRC about the conditions they wish to impose in the resource consent to mechanically dig out the Hot Springs & Karito canals. These canals are highly modified streams and the ecological study has shown them to be well populated and travelled by many different species of marine life, particularly eels. Due to the unfortunate event over summer, where a significant number of eels died, there is a strong focus toward preserving and maintaining the marine life and activity in these canals and the passageways they provide between the hills and the Firth of Thames.
2 Background

Hauraki District Council provides infrastructure for the land drainage activity in conjunction with the Waikato Regional Council. The land drainage network is comprised of pump stations, stopbanks, flood gates and land drains. It will soon be extended to include toe drains which are currently held by the Regional Council.

In general assets are classified as flood protection (primary) or drainage (secondary) assets where Waikato Regional Council own the flood protection assets and Hauraki District Council own the drainage assets. The land drainage service is provided to over 47,000 ha of highly productive pastoral land and the activity aims primarily to ensure the productive capability of the land.

3 Content

The Operations report follows.

Vegetation Control
- 306.55km of drains have been sprayed this season including localised spraying around pump stations. However, as mentioned at the beginning of the report, the Drainage Overseer was unable to complete his monthly reports for March. So the actual figure is approximately 100km more.
- All the helicopter spraying is complete.

Mechanical Cleaning: (See Table 1 overleaf)
- The full Mechanical cleaning programme is now underway with 31kms of drains having been machine cleaned in this financial year. Once again, this is an estimate based on the Drainage Overseer’s recollection.

Other works:
- Minor maintenance has been undertaken in all districts.
- Routine inspections of floodgates, culverts and pump stations have been undertaken and cleared as required.
- No pump screen cleaning occurred in March.
Table 1: Mechanical Cleaning Progress

<table>
<thead>
<tr>
<th>2019-20 Drain No</th>
<th>All DDs - Cleaned Drain Name</th>
<th>2019-20 Drain No</th>
<th>All DDs - To be cleaned Drain Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Z1</td>
<td>Karl's F/G</td>
<td>A03</td>
<td>Hot Springs</td>
</tr>
<tr>
<td>B72</td>
<td>Torehape Feeder</td>
<td>A07</td>
<td>Karito Canal</td>
</tr>
<tr>
<td>B73</td>
<td>Stichbury</td>
<td>A34</td>
<td>Hot Pools</td>
</tr>
<tr>
<td>B79</td>
<td>Torehape Equaliser</td>
<td>A81</td>
<td>main drain</td>
</tr>
<tr>
<td>A41</td>
<td>Paul Leonard</td>
<td>A82</td>
<td>balance</td>
</tr>
<tr>
<td>B64</td>
<td>Rawe Rawe Rd North Side</td>
<td>B37</td>
<td>clarke</td>
</tr>
<tr>
<td>A86</td>
<td>Haywards</td>
<td>B55</td>
<td>Cassey</td>
</tr>
<tr>
<td>C17</td>
<td>Taipari</td>
<td>B56</td>
<td>Dudding</td>
</tr>
<tr>
<td>C32</td>
<td>Willow</td>
<td>C46</td>
<td>Bagnall/Ansford</td>
</tr>
<tr>
<td>C02</td>
<td>Opani Point</td>
<td>D40</td>
<td>McCormick-Jefferies</td>
</tr>
<tr>
<td>B72</td>
<td>Johnstone Feeder (N)</td>
<td>D24</td>
<td>Spencer</td>
</tr>
<tr>
<td>C76</td>
<td>Blake Borrowpit</td>
<td>D22</td>
<td>North Catchment</td>
</tr>
<tr>
<td>C66</td>
<td>Ngatea Borrowpit cox borrowpit</td>
<td>C55</td>
<td>Kerepehi Township</td>
</tr>
<tr>
<td>C65</td>
<td>Subdivision</td>
<td>D74</td>
<td>Vowles</td>
</tr>
<tr>
<td>K05</td>
<td>Crosses</td>
<td>D62</td>
<td>Bradley</td>
</tr>
<tr>
<td>K13</td>
<td>Corbett</td>
<td>C14</td>
<td>Towers</td>
</tr>
<tr>
<td>B50</td>
<td>Pouaru Canal Desilt</td>
<td>D23</td>
<td>South Catchment</td>
</tr>
<tr>
<td>B52</td>
<td>Railway Canal</td>
<td>D37</td>
<td>Simpson</td>
</tr>
<tr>
<td>B59</td>
<td>Central Rd South East Side</td>
<td>C39</td>
<td>Gumtown R/Side</td>
</tr>
<tr>
<td>C03</td>
<td>Cox's</td>
<td>C80</td>
<td>James</td>
</tr>
<tr>
<td>C05</td>
<td>Pines</td>
<td>O04</td>
<td>Stocks</td>
</tr>
<tr>
<td>D65</td>
<td>Smith</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D04</td>
<td>Benny</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Capital Works Programme

The capital works consist of assessing and raising stopbanks and refurbishing pumps and pump screens.

Stopbanks

All of our primary stopbanks from Waitakaruru to Miranda North in the Western Plains and the secondary stopbanks on the high level drains of the Eastern Plains, known as The Terraces, are being assessed.

Progress to date:
• The survey and design of the following stopbanks has been completed.
• Foreshore (WPDD)
  o Waitakaruru to Karito
  o Karito to Hot Springs
  o Hot Spring to Miranda
• Canals (WPDD)
  o Hot Springs Canal
  o Karito Canal
• The Terraces (EPDD)
  o Miller
  o Sloane
  o Johnstone
Prices

- The resource consent application for works in the Hot Springs and Karito Canals has submitted. See status below.

HDC has been in discussion with WRC about the conditions of this consent. The discussion did not progress well. Some of the requirement and restrictions that were discussed are listed below:

- Catching as much of the fish life in the area as possible (electric fishing) and transporting them upstream.
- Only allowed to do work during the latter half of an outgoing tide. No work on an incoming tide.
- Only during June & July (outside the inanga breeding period).
- Extra personnel required to sift through the material/mud removed from the canal to rescue trapped fishes etc.
- Monitor the dissolved oxygen & silt downstream, based on this, only a certain distance would be allowed to be cleaned in any single year (~500m), but still unknown until we actually commence and get a reading. We would not get permission to clean the entire length in a single year. At that rate it would take 6 years to clean the Karito Canal.

This was deemed to be in the “to-hard-basket” and we came away from the meeting to think of alternative ways of completing the work required to maintain the level of service.

Elections of Drainage Committees
Nominations for the Triennial committee elections closed on 31 March.

This is in accordance with the LGA and provides the Committees with the following rights contained in Section 9.10 of the Delegations Manual (Appendix B)

Delegations for all Drainage Committees
The Council delegates to the Drainage Committees the following powers, duties and responsibilities:

- To make recommendations to the Council on all matters relating to Land Drainage within their respective Districts.
- The Western and Eastern Drainage Committees can also make recommendations to Council on urban stormwater matters within their respective Districts.
- To make recommendations on Council’s operational and capital estimates for Council’s Draft Long Term Plan and Draft Annual Plans.
- To provide input to Land Drainage asset planning matters and Land Drainage rating reviews in their respective areas.
- To generally oversee and monitor the Council’s annual work programmes within the nominated areas; and to assist as necessary or as appropriate in the implementation of approved programmes.
- To facilitate the flow of information between ratepayers and staff.

Candidates in the four committees are tabulated below.
The committees will elect their respective Chairs and Deputies at their next scheduled meetings.

**4 Budget Implications**

There has been some movement on the budgets as the annual drain maintenance has gotten underway. Please see Appendix for a summary.

**5 Conclusion**

It is recommended that Council accept this report and that Council confirm the appointment of the above members to the Drainage committees.

That concludes this report.

Steve de Laborde  
Infrastructure Systems and Planning Manager
Appendix A:

Land Drainage Financial Measures

Key Indicators for the nine months ending 31 March 2020

<table>
<thead>
<tr>
<th></th>
<th>Operating Revenue (excluding Rates)</th>
<th>Operating Expenditure</th>
<th>Capital Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
<td>$545,000</td>
<td>$62,000</td>
</tr>
<tr>
<td>Favourable YTD</td>
<td>$0</td>
<td>$27,000</td>
<td>$863,000</td>
</tr>
<tr>
<td>YTD budget</td>
<td>$0</td>
<td>$572,000</td>
<td>$925,000</td>
</tr>
<tr>
<td>Full year budget</td>
<td>$0</td>
<td>$1,130,000</td>
<td>$1,233,000</td>
</tr>
<tr>
<td>Full year forecast</td>
<td>$0</td>
<td>$1,603,000</td>
<td>$1,233,000</td>
</tr>
</tbody>
</table>

Operating Revenue (Excluding Rates)

No Income for this Activity

Operating Expenditure

Pumps: Reactive works involving cleaning and investigations at Western Plains totalled $12K. This was not budgeted for.

Mechanical Cleaning: We anticipate saving of $80K due to lockdown period prevention cleaning of drains.

Capital Expenditure

Capital works programmes is tracking behind anticipated levels. The Pūkorokoro project ($600,000) is unlikely to proceed this year.
Annexure B: Extract from Delegations Manual

**Drainage Committees**

These are advisory Committees only with no decision-making powers.

- **Western Plains Drainage Committee**

  | Membership | One Councillor (with an alternate) and representation as scheduled from each of the following Drainage Areas within the Drainage District: |
  |            | - A representative (or alternative) of Waitakaruru/Miranda |
  |            | - A representative (or alternative) of Pipiroa |
  |            | - Two representatives (or alternatives) of Rawerawe/Ngatae/Pahunga |
  |            | - A representative (or alternative) of Kaihere/Torehape |
  |            | - Two representative (or alternative) of Patetonga/Mangawhero |
  |            | - Two representative (or alternative) of Pouarua/Waikumete |

  | Meeting frequency | Fourth to last Thursday monthly commencing at 10.30am |

- **Eastern Plains Drainage Committee**

  | Membership | One Councillor (with an alternate) and representation as scheduled from each of the following Drainage Areas with the Drainage District: |
  |            | - A representative (or alternative) of Kopuarahi/Orongo |
  |            | - A representative (or alternative) of Horahia |
  |            | - Two representatives (or alternative) of Wharepoa |
  |            | - Two representatives (or alternative) of Awaiti |
  |            | - Two representatives (or alternative) of Netherton |

  | Meeting frequency | Fourth to last Thursday bi-monthly commencing at 1.00pm |

- **Paeroa Rural Drainage Committee**

  | Membership | One Councillor (with an alternate) and representation as scheduled from each of the following Drainage Areas with the Drainage District: |
  |            | - Two representative (or alternative) of Komata North |
  |            | - A representative (or alternative) of Opukeko |
  |            | - Two representatives (or alternative) of Tirohia/Rotokohu |

  | Meeting frequency | Fourth to last Thursday six monthly commencing at 1.00pm |

- **Taramaire Drainage District Committee**

  | Membership | One Councillor (with an alternate) and representation as scheduled from each of the following Drainage Areas with the Drainage District: |
  |            | - Membership to be confirmed following District Drainage Elections to be held in March 2020 |

  | Meeting frequency | Fourth to last Thursday six monthly commencing at 1.00pm |