AGENDA

COUNCIL MEETING

Wednesday, 13 May 2020, 9.00am

Audio Visual Meeting
(to be livestreamed)
Membership

Mayor

D A Adams

Councillors

Cr P G Anderson
Cr R D T Broad
Cr P D Buckthought
Cr C A Daley
Cr R G E Garrett
Cr B J Gentil
Cr R Harris
Cr S Howell
Cr P A Milner
Cr D Smeaton
Cr A M Spicer
Cr J R Tilsley
Cr R L Wilkinson

Executive Leadership

L D Cavers
D Peddie
A de Laborde
P Thom
S Fabish

Public Distribution

Paeroa Office/Library
Plains Area Office
Waihi Area Office/Library

Chief Executive

L D Cavers
Ngā Karakia Timatanga (opening)

(1)
Kia tau te rangimarie
Kia whakapapa pounamu te moana
Hei huarahi ma tatou i te rangi nei
Aroha atu, aroha mai
Tatou i a tatou katoa
Hui e! Taiki e!

(2)
Whakataka te hau ki te uru,
Whakataka te hau ki te tonga.
Kia mākinakina ki uta,
Kia mātaratara ki tai.
E hī ake ana te atākura he tio,
he huka, he hauhunga.
Haumi e! Hui e! Tāiki e!

Karakia Whakamutunga (closing)

Kia whakai-ria te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Haumi e. Hui e. Tāiki e!

May peace be widespread
May the sea be like greenstone
A pathway for us all this day
Let us show respect for each other
For one another
Bind us all together!

Get ready for the westerly
and be prepared for the southerly.
It will be icy cold inland,
and icy cold on the shore.
May the dawn rise red-tipped on ice,
on snow, on frost.
Join! Gather! Intertwine!

Restrictions are moved aside
So the pathways is clear
To return to everyday activities
Join Gather Intertwine!
COUNCIL AGENDA

Audio Visual Meeting - Wednesday, 13 May 2020 – 9.00am

Order of Business

1. Karakia timatanga – Cr Tilsley
2. Apologies
3. Declarations of Late Items
4. Declarations of Interests
5. Confirmation: Council Minutes - 29-04-20 (2746652)
7. Community Initiatives Report - May 2020 (2759775)
10. Crown Infrastructure Partners - Project Info Form Application (2748372)
11. Cessation of Collection of Plastics 3 - 7 (2760721)
12. Karakia whakamutunga
HAURAKI DISTRICT COUNCIL MEETING

MINUTES OF A MEETING OF THE HAURAKI DISTRICT COUNCIL HELD VIA AUDIO VISUAL LINK AND LIVE STREAMED ON WEDNESDAY, 29 APRIL 2020 COMMENCING AT 9.00 AM

PRESENT
D A Adams (His Worship the Mayor), Cr P A Milner (Deputy Mayor), Cr P G Anderson, Cr R D T Broad, Cr P D Buckthought, Cr C A Daley, Cr R G E Garrett, Cr B J Gentil (9.00am-10.55 and 11.20-12.13pm), Cr R Harris, Cr S Howell, Cr D Smeaton, Cr A M Spicer, Cr J R Tilsley and Cr R L Wilkinson

IN ATTENDANCE
Messrs L D Cavers (Chief Executive), A de Laborde (Group Manager - Engineering Services), D Peddie (Group Manager - Corporate Services), P Thom (Group Manager - Planning & Environmental Services), D Varcoe (Acting Group Manager - Community Services), and Ms C Black (Council Secretary)

APOLOGIES
There were no apologies.

LATE ITEMS
There were no late items.

DECLARATIONS OF INTERESTS
There were no declarations.

CONFIRMATION: COUNCIL MINUTES – (24-03-20) (2735477)

RESOLVED
THAT the minutes of the meeting of the Hauraki District Council held on Tuesday, 24 March 2020 are received and confirmed as a true and correct record.

C20/155 Milner/Wilkinson

CARRIED

MATTERS ARISING FROM THE MINUTES
There were no matters arising.

CEO MONTHLY REPORT - APRIL 2020 (2745299)
The Chief Executive presented an updated version of his monthly report to April 2020 (Doc # 2746555). The report summarised recent changes to staffing within the organisation and an update was provided on Council’s operational response to the COVID-19 pandemic status at Level 4 and how Council’s activities will now be adjusted following the transition to Level 3.

RESOLVED
THAT the report be received.

C20/156 Tilsley/Spicer

CARRIED
The Mayor requested the CEO convey his appreciation and that of the elected members to all Council staff for their hard work and efforts over the COVID-19 Level 4 lockdown period.

COUNCIL FINANCE REPORT - 31 MARCH 2020 (2745254)

The Group Manager – Corporate Services presented a report which provided the financial report on the operational activities of Council for the period to 31 March 2020.

RESOLVED
THAT the report be received.

C20/157 Daley/Gentil CARRIED

Capital Works Budget Adjustment Requests

Victoria Street Wastewater Pump Station Generator

Staff sought a resolution of Council to adjust two previously approved capital works budgets for the Victoria Street Wastewater Pump Station Generator as during the development of the 2019/20 Annual Plan this budget was incorrectly reduced by $60,000, being the cost of the mobile generator itself.

Wastewater Scheme for Karangahake

The Project Manager has advised that this budget is likely to be exceeded by $144,442. As such Council is requested to increase the budget to $1,222,442.

RESOLVED
THAT Council resolves to increase the Capital expenditure budget for the Victoria Street wastewater station generator back to that approved on the 31 October 2018 of $165,000, and
THAT Council resolves to increase the Capital expenditure budget for the Wastewater Scheme for Karangahake to $1,222,442.

C20/158 Harris/Howell CARRIED

2020-21 ANNUAL PLAN ADOPTION REPORT TO COUNCIL (2745447)
APPENDIX A: ‘OUR ANNUAL PLAN 2020-21’

The Group Manager – Corporate Services presented the report on the 2020-21 Annual Plan for the member’s consideration and adoption.

RESOLVED
THAT the report be received.

C20/159 Buckthought/Anderson CARRIED

RESOLVED
THAT Council adopts the 2020/21 Annual Plan in accordance with section 95 of the Local Government Act 2002 (the Act), and
THAT the Chief Executive be authorised to correct any minor errors or omissions to the 2020/21 Annual Plan before it is made available to the public, and
THAT the Council approves the actions identified within section 3.2.4 to assist the community with some of the repercussions of Covid-19 applicable to Council activities, and

THAT in adopting the 2020/21 Annual Plan, that as per the balanced budget statement in the Annual Plan, while Council’s overall operating revenue is sufficient to meet its operating expenditure in the plan, that the Land Transport, Land Drainage, Leadership and Corporate activities are forecast to operate deficit, and that Council considers if financially prudent to set operating revenue at this level, and

THAT pursuant to clause 6.5.6 of Council’s Delegations Manual, the Council delegates to the Group Manager Corporate Services the authority to borrow up to a maximum net debt level of $56 million during the 2019/20 financial year for the purposes of meeting Council’s expected maximum funding requirements during that year, and

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

THAT the community be informed of the availability of the Annual Plan prior to 30 June 2020, and

THAT the Council adopt the rates resolution for the year commencing 1 July 2020 through to 30 June 2021, (as per Appendix B).

C20/160 Milner/Buckthought CARRIED

Appendix B:

Rating
That pursuant to Section 23(1) the following rates be set under the Local Government (Rating) Act 2002, on rating units in the district for the year 1 July 2012 to 30 June 2021, and that the Rates be set at the following values including GST at the prevailing rate.

Uniform Annual General Charge
A uniform annual general charge (as per section 15) of $617.16 on each rating unit within the District.

General Rate
A capital value general rate (as per section 13) set on a differential basis based on land use.
The rates in cents per dollar of Capital Value being:

- Residential/Rural 0.10564
- Commercial/Industrial 0.15846
- Mineral Extraction 1.05644
- Mining 35.91450

Roading Rate
A capital value targeted rate (as per section 16) of 0.08352 cents per dollar of Capital Value set on all rating units within the District.

Paeroa Ward Targeted Rate
A rate (as per section 16) of $396.21 on each rating unit within the Paeroa Ward
Plains Ward Targeted Rate
A rate (as per section 16) of $287.87 on each rating unit within the Plains Ward

Waihi Ward Targeted Rate
A rate (as per section 16) of $342.39 on each rating unit within the Waihi Ward

Paeroa Ward Business Targeted Rate
A rate (as per section 16) on each commercial/industrial separately used or inhabited part of a commercial/industrial rating unit in the Paeroa Ward set on a differential basis based on location.
The annual charges being:
- Paeroa Urban $486.07
- Paeroa Rural $243.04

Plains Ward Business Targeted Rate
A rate (as per section 16) on each commercial/industrial separately used or inhabited part of a commercial/industrial rating unit in the Plains Ward set on a differential basis based on location.
The annual charges being:
- Plains Urban $488.16
- Plains Rural $273.37

Waihi Ward Business Targeted Rate
A rate (as per section 16) on each commercial/industrial separately used or inhabited part of a commercial/industrial rating unit in the Waihi Ward set on a differential basis based on location.
The annual charges being:
- Waihi Urban $421.71
- Waihi Rural $210.85

Paeroa Ward Business Capital Value Targeted Rate
A capital value targeted rate (as per section 16) on each commercial/industrial rating unit in the Paeroa Ward set on a differential basis based on location.
The rates in cents per dollar of Capital Value being:
- Paeroa Urban 0.07837
- Paeroa Rural 0.03919

Plains Ward Business Capital Value Targeted Rate
A capital value targeted rate (as per section 16) on each commercial/industrial rating unit in the Plains Ward set on a differential basis based on location.
The rates in cents per dollar of Capital Value being:

- Plains Urban  0.03051
- Plains Rural  0.01708

Waihi Ward Business Capital Value Targeted Rate
A capital value targeted rate (as per section 16) on each commercial/industrial rating unit in the Waihi Ward set on a differential basis based on location.

The rates in cents per dollar of Capital Value being:

- Waihi Urban  0.06335
- Waihi Rural  0.03168

Kaihere Hall Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Kaihere Hall Rating Area of 0.00437 cents per dollar of land value.

Patetonga Hall Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Patetonga Hall Rating Area of 0.00140 cents per dollar of land value.

Hikutaia Hall Targeted Rate
A targeted rate (per section 16) of $23.00 on each separately used or inhabited part of a rating unit situated within the Hikutaia Hall Rating Area.

Kaiaua Hall Targeted Rate
A targeted rate (per section 16) of $10.00 on each separately used or inhabited part of a rating unit situated within the Kaiaua Hall Rating Area.

Karangahake Hall Targeted Rate
A targeted rate (per section 16) of $25.00 on each separately used or inhabited part of a rating unit situated within the Karangahake Hall Rating Area.

Kerepehi Hall Targeted Rate
A targeted rate (per section 16) of $15.00 on each separately used or inhabited part of a rating unit situated within the Kerepehi Hall Rating Area.

Mangatangi Community Centre Targeted Rate
A targeted rate (per section 16) of $23.00 on each separately used or inhabited part of a rating unit situated within the Mangatangi Community Centre Rating Area.
Netherton Hall Targeted Rate
A targeted rate (per section 16) of $20.45 on each separately used or inhabited part of a rating unit situated within the Netherton Hall Rating Area.

Turua Hall Targeted Rate
A targeted rate (per section 16) of $22.00 on each separately used or inhabited part of a rating unit situated within the Turua Hall Rating Area.

Waikino Hall Targeted Rate
A targeted rate (per section 16) of $23.00 on each separately used or inhabited part of a rating unit situated within the Waikino Hall Rating Area.

Waitakaruru Hall Targeted Rate
A targeted rate (per section 16) of $25.30 on each separately used or inhabited part of a rating unit situated within the Waitakaruru Hall Rating Area.

Eastern Plains Drainage District Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Eastern Plains Drainage District, as shown in document 1439194, excluding those Residential, Commercial & Industrial and Community land use rating units within the townships of Kerepehi and Turua of 0.04828 cents per dollar of land value.

Komata North Drainage Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Komata North Drainage District, as shown in document 1439195, of 0.08911 cents per dollar of land value.

Opukeko Drainage District Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Opukeko Drainage District, as shown in document 1439199, of 0.13049 cents per dollar of land value.

Tirohia-Rotokohu Drainage District Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Tirohia-Rotokohu Drainage District, as shown in document 1439172, of 0.16216 cents per dollar of land value.

Taramaire Drainage District Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Taramaire Drainage District, as shown in document 2090793, of 0.08623 cents per dollar of land value.

Western Plains Drainage District Drainage Targeted Rate
A land value targeted rate (per section 16) on all rating units situated within the Western Plains Drainage District, as shown in document 1439208, excluding those Residential, Commercial &
Industrial and Community land use rating units within the town of Ngatea of 0.07450 cents per dollar of land value.

**Western Plains Drainage District Flood Protection Class 1 Targeted Rate**
A land value targeted rate (per section 16) on each rating unit within the Western Plains Drainage District Flood Protection Area 1, as shown in Document 1439208, of 0.09754 cents per dollar of land value.

**Western Plains Drainage District Flood Protection Class 2 Targeted Rate**
A land value targeted rate (per section 16) on each rating unit within the Western Plains Drainage District Flood Protection Area 2, as shown in Document 1439208, of 0.02306 cents per dollar of land value.

**Taramaire Flood Protection Targeted Rate**
A land value targeted rate (per section 16) on each rating unit within the Taramaire Flood Protection Area, as shown in Document 2101799, of 0.08278 cents per dollar of land value.

**Kaiaua Flood Protection Targeted Rate**
A land value targeted rate (per section 16) on each rating unit within the Kaiaua Flood Protection Area, as shown in Document 916138, of 0.00468 cents per dollar of land value.

**Western Plains Drainage District Pumping Land Area Targeted Rate**
A land area targeted rate (per section 16) of $27.04 per hectare, on all land serviced by the Hopai West, Martinovich, Central, North and Rawera West pump stations.

**Paeroa Urban Stormwater Targeted Rate**
A capital value targeted rate (per section 16) on all rating units situated within the Paeroa Stormwater Rating Area, as shown in document 2584737, of 0.04219 cents per dollar of capital value.

**Ngatea Urban Stormwater Targeted Rate**
A capital value targeted rate (per section 16) on all rating units situated within the Ngatea Stormwater Rating Area, as shown in document 2584734, of 0.05497 cents per dollar of capital value.

**Kerepehi Urban Stormwater Targeted Rate**
A capital value targeted rate (per section 16) on all rating units situated within the Kerepehi Stormwater Rating Area, as shown in document 2584732, of 0.06581 cents per dollar of capital value.

**Turua Urban Stormwater Targeted Rate**
A capital value targeted rate (per section 16) on all rating units situated within the Turua Stormwater Rating Area, as shown in document 2584740, of 0.09019 cents per dollar of capital value.
Waihi Urban Stormwater Targeted Rate
A capital value targeted rate (per section 16) on all rating units situated within the Waihi Stormwater Rating Area, as shown in document 2584744, of 0.02658 cents per dollar of capital value.

Whiritoa Urban Stormwater Targeted Rate
A capital value targeted rate (per section 16) on all rating units situated within the Whiritoa Stormwater Rating Area, as shown in document 2584747, of 0.01466 cents per dollar of capital value.

Kaiaua Stormwater Targeted Rate
A capital value targeted rate (per section 16) on all rating units situated within the Kaiaua and Whakatiwai Stormwater Rating Areas, as shown in documents 2584728 and 2584745, of 0.04751 cents per dollar of capital value.

Water Supply Annual Charge Targeted Rate
An annual charge (per section 16) of $124.23 per connection will be charged on all rating units connected to a Council water supply.
For the purposes of water supply, properties are ‘connected’ to a water supply when the means to connect has been installed, i.e. a water lead has been installed from the Council water main to the boundary.

Water Supply Volume Targeted Rate
A rate according to a scale of charges per unit of water supplied (per section 19) will be charged on all rating units on a differential basis within the following categories based on location and the extent of provision of service.
The categories being:
- Category One – all rating units connected to the Paeroa, Plains, and Waihi water supplies.
- Category Two – all rating units connected to the Kaimanawa water supply.
- Category Three – rating units connected to a Council raw water main that receive completely untreated water.
The rates in cents per cubic metre of water supplied being:
- Category One:
  - Base Rate – Consumption up to 200 cubic metres 201.26c
  - Step One – Consumption between 200 and 400 cubic metres 168.95c
  - Step Two – Consumption over 400 cubic metres 152.79c
- Category Two - 157.76c
- Category Three 73.29c

Wastewater Unconnected Targeted Rate
An annual charge (per section 16) of $333.30 on each rating unit not connected to the Kerepehi, Ngatea, Paeroa, Turua, Waitakaruru, Waihi or Whiritoa wastewater schemes but with a boundary within 30 metres of a wastewater main belonging to one of those schemes.
Wastewater Connected Targeted Rate
An annual charge (per section 16) per toilet pan or urinal according to a scale of charges based on the number of pans or urinals on the rating unit.

The annual charges per pan or urinal being:

- Up to & including 2 Pans $663.10
- Up to & including 4 Pans $497.03
- Up to & including 6 Pans $443.67
- Up to & including 8 Pans $415.18
- Up to & including 10 Pans $397.38
- Up to & including 15 Pans $317.91
- Up to & including 20 Pans $281.14
- Over 20 pans $245.55

Rating units used primarily as a residence for one household will be treated as having one pan (per Note 4 to Schedule 3 of the Act).

Refuse Collection Targeted Rate
An annual charge (per section 16) per separately used or inhabited part of a rating unit on a differential basis based location and the provision of service.

The annual charges being:

- District Collected $33.84
- Whiritoa Collected $44.00

PENALTIES FOR LATE PAYMENTS AND DUE DATE OF PAYMENTS

Payment dates and methods
That the above rates are payable at the Council Offices at William Street, Paeroa, Orchard Road, Ngatea and Rosemont Road, Waihi between 8.00am and 4.30pm Monday to Friday. That payments may also be made by way of Direct Debits and Automatic Payments, and that Direct Credits in the form of telephone and internet banking services are accepted. Credit Card payments are also accepted with a fee being payable.

That, excluding water supply targeted rates, the above rates are by way of four instalments, the dates of such instalments being:

<table>
<thead>
<tr>
<th>Instalment Number</th>
<th>Due Date</th>
<th>Penalty Added</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td>26 August 2020</td>
<td>28 August 2020</td>
</tr>
<tr>
<td>Two</td>
<td>25 November 2020</td>
<td>27 November 2020</td>
</tr>
<tr>
<td>Three</td>
<td>24 February 2021</td>
<td>26 February 2021</td>
</tr>
<tr>
<td>Four</td>
<td>26 May 2021</td>
<td>28 May 2021</td>
</tr>
</tbody>
</table>
That, water supply targeted rates are by way of six instalments per year for all properties that have been identified as receiving more than 10,000kl over the last two billing periods in 2016/17. These properties are listed in document 2225325.

Water supply targeted rates for all other properties are by way of two instalments per year. Instalment dates for the various water supply areas being staggered throughout the year. The instalment dates for water rates are as follows:

**For rating units invoiced twice a year:**

<table>
<thead>
<tr>
<th>Instalment Number</th>
<th>Reading area</th>
<th>Due date</th>
<th>Penalty added</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td>1 – Ngatea township - Paeroa township - Waihi township</td>
<td>26 August 2020</td>
<td>28 August 2020</td>
</tr>
<tr>
<td>One</td>
<td>2 – Turua &amp; surrounds - Paeroa commercial - Waihi commercial - Waihi gold</td>
<td>30 September 2020</td>
<td>2 October 2020</td>
</tr>
<tr>
<td>One</td>
<td>3 – Waitakururu &amp; Ngatea North - Waihi rural</td>
<td>28 October 2020</td>
<td>30 October 2020</td>
</tr>
<tr>
<td>One</td>
<td>4 – Kerepehi &amp; Ngatea South - Ohinemuri &amp; Kaimanawa</td>
<td>25 November 2020</td>
<td>27 November 2020</td>
</tr>
<tr>
<td>One</td>
<td>5 – Netherton</td>
<td>30 December 2020</td>
<td>3 January 2021</td>
</tr>
<tr>
<td>One</td>
<td>6 – Karangahake/Mackaytown - Waikino</td>
<td>27 January 2021</td>
<td>29 January 2021</td>
</tr>
<tr>
<td>Two</td>
<td>1 – Ngatea township - Paeroa township - Waihi township</td>
<td>24 February 2021</td>
<td>26 February 2021</td>
</tr>
<tr>
<td>Two</td>
<td>2 – Turua &amp; surrounds - Paeroa commercial - Waihi commercial - Waihi gold</td>
<td>31 March 2021</td>
<td>2 April 2021</td>
</tr>
<tr>
<td>Two</td>
<td>3 – Waitakururu &amp; Ngatea North - Waihi rural</td>
<td>28 April 2021</td>
<td>30 April 2021</td>
</tr>
<tr>
<td>Two</td>
<td>4 – Kerepehi &amp; Ngatea South - Ohinemuri &amp; Kaimanawa</td>
<td>26 May 2021</td>
<td>28 May 2021</td>
</tr>
<tr>
<td>Two</td>
<td>5 – Netherton</td>
<td>30 June 2021</td>
<td>2 July 2021</td>
</tr>
<tr>
<td>Two</td>
<td>6 – Karangahake/Mackaytown - Waikino</td>
<td>28 July 2021</td>
<td>30 July 2021</td>
</tr>
</tbody>
</table>

**For rating units invoiced six times a year:**

<table>
<thead>
<tr>
<th>Instalment Number</th>
<th>Due date</th>
<th>Penalty added</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td>20 August 2020</td>
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<tr>
<td>Two</td>
<td>20 October 2020</td>
<td>29 October 2020</td>
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<tr>
<td>Three</td>
<td>20 December 2020</td>
<td></td>
</tr>
<tr>
<td>Four</td>
<td>20 February 2021</td>
<td></td>
</tr>
<tr>
<td>Instalment Number</td>
<td>Due date</td>
<td>Penalty added</td>
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<td>-------------------</td>
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<td>---------------</td>
</tr>
<tr>
<td>Five</td>
<td>20 April 2021</td>
<td>29 April 2021</td>
</tr>
<tr>
<td>Six</td>
<td>20 June 2021</td>
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</tr>
</tbody>
</table>

**PENALTIES FOR LATE PAYMENT**

That Council delegates authority to the Revenue Team Leader and rating staff to apply penalties to outstanding rates:

That pursuant to sections 57 and 58 of the Local Government (Rating) Act 2002, the following penalties be applied:

For all rates (excluding water supply rates):

- A penalty of 5% will be added to the amount of any instalment remaining unpaid by the relevant due date above. The penalty will be added on the date stated in the ‘Penalty Added’ column in the tables above.
- A penalty of 5% will be added to all rates assessed in a previous year which remain unpaid on 4 November 2020. The penalty will be added on 4 November 2020.
- A further penalty of 5% will be added to all rates assessed in a previous year which remain unpaid on 4 May 2021. The penalty will be added on 4 May 2021.

For water supply rates:

For rating units invoiced six times a year:

- A penalty of 5% will be added to all current and previous years’ rates outstanding on 27 October 2020. The penalty will be added on 29 October 2020
- A penalty of 5% will be added to all current and previous years’ rates outstanding on 27 April 2021. The penalty will be added on 29 April 2021

For rating units invoiced twice a year:

- An additional charge of 5% will be added to all current and previous years’ rates that remain outstanding on date showing in the “Due Date” column in the tables above for Instalment Number One. The penalty will be added on the date showing in the “Penalty Added’ column in the tables above for Instalment Number One.
- An additional charge of 5% will be added to all current and previous years’ rates that remain outstanding on date showing in the “Due Date” column in the tables above for Instalment Number Two. The penalty will be added on the date showing in the “Penalty Added’ column in the tables above for Instalment Number Two.
Ratepayers to be Billed Bi-Monthly for Water

Below is a list of ratepayers, by assessment number, who are billed for water use bi-monthly. This includes those who have used water in excess of 10,000kl over the last two billing periods in 2016/17. To find your assessment number refer to an assessment notice you have received from HDC, or you can search your property in the Rating Information Database to obtain your assessment number.

<table>
<thead>
<tr>
<th>Assessment No.</th>
<th></th>
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<tbody>
<tr>
<td>49</td>
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<td>1606</td>
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<td>1762</td>
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<td>6409</td>
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<td>7011</td>
<td>38724</td>
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<td>7030</td>
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<td>7060</td>
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<td>28184</td>
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<td>31841</td>
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<td>32978</td>
<td>38724</td>
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<td>34179</td>
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<td>35286</td>
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<td>35625</td>
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<td>35764</td>
<td>38724</td>
</tr>
<tr>
<td>38266</td>
<td>38724</td>
</tr>
</tbody>
</table>
The Group Manager – Corporate Services presented a report which explained the purpose of the Local Government Funding Agency and sought the support of Council to approve the proposed amendments the LGFA intends to make to its borrowing programme.

**RESOLVED**

THAT the report be received.

C20/161 Daley/Spicer CARRIED

Council sources the majority of its borrowing requirements through the Local Government Funding Agency [LGFA]. The LGFA intends to amend its borrowing programme. The proposals were signalled in the LGFA’s 2018 AGM.

To implement these changes, certain documents for the LGFA need to be amended, these amendments can only progress if the proposed changes are officially approved by those local authorities via Council resolution.

**RESOLVED**

THAT Council endorses Option 1: Approve the proposed amendments to the LGFA documents, and

THAT the revised multi-issuer deed, guarantee and indemnity, and notes subscription agreement, as attached in appendices A to D be approved, and

THAT staff and elected members be delegated authority to sign the amending documentation.

THAT the public be informed of Council’s decision.

C20/162 Daley/Buckthought CARRIED

The Group Manager – Corporate Services and the Chief Executive, presented a report for the information of the elected members, on the WLASS statement of intent to develop collaborative initiatives in support of Councils throughout the region.

**RESOLVED**

THAT the report be received.

C20/163 Adams/Gentil CARRIED

The Group Manager – Corporate Services advised of the five initiatives that Waikato LASS are proposing to further investigate over the coming year as follows:

- Waters Shared Services integration
- Collaborative Learning & Development programme
- Regulatory support services
- Building consent shared services
• Human Resources shared services

In response to a question from an elected member, the Chief Executive provided a summary listing the significant shared services that Waikato LASS has provided to Hauraki and other Waikato territorial authorities in 2019 and into 2020.

The members were advised that all information as regards to what services and benefits are provided by Waikato LASS are explained on their website.

PLANNING AND ENVIRONMENTAL REPORT - MARCH 2020 (2745146)

The Group Manager – Planning and Environmental Services presented his monthly planning and regulatory activity report covering the month of March 2020.

RESOLVED

THAT the report be received.

C20/164  Broad/Anderson  CARRIED

Wharekawa Coast 2120 – Looking Ahead

The Kaiaua Coast 2120 Panel have met and agreed that the project name should change to “Wharekawa Coast 2120”. Staff have updated project materials to reflect this change. Monthly meetings with the panel will continue via digital means.

Cr Harris requested that his endorsement of the Wharekawa name change process be recorded and also that his appreciation as a member of the Kaiaua Coast 2120 working party and panel be conveyed to Council’s communications team for the excellent messaging they had provided as regards to the name change process.

Cr Harris also wished to acknowledge the Mayor for his regular communications with the community in sharing information on a daily basis over the COVID-19 Level 4 lockdown period.

Consultation and Engagement Process for Policy and Bylaw Reviews 2021 and LTP Workshops 2020

Approval was sought that the Extraordinary Meeting of Council that was to be held on 8th July 2020 be cancelled and that it be moved to 9th September 2020 for the combined Consultation and Engagement Process for Policy and Bylaw Reviews and that an LTP Workshop be held on 3rd June 2020 and on the 18th and 19th of August 2020.

RESOLVED

THAT the extraordinary meeting set for the 8th July 2020 be cancelled and an extraordinary meeting be set for the 9th September 2020 for the consideration of community feedback to, and deliberations on; the draft Freedom Camping Bylaw; the draft Significance and Engagement Policy; the draft Dangerous and Insanitary Buildings Policy; the draft Gambling Policy; and the Earthquake-prone Building ‘Busy thoroughfares’ decision, and

THAT a LTP workshop be set for the 3rd June 2020, and

THAT a two day LTP workshop be set for the 18th and 19th August 2020.

C20/165  Tilsley/Smeaton  CARRIED

Cr Garrett left the meeting at 10.12am.

The meeting adjourned at 10.12am.
The meeting reconvened at 10.25am.
Cr Garrett returned to the meeting at 10.25am.

**DOG REGISTRATION FEES 2020-21 (2745248)**

The Group Manager – Planning and Environmental Services presented a report which sought Council approval for the Dog Registration and Impounding Fees for the 2020/21 dog registration year.

**RESOLVED**

THAT the report be received.

C20/166 Milner/Buckthought  CARRIED

**RESOLVED**

THAT pursuant to Section 37 and Section 68 of the Dog Control Act 1996 the Fees and Charges as detailed in Appendix A, Schedule 1 of this report is adopted as the scale of fees for Dog Registration and Impounding Fees for the 2020/21 dog registration year.

C20/167 Spicer/Buckthought  CARRIED

**ADOPTION REPORT DRAFT DEVELOPMENT CONTRIBUTIONS POLICY 2020 (2745255)**

The Group Manager – Engineering Services presented a report which provided the draft Development Contributions Policy to Council (the policy) for consideration. The Council was required to decide whether or not it wants to proceed with the adoption of the draft policy for community consultation.

**RESOLVED**

THAT the report be received.

C20/168 Adams/Broad  CARRIED

The Group Manager – Engineering Services took the members through the key points of clarification within the draft policy in consideration of key matters worked through at the Council workshop held on Thursday, 23 April 2020. He acknowledged and thanked key staff and all Councillors for their support in the development of the policy.

**RESOLVED**

THAT 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, and

THAT 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 the 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.
COMMUNITY INITIATIVES REPORT - APRIL 2020 (2745252)

The Acting Group Manager – Community Services and Development presented the Community Initiatives activity report to April 2020.

RESOLVED

THAT the report be received.

REQUEST FOR FINANCIAL ASSISTANCE - THAMES VALLEY HOCKEY (2745389)

The Acting Group Manager – Community Services and Development presented a report from the Community Engagement Officer which sought consideration of a request for financial assistance from the Thames Valley Hockey Turf Society Inc.

RESOLVED

THAT the report be received.

RESOLVED

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

COMMUNITY RECREATION REPORT - APRIL 2020 (2745401)

APPENDIX A - HDC SPORTS COORDINATORS REPORT JAN 1-MARCH 31 2020 (2744737)

The Acting Group Manager – Community Services and Development presented the Community Recreation activity report to April 2020.

RESOLVED

THAT the report be received.
GILMOUR LAKE AQUATIC WEED (2745402)

The Acting Group Manager – Community Services and Development presented a report which sought approval of measures to address the prolific growth of aquatic weed in Gilmour Lake.

RESOLVED

THAT the report be received.

C20/174 Spicer/Wilkinson CARRIED

The radio-controlled boat enthusiasts use the lake on Sunday mornings for model boat sailing practice, and racing. The aquatic weed inhibits the ability of sailboats to sail due to keels becoming tangled in the weed and have asked that Council give consideration to find a way of reducing the weed growth.

RESOLVED

THAT Council endorses the implementation of the three options recommended to address the Gilmour Lake aquatic weed issue in support of the radio-controlled sailboat race course at Gilmour Lake, Waihi, as follows:

Option 2 - hand weeding
Option 4 - water level manipulation
Option 9 - aquatic herbicide application, and

THAT the measures recommended in addressing the lake aquatic weed issue in Gilmour Lake are reviewed in 12 months’ time and that the results be reported back to Council.

C20/175 Spicer/Anderson CARRIED

Cr Gentil returned to the meeting at 11.20am.

COMMUNITY FACILITIES REPORT - APRIL 2020 (2745553)
APPENDIX A - OVER A CUPPA APRIL 2020 NEWSLETTER (2743996)

The Acting Group Manager – Community Services and Development presented the Community Facilities activity report to April 2020.

RESOLVED

THAT the report be received.

C20/176 Spicer/Howell CARRIED

TRANSPORT REPORT - MARCH 2020 (2745213)


RESOLVED

THAT the report be received.

C20/177 Adams/Buckthought CARRIED
RESOLVED

THAT the report be received.

C20/178 Harris/Smeaton CARRIED

SOLID WASTE MONTHLY ACTIVITY REPORT (2745498)

The Group Manager – Engineering Services presented the Solid Waste activity report covering the month of March 2020.

RESOLVED

THAT the report be received.

C20/179 Smeaton/Wilkinson CARRIED

The Group Manager – Engineering Services conveyed his appreciation to Council’s communications team for their great work over the COVID-19 lockdown period in getting messages out to the public updating on rubbish collection and other matters related to essential services provided by Council.

Cr Howell left the meeting at 11.55am returned at 11.57am.

DISTRICT DRAINAGE ACTIVITY REPORT TO 31 MARCH 2020 (2745545)

The Group Manager – Engineering Services presented the monthly District Drainage activity report for the period to 31 March 2020.

RESOLVED

THAT the report be received.

C20/180 Buckthought/Howell CARRIED

Following the close of nominations on 31 March 2020 for the membership of the four Hauraki District - Land Drainage Advisory Committees, representation of all areas within the Western Plains, Eastern Plains, Paeroa Rural and Taramaire have been filled. Therefore, no election was required. The membership of all committees is confirmed as follows:

**Western Plains District Drainage Committee**

<table>
<thead>
<tr>
<th>Area</th>
<th>Area 1</th>
<th>Waitakaruru Miranda</th>
<th>Michael Karl</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Pipiroa</td>
<td>Brian Keane</td>
<td></td>
</tr>
<tr>
<td>3A</td>
<td>Rawerae</td>
<td>Gavin Laurich</td>
<td></td>
</tr>
<tr>
<td>3B</td>
<td>Ngatea Puhunga</td>
<td>Peter Johnstone</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Pouarua Waikumete</td>
<td>Brian Pirie</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Kaihere Torehap</td>
<td>Pat Leonard</td>
<td></td>
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<tr>
<td>6</td>
<td>Patetonga Mangawhero</td>
<td>Peter Paterson</td>
<td></td>
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<tr>
<td>6</td>
<td>Patetonga Mangawhero</td>
<td>Ross Young</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Pouarua Maukoro Brian</td>
<td>Carter</td>
<td></td>
</tr>
</tbody>
</table>
Eastern Plains Drainage District Committee

Area 1  Orongo  Roger Hunter
2  Horahia  Richard Webster
3A  Huirau  Andrew Green
3B  Wharepoa  Ted Nicholson
4A  Kerepehi West  Keven Caddy
4B  Kerepehi East  Peter Schouten
5A  Netherton West  Damon Coldicutt
5B  Netherton East  Kim Reid

Paeroa Rural Drainage District Committee

Area 1  Komata North  Peter Casey
1  Komata North  Terry Hamilton
2  Opukeko  Craig Bowering
3  Tirohia-Rotokohu  Mike Peters
3  Tirohia-Rotokohu  Craig Zydenbos

Taramaire Drainage District Committee

Area 1  Taramaire  Stephen Crooymans
1  Taramaire  Dennis Thompson

RESOLVED

THAT Council confirm the appointment of the Land Drainage Advisory Committee members as scheduled.

C20/181  Buckthought/Harris  CARRIED

Karakia whakamutunga

Mayor Adams closed the meeting with a Karakia at 12.13pm.

CONFIRMED

D A Adams
Mayor
13 May 2020
FOR INFORMATION
NGĀ MŌHIOTANGA

TO Mayor and Councillors

AUTHOR David Fielden
Economic Development Manager

FILE REFERENCE Document: 2748773

PORTFOLIO HOLDER/S Councillor Harris
Community Growth portfolio

MEETING DATE Wednesday, 13 May 2020

SUBJECT Economic Development Report May 2020

SUMMARY | TE WHAKARĀPOPOTANGA

Described in this report are the activities of the Economic Development staff which can be discussed in the public domain.

RECOMMENDATION | TE WHAIKUPU

THAT the report be received.
1 PURPOSE | TE ARONGA

This report is to advise the Mayor and Councillors of those activities undertaken by the Economic Development Department. The activities described are those which can be described in the public domain.

2 BACKGROUND | TE KÖRERO Ā MUA

Council undertakes a range of activities to assist with community growth and development in the Hauraki District and has a Community Growth Committee which meets monthly to provide direction for projects in the District.

3 CONTENT

Covid-19: With the uncertainty brought about by Covid-19 in the current economic landscape, Council staff can advise that:

- Te Waka are taking the lead role across the Waikato Region. Council staff, with the town promotions organisations are assisting by disseminating information and a business survey to the local business community was completed. Business growth advisers are available to assist the local business community through this period and in Hauraki their services have been employed by 17 businesses.

- Within the local business landscape, council staff are aware that those businesses who are able to be trading under Level 3 rules are doing so. To assist businesses who wish to recommence trading but need to do so online to comply with Level 3 rules, a “Business Bites” event on 7 May 2020 has been organised by Evolve Hauraki (Council, Te Waka and the town promotions organisations). The event entitled “How to Shine Online” will be held online using Zoom and will include guest speakers who are experts in social media, e-commerce and business apps.

- Council staff have contacted local contractors to determine their workload. Of those contacted,
  - Civil contractors and surveyors have immediate capacity to commence new work.
  - Building companies are between steady to extremely busy
  - Across the trades we understand, that customers are very wary about having non-essential work done. Mostly, customers are preferring to book urgent work only. Companies advise that there is enough work to keep their staff busy and do not intend reduce head counts.

- LOVEHAURAKI
  The LOVEHAURAKI campaign is due to launch on 5/6 May and is being led by our town promotions organisations under the flag of Evolve Hauraki. It includes a website https://www.lovehauraki.nz/ and a Facebook page. It’s first purpose will be to support the local economy by promoting buy local and sharing what local businesses are offering at the different COVID alert levels. Though COVID-19 was the catalyst for LOVEHAURAKI, it is envisioned that LOVEHAURAKI will continue well beyond COVID-19, being used to build pride in the Hauraki District, celebrate our people and our businesses.

- Tourism
  Destination Coromandel have taken the lead in providing information to tourism operators in the past weeks which have included frequent industry newsletters and a webinar.
  An i-SITE/Information Centre Forum for the Thames-Coromandel and Hauraki districts has been set up to allow for discussions on the future direction of these organisations.
A meeting is to take place between Destination Coromandel, the Hauraki Rail Trail Charitable Trust, Waihi i-SITE, the Paeroa Information Hub and the Economic Development Officer to discuss options for collaboration and may include forming a tourism industry stakeholder group with operators.

**Approval**

<table>
<thead>
<tr>
<th>Prepared by</th>
<th>David Fielden</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Economic Development Manager</td>
</tr>
<tr>
<td>Approved by</td>
<td>David Varcoe</td>
</tr>
<tr>
<td></td>
<td>Acting GM Community Services and Development</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.

Grants listed with an asterisks (**) are funds that have not yet been paid. These are either currently being processed, waiting on supporting documentation or have received grant confirmation from Council but have not yet been claimed.

Newly approved or granted funds will be listed underneath the corresponding fund’s table.

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>Organisation</td>
<td>Amount Granted</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>----------------</td>
<td></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>
<tr>
<td>Hauraki Plains Lioness Club</td>
<td>hall hire</td>
<td>$50.00</td>
</tr>
<tr>
<td>Kerepehi Marae</td>
<td>Korowai project **</td>
<td>$500.00</td>
</tr>
<tr>
<td>Ngatea Lions - IDOP</td>
<td>hall hire</td>
<td>$50.00</td>
</tr>
<tr>
<td>Ngatea Lions</td>
<td>older persons day event</td>
<td>$500.00</td>
</tr>
<tr>
<td>Kerepehi School</td>
<td>worm farm</td>
<td>$292.61</td>
</tr>
<tr>
<td>Waitakaruru School</td>
<td>worm farm **</td>
<td>$325.00</td>
</tr>
<tr>
<td>Welcome to Ngatea’ signs</td>
<td>town entrance signs</td>
<td>$3,520.00</td>
</tr>
<tr>
<td>Paeroa Pipe Bands &amp; Tattoo Committee</td>
<td>community event</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Ngatea Primary School</td>
<td>hall hire</td>
<td>$140.00</td>
</tr>
<tr>
<td>Ngatea Lions</td>
<td>Christmas tree project build</td>
<td>$750.00</td>
</tr>
<tr>
<td>TOTAL ALLOCATED</td>
<td>$8,825.39</td>
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</tr>
<tr>
<td>UNALLOCATED</td>
<td>$3,724.63</td>
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</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>Paeroa Youth Rugby</td>
<td>mouth guards **</td>
</tr>
<tr>
<td>Paeroa Rotary Club</td>
<td>V8 swap meet</td>
</tr>
</tbody>
</table>
TOTAL ALLOCATED $7,895.00

UNALLOCATED $9,750.62

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>$259.57</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>$728.24</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>Waikino Liaison Society</td>
<td>R&amp;M Waikino Bridge **</td>
<td>$1,200.00</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>$9,239.11</td>
</tr>
<tr>
<td>UNALLOCATED</td>
<td></td>
<td>$5,391.94</td>
</tr>
</tbody>
</table>

New Grant - The Waihi Ward Councillors held a virtual meeting earlier this month and agreed to grant $300 from the Waihi Ward Community Assistance Fund to the Salvation Army for purchase of fuel vouchers for food parcel delivery volunteers.

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>LTP2018-28: Paeroa Historical Maritime Park</td>
<td>$120,000.00</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><strong>TOTAL ALLOCATED</strong></td>
<td>$10,000.00</td>
</tr>
<tr>
<td><strong>UNALLOCATED</strong></td>
<td><strong>$55,332.00</strong></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>C20/172: Thames Valley Hockey Turf Society Inc.</td>
<td><strong>$20,000.00</strong></td>
</tr>
<tr>
<td><strong>TOTAL ALLOCATED</strong></td>
<td><strong>$60,000.00</strong></td>
</tr>
<tr>
<td><strong>BALANCE</strong></td>
<td><strong>$139,793.31</strong></td>
</tr>
</tbody>
</table>

New grant - At the Council meeting dated 29th April, Council agreed to grant $20,000 from the Plains Community Recreational Facilities Development Fund to the Thames Valley Hockey Society Inc. towards the installation of new LED lighting.

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>
</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></td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**TOTAL ALLOCATED** $0.00

**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>$0.00</td>
</tr>
</tbody>
</table>

**TOTAL ALLOCATED** $0.00

**BALANCE** ($11,862.57)

### 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>
</tbody>
</table>

**TOTAL ALLOCATED** $517,000.00

**BALANCE** $51,757.17

### 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 Trust</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Arts Navigator</td>
<td></td>
</tr>
<tr>
<td>CS DC18/61: Hauraki Citizens Advice Bureau</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>CSDC19/38: A Friends Place</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Keep Waihi Beautiful</td>
<td>$778.70</td>
</tr>
<tr>
<td>KNZB Awards event</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL ALLOCATED</strong></td>
<td><strong>$22,778.70</strong></td>
</tr>
<tr>
<td><strong>UNALLOCATED</strong></td>
<td><strong>$64,695.30</strong></td>
</tr>
</tbody>
</table>

**Requests for Financial Assistance**

No requests for financial assistance have been received.

**Social Initiatives**

The Community Engagement Officer is currently touching base with local businesses, community groups and rural agencies who can contribute to a revisited Elephant in the Paddock campaign.

The Social Strategy Working Party met via Zoom on Friday the 8th of May to discuss progress of the Elephant in the Paddock Campaign to date, as well as It's Not Ok Waihi and Waihi Beach's District-wide campaign during COVID-19, ideas on how Social Strategy funding can be used to support our community recovery during/after COVID-19 and an update on how Better Futures Hauraki members are doing under current conditions.

**Other Initiatives**

**Sister Cities**

Nothing to report.

**Citizenship Ceremony**

Nothing to report.

**Creative New Zealand [CNZ CCS]**

A full list of applications and funds allocated for the 2019/20 financial year will be reported to the Council meeting on the 10th of June.

Katie McLaren

COMMUNITY ENGAGEMENT OFFICER

John McIver

COMMUNITY ENGAGEMENT MANAGER
Information Report

To: Mayor and Councillors

From: District Library Manager, Community Facilities Officer, Parks & Reserves Manager

Date: Tuesday, 5 May 2020

File reference: Document: 2663718 Version: 1.0.450

Portfolio Holder: Councillor Wilkinson

Meeting date: Wednesday, 13 May 2020

Subject: Community Recreation Monthly Report for May 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

As a result of being in COVID-19 Alert Levels 4 and 3, library services have been adapted from face-to-face to online delivery. The following programmes have been offered online:

- Book Chat on Facebook
- Two virtual Book Chat groups
- Weekly Construction Challenges
- Children’s Reading Challenge for Term 2
- Book Art Challenge
- Story Time

The APNK free Wi-Fi was switched off under Level 4. This decision was made at a National level, based on requests from Police and Civil Defence, due to breaches of physical distancing in multiple districts. It has been switched on again for Level 3 from 8am - 8pm, seven days a week.
Goal: An appropriate range of print, audio visual and electronic resources are provided to ensure public access to learning materials:

Ordering has not stopped during Levels 3 and 4 as this predominantly take place online, although deliveries are being postponed until the libraries re-open.

Goal: Libraries attract a wide audience:

Engagement with the Community during Levels 3 and 4 have included:

- Monthly newsletter
- Updates to our website about our online services and electronic resources
- Facebook:
  - 73 posts in April
  - Total reach of 2,711 people
  - 52% increase in engagement
  - Posts with the highest engagement:
    - Online puzzles from Te Papa
    - Post asking which fictional character people would like to invite to join their ‘bubble’ (Jack Reacher proved popular).
  - Posts with the greatest reach:
    - Our new Story Box Library resource (869 people reached)
    - Hauraki District Libraries app (841 people reached)

Goal: Future directions

The focus over April has been on preparing for re-opening the libraries, including:

- Processes for staff and the community:
  - Hygiene – hands, surfaces, public computers
  - Physical distancing
  - Contact register
  - Quarantining returned items
- Investigating click and collect, drive-through or delivery options for physical items
  - To reduce the number of people in the libraries
  - To provide services to vulnerable members of the Community
- Possibility of delayed opening to process returns (there are currently 5,263 books in circulation)
- Possibility of reduced hours to adjust to increased hygiene practices, new processes and services.

The following are also being investigated for Levels 2 and 1:

- Online chat for enquiries
- Extending virtual book chat groups to children
- Streaming Story and Rhyme for under 5s
- Mystery bags
- Bulk loans to rest homes during Levels 2 and 1

Monthly Statistics and Trends

No physical items were issued during April due to the libraries being closed.

There was a 167% increase in the volume of eBook’s and audiobooks accessed via the Wheelers ePlatform in April 2020, compared to April 2019. This was an increase of 33% from March 2020.
As is to be expected with the libraries being closed, new memberships to the libraries decreased by 39%, compared with March 2020. Self-registration of full memberships decreased by 73%. Conversely, there has been a 254% increase in digital memberships in April 2020, compared with March 2020. This is the first time that we have seen more digital memberships than self-registration of full memberships. This suggests our promotions of online resources during lockdown have been beneficial.

Here are the Top 10 titles borrowed from Wheelers ePlatform:

1. Memory man – David Baldacci
2. Never say die – Tess Gerritsen
3. Chasing passion/Falling for Rachel/Convincing Alex – Nora Roberts
4. Hell’s corner – David Baldacci
5. Worth dying for – Lee Child
6. The boy in the striped pyjamas – John Boyne
7. Angle of investigation – Michael Connelly
8. The Christmas scorpion – Lee Child
9. The hard way – Lee Child
10. Thriller – International thriller writers
Web statistics

<table>
<thead>
<tr>
<th>Number of visits to the home pages</th>
<th>April 2020</th>
<th>March 2020</th>
<th>April 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hauraki District Libraries Home page</td>
<td>1,117</td>
<td>2,011</td>
<td>4,579</td>
</tr>
<tr>
<td><a href="https://library.hauraki-dc.govt.nz">https://library.hauraki-dc.govt.nz</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discovery page (First page of Catalogue)</td>
<td>3,285</td>
<td>6,343</td>
<td>5,589</td>
</tr>
</tbody>
</table>

Statistics for these pages are disappointing at first glance, with decreases in both pages compared to both March 2020 and April 2019. This may be because more people are following us on Facebook to find out about our services and more people may be accessing information about their accounts and finding their way to our electronic resources via the Hauraki District Libraries app. This will be investigated further for May’s report, with the hope that statistics for usage of our apps can be gathered.

Top five pages visited:
1. Discovery page – 3,285
2. Hauraki District Libraries homepage – 1,117
3. Digital resources – 337
4. Kotui, my account – 128
5. Free remote access to ancestry.com – 86

<table>
<thead>
<tr>
<th>Devices used</th>
<th>April 2020</th>
<th>March 2020</th>
<th>April 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Desktop</td>
<td>609</td>
<td>1,704</td>
<td>4,481</td>
</tr>
<tr>
<td>Mobile</td>
<td>303</td>
<td>259</td>
<td>161</td>
</tr>
<tr>
<td>Tablet</td>
<td>100</td>
<td>95</td>
<td>84</td>
</tr>
</tbody>
</table>

The devices used may shed some light on the decrease on use the number of visits to our web pages. While the number of desktops used to access our pages is decreasing, the number of mobiles and tablets used is increasing. This may support the hypothesis that more people are accessing our resources via the Hauraki District Libraries app.

3. District Swimming Pools

No items of interest for District Swimming Pools
### 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.</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>Approved budget: $147,272</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Karangahake Reserve Development</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>Approved budget: $517,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Description</td>
<td>Responsible Officer</td>
<td>Progress (%)</td>
<td>Amount Spent</td>
<td>Total Budget</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>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><strong>Approved budget: $400,000</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
<td></td>
<td></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><strong>Approved budget: $40,000</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
<td></td>
<td></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>
<tr>
<td><strong>Approved budget: $15,000</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>This project is complete. Due to the change of scope in this project over it course; the project has gone over budget.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Description</td>
<td>Manager</td>
<td>Progress</td>
<td>Total Budget</td>
<td>Amount Allocated</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>Dudding Reserve Community Notice board and landscaping. <strong>Approved budget: $61,000</strong></td>
<td>Parks and Reserves Manager</td>
<td>75%</td>
<td>$46,308</td>
<td>$65,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Victoria Park Playground upgrade <strong>Approved budget: $45,000</strong></td>
<td>Parks and Reserves Manager</td>
<td>5%</td>
<td>$45,000</td>
<td>$45,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paeroa Domain Entrance Upgrade <strong>Approved budget: $73,114</strong></td>
<td>Parks and Reserves Manager</td>
<td>10%</td>
<td>$7,741</td>
<td>$73,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gilmour Park Playground Poured Surface <strong>Approved budget: $45,900</strong></td>
<td>Parks and Reserves Manager</td>
<td>0%</td>
<td>$0</td>
<td>$45,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Seating for the structure has been completed. Amenity landscaping will be scheduled for the autumn.**

- **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. Product is on route to New Zealand.**

- **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.**

- **A contractor has been appointed to carry out the installation. This project is currently on hold due to lockdown conditions. Product is on route to New Zealand.**
4. **General**

**Recreation**

Now that we have reached level 3 of the covid-19 lockdown conditions, maintenance of parks and sports fields is being undertaken. Mowing, weed control, tree pruning, and cleaning of park furniture/playgrounds is all being carried out. The planting of Autumn annuals in the garden beds has commenced, and Autumn maintenance work (seeding, fertilising and drainage) has been done on the Paeroa Domain #1 field.

Staff are engaging with sporting groups in the region in preparation for the activities that will be allowed under level 2 lockdown conditions.

At the time of writing this report, Covid 19 Level 3, playgrounds and skate parks remain closed to the public.

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Helen O’Carroll  
**DISTRICT LIBRARY MANAGER**

Adam Chwesik  
**COMMUNITY FACILITIES OFFICER**

Paul Matthews  
**PARKS AND RESERVES MANAGER**
Information Report

To: Mayor and Councillors
From: Community Facilities Officer, Property Officer, Parks and Reserves Manager
Date: Tuesday, 5 May 2020
File reference: Document: 2686070 Version: 1.0.110
Portfolio holder: Cr Anne Marie Spicer- Community Facilities
Meeting date: Wednesday, 13 May 2020
Subject: Community Facilities Report for May 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

There are no items of significance to report for elderly persons housing.

Public toilets

Public Toilets remain the same as level 4 with six facilities still closed.

Rural Halls

Rural Halls are closed as per Covid-19 level 3 guidelines.

Community Halls

Community Halls are closed as per Covid-19 level 3 guidelines. Health & Safety measures to be implemented with an eye toward level 2 when Halls will reopen including hand sanitiser units, contact tracing through sign in/out and further messaging around Covid-19 guidelines.
**Cemeteries**

Maintenance and mowing of the cemeteries recommenced once we reached level 3 lockdown conditions. Burials are being carried out under level 3 lockdown conditions, which the same as the conditions set by level 4.

**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>$36,720</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>Approved project budget:</td>
<td></td>
<td>$36,720</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elderly Housing Paeroa</td>
<td>Property Officer</td>
<td>$27,540</td>
<td></td>
<td>57%</td>
<td>$15,758</td>
<td>$27,540</td>
<td>A stove is being replaced at Junction road. Concrete footpaths surrounding units and laundry areas will be upgraded by Council’s construction and maintenance team.</td>
</tr>
<tr>
<td>Approved project budget:</td>
<td></td>
<td>$27,540</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elderly Housing Waihi</td>
<td>Property officer</td>
<td>$29,580</td>
<td></td>
<td>140%</td>
<td>$41,339</td>
<td>$29,580</td>
<td>Manholes in ceilings completed to allow for ceiling insulation to be done (Upper Moresby Ave units). Working with Insulmax to</td>
</tr>
<tr>
<td>Approved project budget:</td>
<td></td>
<td>$29,580</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Elderly Housing – Healthy Homes

**Approved project budget 2019/20:** $89,500

**Approved project budget 2020/21:** $109,000

<table>
<thead>
<tr>
<th>Property officer</th>
<th>38% of total project</th>
<th>$76,503</th>
<th>86% of 2019/20 budget</th>
<th>$200,000</th>
</tr>
</thead>
</table>

- All scheduled installations for 2019/20 for Waihi was completed.
- All scheduled 2019/20 installations for Paeroa have been completed.
- All scheduled 2019/20 installations for Ngatea have been completed.

Staff will be looking to bring forward some installations if possible to assist in stimulating our local economy.

look at insulation options for roofs (not suited to pink bats) due to limited cavity space.
<table>
<thead>
<tr>
<th>Project Description</th>
<th>Manager Type</th>
<th>Progress</th>
<th>Approved</th>
<th>Current</th>
<th>Planned</th>
</tr>
</thead>
<tbody>
<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>
<td>Original scope is complete. Additional scope has been requested regarding drainage, which is in the process of being contracted. Work has been delayed due to the covid-19 lockdown.</td>
</tr>
<tr>
<td>New Kaiaua toilets</td>
<td>Project Manager</td>
<td>5%</td>
<td>$0</td>
<td>$180,000</td>
<td>Three new suppliers have been found with quotes being reviewed.</td>
</tr>
<tr>
<td>Miranda Cemetery Drainage</td>
<td>Parks &amp; Reserves Manager</td>
<td>100%</td>
<td>$0</td>
<td>$4538.85</td>
<td>This project is complete.</td>
</tr>
</tbody>
</table>

Council Agenda - 13-05-20
FOR INFORMATION
NGĀ MŌHIOTANGA

TO
Mayor and Councillors

AUTHOR
Adrian de Laborde
Group Manager Engineering Services

FILE REFERENCE
Document: 2741392
Appendix A: Project Information Form
Appendix B: Project Information Guidelines

PORTFOLIO HOLDER/S
Mayor Adams
Transportation portfolio

MEETING DATE
Wednesday, 15 April 2020

SUBJECT
CIP Funding Application

SUMMARY | TE WHAKARĀPOPOPOTANGA

Staff have prepared and submitted a funding application to the Crown Infrastructure Partners for funding under the Governments “Shovel Ready” Infrastructure Projects as part of their Covid-19 recovery plan.

RECOMMENDATION | TE WHAIKUPU

THAT the report be received.
1 PURPOSE | TE ARONGA

The purpose of this report is to inform the Councillors of an application made to the Crown Infrastructure Partners for funding for shovel ready projects under their Covid-19 recovery package.

2 BACKGROUND | TE KŌRERO Ā MUA

The Government is seeking to identify ‘shovel ready’ infrastructure projects from the Public and certain Private Infrastructure sector participants that have been impacted by COVID 19.

Ministers have advised that they wish to understand the availability, benefits, geographical spread and scale of ‘shovel ready’ projects in New Zealand. These projects will be considered in the context of any potential Government response to support the construction industry, and to provide certainty on a pipeline of projects to be commenced or re-commenced, once the COVID 19 Response Level is suitable for construction to proceed.

The Infrastructure Industry Reference Group, chaired by Mark Binns, is leading this work at the request of Ministers, and is supported by Crown Infrastructure Partners Limited (CIP).

The CIP is now seeking information using the format in Appendix A from relevant industry participants for projects/programmes that may be suitable for potential Government support. The types of projects we have been asked to consider were outlined in Mark Binns’ letter dated 25 March 2020.

3 CIP Application

Staff have considered a number of options to meet the $10M threshold and criteria for projects that are shovel ready and can start construction within 6 months at the most.

The four criteria identified in the letter were:

- Criteria 1: The extent to which the project is construction ready now or within a realistic 6 - 12 months - construction readiness;
- Criteria 2: The project is of an infrastructure nature, either horizontal or vertical, and that the project is public or regional benefit infrastructure;
- Criteria 3: Whether the project is of a size and has material employment benefits (i.e., $10m+); and
- Criteria 4: The overall benefits and risks of the project.

We considered options that we could bundle together to meet this. These included wastewater, water and transportation projects.

Unfortunately, we were only to identify a group of projects within the transportation area to submit. This was submitted yesterday (14 April) afternoon to meet the 5pm deadline. The timeframes given were extremely tight. The value of the submission is $19.45M.

The projects we grouped together in order to meet with the threshold and criteria included:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ngatea Main Street Streetscape</td>
<td>$3,500,000</td>
</tr>
<tr>
<td>Paeroa Tourism Hub (Wharf and MacKay St streetscape)</td>
<td>$2,500,000</td>
</tr>
<tr>
<td>Accessibility – Footpaths / walkways / connections</td>
<td>$5,500,000</td>
</tr>
<tr>
<td>Carparks and associated rural road improvements for tourism locations</td>
<td>$750,000</td>
</tr>
<tr>
<td>Seal Extensions</td>
<td>$5,200,000</td>
</tr>
<tr>
<td>Professional fees</td>
<td>$2,000,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$19,450,000</strong></td>
</tr>
</tbody>
</table>
Appendix A details the submission. Due to resources and timeframes it was not possible to present this to the Councillors.

More information is available at https://www.crowninfrastructure.govt.nz/2020/04/01/government-seeks-infrastructure-projects/

4  NEXT STEPS | TE ARA KI MUA

The process that CIP will follow is outlined in Appendix B.

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early May</td>
<td>Adrian de Laborde</td>
<td>Funding approved / not approved</td>
</tr>
</tbody>
</table>

Approval

<table>
<thead>
<tr>
<th>Prepared by</th>
<th>Adrian de Laborde</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Group Manager Engineering Services</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved by</th>
<th>Langley Cavers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Chief Executive</td>
</tr>
</tbody>
</table>
‘Shovel ready’ Infrastructure Projects: Project Information Form

**About this Project Information Form**

The Government is seeking to identify ‘shovel ready’ infrastructure projects from the Public and certain Private Infrastructure sector participants that have been impacted by COVID 19.

Ministers have advised that they wish to understand the availability, benefits, geographical spread and scale of ‘shovel ready’ projects in New Zealand. These projects will be considered in the context of any potential Government response to support the construction industry, and to provide certainty on a pipeline of projects to be commenced or recommenced, once the COVID 19 Response Level is suitable for construction to proceed.

The Infrastructure Industry Reference Group, chaired by Mark Binns, is leading this work at the request of Ministers, and is supported by Crown Infrastructure Partners Limited (CIP).

CIP is now seeking information using this Project Information Form from relevant industry participants for projects/programmes\(^1\) that may be suitable for potential Government support. The types of projects we have been asked to consider is outlined in Mark Binns’ letter dated 25 March 2020.

CIP has prepared Project Information Guidelines which outline the approach CIP will take in reviewing and categorising the project information it receives (Guidelines).

Please submit one form for each project that you consider meets the criteria set out in the Guidelines. If you have previously provided this information in another format and/or as part of a previous process feel free to submit it in that format and provide cross-references in this form.

Please provide this information by 5 pm on Tuesday 14 April 2020.

As an initial task the Infrastructure Industry Reference Group has been asked to prepare a report on infrastructure projects/programmes that are ready for construction and could, if the Government deemed it appropriate, be deployed as part of a stimulatory package. It should be noted that the full impact of COVID 19 on the economy will not be known for some time, and the Government’s decision to accelerate any construction-related spend will be determined by its assessment of priorities at the time. This information is being sought in good faith, but no undertaking can be made that the criteria or any other considerations will not change or that any projects coming forward from the Reference Group will be accelerated, or any of the Reference Group’s recommendations adopted. This situation we all find ourselves in is truly dynamic.

*This document relates to the gathering of project information only and is not a Notice of Procurement. It does not form part of any procurement process. It does not commit the Government or CIP to take any further steps, or provide any financial or other assistance, in connection with any information in response to this document or the projects to which that information relates.*

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\(^1\) We refer to “projects” throughout. This term includes programmes of work in all cases.
Section 1: Key Information [Criteria 2 and 3]

1. Project Title: Creating Place through multimodal transportation improvements

2. Please provide your details:

<table>
<thead>
<tr>
<th>Organisation Name:</th>
<th>Hauraki District Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entity Type:</td>
<td>Local Government</td>
</tr>
<tr>
<td>Contact Name and Role:</td>
<td>Adrian de Laborde</td>
</tr>
<tr>
<td></td>
<td>Group Manager Engineering Services</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:Adrian.delaborde@hauraki-dc.govt.nz">Adrian.delaborde@hauraki-dc.govt.nz</a></td>
</tr>
<tr>
<td>Telephone:</td>
<td>021432403</td>
</tr>
</tbody>
</table>

3. Please provide a very brief description of the infrastructure project:

Brief Description of the Project

HDC has a number of projects that will help to create a sense of place in our communities. These projects include:

1. The streetscape of Ngatea main street
2. Creating a tourism hub, primarily to serve the Hauraki Rail Trail, through streetscape works in Paeroa
3. Improve non-vehicular accessibility to support mobility, walking and cycling through the widening of footpaths and provision of new walkways and connectivity.
4. Improving road alignment and parking for two popular tourist destination.
5. Extend the sealing of our road network to allow for lifestyle development.

These projects have either been scaled back to a do “minimus” or have been closed altogether due to affordability reasons. The projects are either immediately shovel ready or will be within the 6 month timeframe.

4. This project will be located in which Territorial Authority: Hauraki District Council.

5. Please confirm the project sector, category and type of infrastructure:

<table>
<thead>
<tr>
<th>Project Sector</th>
<th>Accommodation</th>
<th>Agriculture, Horticulture and Forestry</th>
<th>Alcohol Availability</th>
<th>Bioscience and Biotechnology</th>
<th>Construction</th>
<th>Energy</th>
<th>Film and Television</th>
<th>Imports and Exports</th>
<th>Information communications and technology</th>
<th>Manufacturing and Production</th>
<th>Retail Trade</th>
<th>Tourism</th>
<th>Wholesale Trade</th>
<th>Central Government</th>
<th>Local Government</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Categories</td>
<td>Three waters</td>
<td>Transport</td>
<td>Buildings and Structures</td>
<td>Other infrastructure</td>
<td>Critical infrastructure</td>
<td>New infrastructure</td>
<td>Replacement/refurbished infrastructure</td>
<td>Repurposed infrastructure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Type</td>
<td>Critical infrastructure</td>
<td>New infrastructure</td>
<td>Replacement/refurbished infrastructure</td>
<td>Repurposed infrastructure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6. What is the total cost of the project (NZ$M):

$19,450,000
7. Provide a high-level breakdown of this spend (e.g. construction costs, professional fees, land, other etc.):

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost Estimate</th>
</tr>
</thead>
<tbody>
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<td>Carparks and associated rural road improvements for tourism locations</td>
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</tr>
<tr>
<td>Seal Extensions</td>
<td>$5,200,000</td>
</tr>
<tr>
<td>Professional fees</td>
<td>$2,000,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$19,450,000</strong></td>
</tr>
</tbody>
</table>

8. Briefly outline the value the project will deliver in terms of employment contribution.

The projects are expected to provide work for 50 FTE for 2 – 3 years (30 – 36,000 labour days). In addition to this the work will provide training opportunities for reskilling of workers who have lost their current employment as a result of the pandemic. The projects will also act as an enabler for tourism and community growth. The tourism growth potential has recently (April 2020) been shown to be in the region of 600 FTE’s.

9. Briefly describe how the project is currently/ intended to be funded:

The projects are currently funded through a combination of targeted business rates (streetscapes), general district rates and components are unfunded. The unfunded component is due to the do minimum approach as a result of the lack of affordability of the projects for our communities. The 2 main communities in our district have a depravation index of 10 and thus we have had to significantly scale these projects back.

<table>
<thead>
<tr>
<th>Project</th>
<th>Total</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Ngatea Main Street</td>
<td>$1.5</td>
<td>Targeted Business Rate</td>
</tr>
<tr>
<td></td>
<td>$2.5M</td>
<td>Not funded</td>
</tr>
<tr>
<td></td>
<td>$3.5M</td>
<td><strong>Total Project Cost</strong></td>
</tr>
<tr>
<td>2. Paeroa Tourism Hub</td>
<td>$700k</td>
<td>Targeted Business &amp; ward rates</td>
</tr>
<tr>
<td></td>
<td>$1.8M</td>
<td>Not funded</td>
</tr>
<tr>
<td></td>
<td>$2.5M</td>
<td><strong>Total Project Cost</strong></td>
</tr>
<tr>
<td>3. Accessibility</td>
<td>$200k</td>
<td>Ward Rates &amp; FAR</td>
</tr>
<tr>
<td></td>
<td>$5.3M</td>
<td>Not funded¹</td>
</tr>
<tr>
<td></td>
<td>$5.5M</td>
<td><strong>Total Project Cost</strong></td>
</tr>
<tr>
<td>4. Carparks &amp; Road Improvements</td>
<td>$750K</td>
<td>Not funded²</td>
</tr>
<tr>
<td></td>
<td>$750k</td>
<td><strong>Total Project Cost</strong></td>
</tr>
<tr>
<td>5. Seal Extensions</td>
<td>$5.5M</td>
<td>Not funded</td>
</tr>
<tr>
<td></td>
<td>$5.5M</td>
<td><strong>Total Project Cost</strong></td>
</tr>
</tbody>
</table>

¹ Note these works are planned to be included in our Long Term planning for 2021-31 however at a rate that would be affordable to our communities (approximately $3-500k/year). This work will attract a FAR of 60% (at current levels) provided it meets with NZTA’s criteria.
2 Note $30k of this project would attract a 60% FAR from NZTA.

The projects above that will attract a FAR are currently not on our current LTP programme and thus have not been submitted to NZTA for funding consideration.

10. Has this project previously applied for funding with any part of Government? Yes: ☐ No: ☒

- If Yes, please describe which part of government (i.e. PGF 5, NZTA FAR etc.), the outcome of the discussions and who such discussions were with (what Ministry and official).

N/A
Section 2: Construction Readiness [Criteria 1]

11. Please briefly explain the status of the project including confirmation that the project will fall into one of the three categories of readiness (see 12 below).

| Project                  | Project Status                                                                                                                                                                                                 |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------- Eve                                                                                                                                                                                                 |
| 1. Ngatea Main Street   | 1. Streetscape plans prepared  
2. Community consultation undertaken (Stage 1)  
3. Construction underway for stage 1  
4. Revised scope prepared (affordability) for Stage 2  
5. Community consultation underway (Stage 2) – this is ongoing but has been affected by the shutdown  
5. Tender documents have been prepared  

The scope of the project has been revised to a “do minimum” due to affordability concerns. The full (preferred) scope of works could be constructed by June 2021. |
| 2. Paeroa Tourism Hub   | 1. Streetscape plans prepared  
2. Community consultation undertaken (Stage 1)  
3. Construction completed for stage 1  
4. Revised scope prepared (affordability) for Stage 2  
5. Final (revised) design underway  

The scope of the project has been revised to a “do minimum” due to affordability concerns. The full (preferred) scope of works could be constructed by June 2021. |
| 3. Accessibility         | 1. Routes for upgrade works and new infrastructure have been identified  
2. Some works have been completed or were underway at start of the shutdown.  
3. Construction works for the wider scope can commence at the start of the 2020/21 construction season and will take place over a 2 – 3 years |
| 4. Carparks & Road Improvements | 1. Design will take place over winter  
2. RC for carpark (1 of – the other has an existing carpark that requires improvement)  
3. Construction during the 2020/21 construction season |
| 5. Seal Extensions       | 1. Design will take place over winter  
2. Construction will take place over the 20/21 and 21/22 construction periods. |

12. Confirm which of the following categories the project best falls into.
<table>
<thead>
<tr>
<th>Status</th>
<th>Further commentary (briefly set out barriers to commencement)</th>
</tr>
</thead>
</table>
| A. Projects which currently are (or were) in the construction phase but have been put on hold due to COVID 19 and are likely not to progress, or to progress at a much slower rate or scale/scope, if not supported post COVID 19 | The Ngatea streetscape project will progress at a (further) reduced scope. The Paeroa Tourism Hub will possibly not continue and if it does, it will be scaled back further.  
  - Government funding support                                                                 |
| B. Projects which have a high expectation of commencing the construction phase within the next six months (by 31 October 2020), but are unlikely to do so due to COVID 19 | Accessibility works (footpath widening etc) will likely be scaled back significantly  
  - Government funding support                                                                 |
| C. Projects which could have been expected to commence the construction phase within the next 12 months (by 30 May 2021), but are unlikely to do so due to COVID 19 | The Paeroa Tourism Hub will possibly not continue and if it does it will be scaled back further.  
  - Government funding support                                                                 |
### 13. Confirm the status of key milestones

<table>
<thead>
<tr>
<th>Status</th>
<th><strong>1. Ngatea Main Street Streetscape</strong></th>
<th><strong>Expected Date</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Procurement</td>
<td>Suitable tender complete</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Tender evaluation in progress</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Request for Tender in the Market</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>About to put out a Request for Tender to the market</td>
<td>✓ May 2020</td>
</tr>
<tr>
<td>Detailed Design</td>
<td>Detailed Design Complete</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Detailed Design Underway</td>
<td>✓ April 2020</td>
</tr>
<tr>
<td></td>
<td>Detailed Design to commence</td>
<td>☐</td>
</tr>
<tr>
<td>Designations/Consents</td>
<td>Approved</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Lodged</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>In preparation</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Not required</td>
<td>✓</td>
</tr>
<tr>
<td>Land Acquired</td>
<td>Yes</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Being negotiated under PWA (please indicate stage below)</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Has not commenced</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Not required</td>
<td>✓</td>
</tr>
<tr>
<td>Business Case or Investment Case</td>
<td>Approved</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>Draft</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Underway</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>None</td>
<td>☐</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Status</th>
<th><strong>2. Paeroa Tourism Hub / Streetscape</strong></th>
<th><strong>Expected Date</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Procurement</td>
<td>Suitable tender complete</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Tender evaluation in progress</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Request for Tender in the Market</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>About to put out a Request for Tender to the market</td>
<td>☐</td>
</tr>
<tr>
<td>Detailed Design</td>
<td>Detailed Design Complete</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Detailed Design Underway</td>
<td>✓ Sept 2020</td>
</tr>
<tr>
<td></td>
<td>Detailed Design to commence</td>
<td>☐</td>
</tr>
<tr>
<td>Designations/Consents</td>
<td>Approved</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Lodged</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>In preparation</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Not required</td>
<td>✓</td>
</tr>
<tr>
<td>Land Acquired</td>
<td>Yes</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Being negotiated under PWA (please indicate stage below)</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Has not commenced</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Not required</td>
<td>✓</td>
</tr>
<tr>
<td>Business Case or Investment Case</td>
<td>Approved</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>Draft</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Underway</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>None</td>
<td>☐</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Status</th>
<th><strong>3. Accessibility</strong></th>
<th><strong>Expected Date</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Procurement</td>
<td>Suitable tender complete</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Tender evaluation in progress</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Request for Tender in the Market</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>About to put out a Request for Tender to the market</td>
<td>✓</td>
</tr>
<tr>
<td>Detailed Design</td>
<td>Detailed Design Complete</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Detailed Design Underway</td>
<td>✓ July 2020</td>
</tr>
</tbody>
</table>
### Status

#### Detailed Design to commence
- Detailed Design to commence Yes
- Detailed Design Complete
- Detailed Design Underway
- Detailed Design to commence

#### Designations/Consents
- Approved
- Lodged
- In preparation
- Not required

#### Land Acquired
- Yes
- Being negotiated under PWA (please indicate stage below)
- Has not commenced
- Not required

#### Business Case or Investment Case
- Approved
- Draft
- Underway
- None

#### Expected Date
- Sept 2020
- July 2020
- June 2020
- Aug 2020
- July 2020

### Status

#### Seal Extensions
- Suitable tender complete
- Tender evaluation in progress
- Request for Tender in the Market
- About to put out a Request for Tender to the market

#### Procurement
- Suitable tender complete
- Tender evaluation in progress
- Request for Tender in the Market
- About to put out a Request for Tender to the market

#### Detailed Design
- Detailed Design Complete
- Detailed Design Underway
- Detailed Design to commence

#### Designations/Consents
- Approved
- Lodged
- In preparation
- Not required

#### Land Acquired
- Yes
- Being negotiated under PWA (please indicate stage below)
- Has not commenced
- Not required

#### Business Case or Investment Case
- Approved
- Draft
- Underway
- None

#### Expected Date
- Sept 2020
- July 2020
- June 2020
- Aug 2020
- July 2020
- June 2020
14. Briefly outline any other comments on the key project timetable or key milestones

The key barrier to completing all the above projects is financial constraints. The projects that have funding have been reduced significantly in scope to address affordability – made more critical by the current situation.

Use will be made of existing contractors (Downer etc), local contractors and consultants as well as our internal Project Management Office, Construction and Maintenance Business Unit and Technical Services BU to deliver on the projects. Through these teams we will be able to upskill local workers who find themselves without work at this time.

A resource consent is required for the one carpark. This is expected to be a formality, as it will be constructed at the end of a road where the start of a number of walking tracks is located. The carpark will be located completely within the road reserve.

The construction of these projects can either commence immediately or within the next 6 months. The timeframes will vary from 1 – 3 years.
Section 3: Overall Benefits and Risks [Criteria 4]

Please advise at a high level whether a project brings real value (in an economic, social and/or environmental sense) to New Zealand as a whole or the region in which it is located in line with Treasury’s Living Standards Framework\(^2\) and Sustainable Development Goals\(^3\). Please take into account, where relevant, the draft 2021 Government Policy Statement on land transport, available at [https://www.transport.govt.nz/multimodal/keystrategiesandplans/gpsonlandtransportfunding/gps-2021/](https://www.transport.govt.nz/multimodal/keystrategiesandplans/gpsonlandtransportfunding/gps-2021/), and the priorities that it establishes.

15. Briefly outline the social, environmental and economic benefits of the project to the local region and New Zealand and overall value for money.

<table>
<thead>
<tr>
<th>Social Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Our larger communities have a deprivation index of 10 and the works are primarily targeted at creating “Place” for our communities.</td>
</tr>
<tr>
<td>The Paeroa Tourism Hub will also create a centre for community life in Paeroa and will provide connectivity between the Hauraki Rail Trail and the CBD.</td>
</tr>
<tr>
<td>The projects do deliver essential community infrastructure and will help us to meet our requirements under Article 9 of the UN’s Convention for the Rights of Persons with Disabilities. The current accessibility infrastructure – footpaths etc – does not cater sufficiently for multimodal transport options (school children walking/cycling scootering to school as well as our elderly who are required to use mobility scooters etc).</td>
</tr>
<tr>
<td>The provision of this infrastructure will also have health benefits to our communities.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Environmental</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improving accessibility for our communities will encourage the transition to walking/cycling for our communities as the safety of doing this is improved. The works will also include upgraded stormwater management.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Economic benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>The work is expected to stimulate the local construction industry and provide work and training opportunities during the construction phase to our local communities affected by the pandemic. Post-construction, these works will enable economic development primarily in the tourism sector by providing support to the Hauraki Rail Trail and associated tourism. It is expected that an additional nearly 600 FTE’s may be generated in this sector as business confidence builds and visitor numbers continue to grow long term. These projects put the required infrastructure in place to support this work.</td>
</tr>
<tr>
<td>The seal extensions will encourage further growth in the district.</td>
</tr>
</tbody>
</table>

16. What is the expected contribution to local/ national employment?

Initially the construction works will provide work for minimally 50 FTE’s over the 2 – 3 year timeframe, however longer term the works will enable growth that will provide for potentially up to 600 FTE’s for tourism growth and associated industries.

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17. What are the risks associated with the project? Each risk should be ranked as high, medium or low and include a short explanation as to why it was given that risk rating.

<table>
<thead>
<tr>
<th>Risk</th>
<th>Low/ Med/ High</th>
<th>Further commentary on risk</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. The risk of the project not commencing within the advised timescale</td>
<td>L</td>
<td>All the projects will be able to commence within the indicated timeframes</td>
</tr>
<tr>
<td>B. The risk the project will not be completed on time, to cost or to specification</td>
<td>L / M</td>
<td>The planning works are sufficiently advanced to give a level of comfort around the risk. Without funding most of these works will not take place.</td>
</tr>
<tr>
<td>C. Risk the project will not realise the benefits outlined above</td>
<td>M</td>
<td>Currently the impacts of CV-19 on the tourism industry are unknown</td>
</tr>
</tbody>
</table>

18. Are there any other key project risks or any other information which would be useful background or context at this stage?

The projects included in this submission are low risk projects.

These projects will be of great value to our communities, but will either not proceed or will proceed in a very reduced scope format should funding not be received from central government.

**Section 4: Impact of COVID-19**

19. Please briefly comment on the likelihood and timing of the project recommencing once the COVID 19 Response Level is suitable for construction to proceed

We will be able to restart some of the projects (in their reduced form) immediately. The other projects identified will be able to be started immediately should funding be confirmed.

Construction progress will be affected by the reduced winter construction season, however some works can continue or begin.

The partially funded projects will not continue in their current form without government funding. The currently unfunded projects will not proceed.
20. What is the best estimate of the impact (financial/social/environmental) COVID 19 has had on the project and on local industry associated with the project?

The Paeroa Tourism Hub / Streetscape is unlikely to proceed. For the currently reduced scope this represents approximately $700k – for a full scope project this would represent $2.5M direct investment. This does not include the negative effects on the tourism growth opportunities.

The Ngatea Streetscape will proceed in a reduced format. This will remove approximately $2M from the local contracting companies involved.

The accessibility work will continue in a significantly reduced model and the safe uptake of multimodal transport opportunities for our communities will delayed for a reasonable period. This will remove an injection of approximately $5M from our local contractors and suppliers which is sorely needed at this time.

21. Has this project already, or is likely to benefit from already announced Government led financial support for businesses (e.g. wage subsidy scheme/business finance guarantee scheme) Yes: ☐ No: ☒

- If Yes, please describe the scheme and extent of the support you have received/expect to receive.

22. Briefly outline the top 2-3 things that the Government can do to help progress this project. Please consider both financial and non-financial levers such as lowering regulatory barriers, adjusting Government procurement practices, fast-tracking resource consent processes.

We have high levels of depravation in our communities – our primary barrier to delivering on these projects is funding.

Please indicate clearly whether you consider any information you have provided in this form to be confidential. Confidential information will not be publically released, other than in anonymised form, except to the extent that any release is required by law.
APPENDIX B Project Information Guidelines
‘Shovel Ready’ Infrastructure Projects: Project Information Guidelines

Introduction

The Government is seeking to identify ‘shovel ready’ infrastructure projects from the public sector and (where projects can be repurposed for public benefit) the private sector that have, in each case, been impacted by COVID-19.

Ministers have advised that they wish to understand the availability, benefits, geographical spread and scale of ‘shovel ready’ projects in New Zealand. These projects will be considered in the context of any potential Government response to support the construction industry, and to provide certainty on a pipeline of projects to be commenced or re-commenced, once the COVID 19 Response Level is suitable for construction to proceed.

The Infrastructure Industry Reference Group (Reference Group), chaired by Mark Binns, is leading this work at the request of Ministers, and is supported by Crown Infrastructure Partners Limited (CIP).

CIP is now seeking project information from relevant industry participants on projects/programmes that may be suitable for potential Government support.

These Guidelines outline the approach CIP will adopt in categorising the project information it receives.

Mark Binns released a letter to the sector on 25 March 2020 in connection with this information gathering process and the types of projects to which it would relate. The four criteria identified in the letter were:

- Criteria 1: The extent to which the project is construction ready now or within a realistic 6 - 12 months - construction readiness;
- Criteria 2: The project is of an infrastructure nature, either horizontal or vertical, and that the project is public or regional benefit infrastructure;
- Criteria 3: Whether the project is of a size and has material employment benefits (i.e., $10m+); and
- Criteria 4: The overall benefits and risks of the project.

As an initial task the Reference Group has been asked to prepare a report to Ministers on infrastructure projects/programmes that are ready for construction and that could, if the Government deemed it appropriate, be deployed as part of a stimulatory package.

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1 We refer to “projects” throughout. This term includes programmes of work in all cases.
To support this process, CIP will provide a report to the Reference Group summarising the projects and their key attributes, categorised in terms of the criteria referred to above based on the information provided by, and on any subsequent discussions with, participants.

It should be noted that the full impact of COVID 19 on the economy will not be known for some time, and the Government’s decision to accelerate any construction-related spend will be determined by its assessment of priorities at the time. This information is being sought in good faith, but no undertaking can be made that the criteria or other considerations will not change or that any projects coming forward from the Reference Group will be accelerated, or any of the Reference Group’s recommendations adopted. This situation we all find ourselves in is truly dynamic.

**Process**
The process that CIP will follow is outlined below.

**Step 1: Receipt of project information**
CIP has prepared a Project Information Form (PIF) to enable relevant industry participants to nominate project(s) for consideration. All responses are to be provided using the attached PIF and sent to: projectinformation@crowninfrastructure.govt.nz by 5.00pm on Tuesday 14 April 2020.

If you are providing PIFs for more than one project, please also provide, in your covering email, your own views on the relative priorities of these projects.

**Step 2: Review and Categorisation of Projects**

**Step 2A: Criteria 1, Construction Readiness Assessment**
CIP will consider the construction readiness of the project based on the PIF. We propose to adopt the following categorisation:

- **Category A** - Projects which currently are (or were) in the construction phase, but have been put on hold due to COVID 19 and are likely not to progress, or to progress at a much slower rate or scale/scope, if not supported post COVID 19.
- **Category B** - Projects which have a high expectation of commencing the construction phase within the next six months (by 31 October 2020), but are unlikely to do so due to COVID 19.
- **Category C** - Projects which could have been expected to commence the construction phase within the next 12 months (by 30 May 2021) but are unlikely to do so due to COVID 19.

This may include projects currently in a procurement phase including where:
- a suitable Tender has been completed;
- a Tender Evaluation is in progress;
- a Request for Tender is in the market; or
- the principal is about to put out a Request for Tender to the market.

This may also include maintenance and asset replacement projects which require little design or consenting, such as local/regional roading and three waters projects.

**Step 2B: Project classifications: infrastructure type, value and employment benefits**

Criteria 2: Consideration will be given to whether the project has a public or regional benefit. CIP will categorise projects based on the following categories:
- Transport
- Three waters
- Buildings and Structures
- Other infrastructure

The infrastructure will be classified as

- Critical infrastructure
- New infrastructure
- Replacement/refurbished infrastructure
- Repurposed infrastructure

Criteria 3: Whether the project is of a **size and has material employment benefits** of $10m+.

While we have referred to a minimum project size of $10m, we recognise that this might be too high a threshold for some of the smaller regions or districts in NZ. Note that this could include programmes of work, for example a series of road maintenance/resealing projects or a series of three-water pipe renewals/replacements. PIF’s for projects under the $10m threshold in smaller (by population) territorial authorities’ areas can be submitted to CIP and CIP will provide them to the Provincial Development Unit (PDU) for consideration given the PDU is best equipped to consider those projects.

The threshold would remain for larger regions.

**Step 2C: Overall Benefits national and regional**

CIP will also categorise by the **overall benefits** of the project. The matters which will be considered under this heading include:

- Economic/Social/Environmental benefits; and
- Regional/Nationwide benefits.

This will include any project, either public or private, that will benefit the wider public or a particular regional area due to its nature. Given the breadth of infrastructure it is acknowledged this may include private sector projects that demonstrate wider public benefits. Examples include (but are not limited to) transport (including public transport, roads, cycling infrastructure and bridges), wastewater treatment, potable water, stormwater, schools, hospitals, tertiary education, community facilities, energy, regionally or nationally significant infrastructure such as airports and ports or infrastructure that supports our key industries such as tourism and agriculture. Projects that have a strong regional benefit will also be considered.

Ministers will be particularly interested in investments that modernise the economy and set it up to enhance sustainable productivity into the future rather than those that replicate the current economic arrangements.

In line with Treasury’s Living Standards Framework\(^1\) and Sustainable Development Goals\(^2\), consideration will also be given at a high level to whether a project brings real value (in an economic, social and/or environmental sense) to New Zealand as a whole or the region in which it is located.

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The Government Policy Statement on land transport, and the priorities that it establishes, will also be taken into account.

These benefits should be readily identifiable and determined by an assessment such as a Business or Investment Case that supported the decision to deliver the project.

Please note you should not submit any project that does not demonstrate some wider public benefit.

**Step 2D: Project risks**

Risks will be categorised in three groupings:

- risk of the project not commencing within the advised timescale;
- risk the project will not be completed on time, to cost or to specification; and
- risk the project will not obtain the benefits outlined in the Overall Benefits section above.

Each risk should be ranked as high, medium or low and include a short explanation as to why it was given that risk rating.

**Step 2E: Impacts of Covid-19**

We seek to obtain a general understanding of the impacts that COVID 19 has had on the project. We are therefore seeking information in relation to:

- the likelihood of that project recommencing once the COVID 19 Response Level is suitable for construction to proceed, whether it would recommence but required to be scaled down or stopped indefinitely;
- an estimate of the financial implications of COVID 19 on the project; and
- confirmation whether the project has already, or is likely to benefit from already announced Government led financial support for businesses (e.g. wage subsidy scheme/business finance guarantee scheme).

**Step 3: Clarifications**

CIP may seek any additional clarification on the project information received, and will require responses no later than 5 pm on Monday 27 April 2020.

**Step 4: Next steps**

CIP and the Reference Group will provide information on the projects to Government. CIP intends to contact all parties that provide Project Information once Government has advised what the next steps are.

**Use of information**

a. *Each party that completes a PIF agrees that the information it provides may be used or referred to in preparation of reports to the Reference Group and central Government and for other associated purposes. Any such reports may be publicly disclosed (in whole or in part). Publicly released versions of any such reports will be redacted or anonymised to exclude any specific information identified, in the PIF response, as being commercially sensitive. Information may also be disclosed as required by law, including under the Official Information Act 1982.*

b. *The request for project information is not a Notice of Procurement nor does it form part of any procurement process.*
FOR DECISION
MŌ TE WHAKATAUNGA

TO          Mayor and Councillors
AUTHOR      Steve de Laborde
            Infrastructure Systems & Planning Manager
FILE REFERENCE Document: 2760699
PORTFOLIO HOLDER/S Councillor Duncan Smeaton
            Waste Management portfolio
MEETING DATE Wednesday, 13 May 2020
SUBJECT     Cessation of Collection of Plastics 3 – 7 as a Recycling Commodity

SUMMARY | TE WHAKARĀPOPOTANGA

The commodity market for Plastics grade 3 – 7 has effectively closed following the implementation of National Sword by China which saw them refusing to continue to be the dumping ground for the world’s waste. We have continued to collect and store these products, however it is now apparent that there is no commodity market in the near future and as a result these products are destined for landfill.

Additional information will be provided to the Councillors prior to the Council meeting.

The decision is not considered to be a significant decision.
RECOMMENDATION | TE WHAIKUPU

THAT the report be received.

THAT Council resolve to exclude Plastics 3-7 from the recycling stream.

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

1 PURPOSE | TE ARONGA

The purpose of the report is to seek Council resolution to exclude Plastics 3-7 from the recycling stream.

2 BACKGROUND | TE KŌRERO Ā MUA

Council currently advertises that we accept plastics 1-7 at the kerbside and at the Refuse Transfer Stations (RTS). This has been the situation since the beginning of the current contract, albeit that the Contract only stipulates plastics 1 & 2. At the start of the contract in 2013 there was a market for all the plastics – China.

China’s "National Sword" policy, enacted in January 2018, banned the import of most plastics and other materials headed for that nation’s recycling processors, which had handled nearly half of the world’s recyclable waste for the past quarter century including New Zealand’s.

This has led to the industry seeking alternative markets for plastics, however no viable market can be identified for plastics 3 – 7 as yet.

3 THE ISSUES | NGĀ TAKE

We have continued to accept plastics 1-7 since January 2018, however, plastics 3-7 have been stockpiled and will now be going to landfill. This is because there is no market for these commodities. We had continued to accept plastics 3 – 7 as there was a hope that a market would become viable for these plastics, however that has not eventuated.

Under the current COVID-19 requirements we are collecting all recycling and taking it to landfill. As we move out of these restrictions it would be prudent to implement a change from collecting Plastics 3 – 7 at the same time. The process will have a suitable bedding in time.

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:

- Retaining the status quo
- Stop collecting plastics 3 – 7.
These options and their advantages and disadvantages are outlined below.

5.1 OPTION 1: Status Quo

ABOUT THIS OPTION
This option would see HDC continue to require the contractor to collect plastics 3 - 7

<table>
<thead>
<tr>
<th>ADVANTAGES</th>
<th>DISADVANTAGES</th>
</tr>
</thead>
<tbody>
<tr>
<td>The community would not be required to sort their plastics</td>
<td>HDC would incur additional sorting, transport and disposal costs</td>
</tr>
<tr>
<td></td>
<td>HDC would be out of step with our neighbouring Councils</td>
</tr>
</tbody>
</table>

FINANCIAL COSTS

<table>
<thead>
<tr>
<th>Whole of life costs</th>
<th>Capital costs: $0</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ongoing annual operating: TBC</td>
</tr>
<tr>
<td></td>
<td>One off operating cost: $0</td>
</tr>
<tr>
<td>Budget source</td>
<td>TBC</td>
</tr>
<tr>
<td>Changes to budgets</td>
<td>In order to accommodate these costs there will need to be changes to budgets.</td>
</tr>
<tr>
<td></td>
<td>Changes TBC</td>
</tr>
<tr>
<td>Impact on the Council’s debt</td>
<td>There is no impact on the Council’s debt</td>
</tr>
<tr>
<td>Potential impact on rates</td>
<td>The impact on rates will be TBC</td>
</tr>
</tbody>
</table>

5.2 OPTION 2: Stop collection of Plastics 3 - 7

ABOUT THIS OPTION
We will notify the community of the decision, reasons for the decision and provide education around identifying plastic types etc. We will instruct the Contractor to stop collecting plastics 3 - 7

<table>
<thead>
<tr>
<th>ADVANTAGES</th>
<th>DISADVANTAGES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plastics 3 – 7 will go straight to landfill</td>
<td>None</td>
</tr>
</tbody>
</table>

FINANCIAL COSTS

<table>
<thead>
<tr>
<th>Whole of life costs</th>
<th>Capital costs: $0</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ongoing annual operating: TBC</td>
</tr>
<tr>
<td></td>
<td>One off operating cost: TBC</td>
</tr>
<tr>
<td>Budget source</td>
<td>TBC</td>
</tr>
<tr>
<td>Changes to budgets</td>
<td>In order to accommodate these costs there will not need to be changes to budgets.</td>
</tr>
<tr>
<td>Impact on the Council’s debt</td>
<td>There is no impact on the Council’s debt</td>
</tr>
<tr>
<td>Potential impact on rates</td>
<td>There will be no impact on rates because there will be no cost associated with the sorting and disposal of the Plastics</td>
</tr>
</tbody>
</table>
6 PREFERRED OPTION | TE KŌWHIRINGA MATUA

Staff recommend proceeding with option 2 – stopping collection of Plastics 3 - 7.

6.1 LINKAGES

<table>
<thead>
<tr>
<th>STRATEGIC DIRECTION</th>
<th>The preferred option IS consistent with the Council’s strategic direction, including community outcomes.</th>
</tr>
</thead>
<tbody>
<tr>
<td>LONG TERM PLAN / ANNUAL PLAN ALIGNMENT</td>
<td>The preferred option IS consistent with the long term plan and/or annual plan programmes and budgets.</td>
</tr>
<tr>
<td>POLICIES, BYLAWS AND PLANS ALIGNMENT</td>
<td>The preferred option IS consistent with the Council’s other strategies, policies, bylaws and plans.</td>
</tr>
<tr>
<td>SIGNIFICANCE ASSESSMENT</td>
<td>The decision IS NOT considered significant under the Council’s Significance and Engagement Policy 2017.</td>
</tr>
<tr>
<td>IMPLICATIONS FOR MĀORI</td>
<td>The decision DOES NOT involve a significant decision in relation to land or a body of water.</td>
</tr>
</tbody>
</table>

6.2 ASSESSING THE RISKS

Staff have identified the following risks associated with the recommended option.

<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>Community may not support it.</td>
<td>Low</td>
<td>Good communication</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>
<tbody>
<tr>
<td>Immediately</td>
<td>Notify the community of the decision as part of the return to more normal collections</td>
<td>Work with TCDC and MPDC</td>
</tr>
</tbody>
</table>
## Approval

| Prepared by | Steve de Laborde  
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Infrastructure and Systems Manager</strong></td>
</tr>
<tr>
<td>Approved by</td>
<td>Adrian de Laborde</td>
</tr>
<tr>
<td></td>
<td><strong>Group Manager Engineering Services</strong></td>
</tr>
</tbody>
</table>
Annexure A:

The proposal to exclude plastics 3-7 from the recycling stream is best described by Figure 1 below. The current path of plastics 3-7 is via the Material Recovery Facility (MRF)\(^1\) show as the red shaded line. The plastic is picked up at the kerbside, transported to the MRF, sorted and plastics 3-7 & contaminants sent to landfill.

The proposal (orange) is to have only plastics 1 & 2 collected as recycling and plastics 3-7 included within the refuse and taken directly to landfill. It is not possible to predict the direct costs around this change as the volume of plastics 3-7 compared to the total volume (~1000t/yr) of comingle waste is unknown. However, as can be seen from Figure 1, it is anticipated that there might be a savings rather than an increase in transport and processing by by-passing the MRF.

*Figure 1: The Refuse & Recycling Streams:*

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\(^1\) Acronym pronounced as Murf
What are Plastics 1 & 2:

**Plastic – PET and HDPE**

**ACCEPTED**
- Plastic pots, tubs and trays:
  - Jars (e.g. mayo, peanut butter)
  - Punnets (e.g. fruit, veg, cake packaging)
  - Meat and biscuit trays
- Plastic bottles, clear and coloured, from around home:
  - Drinks bottles (e.g. juice, fizzy drink, milk)
  - Cleaning product bottles
  - Personal care bottles (e.g. shampoo, shower gel)
  - Ready to use plant food

**CONDITIONS**
- Rinsed clean
- Removed and placed in rubbish:
  - Lids
  - Film lids and wrap
  - Absorbent pads in trays
  - Pumps and triggers

---

**Only plastics marked with a 1 or 2 can be recycled**
What are Plastics 3-7:

Other plastic

**NOT ACCEPTED**

- All plastic #3, #4, #5, #6 and #7
- Non-PET and coloured chocolate, biscuit, cracker trays
- Film lids from the pots or trays
- Laminated pouches (e.g. cat food/coffee pouches)
- Plastic bottles containing chemicals (e.g. anti-freeze, pesticides)
- Plastic toys
- Plant pots
- Medicine packs (e.g. headache pills, etc.)

- Toothpaste tubes and toothbrushes
- Expanded polystyrene e.g. packaging inserts
- Hose, tubing, PVC pipe
- Buckets and washing baskets
- Strapping
- Carrier bags/plastic wrapping film e.g. bread bags and bubble wrap

These are currently, and for the foreseeable future, sent to landfill.
Additionally, WasteMINZ is proposing that the following plastic items, even though they are 1’s & 2’s, be discarded to landfill as well.

No small items

No items less than 55mm diameter

Issues with small items include:

• Fall out during collection
• Too difficult to pick out of a manual sort line
• End up with glass in mechanical sort due to 55mm holes in trammel
• Have no commercial value and are difficult to bale

No lids

Issues with lids include:

• They get stuck in equipment
• Blow away in wind
• Slip through trammel and contaminate glass
• Can be made of multiple materials
• Larger lids, such as ice cream containers, can be sorted as paper

Lids off means more chance the container will be empty
OL specifies no lids for glass bottles and jars