



CENTRAL HAWKE'S BAY DISTRICT COUNCIL



Together we thrive!

Chief Executive's Report
Central Hawke's Bay District Council

Together we Thrive! E ora ngātahi ana!

E ORA NGĀTAHI ANA – TOGETHER WE THRIVE.

This report provides an update of the organisation's activity over the August 2021 – September 2021 period and provides a snapshot of some of the organisation's achievements and activity over the period.

In 2018 Council opted to participate in the **CouncilMARK™ Programme**, which is an assessment programme designed to improve the public's knowledge of the work councils do, and to support Council to further improve the service and value we deliver to community.

The CouncilMARK™ programme is underpinned by significant research commissioned by LGNZ, including the New Zealand Local Government Survey of over 3,000 citizens and businesses. This provided important country-wide insights into New Zealanders' perceptions of local government.

The CouncilMARK™ Programme incorporates a set of performance measurement principles and underlying performance indicators, namely the Performance Assessment Framework (PAF), that guide the team of independent assessors.

The PAF is broken down into the following four priority areas:

1. Priority Area One – Governance, Leadership and Strategy
2. Priority Area Two – Financial Decision Making and Transparency
3. Priority Area Three – Service Delivery and Asset Management
4. Priority Area Four – Communicating and Engaging with the Public

Following our assessment in 2018, Council has continued to focus on continuous improvement in light of the report recommendations. In September 2021, Council will participate in a re-assessment and throughout August Officers have spent considerable time preparing for this. Our 2018 CouncilMARK assessment provided us with a solid benchmark and gave us confidence that we were heading in the right direction. In this 2021 assessment we seek to understand and affirm that we are still progressing in the right direction, while also seeking feedback and guidance that will continue to enhance and guide the growth of our organisation, our people and our community.

During August, we have progressed in understanding the **Governments 3 Waters Reform programme**, in order to be in a position to provide feedback to government at the end of September. Albeit during lockdown, Council held 3 virtual "Elected Member Drop in Sessions" and have provided information via multiple mediums in order to assist the community in understanding the government's proposal.

Over the past four years we have had a strong focus on our water and wastewater infrastructure. Because of this dedicated work, Central Hawke's Bay is lucky to have a clear understanding of the significant funding that this infrastructure will require and the cost to our connected households both now and for the future. We also know how important the infrastructure is to ensuring a thriving future for our community. We also understand that what is being proposed by Government is a major shift away from how we view the local ownership and decision-making that we currently enjoy.

Further to the 3 Waters Reform Programme, there are also other related things happening, led by Government, which will affect us in some way. While it can be difficult to clearly explain how these many pieces of the puzzle fit together, we need to acknowledge it and work with what we do know.

As well as a reform of the delivery of 3 Waters Services (the potential movement from Council ownership to a 4-entity model), a new regulator is also being set up to manage new legislation. This new regulator (Taumata Arowai) will give effect to new legislation (the Water Services Bill) that will set the rules for how we make sure water is safe to drink across all of New Zealand. Changes to environmental standards for freshwater (our rivers, streams, lakes and aquifers) as well as change planned for the Resource Management Act are all set to have some additional sway on us in Central Hawke's Bay over the next few years.

Level 4 and Level 3 Alert status, following the Delta outbreak has without a doubt had an impact on the Council business and wider community. I am pleased to report that we had 100% of staff working from home during Level 4, and while an impact on the programme and budget for our capital work programme, the team through careful planning have been able to ensure majority of projects are back into action and remain on track. Once again we have made every effort, through good business continuity planning to ensure business as usual within the alert level rules has continued.

Finally, at the time of writing this report we are celebrating Te wiki o te reo māori – A huge thank you to our dedicated team who ensured that as an organisation we made a real effort and contribution to the celebration and revitalisation of Te reo māori. Celebrating the language isn't just a task for during the week itself, but each day as we build on the Pou Tahī of the Tūhono mai Tūhono atu Strategy which identifies the need to integrate mana whenua values, culture and language into the business of Council. A special mention to those 28 staff and Elected Members who are currently enrolled in Level 2 with EIT.

"Whaowhia te kete mātauranga – Fill the basket of knowledge"

Monique Davidson

Chief Executive



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL

Our vision for Central Hawke's Bay is a proud and prosperous district made up of strong communities and connected people who respect and protect our environment and celebrate our beautiful part of New Zealand.

Together we thrive!

Our Strategic Direction for Central Hawke's Bay

What we know - Our DNA -



WORKING TOGETHER

Central Hawke's Bay will be stronger when we work together. Partnerships and collaboration are at the core of everything we do.



CUSTOMER EXCELLENCE

The communities we serve are our customers. They are at the heart of our decisions, interactions and communication. We'll engage with our customers to deliver value and exceed expectations.



THINKING SMARTER

We need to think smarter and better in everything we do. With a culture of innovation and continuous improvement we will add value to our communities.

What we stand for - Our Values -



Our values capture who we are and what matters most to us. They are the attitudes we embrace as individuals, teams and as a whole organisation. We are all personally responsible for acting with these in mind.

- T** TRUST - We create trust by acting with integrity.
- H** HONESTY - We do what is right even when no one is looking.
- R** RESPECT - We have respect for each other, our community and our stakeholders.
- I** INNOVATION - We find smarter ways to do things to produce improved and sustainable results.
- V** VALUING PEOPLE - We are one team, supporting each other to succeed.
- E** EXCELLENCE - We deliver exceptional results.

What we're most proud of - Our Greatest Asset -

People are our greatest asset. At Central Hawke's Bay District Council we are committed to providing a safe and great place to work that values diversity and inclusion, and develops skilled people who can lead our community to thrive.



Why we do what we do - Our Purpose -

It's our goal to create an environment that supports a thriving Central Hawke's Bay district, by providing efficient and appropriate infrastructure, services and regulatory functions.



The outcomes we want to achieve - Our Objectives -



- A proud district.
- A prosperous district.
- Strong communities.
- Connected citizens.
- Smart growth.
- Environmentally responsible.
- Durable infrastructure.

How we'll reach our outcomes - Our Focus -



- Promoting smart growth.
- Attracting and enabling business success.
- Strengthening our district and community identity.
- Protecting and promoting our unique landscape.
- Planning for tomorrow to future-proof Central Hawke's Bay.

Activity

Updates



SOCIAL AND ECONOMIC DEVELOPMENT

Safer Central Hawke's Bay

The Safer Central Hawke's Bay coalition has met once in this reporting period as have each of the four work streams - Violence Free CHB, Road Safety Work stream, Community Resilience & Wellbeing and Warmer Safer Homes. The Safe Communities Foundation of New Zealand is undergoing a transition and will cease to exist from January 2022. The Safe Communities Networks in New Zealand have met and agreed to explore the development of a community-led and owned network.

Safer Central Hawke's Bay partner agencies have been active during the recent COVID Delta lockdown, engaging with and supporting clients and members and disseminating information out to the community.

Positive Ageing

The network has formally met once during this reporting period however it has also come together remotely several times during the 3-week COVID Delta lockdown period to coordinate the welfare response and share information. Impact on our older residents was noticeably reduced during this latest lockdown, and this was due to a number of factors including:

- No requirement for over 70's to self isolate during lockdown
- Continuation of some critical services including Meals on Wheels and Home Support Services
- Strengthened network and implemented learnings from the previous lockdown
- Quick community response by partner agencies

The Older Drivers Information pack has been completed and distributed to key organisations including General Practices. This pack collates information to assist our older residents who are confronted with the challenge of whether they continue to drive or not. It provides information on where to access local support to assist older residents and their families affected by this issue to make informed decisions.

The network also provided feedback to council officers on barriers to accessing drop off recycling centres.

Disability Reference Group

The meeting scheduled for 18 August was postponed due to the COVID Delta lockdown. The group did meet remotely as part of the Network of Networks approach to the Welfare response for the August COVID lockdown and vital community and sector information was distributed to the disability community via this group.

Central Hawke's Bay Food Secure Network

Supported by funding from the Ministry of Social Development, a Central Hawke's Bay Food Secure network have formed and worked together to develop the 2021 CHB Food Security Action Plan. This plan articulates how as a district we will strive to meet our vision of "Every person in our community has access to affordable, nutritious and sustainable food to meet their cultural and dietary needs".

The network will drive the implementation of the food security plan, responding with solutions that reflect community aspirations and meet local needs. This will allow a forum for collaboration, identification and pooling of resources and abilities. The network currently includes stakeholders from across a range of sectors with the goal of expanding the network as we continue to work to implement the plan.



Waka Tākaro – Central Hawke’s Bay Play Trailer

An application was made to Sport Hawke’s Bays Tumanawa Fund to obtain funding to build a Play Trailer which is a resource that will be used by community to encourage and promote the concept of “Play”. The purpose of this trailer is to educate and encourage free play within the Central Hawke’s Bay Community and is a resource to be used by community at events or gatherings. Along with the trailer, an application was made for a resource to be able to promote, educate and encourage the use of the Play Trailer. This funding was for a wage for a year and the role is called a Play Activator. Blanche Paewai-Ashcroft has been contracted to complete the role of the Play Activator and a team of people from Council and Sport Hawke’s Bay are working alongside her to create the Play Trailer, which has been named Waka Tākaro. Over the coming months there will be a launch of the trailer and plan to embed its use into community.



Here is a photo of the trailer. It is yet to be sign written and filled with resources for children within the community to play with.

COMMUNITY FUNDING

Creative Communities Fund

The next round of Creative Communities Funding closed on 27th August 2021 after the closing date was extended due to the change in COVID alert levels. Eight applications were received and the panel is due to meet to discuss these applications on Wednesday 22nd September 2021.

Community Voluntary Organisation Support Fund (CVOS)

The CVOS fund closed on the 6th August 2021 and a total of 4 Category One applications and 22 Category Two applications were received. Applications are now with the Assessment Committee who will meet on Monday 27th September to distribute the funds.

Community Pride and Vibrancy Fund

The Community Pride and Vibrancy Application has received two applications in this reporting period. The first application was from the Waipawa Spring Festival Committee for the Waipawa Duck Day event scheduled for Saturday 9 October. The Fund provided \$1,500 towards this event.

The second application was received from the Hatuma Half Marathon Organising Committee for costs towards the Hatuma Half Marathon event for 2022. The fund contributed \$1890.00 to assist with the costs of marketing and promoting the event, which is a key annual event in the districts sporting calendar.

Sport New Zealand Rural Travel Fund

The next round of the Sport New Zealand Rural Travel Fund will open in November 2021.

2021 CIVIC AWARDS

The annual ceremony was presented by Mayor Alex Walker on the 5th August at the CHB Municipal Theatre where we awarded nine Community Service Awards, two Organisation of the Year Awards and the Civic Honours Award was presented to Mr John Oliver. We had a great turn out of almost 200 people from the community supporting their friends

or family receiving awards. It is great to see all the outstanding community service and commitment that goes on in Central Hawkes Bay.

COMMUNITY PLANS

Community Planning for the Tikokino district is underway and following the community workshop held on the 18 July, a draft plan has been developed and is distributed to the working group.

We are working to confirm a date for the Otane Community Plan planning day, within the contexts of Level 2 restrictions.

CULTURAL ENGAGEMENT – TUHONO MAI TUHONO ATU

Priorities

During this period there has been a noted increase in hui with mana whenua. Council continues to support marae in a range of activities to build capacity. The priority areas for cultural engagement for this period have included:

- Continuing to implement components of cultural competency into our council work culture
- Supporting and participating in EIT's Te Reo level 2 with 28 council staff enrolled
- Supporting ELT and Governance to increase cultural capability at Kurawaka event centre in Porangahau
- Establishing approaches and processes for engagement with hapu and iwi, that are driven by hapu and iwi
- Supporting the continued establishment of capacity and capability within local Maori infrastructure.
- Regular Pou Whatuia advisory meetings schedule with governance and executive leadership teams.
- Working with a range of external planners on various projects to initiate engagement with hapu and iwi
- Identifying engagement workgroups within hapu and iwi and nurturing these relationships
- Collaboration with libraries team to complete projects (Te Reo training for staff & te wiki o te reo māori).

Te Kupenga

The Te Kupenga team of Maori Managers focus for this period has been to review its terms of reference. The Te Kupenga Te Reo application continues to increase in popularity with over 1000 uploads. The current project Te Kupenga has been working on is the communications and feedback to community about the Three waters reform. Up and coming events include Te wiki o te reo māori celebrations. The Te Kupenga team are distributing a range of quiz's for council staff to participate in.

ECONOMIC DEVELOPMENT

Business and Industry check-ins during COVID-19 resurgence

There have been a number of regional and local check-ins and online meetings since the resurgence of COVID-19. The general purpose has been to gauge how businesses and industry sectors were managing under Level 4 and Level 3 lockdown conditions, what their planning was for Level 2, what level of confidence they had around their business/economic recovery etc. Common themes that came through included supply chain, shipping and subsequent stock issues, vaccination access for staff, long term effects such as costs of inflation and price hikes, critical skills shortage across the region and across all sectors. Encouraging customers to shop local is an ongoing priority.

We have communicated regularly with our local businesses in Central Hawke's Bay to ensure they are kept up to date with the various support resources available from COVID-19 and fact sheets produced by Council. This has included a business pack distributed to each business the week of 6 September to main street and other businesses in the District.

Economic Development Review across Hawke's Bay

All five Hawke's Bay Councils are seeking business views on support for business and industry development in Hawke's Bay. A short 10-minute survey seeking Hawke's Bay business feedback on priorities for ratepayer funding assistance that is targeted at supporting business and industry development in Hawke's Bay has been sent out across the region.

This information will be used to build a more detailed picture of priorities, the funding that might be required, and the best way to deliver these activities and services for Hawke's Bay.

Economic Recovery

The resurgence of COVID-19 Delta variant has affected progress in August and September for our projects initiated from funding gains we have secured from the Crown Infrastructure Partners Fund and the Provincial Growth Fund..

Tukituki trails extension project

Over the August-September period, work on the Tuki Tuki trails has continued to process forward

Berm walking and cycling trails

Work has continued to maintain the new and old Tukituki trail berm trails. The project has kept on one staff member for this work who is working out really well. Although the loop is not complete a number of people have started exploring these new trails.

Kahahakuri Creek bridge

The resource consent has been granted through the Hawkes Bay Regional Council for the Kahahakuri bridge, due to material delays the work has been scheduled for the end of October. We have also put an application in for another bridge over Wilsons creek, this bridge will be 11m long and 1.2m wide and will be built and installed by abseil access at the same time as the Kahahakuri bridge.

Limes and pathways

9kms of stopbank has been resurfaced with limesand to date with 6km further to be complete. Although there is continued work happening on the trails including work to trails access, signage and further extensions these new limestone trails are currently being well used by the community.



Gumtree Farm Mountain Bike Park

The Rotary River Pathway Trust have been working to create a number of new tracks and extend existing. Two new ones this month have been completed and ridden - Reesies Rippa & Mars Bar.

Worker Redeployment Package – Vegetation management

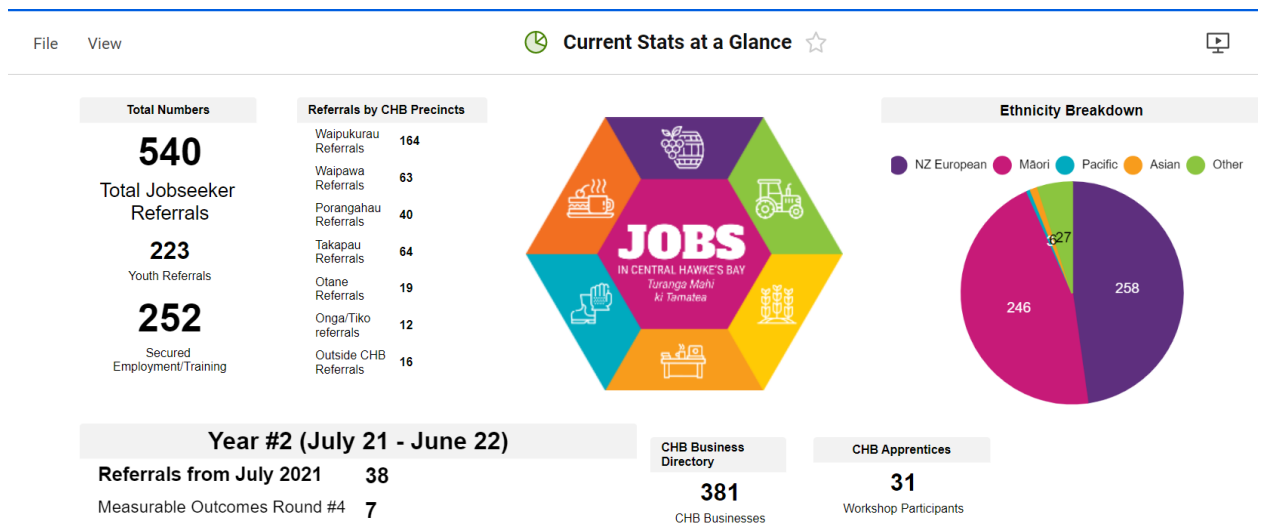
The PGF funded vegetation management programme has been extended until 3rd of September. The tranche has employed 4 people who have been adversely affected by covid. This has seen a number of gardens around town getting a revamp including the green patch, Bogle Brothers Esplanade and a huge amount of work on Pukekaihou. This team has been led by George Frederic of Recreational Services who is helping with garden design.

Rakei Ora – Bringing Wellbeing to Marae Tihei Tamatea

Over the month of August, the Rakei Ora project has worked closely with marae trustee to complete work with contractor and trades onsite. This project was due to be completed on the 31st of August but due to the covid alert level changes the end date has been extended, this will allow us time to secure all trades to complete works and complete contract obligation.

Jobs in Central Hawke’s Bay - Turanga Mahi ki Tamatea

Local Jobs for Local People - the Jobs in Central Hawke’s Bay team continues to support local jobseekers and employers to connect the dots and facilitate sustainable employment in our community. New job seekers continue to visit the Mobile Employment Hub with 38 new referrals since July 2021.



The Jobs in Central Hawke’s Bay team continue to work alongside Complete Coaching HB to provide one on one coaching and support for our youth. This partnership continues with this second round of funding as the results achieved in the first round were invaluable for our Youth. To date 17 participants have been referred, 11 have moved into sustainable employment supported with ongoing pastoral care for up to 6 months and 5 others are still being coached.

The partnership with CONNECT Driver Licensing continues with some great results. Driver Licenses is a barrier that prevents our community from being able to obtain sustainable employment therefore this partnership is important for the work the team are completing. 154 people have been referred for licensing support. As of 1st September 2021, 26 learner licenses, 30 restricted licenses, and 12 full licenses have been achieved.

In partnership with the Hawke’s Bay Chamber of Commerce, the third Growing Great Entrepreneurs course has been supporting our local startup businesses to thrive. COVID has prevented the completion of the latest course however the four participants are still being supported by a referral to business mentoring. This business mentoring occurs on a fortnightly basis with David Trim and is available for them six months after they complete the course. The 10

participants from the first two courses have successfully started 7 businesses and have access to this fortnightly business mentoring and this is proving successful. The team is also working alongside MSD to make opportunities available for those who can apply for business startup funding offered by MSD.

In partnership with Shop CHB monthly Business After 5's (BA5) occur for local businesses to connect, encourage and support each other. Each event features a short keynote speaker on a relevant topic and then time for casual networking and discussion. The last BA5 was Tuesday 10th August and the theme was "Is your business accessible for all? The BA5 sessions are now on hold due to COVID restrictions however we continue to support business in other ways such as providing COVID business support packs and also keeping them informed via email and social media.

We are still recruiting for a suitable Business Connector to join the team who will work alongside our local business to assist with any support they might need and help them to continue to thrive.

The Skills training and employment network continue to meet on a regular basis. This is another forum for networking, communicating and collaborating as it is made up of variety of local community organizations working in the skills, training and employment sector.

The partnership with the Central Hawke's Bay College continues to develop and a Student Pathway Survey has been created to connect with Year 12 & 13 students so their contact details and permission can be collected. Once they choose to leave school, the college will contact the Youth Transitions Coordinator so the student can be followed up and supported into employment, further education or training. The Youth Transitions role is also in the process of developing a Student Resource Pack that students who leave school can have which gives them all the local information they need to know to thrive once they leave school, from further training opportunities to how to pay rent, find a flat, get a job. This initiative will be launched through the Skills Training and Employment Network once it is finalised.

INZONE Careers Coach - The team are working with CONNECT (one of our STEN partners) to bring the INZONE Careers Coach to Central Hawke's Bay as this is seen as an inspirational tool for students and jobseekers to utilise.



He Ringa Whānau Ora

He Ringa Whanau Ora has been well received in the community and kaimahi are busy working with a number of individuals and whanau who are experiencing the impacts of drug addiction. One of the He Ringa Whanau Ora kaimahi roles became vacant in June and has now been filled. The service has continued to be provided during the recent level 4 and 3 lockdown period; however, without the ability to meet whanau face to face. These restrictions increased the already challenging nature of this work however all those who are participating in the programme were well supported throughout this time.

Ngā ara Tipuna ki Tamatea

The project continues with a soft launch of the facilities, website and products occurring in July, as the final parts of the Nga Ara Tipuna story come together.

Major progress was made through the period, completing the removal of over 90 tonnes of asbestos and contaminated soil from the Racecourse Road entrance and the site has had substantial landscape planting completed. The final steps for the main site at Hunter Park/Pukekaihai are the installation of the remaining pou on Racecourse road, the balance of palisading and the remaining landscaping. The last major structure that will be placed at the top of is currently under construction for th

This project continues to be a priority focus and is on track for project completion substantially by September 2021. In our previous report at the time of writing the construction team had identified a large area of ground with asbestos in it at Hunter Park. This required the draw down of contingency from the Provincial Growth Fund and the removal of over 90 tonnes of asbestos and contaminated soil, having a major impact on the delivery of work and the balance of programming at other sites.

All of the structures are now in, with signage and the remaining installation aspects the last pieces to be installed. This will follow with planting.

The last key structure will be a pou on the top of the Hunter Park/Pukekaihai that will be unveiled as part of the Official opening at this time proposed for 15 October.

We are still experiencing delays in the operational aspects of the project, with significant delays from the Charities Office in the processing of both the IP and Operational Trust. Recruitment for the business development manager role for the project has now closed and at the time for writing, hui was being held on the next steps.

Communications continue to be a focus as we build up to the opening of the project, being well-received by the wider community.

CENTRAL HAWKE'S BAY TOURISM

Tourism

Tourism Coordinator

Stacey Larsen joined Hawke's Bay Tourism on Monday August 23rd as maternity replacement for Felicity Carr for a 12-month contract. While Stacey's on boarding with Hawke's Bay Tourism so far has been in lockdown Level 4/Level 3, she has already introduced herself virtually to Central Hawke's Bay event organisers for Spring Fling. Stacey will have induction into Council the week commencing 13th September.

Spring Fling

Unfortunately, the COVID-19 resurgence has meant that the Spring Fling festival has been affected with several events either cancelled or postponed. Regular updates are provided ongoing through the official website springfling.nz, social media (on both the Hawke's Bay Tourism and Central Hawke's Bay District Council pages), and via email to all affected ticket holders and event organisers. So far, the launch event on Father's Day, Ongaonga Victorian Market and Fair, and Dinner in the Daffodils are the only events to be cancelled. The Hatuma Half Marathon which was happening mid-September to coincide with Spring Fling is now being held as a virtual event. Taniwha Daffodils was rescheduled to start Saturday 11th September under Level 2 conditions and as per advice received from COVID-19 business help line to event organiser.



DRINKING WATER

Drinking-Water Compliance

All monitored drinking water networks were compliant through July and August, pending final discretionary approval by the DWA. Some minor upgrades to water quality analytical equipment were undertaken, this included an upgraded UVT monitor at Takapau and a replacement Chlorine analyser at Tikokino Road WTP. These were installed as part of reliability and resilience upgrades in order to maintain drinking water compliance at these sites. This work also included standardising equipment across the sites.



UVT Analyser



Chlorine Analyser

Operational update

Despite the resurgence of COVID-19, the Three Waters Operations team were able to continue over the level four lockdown and even welcome three new team members, Jorja Tairua-Gray Jay Ruwhiu and Nicola Hart. They are a welcome addition to the team and were able to integrate themselves seamlessly into the team despite the limitation of the lockdown. A reduction in the number of new service requests provided the reticulation team with an opportunity to tackle a number of historical and high priority issues, whilst continuing the focus on leaks, breaks and operational improvements.

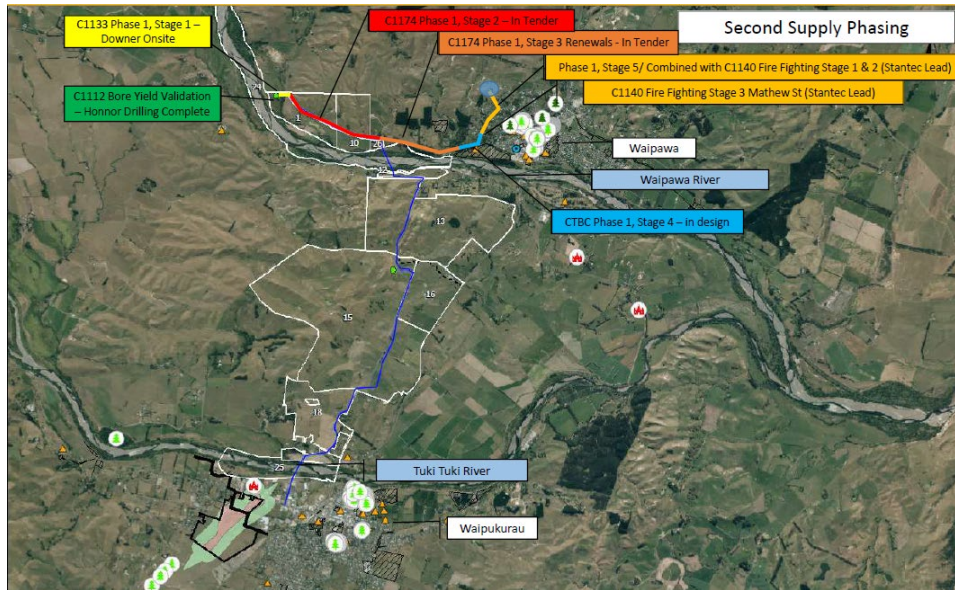
A number of high priority projects have commenced throughout August and September which will introduce a suite of new assets into the CHBDC network. These assets will provide a welcome respite to the teams, having completed numerous repairs on some of the older and higher risk assets in the district. This will also provide greater levels of protection to our networks, ensuring that the risk to supply is significantly reduced.

The team were able to tackle a historical water issue at Mitre10 in Waipukurau during August, having found a leaking coupler which had contributed to localised flooding in the area for some time. The owner was extremely grateful for the teams' efforts and is pleased to see the progress being made on addressing some of the more onerous and long-term network issues. The asset will ultimately be upgraded as part of the renewals programme but it is imperative that issues like this are resolved to mitigate any long-term effects.

Waipukurau Second Supply

The production bore yield testing has been completed and the drilling contractor has de-mobilised from site. Downer continue to work on renewal of stage 1 pipework from the current Waipawa Bore treatment plant to the Tikokino road gate, with the 1st cut in completed on the 8th September. Works commenced 5th July and due to Covid are now expected to be completed by late September. Land negotiations on easements for pipelines and reservoirs is progressing with compensation letters being finalised for presenting to affected owners. Officers have held 3 hui's and

developed a Cultural Guidance Group Terms of Reference with tangata whenua. Planning for the river crossing works is also progressing with agreement to draft an application for consent, to be reviewed by mana whenua in the CGG. Learn more and follow updates via: <https://www.chbdc.govt.nz/our-council/news/article/695/council-moves-to-next-stage-of-securing-greater-resilience-of-water-supply-for-waipukurau>



SH2 Borefield Upgrade

The project has been delayed slightly as we iron out some commissioning and turbidity (air) risks at the site. Design involving a run to waste system is being completed and being tendered, with a target to commence work at the end of September. Further testing will happen once this work is complete. This work is progressing as a priority to allow the upgrade to be finished and the system commissioned.

The filtration system is on hold until the run to waste tests have been performed, this is proposed to be funded from Year One Long Term Plan budgets.

Kairakau Water Upgrade

The tender has been delayed due to Covid but is now due 10th September. Discussion with the MCT's solicitor has been taking some time with slow responses to lease clarifications. QEII have provisionally agreed to the proposed terms. Tender analysis is expected to take 2 weeks with an intent to bring the paper for approval later in September signalling a October commencement, subject to lease.



WASTEWATER

Wastewater Treatment Operational Performance

Optimisation of the CHBDC wastewater programme continues as we continue to roll out a suite of improvements across the district. The team have reported steady progress in improvements to both the Waipawa and Waipukurau WWTPs as routine chemical dosing and rigorous plant maintenance begins to demonstrate consistently improved results. The wastewater team has experienced great change with the appointment of the new Team Leader, Reuben Easter, back in July. His experience and expertise are being demonstrated in not only the improved operation of the plants but also the very detailed and strategic response to some of the ongoing project discussions and planning.

Waipawa WWTP has undergone a number of improvements, having introduced online pond level monitoring, optimisation of our dosing programme and a number of quality-of-life improvements to ensure efficient and safe operation of the plant. The new penstock has now arrived and will be installed later this month pending the results of a site survey to provide greater visibility and management of our pond levels, creating a more effective control mechanism for our emergency discharges.

The annual waste water compliance reports for 2021 were issued in the month of August to Hawke's Bay Regional Council for review. We are yet to receive a response for HBRC we are confident of a favourable response, and expect they will be pleased at both our recent progress, our ongoing improvement programme and the LTP.

Trade Waste Reviews and Improvements

An improvement programme is underway largely supported by a new Trade Waste Bylaw which came into effect on May 13 2021. [The new bylaw can be viewed here](#). Central to this project was the development of a new charging regime that will see Trade Waste inputs paying for capital upgrades proportional to their contribution to waste received at the treatment plant – the first month of contributions has been invoiced. New consents for traders are being reviewed, monitoring and compliance is having an overhaul and new traders are being identified.

Inflow and Infiltration Management.

This programme of work is underway with manhole repairs, pipe relining, hydraulic modelling, flow monitoring and CCTV. The learnings from these works have been applied to a district-wide project to identify and remediate wastewater defects which is nearing the end of the procurement process. An approach to dealing with private side defects was adopted along with a wider strategy at a council meeting on the 12th of August. The communications around this are under development.

Waipawa, Waipukurau, Otane Wastewater Upgrade and Consenting Project

In October 2020, Council adopted a new wastewater strategy outlining the approach to be taken across the district. The 2021-2031 Long Term Plan confirms the future investment for these major programmes of work: <https://www.chbdc.govt.nz/home/article/738/council-confirms-wastewater-investment-for-the-future?t=featured&s=1>

Work is progressing, with significant focus on the DAF, desludging and Otane to Waipawa project pipeline and other activities. Further detailed below.

Ōtāne to Waipawa Pipeline (Stages 1,2 and 3)

The Ōtāne to Waipawa wastewater pipeline is well underway with approximately 7.2km of pipeline in the ground across Stages 1, 2 and 3. Stage 1 between Racecourse Rd and Dee St is fully complete. Stage 2 between Racecourse Road and the Waipawa WWTP has all but 900m of pipe installed as well as 90% of all the details along the route. Stage 3 to link the Ōtāne WWTP to the northern end of stage 1 was impacted by the Covid-19 L4 lockdown however is now underway with an open cut section from the WWTP to Ellison Street mostly done, in conjunction with this both potable water lines and power ducting is being run to enable the future commissioning of the Ōtāne Pump Station

Otane to Waipawa – Pump Station (Stage 4)

Stead Construction were awarded the contract to construct a Wastewater pumping station at the Ōtāne WWTP for the future conveyance of Ōtāne's wastewater to the Waipawa WWTP. Construction was due to commence during the Covid-19 Level 4 lockdown however is now planned for mid-September. Council are currently working with Stead to finalise contract management plans and final construction details.

Waipawa & Waipukurau WWTP Short term Improvements

The installation of DAF units at the Waipawa WWTP, and in 2022 at the Waipukurau WWTP aims to improve the ability to meet consent compliance in the short term, by providing customized and optimized tertiary treatment. These systems would effectively take the place of the non performing lamella clarifiers. With the improved treatment quality post DAF units, it is expected that the sand filters and the UV treatment process will also see an improvement in their efficiency. This work is occurring alongside and to complement the longer term upgrades.

A contract has been awarded to Enviroden Limited for the supply and installation of the DAF unit at the Waipawa WWTP and work to finalise the design is almost complete after recently held Hazard and Operability and Safety in Design workshops. Most of the equipment, including the main DAF unit, is currently in transit. Arrival of the DAF unit is expected mid November with commissioning work early in 2022.

Waipawa WWTP Pond desludging

Hydracare are undertaking the desludging of the oxidation pond at the Waipawa WWTP, this has included the removal of the existing dried solids from the geobag area. Following inspection of the existing liner post solids removal, a complete liner replacement has been completed as well as some minor drainage improvements to this area. The existing dried solids from the Waipukurau WWTP have also been removed and the need for a complete liner replacement there also identified. The dredge to complete the Waipawa pond desludging was expected to arrive onsite the week of the Covid-19 lockdown however is now expected on the 15th of September, council will work with contractors Hydracare to have the Waipawa WWTP pond desludged by the end of November.

Ōtāne Wastewater Resource Consent

An extension and variation to the current resource consent was lodged on the 31st March 2021 to align with the wider work programme for the larger project. Affected parties from the previous consent variations have all been contacted and approval sought, council officers are continuing to engage with those parties yet to provide a response. A collated response to HBRC, including feedback from affected parties, is planned for September 2021 to gain the extension needed for this consent to support activities underway in Ōtāne.

Porangahau and Te Paerahi Wastewater Upgrade Consenting Project

Late August 2021 we hit a significant milestone and lodged the long term and transitional consents for Pōrangahau and Te Paerahi wastewater systems.

This is a culmination of over 2 years work for the project team, and significant support from the BECA and LEI team.

In a nutshell we are requesting;

- 4 years to continue operating Te Paerahi
- 6 years to continue operating Pōrangahau
- 35 years for land discharge at new common land site.

Takapau Wastewater Upgrade Consenting Project

Following further engagement, Council has an agreement with a landowner to investigate a land discharge scheme for the dry weather discharge from Takapau. The consent has been lodged, design is underway including a cultural impact assessment of the project. CHBDC has responded to the section 92 and is now seeing the consent process in discussion with HBRC.



STORMWATER

Stormwater Operational and Compliance update

We are beginning to see improvements across the board in our storm water compliance monitoring

Another positive couple of months for our storm water compliance as we continue to see improvements in our sampling data and frequency of our sampling despite a significantly dry winter season. Maintenance plans are currently under review as we look to strategise the upkeep of our waterways whilst minimising the adverse effects that cleaning and maintenance can often cause.

Interaction with the public in regard to the storm water networks is generally positive, with a fairly minimal list of significant issues throughout the months of August and September. Working closely together, Three Waters and Consents have been able to quickly review and resolve a number of localised property issues, and will continue to closely monitor consent applications to ensure implementation of appropriate mitigation measures. This will ensure adherence to the LTP, and allow correct and safe upkeep of our networks while we look to the upgrade of them in the future.

Annual Storm Water Compliance reports for 2021 were issued in the month of August to Hawke's Bay Regional Council for review. We are yet to receive a response for HBRC we are confident of a favourable response, and expect they will be pleased at both our recent progress, our ongoing improvement programme and the LTP.



LAND TRANSPORT

Waka Kotahi 3 Year Programme

The Road to Zero and Low Cost / Low Risk safety improvements have been confirmed as of 7/09/2021. The request for \$1,050,000 per year for the each of the next 3 years has been fully approved which is positive news for Central Hawke's Bay. This portion of the regular work programme was the last to be confirmed through the funding approval process by Waka Kotahi with a number of Councils across New Zealand getting significantly less than they had requested.

Contract Works 20 / 21

Maintenance and Re-seals - Downer

Programming of the activities took place through July and August and will ensure we are meeting the challenges of the network and maintaining the levels of service. As traffic volumes change the inspection frequency for our cyclic activities will be reviewed so that we are responsive to the needs of our rate-payers and the road network. Due to the COVID lockdown some programmed works have been delayed but the maintenance contractor and council staff proceeded with all safety related work and regularly inspected the network to prevent any damage to our roads and bridges. These delays will not have a major impact on the completion of the programme

Bridges, Structures and Area Wide Pavement Treatments - Higgins

Progress was made on both Tipene's and Eparaima with the Higgins crews completing safety work through the lockdown although with some delay in the programme. Under level 2 work will continue in full swing.

Designs for the upcoming year are underway and our contractor is fully resourced to complete new work. These designs include renewal of Gunson's Bridge, intersection improvements for the higher risk intersection identified in the HPMV study

Work was delayed on the completion of the footpath on Matthew Street to acquire materials for the redesigned retaining wall and COVID lockdown.

The work being done on Reservoir and Nelson Street replacing aged water and wastewater infrastructure will be supplemented by a pavement re-build as part of our Area Wide Pavement Treatment programme

Minor Events Activity

The weather this winter so far has not caused any damage to the road network so the minor events activity has not been used

Other Works

Our Consultant along with preparing designs for the physical works for the upcoming year, has also been working on a road safety strategy, a business case for Wimbledon and Porangahau Roads to present to NZTA to request a higher funding assistance rate as the function of the roads have changed from a local road to a through road carrying a large amount of product to the Port of Napier from south of the District Boundary acting as a State Highway and are developing a tool which will assist in identifying the impacts of traffic growth on the running of the network to minimise safety risks and congestion



SOLID WASTE

Service Delivery Change

Following Council deliberations in May, clear direction was provided on future service delivery offerings for solid waste services. Around 5500 crates were ordered (SULO Plastics Auckland) and delivered to Council in Mid-July in preparation to deliver crates to over 3800 homes across Central Hawkes Bay.

Delivery to each household began during the week of the 26th of July 2021 with the support of Smart Environmental and The Clean Up Gals in assisting with a streamline delivery process.

The new service delivery change saw Waipukurau and Waipawa receive 1 teal crate for Paper and Cardboard to add to their kerbside recycling service. As well as the extension of kerbside recycling service to the townships of Otāne, Ongaonga, Takapau and Tikokino, These four townships received all three crates.

- 60L Black Crate – Plastics and Cans
- 45L Red Crate – Glass
- 60L Teal Crate – Cardboard and Paper

A comprehensive and robust communications plan was developed and delivered to ensure our communities and those townships new to kerbside recycling were supported and the educational material provided to also assist them on their new recycling journey. The month leading up to the roll out gave Solid Waste Officers the opportunity to also add Waste Free CHB collateral to existing collection trucks. Adding the new vinyl prints to the glass truck also added the great message of glass being endlessly recyclable.

Solid Waste officers also presented a Council workshop, this gave the team the ability to share a lot of the detail and operational planning that was happening since Council deliberations in May. The workshop also provided the Council with more insight into timelines for the roll out and where they could assist within the engagement space. An engaging and informative video was also created for online social media platforms utilising our elected members to share an informative message about each crate – see link below for video.

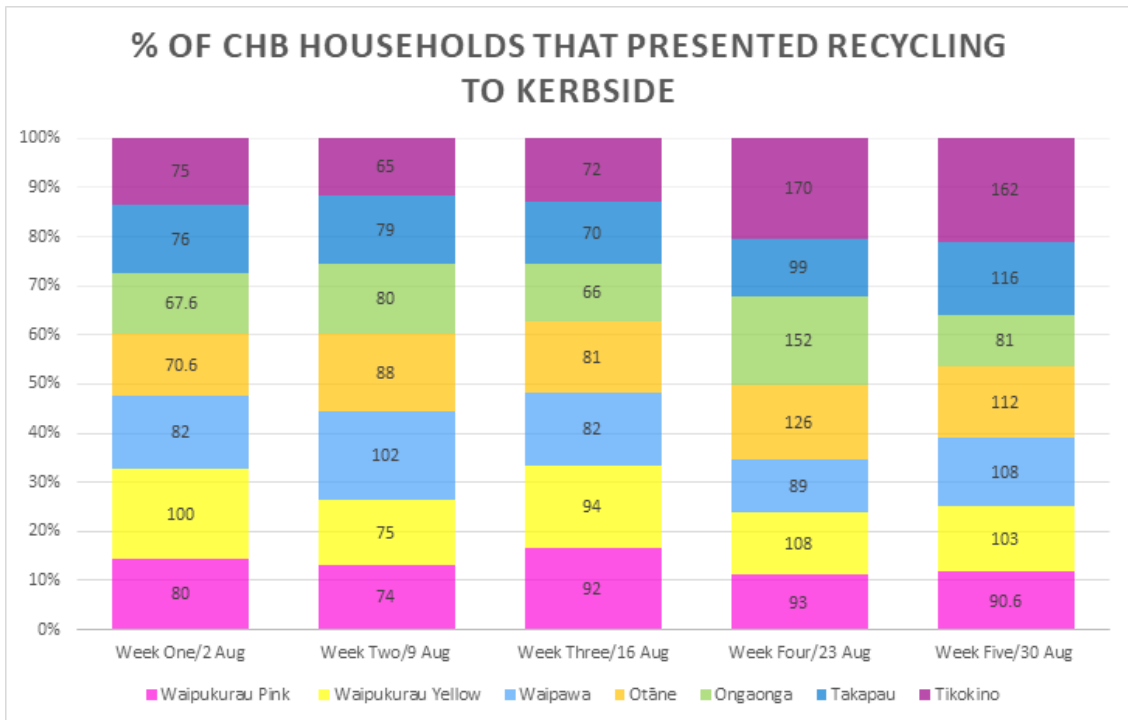
https://youtu.be/8j_3gS-FaIU



The below table provides the weekly % of households across CHB who presented recycling to kerbside. The percentage was determined by using the number of households that crates were delivered to at the beginning of the roll out.

Total number of households that received crates to each township:

- Waipukurau Pink – 906
- Waipukurau Yellow – 1085
 - Waipawa – 821
 - Otāne - 293
 - Ongaonga – 71
 - Takapau – 242
 - Tikokino - 87



Waste Free CHB

A more detailed update on waste Free CHB was provided to the Strategy and Wellbeing Committee in March. The update included detail on progress and priorities under four key headings that make up Wastefree CHB (Operations, Programme and Events, Community/Partnerships, Communications and Engagement). The update presented the diagram below which illustrates the diversity of the Wastefree CHB umbrella.

Waste Free CHB supported Plastic Free July and provided free community workshops and events:

- ‘Living without a rubbish bin’ - Two free community presentations by ‘The Rubbish Trip’ in Waipukurau and Waipawa
- Zero Waste Household Cleaners – Free community workshop
- Bees Wax Wraps- Free community workshop
- Composting and Bokashi workshop



Leachate to Landfill

Unfortunately, COVID-19 delayed the completion of this project which was reliant on concrete pouring, pump installation and commission before an official opening can take place. This was planned for 26th August 2021 – but is now rescheduled for 07th October 2021.

The project website provides regular updates: <https://www.chbdc.govt.nz/our-district/projects/the-big-wastewater-story/leachate-to-land/>



CONSENT

Resource Consent application numbers have steadied in July and August following unprecedented numbers of applications received as a result of the early implementation of the Development Contributions policy on May 13, however are still 15% ahead of the same period last year. Notification of the Proposed District Plan on 28 May resulted in another influx of rural subdivision applications in particular as customers sought to maximise the opportunity to subdivide to under the Operative District Plan rules with small minimum lot sizes. The vast majority of subdivision applications received in July and August have been for rural subdivision.

Building consents applications have remained steady and 5% ahead of 2020 volumes. This current Covid lockdown period has resulted in significant materials shortages and we are now seeing this translate to an unusually high number of building consent variation applications based on product substitutions.

External processors remain under pressure due to increased volumes and for the most part we are managing to achieve agreed service levels and high-quality customer service. Being available to respond to customer queries remains a high priority.

Data on consent volumes from the 1 July – 31 August 2021 reporting period

Building Consents:

Total consents: 64
New dwellings: 28
Total value: \$11.7M

Resource Consents:

Total consents: 53

Number of new lots to be created: 116

The year-on-year numbers below follow on from a period of unprecedented growth for our District with numbers continuing to increase month on month, albeit at a slower rate. We continue to rely heavily on the good work within our team as well as our consultants.

The growth in consents is expected to continue and the workload increase as we work our way through processing several large subdivisions and the implementation of the Proposed District Plan. The requirement for engineering input has escalated as subdivision volumes and infrastructure complexity increases.

A summary of consenting volumes and value compared with the previous year is provided below.

YTD COMPARISION 1 JULY - 31 AUGUST				
Building Consents YTD	Aug-20	Aug-21	No. Change	% change
Volume - applications	61	64	3	4.9%
New dwellings	30	28	-2	-6.7%
Total \$value (Million)	\$9.1	\$11.7	\$2.6	9.2%
Resource Consents			No. Change	% change
Volume - applications	46	53	7	15.2%
Volume - approved	40	57	17	42.5%
No. new lots to be created	99	116	17	17.2%

Resourcing:

The continued volume increase in consent applications due to general growth and the introduction of the Proposed District Plan has placed further pressure on team resources to deliver.

We rely heavily on the support of external consultants, National Processing Ltd and Stantec, and are finalising contract details with The Property Group (TPG) for the provision of resource consent processing services to manage the increased complexity as we transition through the introduction of the Proposed District Plan.

The recent recruitment of a Development Engineer is a welcome addition to the consenting team and will provide the additional technical skill required to support a strong customer and delivery focus, particularly through subdivision engineering approval and construction phases. The appointment of two new building consent officer cadets will provide the ability to build internal capability and capacity in what is an incredibly tight labour market.



EMERGENCY MANAGEMENT

Covid-19 resurgence

Central Hawke's Bay along the rest of New Zealand moved to Alert Level 4 at 11.59pm on Tuesday 17 August, due to community cases of the Covid-19 Delta variant being detected in Auckland. An Incident Management Team (IMT) within Council was swiftly set-up, led by the Local Controller.

The IMT had 3 clear objectives for the response to this event:

- Minimise disruption above the current Level 4 restrictions as much as possible

- Ensuring effective and timely communication of key messages and Council changes
- Support the District to adopt and implement Covid-19 best practices.

The IMT coordinated internally and with the Hawke's Bay Civil Defence Management Controller Group daily, and relayed any relevant information to staff and to the community. Strong emphasis was put on ensuring good communication channels with the community, and ensuring a robust welfare response for our community's most vulnerable.

As Cabinet made decisions to downgrade Central Hawke's Bay to Alert Levels 3 and 2, the IMT adapted its response to ensure that key services could gradually resume in a safe manner. This involved splitting-up Council staff into teams, with a basic premise that the teams should not overlap or interact to ensure business continuity in the face of a potential contamination or one of our staff being deemed a close contact.

The response is ongoing at the time of writing, with the Controller and IMT adapting this response in light of new information and in order to ensure that Council can continue to deliver its services to the community with minimum disruption.



PLACES AND OPEN SPACES

Garden Bed Renewals and Irrigation

Since autumn Open Spaces and additional members of PGF-funded Tranche 5 have been planting feverishly. Besides the work being done at Hunter Park/ Pukekaihou, Ruataniwha Street in Waipukurau, the Green Patch and Bogle Brothers garden beds have seen a rejuvenation. High Street in Waipawa has also received a makeover with a painting of the bollards and garden bed renewals!

Plants are selected for amenity as well as robustness. However, in the first few years of the plants life they often need more care, especially in hot and dry CHB summer conditions. That is why, where there are connections (Bogle Brothers, Green Patch, the new Dump station and High Street), irrigation has or will be going in to ensure that the investment in these new plants is there for residents and visitors to enjoy for a long time. This is also better use of staff resources, but there are a few sites that will still see manual irrigation.

Retirement Housing

During lockdown tenants were contacted at least twice to see how they were doing and if they needed any supports. They were appreciative of the call and only a couple were happy to be directed for assistance. With the inability to go ahead with the onsite meetings scheduled. The call-arounds identified a number of individuals that are concerned about their rent rises and are happy for Council to refer their names to MSD who has said they will call them directly.

Visits will be re-organised in near future to Waipawa and Waipukurau as face-to-face allows. This is also to share and get feedback from tenants on the planned Retirement Housing Policy.

Regarding the Healthy Homes Standard: All retirement housing units have heating and the project to get extractor fans in all units (a few already have them) is underway.

Otane Cemetery

The entrance refurbishment is underway with the old fence removed and posts repurposed to a chain and bollard style. We are waiting on arrival of chain at this writing and will soon renew the Otane Cemetery sign. Planting

Public Toilet Updates

Site visits for contractors to Whangaehu and Pourerere were cancelled during lockdown and are rescheduled for 16 September. This will provide confirmation of an installation date for the Whangaehu toilet that will then be communicated to local residents. A more detailed project plan for the Pourerere renewal will be developed.

Playground Safety Improvements

The Skate ramp in Takapau that had rotting plywood underneath, loose support boards, and weld joints that had come loose is now being rehabilitated and (crossing fingers) is all back in shape for the upcoming school holidays. Youth have really missed this small, but important focus of activity at the Takapau Memorial Sports park.

The timber needed for the rehabilitation of surfaces at Nelly Jull and priority of Hunter Park has pushed these safety play improvements out further. They have been considered low risk and are no longer on target to be completed by school holidays but is hoped work will commence following school holidays and completed by early November.

Community Halls

Most of the Community Halls have their Annual Reports in and have had their AGM's. A few have been affected by the lockdown. Their annual meeting is still planned for the 14 of September with plan to use this time to engage with them around the Community Facilities Strategy work – Thriving Communities.

LIBRARIES

Preparing for the Knowledge and Learning Hub

As work is well underway in The Knowledge and Learning Hub and we prepare for its opening, the community is starting to be excited that things are really happening, and they will soon have library services back in Waipukurau. We are busy working on the collection, focussing on providing a bright and exciting looking collection, but temporarily we will still be able to access what we call the 'Stack', which for now will reside in the old library.

The wider team are preparing programmes and activities, however constrained within the current COVID-19 Level 2 Restrictions.

The community is eager to regain access to their Waipukurau Library services, and with the media release now public, it is fabulous to be able to give them a set date to mark on their calendars!

Staff Development

LIANZA recently offered professional development opportunities via a Weekend School on Inclusivity. With one of our Strategic Framework goals to be Relevant to All and Leading the Way this was an excellent opportunity for us to learn more about how other libraries are achieving this and investigate ways we could be more inclusive for our community. Topics discussed covered different ways of reaching out to teens, families, the LGBTQIA+ community, children with sensory needs, and helping to bridge the digital gap for community members who may struggle to access devices. Sharing gardens, creativity, thinking outside the box, and upskilling staff awareness of inclusive vocabulary and thought were all ideas presented, and we are excited to begin exploring how we can improve the inclusivity of our libraries.

Palmerston North Libraries hosted a Library Assistants Day, with the time split between experiencing their MakerSpace facilities and presentations from experienced librarians on topics such as copyright, resilience and kindness, NZ Book Awards, Treaty of Waitangi how it relates to libraries in partnership. Staff who attended this day returned with renewed passion for the opportunities and services that libraries can provide.

Programming within the Library

NZLPP continue to achieve some fantastic results for the Central Hawke's Bay District Libraries. The He Kura Kainga space has integrated tangata whenua values, culture and language into our Council with the launch of our first Te Reo Māori resource and Te Ao Māori space on the Hub, an increase in the use and visibility of Te Reo and Mātauranga Māori with bilingual signage in public and council facilities, the use of karakia to open and close formal and informal meetings, gatherings, events and programmes. Our staff are championing Te Wiki o Te Reo Māori by participating in the programmes and workshops that have been organised for the week. The Māori collection within Waipawa library has grown in resources, content and programmes with our small collection for the Knowledge and Learning Hub renewed and refreshed. The He Kura Kainga role now has a suite of programmes that are available to run during the year for all ages.

Winter Readers had just been pushed out to the schools when we went into Lockdown but will continue to move ahead once we are able to meet with participating classes. The winter reading programme is always one of the highlights of our year so we will look forward to being able to continue with this.

With the onset of lockdown, staff once again showed their resilience and flexibility, turning their attention to how they could reframe our existing programmes to allow a version of them to be offered online, increasing promotion of the already available digital resources, and ensuring the community was able to continue to interact with the Libraries and our team. Crafternoons became virtual, online storytime resources were provided, and a daily literary quiz via facebook was introduced. Facebook was the primary communication resource for these, suitable due to its ability to allow interaction. These or other online programmes will continue to be offered at this time.

Talk Digital: Lockdown edition allowed customers who required assistance with their devices – so important for reducing the impact of isolation for many – to phone in via the Council or the regular Library number, and continue to access this service.

Due to the nature of our services, it can be difficult to have the team together all in one place for training, so one upside of lockdown for us was the ability to have all the team partake in training together, taking the opportunity to upskill in Teams, Recollect, Excel, and our latest online resource Niche Academy. Lessons learned in the first lockdown meant that this time more staff had the ability to access our Library Information System, ensuring that cataloguing, ordering, and receipting of books could continue from home, before then being covered and prepared for the shelves. It also meant that customer requests and queries could be actioned rather than delayed until we were able to return to site, allowing for improved customer service during lockdown.

We look forward to Te Wiki o Te Reo Māori and the range of staff events that Te Rangimarie has been organising in conjunction with Pam Kupa.

Safety

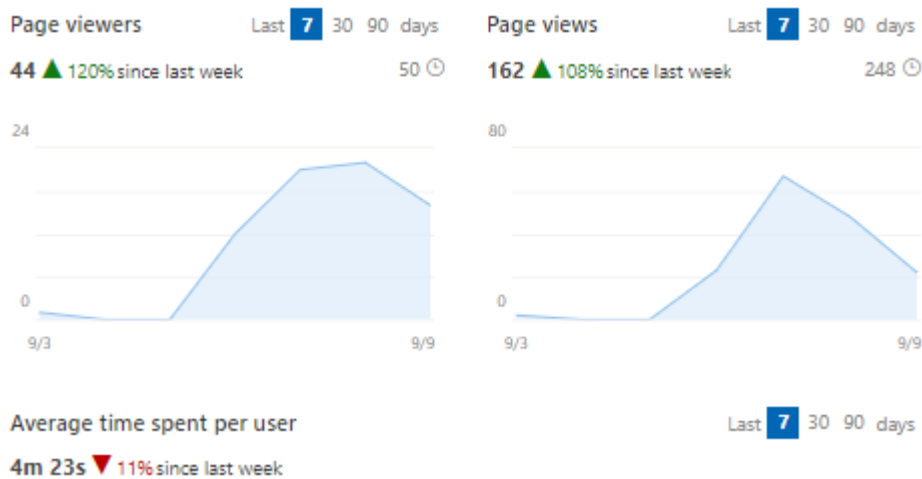
And Wellbeing

HEALTH AND SAFETY OVERVIEW

The raft of identified improvements identified in the Gap Analysis Project continue to be put into action, with a recent “pause in planned activities” while the organisation focus moved to the changes in Covid-19 Alert levels to support our people, people leaders and the IMT with up-to-date and accurate health advice.

Covid-19

The H&S team with support of the Records Management Officer created [a set of central intranet pages](#) to act as a repository and ‘one stop shop’ for all guidance related to Covid-19. This platform has proved useful in reducing the volume of email messages and links being sent to staff and acts as a guide for best practice across the business. Below is some analytics from the Level 2 page.



- The H&S team in conjunction with our annual influenza vaccination vendor have submitted a joint expression of interest to become a workplace Covid-19 vaccination site. At this point there is no update on the success of this application.

Focusing on our “Aggressive Customer / Public Interactions” Critical Risk

The H&S team in support of the IMT, have created a robust guide for managers and workers to ensure there are no misinterpretations of the requirements placed on Council under the recent Covid-19 health orders.

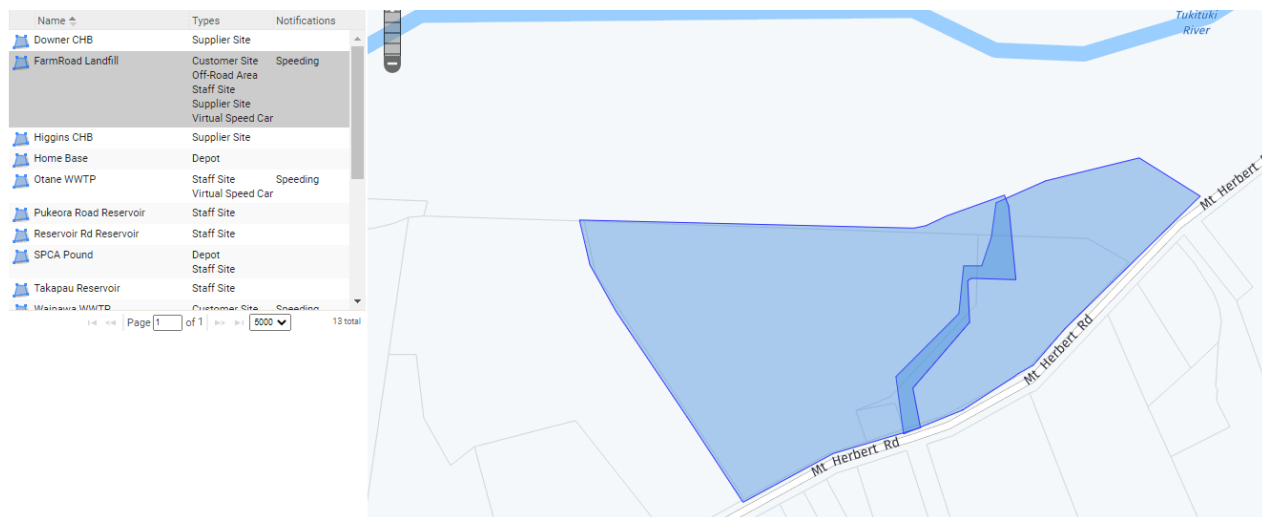
- The guide establishes the systems Council have in place in order to meet the requirements of the order and clarifies the expectations on staff if they are met with a customer who chooses not to contact trace or use a face covering – in order to reduce the risk of aggression
- The guidance has been socialised via a meeting for public facing staff and made accessible on the Level 2 Covid-19 page.

Focusing on our “Driving” Critical Risk

- Our vehicle GPS vendor, Eroad and the H&S team have been working together to develop a suite of improvements for the product to add additional safety benefit to the business and drivers
- One improvement is driver notification when the vehicle enters a ‘Geofenced area’. The H&S team have accepted the offer to be one of the first customers to test the new feature. This feature offers the potential to notify the driver of critical risks at a site or location, or of ‘flags’ raised on a property/person

- **Overspeed events have continued to decrease** since the installation of the vehicle GPS system. Recently the GPS system data was used in an investigation in response to a complaint regarding the speed of one of our vehicles. The data proved invaluable as it was able to show our driver was driving appropriately for the situation.
- **Other driving safety measures** have also continued to improve including harsh braking events.

Image: Two geofences, one surrounding the Mt Herbert Road waste water plant, while the other surrounds the Mt Herbert Road transfer station.



Focusing on our “Isolated and Lone Working” Critical Risk

Prior to the recent Covid-19 Alert level changes, the lone worker device usage continued to grow. The additional units for the 3Waters and the Building Consents Team have arrived. Work is planned to enable the Veolia vehicles to host the bridge units. Council’s lead in this space has resulted in Veolia taking steps to adopt similar devices nationally.

Our System for Managing our Critical Risks

During Alert Levels 4 and 3, work progressed to complete the capturing of the bowtie information and import it into Council’s specialist Bow-tie software.

- **In support of this work** an existing part time worker has been taken on in a casual capacity to complete the data capture and importation
- **Both staff involved** have received training in the software, developed an import template and begun a QA process on the previously captured data in preparation for importation to the software. Below is an image of Council’s first complete bow-tie.

Focusing on our ‘Contractor Management’ Critical Risk

The next critical risk “in focus” is contractor management, with the HS&W Team rolling out contractor management training for activity managers, workshopping concepts ahead of the review of the Contract Management Manual. It has been decided to amalgamate the H&S Contractor Management Guidance into the wider Contract Manager Manual to embed H&S into normal operations.

H&S Training

Recently a plan has been developed for the delivery of critical H&S training with the following areas prioritised:

- Health & Safety Leadership
- Contractor Management
- Risk Management (Risk/Hazard ID and Risk Assessment)

HS&W Committee Refresh

Recently the Committee turned its attention to “reimagining itself” in order to lift the performance of the Committee. A human centred innovation model was used to guide the process. Work is underway to execute the resulting outcomes – [a dashboard on progress can be seen here](#).

Financial

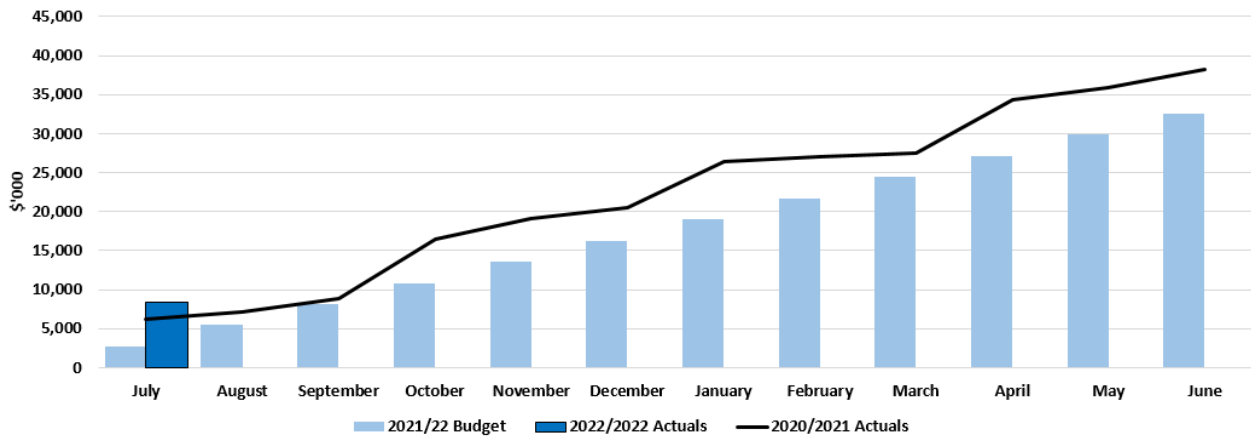
Performance

FINANCIAL PERFORMANCE ENDING 31 JULY 2021

The graphs and tables below show the financial results for Council covering the financial results for the 1 month ended 31 July 2021.

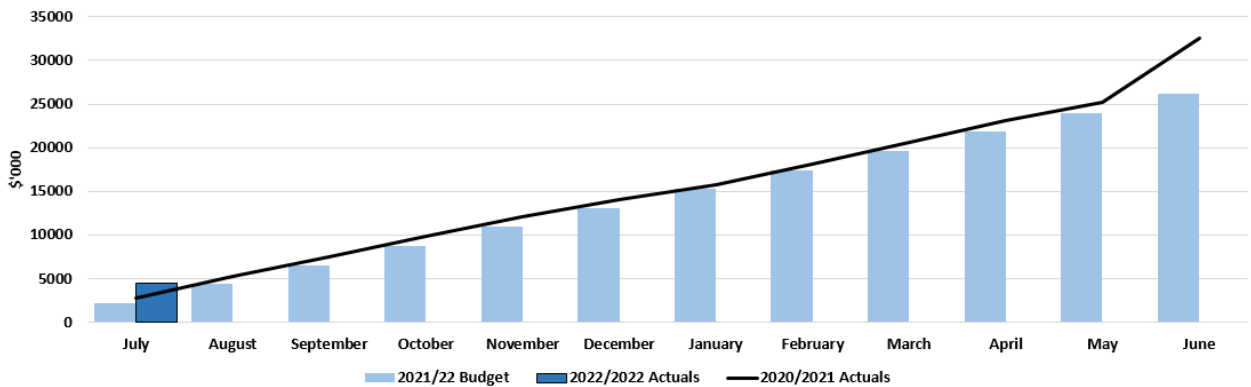
Being the first month of the new financial year it's too early to see any trends that emerging. Likewise the results are somewhat skewed by reversals of year end accounting adjustments. For example Julys revenue includes the release of \$1.4m of grants treated at "Revenue in Advance" at 30 June. It's not new money, we were just showing it as unearnt at 30 June. July also includes quarter ones rates invoice as income, which is phased differently to budget. Similarly, the annual dog registration revenue is all appearing in July

Total Operating Income YTD



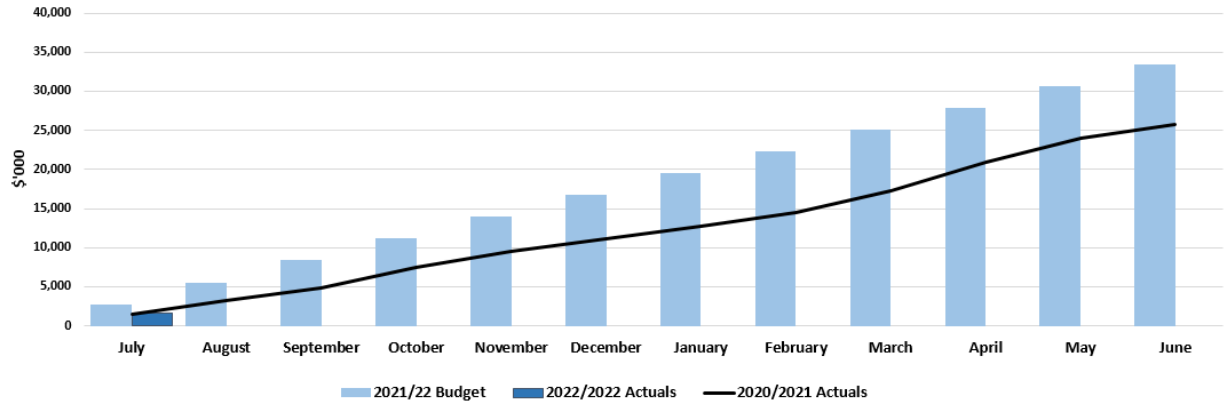
The operating expenses look high compared to budget, but this is due to Council spending grants received in the previous year (tranche one 3 Waters and Covid Economic Recovery projects).

Operating Expenditure YTD



Again the phasing of the capital budgets needs reviewing.

Capital Expenditure YTD



#the BIG. Waste Water Story

#the BIG. Water Story

#TheBigWaterStory programme of work, the Waipukurau Second Supply is making good progress. Formal landowner compensation letters are being finalised, and most pipeline and reservoir due diligence complete. Some additional due diligence is being planned for the reservoir location and in discussion with Iwi, a preparatory consent developed for geotechnical either side of the river to allow informed discussion at marae. The production bore contractor has now demobilised from site, and replacement of the AC main out of the bore-field (tagged as Stage 1) is entering final stages. Stage 2 and 3 were received from tender 3rd September and under analysis with a plan to bring this decision paper to council.

The Kairakau Water Supply Upgrade also makes progress with the tender due from market 10th September. In addition, a hui was held with local iwi agreement to develop a more detailed archaeological report to support the project initiated. This information is expected 10th September and construction remains planned to be underway by late spring 2021.

#TheBigWastewaterStory programme has advanced over the last few months, with Stage Two of the Otane to Waipawa Wastewater Pipeline underway in March, Stage Three commenced at the start of September, linking the end of stage 1 works at Racecourse Road/White Road to the Otāne Treatment Plant. The Otāne pump station is due to commence very shortly and the final design of the Waipawa inlet works (Stage 5) is also underway.

New Resource consents for both Takapau and Porangahau/Te Paerahi have been lodged, a response and decision on the variation and extension to the Otāne discharge consent is due shortly and work is underway on an application for consent to receive Otāne's flows at Waipawa.

Over the next few weeks Council will commence de-sludging of the WWTP ponds, progress infiltration and inflow (I&I) studies to understand and reduce flows and start the installation of upgraded tertiary treatment (DAF) in Waipawa to improve treatment in the short term.

Otāne to Waipawa Wastewater Pipeline

The Otāne to Waipawa Wastewater Pipeline Project forms part of Project 1: WOW, to upgrade our wastewater plants and remove wastewater discharges from waterways.

#the BIG. Waste Water Story

STAGE 1 (2021-2024)
Build a pipelines to convey Otāne waste to Waipawa and on to Walker Road

STAGE 1 BREAKDOWN			
Part	Description	Timeframe	Status
1	Pipeline – White Rd/Dee St to Racecourse Rd	Completed	✔
2	Racecourse Rd to Waipawa WWTP	Currently underway Nov 21	⚙️
3	Dee St to Otāne WWTP	Aug 21 - Oct 21	⚙️
4a	Otāne Pump Station – Treated conveyance	Aug 21 - Feb 22	⚙️
4b	Otāne Pump Station – Raw conveyance	2026 - 2027	⏸️
5	Waipawa WWTP Inlet	Dec 21 - Feb 22	⏸️

✔ Completed ⚙️ Underway ⏸️ Pending

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Thanks for your patience and support whilst we complete this work.

Together we Thrive! E ora ngātahi ana! • 06 857 8060 • www.chbdc.govt.nz

TRANCHE ONE – 3 WATERS REFORM PROGRAMME

Council identified a number of projects as part of the 3 Waters reform programme tranche one – below is a brief update on the programme –



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Te Kāwanatanga o Aotearoa

A recent update was given via a Key Project Status Report – to date just over \$5.07m of our \$11.09m has been spent and all of our projects within the programme are committed and planned to be delivered by our March 2022 deadline.

1. **Regional 3 Waters** – work is underway with other councils to identify and understand private water supplies, as part of a private water supply identification regional project, which may include a contingency fund to assist private water supplies – another project in planning is to investigate work required to synergise a regional engineering code of practice to assist our supply partners working in Hawke's Bay.
2. **Water Safety Planning** – source protection mapping and catchment risk assessment work is underway to support our water safety plans. A Sustainable Water Management Plan has been developed and [can be viewed here](#).
3. **Otane to Waipawa Pipeline Stage 2** – the pipeline is well underway as documented above, and we are now progressing into Stage 3.
4. **Waipukurau Second Water Supply** – Borefield is complete and Tikokino Road Stage 1 pipe replacement is underway, Stage 2 and 3 replacement is planned to start in early October, future decisions to be tabled in Feb/ March 2022 once more understanding on the project including iwi engagement.
5. **Wastewater Treatment Improvements** – enabling works before a DAF filtration system is installed is underway.
6. **Wastewater Desludging** – Dry solids removal complete at Waipawa and Waipukurau, and actual desludging to be started in early October 2021 at Waipawa.
7. **Bylaw Reviews** – Updated bylaws were adopted on May 13 2021, work is underway on communicating and implementing the changes
8. **Software implementation** – a new project management software is now live and supporting the programme, and a 3 waters monitoring and wider infrastructure consent management tool is being rolled out to support operational compliance and visibility.
9. **Water Renewals** – a project to renew water mains is well underway in Waipukurau across Nelson and Reservoir roads – aiming for completion in late September 2021. Following this a stormwater upgrade is also planned.
10. **Wastewater Renewals** – this fund is focussed on expediting our I&I programme, starting with physical works in Otane and studies in other towns.
11. **Kairakau Water Upgrade** - \$300k was reallocated to increase the budget and scope for Kairakau water upgrade, this is progressing with tendering underway and construction planned to start in Spring 2021.



PGF ROADING PROGRAMME – PORANGAHAU TO WIMBLEDON

PHASE	DESIGN/ BUILD	
TIMELINE	JAN 2020 START DATE	JUNE 2022 END DATE
PROGRESS	45%	
BUDGET	Total Budget \$20.1m Spend to Date: \$7.3m	
RISKS		

Scope

To upgrade Porangahau and Wimbledon Roads to improve safety and resilience along the route from Waipukurau to the Tararua border on Wimbledon Road.

The Contractor

Stantec and Council have been delivering the design, procurement and contractor supervision of this significant programme of work.

We now have four different contractors onboard to deliver the main components of this programme, Concrete Structures, Fulton Hogan, Downer and Russell Roads.

Funded through the PGF by MBIE – the programme is well underway, and we can expect to see significant construction through to 2022.

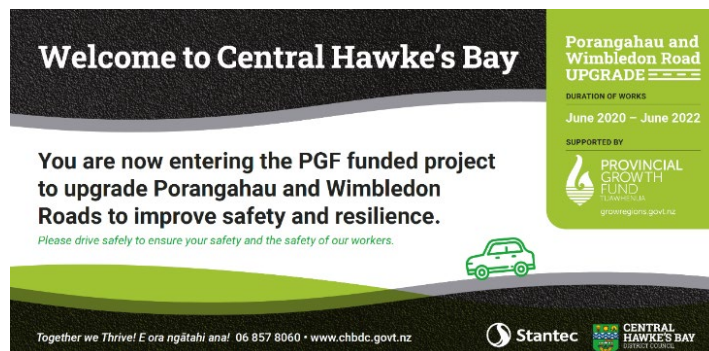
Communications

An interactive map has been created and can be visited here:

https://experience.arcgis.com/experience/947a211cafb44a96a063fcd1e8d3a461/page/page_10/

Webpages for the programme and individual projects can be found here: <https://www.chbdc.govt.nz/our-district/projects/porangahau-wimbledon-road-upgrade/>

An e-newsletter is set up and is being sent out monthly. Sign up is available via the Council website, along with the ability to view past editions.



Progress Update

August 2021 continued the momentum built to date, with a large focus on completing as much of the design across the project as possible to allow construction to flow as we head into the summer months.

With the only current construction underway in August 2021 being Stage 2 of the Flaxmill upgrades, the Safety Improvements currently on Wimbledon Roads, and the guardrails being completed on Porangahau Road.

Unfortunately, on the 18th August – the country went into lockdown Level 4, and all works were made safe and ceased – this has impacted the project and programme – which is still to be determined by how much and how long as we understand the costs and impact with our contractors.

Unlike March 2020 where the programme was not under construction, this lockdown is likely to have impacts.

Contractors worked diligently to make sites safe and prepare plans to work safely.

Downer were able to prepare a level 4 plan to allow the safety improvements to continue with only a few days stand down, but with heightened PPE and controls to keep team members safe.

The works on Flaxmill undertaken by Russell Roads were suspended, and have just restarted under Level 3 conditions, with again heightened PPE and controls.

Stantec are currently working with our Mayors Taskforce for Jobs to spend time with our local college and offer a number of day in the life of an engineer, alongside time in schools to talk with interested students.

In early August 2021, CHBDC in partnership with Stantec employed a Graduate Engineer to support the programme of works as construction is planned to ramp up over summer 2021/22.

A community engagement event planned for Friday 20th August 2021 had to be cancelled and will be rescheduled hopefully for late September 2021 when safe to do so, this is to gather feedback on the safety improvement programme and slow vehicle bays.

Employment Statistics to Date:











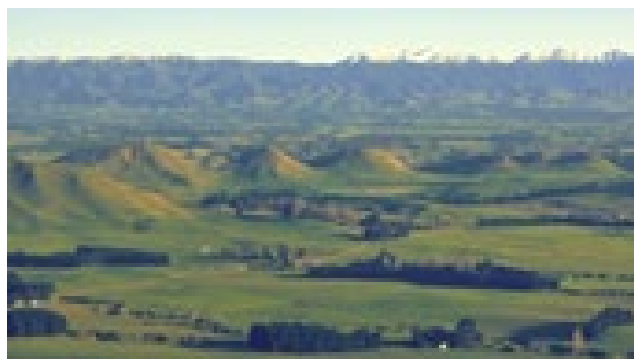
The team pivoted well and has created a map for these two projects during lockdown to allow the community to still give feedback remotely, and we aim to release this as part of the engagement plan in the coming weeks before a decision is made on the location of the Slow Vehicle Bay.

Spend to date on the programme is \$8.05m



DISTRICT PLAN REVIEW

PHASE	Notification – Summary of Submissions Preparation	    
TIMELINE	AUG 2021 START DATE	May 2021 NOTIFICATION
PROGRESS	80%	
BUDGET	\$1,800,749	
RISKS		



Scope

The Proposed District Plan was notified on 28 May 2021 with submissions closing on 6 August 2021. The focus of the review is now on the preparation of the summary of submissions ahead of notification of the summary for further submissions.

Progress Update

A total of 122 submissions have been received on the Proposed District Plan, including ten late submissions. Many of the submissions are multi-topic capturing provisions from several chapters of the Plan and include a wide range of relief sought. The preparation of the summary is a very exacting process as each submission must be analysed and assessed in detail to ensure that all points of submission are identified and that the relief sought from Council is accurately recorded. The summary will form the basis for the Planning Reports to be presented to the Hearings Panel.









One of the chapters in the Proposed District Plan that received most submissions is that providing for the identification and protection of Significant Natural Areas. It is also notable that seven submissions have been received on the new Sites and Areas of Significance to Māori and Papakainga provisions.

In accordance with the requirements of Schedule 1 of the Resource Management Act (RMA) Council is required to prepare a summary of submissions and that this summary is notified to allow the lodgement of further submissions on the summary. Making a further submission is limited to tests of public interest included in the RMA and must be lodged with Council within a ten-day period of the summary being released.

The summary of submissions will be complete by 10 September followed by a period for internal review and audit, as well as a legal review, of the summary to ensure it is accurate and reflects the points of submission and relief sought. Following the audit, the summary will be notified on 11 October with submissions closing on 29 October 2021. Council is required to follow the RMA statutory process relating to notification and access to the summary. The process of appointment of the District Plan Hearings Panel is now complete and it is proposed to arrange an induction day for members of the Panel to meet with the independent Chair, Commissioner Scholfield, and Panel member Commissioner Lovell to begin addressing many of the procedural matters relating to the hearings.

The Communications and Engagement Strategy is currently being amended to address public communication and information during the summary and further submissions phase of the review.

POUND PROJECT

PHASE	DESIGN	    
TIMELINE	JUN 2018 START DATE	JULY 2022 END DATE
PROGRESS	5%	
BUDGET	\$700k TOTAL PROJECT	
RISKS		



Scope

To build a purpose built Pound Facility for Central Hawke's Bay that meets:

- Ministry for Primary Industry (MPI) standards and;
- The needs of the community now and into the future.

Progress Update

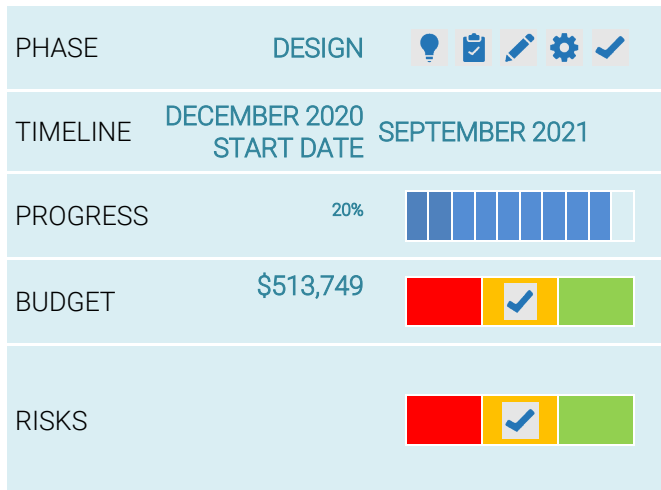
Work was undertaken with an external stakeholder around a potential land swap opportunity. After further assessment it was established that this was not a viable option.

Work is now underway with an external stakeholder to acquire a section of land. A site has been identified, further due diligence for this site and conceptual design work is currently underway.

An update will be provided at the Council Meeting on 23 September 2021.

The Customer Relationships and Experience Manager is continuing to manage the relationship with the SPCA in the interim.

REGIONAL DIGITAL BUSINESS HUB



The Project

The project proposes to establish a regional digital business hub at 4 Bogle Brothers Esplanade, in Waipukurau – commonly known as the old 'Bucks Building'.

The new facility will provide for temporary library services for Waipukurau for at least five years, as well Councils Service Centre, AA Services and other community activities. The current 'pop-up' facility at the Railway Station will be closed and retained for additional business hub meeting space that can be hired out.

The building will remain in private ownership with Council making a number of improvements to the premises, while leasing the premises for a term of up to 11 years.

Progress Update

Since our last update, the project has made significant progress, despite the Level 4 COVID-19 restrictions impacting the delivery of the programme.

Prior to the Level 4 COVID-19 restrictions, the facility had been planned to open on 1 September. The restrictions had an impact where work on site was not possible and most significantly, has impacted the change-over of technology and rebooking contractors into complete work.

With construction now well underway again following delays due to Level 4 lockdown, the final interior changes and fit out are planned for the week of 20 September, ready for doors to open to the public on Monday 27 September.

In advance of the launch, it has been given a fitting local name, along with an interpretation gifted by local Manawhenua. The new facility will be known as 'The Knowledge and Learning Hub - Te Huinga Wai'. Te Huinga Wai – can be interpreted as the place where waters come together. In Tamatea/Central Hawke's Bay there are numerous examples of this, including the waters of Mākāretu, Māharakeke, Tukipoho and Tukituki, Manga-anuku and Waipawa and the Waipawa and Tukituki. Like the Knowledge and Learning Hub, this interpretation represents the confluence of people, water, knowledge and ideas coming together.