

I, Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer, hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 4 May 2021

Time: 1.30pm

Location: Council Chamber, Wairoa District Council,

Coronation Square, Wairoa

AGENDA

Ordinary Council Meeting

4 May 2021

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 1 KARAKIA
- 2 APOLOGIES FOR ABSENCE
- 3 DECLARATIONS OF CONFLICT OF INTEREST
- 4 CHAIRPERSON'S ANNOUNCEMENTS
- 5 LATE ITEMS OF URGENT BUSINESS
- **6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 23 March 2021

Extraordinary Meeting - 23 March 2021

Extraordinary Meeting - 13 April 2021

Extraordinary Meeting - 30 April 2021

MINUTES OF WAIROA DISTRICT COUNCIL ORDINARY COUNCIL MEETING

HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA ON TUESDAY, 23 MARCH 2021 AT 1.30PM

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare (via Zoom),

Cr Hine Flood (Deputy Mayor), Cr Jeremy Harker, Cr Melissa Kaimoana

IN ATTENDANCE: Kitea Tipuna (Tumu Whakarae Taupua Interim Chief Executive), Gary Borg

(Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support), **Kimberley Tuapawa** (Pouwhakarae – Pārongo/Wheako Kiritaki Group Manager Information and Customer Experience), **Luke Knight** (Kaiwhakahaere Rawa Property Manager), **Henare Mita** (Chairman, Maori Standing Committee), **Hinenui Tipoki-Lawton** (Maori Standing Committee)

member), **Gay Waikawa** (Kaiurungi Mana Arahi/Governance Officer)

1 KARAKIA

Karakia was given by Kitea Tipuna, Interim Chief Executive Officer. The Interim Chief Exective Officer acknowledged the passing of Ministry of Social Development regional commissioner Annie Aranui and also a whanau member of Cr Chaans Tumataaroa-Clarke. His Worship the Mayor also acknowledged the passing of Annie Aranui.

A welcome was also acknowledged to the Board of QRS.

2 APOLOGIES FOR ABSENCE

APOLOGIES

RESOLUTION 2021/12

Moved: Cr Jeremy Harker Seconded: Cr Melissa Kaimoana

That the apologies received from Crs Danika Goldsack and Chaans Tumataaroa-Clarke be accepted and leave of absence granted.

CARRIED

3 DECLARATIONS OF CONFLICT OF INTEREST

Cr Jerermy Harker – **Item 8.3** - QRS Statement of Intent for the period 1 July 2021 to 30 June 2024 and Six Monthly Report to 31 December 2020.

4 CHAIRPERSON'S ANNOUNCEMENTS

None.

5 LATE ITEMS OF URGENT BUSINESS

LATE ITEM – QRS STATEMENT OF INTENT FOR THE PERIOD 1 JULY 2021 TO 30 JUNE 2024 AND SIX MONTHLY REPORT TO 31 DECEMBER 2020.

RESOLUTION 2021/13

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act 1987 the Item 8.3 – QRS Statement of Intent for the Period 1 July 2021 to 3 June 2024 and Six Monthly Report to 31 December 2020 be considered given the item had not come to hand at the time of Agenda compilation and consideration of this matter is required now in order to respond within the timeframe allowed.

CARRIED

6 PUBLIC PARTICIPATION

None.

PRESENTATION - QUALITY ROADING & SERVICES (WAIROA) LTD

Mr Guy Gaddum, Chairman of Directors, Quality Roading & Services (Wairoa) Ltd (QRS) gave a presentation on behalf of QRS.

8.3 QRS STATEMENT OF INTENT FOR THE PERIOD 1 JULY 2021 TO 30 JUNE 2024 AND SIX MONTHLY REPORT TO 31 DECEMBER 2020.

RESOLUTION 2021/14

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Hine Flood

That Council receives the QRS proposed Statement of Intent 2021-24 subject to further comment, and the 6 monthly performance report to 31 December 2020.

CARRIED

Cr Jeremy Harker abstained from voting.

QRS's draft Statement of Corporate Intent 2021-2024 outlined Nature and scope of company activities, Mission and vision, Governance, Ratio of shareholder funds to total assets, Accounting policies, Procurement, Performance targets, Reports to the shareholder, Consent for shareholding, Estimate of commercial value of the shareholder's investments, Profit distribution policy, Treasury policy, Investment policy, Collaboration policy and Accounting policies.

Elected members discussed:

- Record six month profit
- Dividend policy.
- Tendering full NZTA contracts, LoE and SoI, health & safety, hub planning, cadetships and

leadership course.

The Interim Chief Executive commended QRS on their record six month profit and look forward to many more.

7 MINUTES OF THE PREVIOUS MEETING

RESOLUTION 2021/15

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the minutes [and confidential minutes] of the Ordinary Meeting held on 9 February 2021 be confirmed.

CARRIED

8 GENERAL ITEMS

8.1 INSURANCE RENEWALS FOR THE YEAR ENDING 30 JUNE 2021

RESOLUTION 2021/16

Moved: Cr Jeremy Harker Seconded: Cr Melissa Kaimoana

That Council approves expenditure of \$271,351.52 for insurance premiums for the year ending 30 June 2021.

CARRIED

8.2 MAHANGA WATER SUPPLY - UPDATE

RESOLUTION 2021/17

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

That Council receive the report, thus endorsing the improvements.

CARRIED

Cr Jeremy Harker declared a conflict of interest.

The Kaiwhakahaere Rawa Property Manager presented the Updated Mahanga Water Supply report on behalf of the Pouwhakarae-Hua Pumau Hapori/Ratonga Group Manager Assets and Services.

The Kaiwhakahaere Rawa Property Manager reported

The elected members discussed:

- Providing correct information.
- Feedback from some members of community keeping informed with development of Three Waters.
- Water Services Bill and regulatory powers.
- Meeting of current standards.

10 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2021/18

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the public be excluded from the following parts of the proceedings of this meeting at 2.25pm.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Council delegation to purchase streetlight fittings	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.2 - Electricity Supply Contracts for the 34 months ending 29 February 2024	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(i) - the withholding of the information is necessary	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	to enable Council to carry on,	
	without prejudice or	
	disadvantage, negotiations	
	(including commercial and	
	industrial negotiations)	
		CARRIED
RESOLUTION 2021/19		
Moved: His Worship the Ma	vor Craig Little	
Seconded: Cr Hine Flood	, 3	
That Council moves out of Close	ed Council into Open Council at 2.3	35pm.
		CARRIED
The Meeting closed at 2.36pm	with a closing karakia by Kitea Tip	ouna.
The minutes of this meeting v	vere confirmed at the Ordinary	Council Meeting held on 4 May

CHAIRPERSON

MINUTES OF WAIROA DISTRICT COUNCIL EXTRAORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA ON TUESDAY, 23 MARCH 2021 AT 10.30AM

PRESENT: His Worship the Mayor Craig Little, Cr Hine Flood (Deputy Mayor), Cr Jeremy

Harker, Cr Melissa Kaimoana,

IN ATTENDANCE: Kitea Tipuna (Tumu Whakarae Taupua Interim Chief Executive), Gary Borg

(Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support), David Doole (Kaiurungi Matua Take Senior Rates Officer), Courtney Hayward (Kaiurungi Matua Kaupapa Here me te Mana Arahi/Senior

Policy and Governance Advisor)

1 KARAKIA

1. Karakia was given by Kitea Tipuna

2 APOLOGIES FOR ABSENCE

APOLOGY

RESOLUTION 2021/20

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

That the apology received from Cr Denise Eaglesome-Karekare, Cr Chaans Tumataroa-Clarke and Cr Danika Goldsack be accepted and leave of absence granted.

CARRIED

3 DECLARATIONS OF CONFLICT OF INTEREST

Nil

4 PUBLIC PARTICIPATION

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

5 GENERAL ITEMS

5.1 REVENUE AND FINANCING AND RATES REMISSIONS POLICIES HEARING AND DELIBERATIONS

RESOLUTION 2021/21

Moved: Cr Hine Flood

Seconded: Cr Melissa Kaimoana

The Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor RECOMMENDS that Council

- a) Receive the attached submissions and thank all submitters for taking the time to make a submission on the proposed updated Revenue and Financing and Rates Remissions Policies.
- b) Adopt the proposed Revenue and Financing Policy, with an amendment to include 3 differentials for residential land use. As per LGA S101(3)(b) Council has considered the provisions and overall impact of allocation of revenue on the community, and the revenue needs of the organisation and considers it appropriate to utilise 3 differentials for the land use residential, assessed by capital value
- Adopt the proposed Rates Remissions and Postponement Policies and direct the CEO to develop an additional Rates Remission Policy to consider the rating valuations impact on the horticulture industry
- d) Directs the CEO to explore appropriate parameters for a Forestry Indigenous land use code

Simon Hall from Ashland Investments Limited spoke to his submission. He wished to clarify his use of Councill services as he uses less than an average farm and therefore thinks a pastoral rural or protected forest differential would ben more appropriate rather than the current commerical rate he is paying which is double that of rural.

His Worship the Mayor told Mr Hall that Council have started a process and Mr Hall's rate differential is lower than what he used to be on. He understands what Mr Hall is saying however Council needs to understand more about Mr Hall's business. Mayor Little noted that making any changes could set a precedent and that there would need to be further research done and a guarantee that there won't be milling on the property.

Councillor Flood noted that the Council wants to take steps to encourage the type of development Mr Hall is doing.

Councillor Kaimoana acknowledged the good work thatr Mr Hall was doing and noted that we did hear his feedback in the rates review which resulted in a change in differential for Ashland Investments. Councillor Kaimoana reiterated that Council appreciates the type of work Mr Hall is undertaking.

Councillor Harker said that he agreed with a lot of the points that were raised in the submission and that Council needs to clarify that what is being done currently at the property will carry in to the future.

Group Manager Finance and Corporate Services noted that the process to date has demonstrated extensive community engagement and that Ashland Investment is at the moment a unique case for the district.

The Interim Chief Executive reiterated the need for Council to better understand the work being undertaken at Ashland Investments.

The meeting adjourned at 10.58am

The meeting reconvened at 11.40am

Ross Stevenson and Mike Montgomery spoke to the submission that Mr Stevenson made via zoom video call. The submitters indicated that they were speaking on behalf of the horticulture industry and noted that they were facing significant cost increases in Kiwifruit licences, Hawkes Bay Regional Council Rates and Wairoa District Council Rates.

Mr Montgomery spoke about his property in Wai Station Road Nuhaka, he aknowledged and understands that rates rise, however he was concerned about ensuring fair and even distribution. He noted that orchards in Wairoa aren't like the "rockstar" ones in the Bay of Plenty and suggested adjusting rates for productivity decrease compared to premium land. Wairoa doesn't have the infrastructure for orchards and this results in extra cost in processing. Mr Montgomery also noted that orchards employ a lot of people – more than forestry of farming an a per hectare basis and that his orchard provides a substantial economic benefit to Nuhaka.

The Interim Chief Executive noted that we could look at a remissions policy, acknowledging concerns from the horticulture industry.

The meeting adjourned at 11.51am

The meeting reconvened at 11.55am

Elected members discussed written submissions. The submission from Mahia Ratepayers Association had a proposed new rates distribution – the Group Manager, Finance and Corporate Services noted that representatives from the Mahia Ratepayers Association had been into Council to discuss this.

The Group Manager, Finance and Corporate Services explained the analysis he had undertaken for illustration based on submissions and noted that there are some modest movements but close to the ultimate decision.

His Worship the Mayor noted that any considerations made have all residential properties in mind and not just those in Mahia. It might be appropriate to go back to some differentials for the purpose of equity.

Councillor Flood noted that the models discussed stays faithful to the principles of the rates review.

CARRIED

The Meeting closed at 12.44PM.

The minutes of this meeting were confirmed at the Extraordinary Council Meeting held on 4 May 2021.

	CHAIRPERSON

MINUTES OF WAIROA DISTRICT COUNCIL EXTRAORDINARY COUNCIL MEETING

HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA ON TUESDAY, 13 APRIL 2021 AT 1.30PM

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Hine

Flood (Deputy Mayor), Cr Danika Goldsack, Cr Jeremy Harker, Cr Melissa

Kaimoana, Cr Chaans Tumataroa-Clarke, Henare Mita

IN ATTENDANCE: Kitea Tipuna (Tumu Whakarae Taupua Interim Chief Executive), Gary Borg

(Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support), **Stephen Heath** (Pouwhakarae – Hua Pūmau Hapori/Ratonga Group Manager Community Assets and Services), **Kimberley Tuapawa** (Pouwhakarae – Pārongo/Wheako Kiritaki Group Manager Information and Customer Experience), **Simon Mutonhori** (Kaiwhakahaere Ratonga Kiritake-Waeture/Customer Service Manager – Regulatory), **Lauren Jones** (Kaikaute Putea/Financial Accountant), **Luke Knight** (Kaiwhakahaere Rawa Property Manager) **Mr Philip Jones** (via Zoom), **Courtney Hayward**

(Kaiurungi Matua Kaupapa Here me te Mana Ārahi)

1 KARAKIA

Karakia was given by Mr Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive at the Finance Audit and Risk Committee to open the days proceedings.

2 APOLOGIES FOR ABSENCE

Nil

3 DECLARATIONS OF CONFLICT OF INTEREST

Cr Jeremy Harker – Late Agenda – Public Excluded Infrastructure Strategy

4 PUBLIC PARTICIPATION

nil

5 LATE ITEMS OF URGENT BUSINESS

LATE ITEM - INFRASTRUCTURE STRATEGY & ASSET MANAGEMENT PLANS

RESOLUTION 2021/20

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

That That in accordance with Section 46A (7) of the Local Government Official Information and

Meetings Act 1987 the Item 7.1 – Public Excluded – Infrastructure Strategy & Asset Management Plans be considered given the item had not come to hand at the time of Agenda compilation and consideration of this matter is required now in order to respond within the timeframe allowed.

CARRIED

6 GENERAL ITEMS

6.1 FINANCIAL STRATEGY 2021-2031

RESOLUTION 2021/21

Moved: Cr Jeremy Harker

Seconded: Cr Denise Eaglesome-Karekare

The Pouwhakarae – Pūtea / Tautāwhi Rangapū Group Manager Finance and Corporate Support RECOMMENDS that Council adopt the draft Financial Strategy 2021-2031, with amendments attached as **Appendix 1**, to Council for inclusion in the draft Long-term Plan 2021-31, subject to completion of audit.

Elected Members noted that we are in challenging times for every district in the nation and the Financial Strategy is about coming up with solutions appropriate to our district.

Councillor Harker noted that the Financial Strategy has been endorsed by the Finance Audit and Risk Committee and there is a whole logic flow and story that meets feedback from the community that has shaped the Financial Strategy and Long-Term Plan.

Councillor Eaglesome-Karekare noted that the Financial Strategy doesn't proclude Council from seeking funding externally to grow and push initiatives.

Councillor Kaimoana noted that this is one of the most honest approaches she has ever seen Council take and that the Financial Strategy illustrates how hard the next four years will be.

Councillor Tumataroa-Clarke noted that the work put in is a credit to the commitment that Council has to its community.

CARRIED

6.2 FINANCIAL FORECASTS 2021-2031

RESOLUTION 2021/22

Moved: Cr Jeremy Harker Seconded: Cr Hine Flood

> The Pouwhakarae – Pūtea / Tautāwhi Rangapū Group Manager Finance and Corporate Support RECOMMENDS that Council adopt the draft Financial Forecasts 2021-2031 with amendments attached as **Appendices**, to Council for inclusion in the draft Long-term Plan 2021-31, subject to completion of audit.

And

2. Acknowledges that these forecasts effectively represent a balanced budget as required by Section 100 of the Local Government Act 2002 and Council believes it is acting prudently as set out Section 101 subsection 1, Local Government Act 2002.

The Group Manager, Finance and Corporate Support spoke to the report – Council remains cash positive, covering daily costs and from year 7 onwards servicing debts and replenishing reserves.

Councilor Harker acknowledged the work that had been done and is impressed with the results. He noted that Council won't be overrating but building up surplus to replace assets in the future and to pay for the repayment of borrowing.

CARRIED

6.3 MĀORI POLICY REVIEW

DEFERRED UNTIL NEXT COUNCIL MEETING, FOLLOWING A WORKSHOP

6.4 PROGRESS UPDATE ON LONG TERM PLAN 2021-2031

RESOLUTION 2021/23

Moved: Cr Chaans Tumataroa-Clarke

Seconded: Cr Melissa Kaimoana

The Pouwhakarae – Pārongo / Wheako Kiritaki Group Manager Information and Customer Experience RECOMMENDS that the Council receive the report.

Group Manager Information and Customer Experience spoke to the report and noted that the time frames are tight but Council is still aiming to do the LTP well and bring it in on time. The Group Manager thanked SLT and Elected Members.

Councilor Harker noted that there are the same expectations for the delivery of every other Council's LTP, and that Wairoa does not have the resources of others in quantity, however it does in quality.

CARRIED

6.5 LEVELS OF SERVICE SCENARIOS

RESOLUTION 2021/24

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

The Pouwhakarae – Pārongo / Wheako Kiritaki Group Manager Information and Customer Experience RECOMMENDS that Council adopts the draft Levels of Service Scenarios, attached as **Appendix 1**, to Council for inclusion in the Consultation Document.

The Group Manager Information and Customer Experience spoke to the report.

Councillor Tumataroa-Clarke commented that the scenarios are good, His Worship the Mayor

noted that some levels of service can't be diminished due to legislative impacts.

Councillor Flood said that the Levels of Service Scenarios allows the public to engage in a meaningful, services based way.

CARRIED

7 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2021/25

Moved: Cr Melissa Kaimoana

Seconded: Cr Denise Eaglesome-Karekare

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
1.1 - Infrastructure Strategy and Activity Management Plans	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

CHAIRPERSON

RESOLUTION 2021/26	
Moved: Cr Jeremy Harker Seconded: Cr Denise Eaglesome-Karekare	
That Council moves out of Closed Council into Open Council.	
CARRIE	Đ
The Meeting closed at 2.42pm. The minutes of this meeting were confirmed at the Extraordinary Council Meeting held on May 2021.	4

8 GENERAL ITEMS

8.1 RALLY HAWKES BAY 2021 - ROAD CLOSURES

Author: Vaughan Goldmsith, Mataaro Kirimana-Huarahi / Contracts Engineer - Roads

Authoriser: Stephen Heath, Pouwhakarae – Hua Pūmau Hapori / Ratonga Group

Manager Community Assets and Services

Appendices: 1. Application <u>J</u>

1. PURPOSE

1.1. To seek Council's approval for multiple road closures for the purpose of holding a car rally on Saturday 24th July 2021.

RECOMMENDATION

The Mataaro Kirimana-Huarahi / Contracts Engineer - Roads RECOMMENDS that Council approve multiple road closures for the purpose of the Rally Hawkes Bay round of the National Rally Championship on Saturday 24th July 2021.

2. BACKGROUND

- 2.1. An application has been made to Council seeking the approval to consider a) the road closures detailed below and b) withholding any road maintenance on these roads until after 25th July 2021.
- 2.2. The event will be run over one day. Wairoa District and Hawkes Bay Districts are the venue for the event. The roads within the Wairoa District, Rally Hawkes Bay wish to use on Saturday 24th July 2021 are:

Service Area Marine Parade, Wairoa

From the Intersection with SH2 to the intersection with Delhi Street

For 9 Hours from 8:00am to 5:00pm

SS2/4 Cricklewood Road

From the intersection of Putere Road for 29kms to Gibson Bridge

For 8 hours from 8:00am am till 4:00pm

SS3 Waihi Road

From House number 70 to and including

Waireka Road

From the intersection with Waihi Road to Putere Road

For 4-1/2 hours from 10:00am till 2:30pm

SS5 Mohaka Coach Road

From the intersection with Mohaka Coast Road to State Highway 2

For 4-1/2 hours from 1:00pm to 5:30pm

- 2.3. The Rally will attract up to 100 teams, as many as 1000 people plus organisers, rally staff and spectators. The intention is for Hawkes Bay to benefit from the Rally, not to be inconvenienced by it. Rally Hawkes Bay understand they are responsible for road damages and resident visiting etc. Upon Council approval for road closures the event organisers will be expected to provide a \$10,000 bond to cover this.
- 2.4. Media personal from all over New Zealand would be covering the event with articles being written for Overseas Magazines. Live Streaming and Television Crews will be covering the event with a programme being widely circulated on Social media platforms and TV in New Zealand and overseas.
- 2.5. Another requirement typically requested by Council is the applicant completes a letter drop/visits to notify all affected businesses and residents living along these routes. We expect the applicant to abide by these conditions. Rally Hawkes Bay will undertake these visits and letter drops.

3. OPTIONS

- 3.1 The options identified are:
 - a. Approve Road Closures.
 - b. Decline Road Closures.
- 3.2 Option a. This is to close the roads outlined above. A communication plan is in place to let all residents/businesses and road users know of the event occurring. Foot traffic along Marine Parade will not be restricted in fact is encouraged to have a look through the service area and visiting businesses. The first round of door knocking, and letter drops are aimed to start early May advising of the event and timings. Upon Councils approval of the road closures, Rally Hawkes Bay will do another letter drop providing further details. There will also be communication via the Wairoa Star.
- 3.3 Option b. Decline outlined road closures and overall rally event.
- 3.4 The preferred option is option a to have road closures in place and hold the rally event in the Wairoa District. The event organisers are expecting over 1000 plus people including teams and organiser to attend the event. Local schools will be approached to provide services to the rally and in turn Hawkes Bay Rally will provide fundraising opportunities.
- 3.5 This contributes to the following community outcomes:

Economic wellbeing	Social and Cultural Wellbeing	Environmental Wellbeing		
 A strong prosperous and thriving economy A safe and integrated infrastructure 	3. A community that values and promotes its culture and heritage4. Safe and accessible	community 8. An environment that is appreciated, protected and		
	recreational facilities 5. Supportive, caring and valued communities	sustained for future generations		
	6. Strong district leadership and a sense of belonging			

4. CORPORATE CONSIDERATIONS

What is the change?

4.1. General public road access on specified roads as outline in approved traffic management plan.

Compliance with legislation and Council Policy

- 4.2. No impact on annual or long-term plan
- 4.3. Land transport act, power to close roads

What are the key benefits?

4.4 The key benefits would be visitors to the Wairoa District, using local business and experiencing our beautiful district. Having media broadcast the event nationally and internationally will help advertise the district.

What is the cost?

4.5 Rally Hawkes Bay will cover all costs associated to the advertisements, traffic management plan permit approvals and any damages will be covered by the organisers. Wairoa District Council will not be responsible for any costs. Road inspections before and after will be done on general routine inspections of WDC staff.

What is the saving?

4.6 N/A

Service delivery review

4.7 N/A

Maori Standing Committee

4.8 This has not been referred to MSC.

5 RISK MANAGEMENT

5.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
L	L	L
Operations	Employees	Image & Reputation
L	L	L

Who has been consulted?

Affected resident and businesses to be notified of the Rally and proposed closures through letter drops/visits. General public notified through advert in The Wairoa Star. **Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

V. Goldson	
Author	Approved by
Vaughan Goldmsith	Stephen Heath



31 March 2021

Mike Hardie Wairoa District Council PO Box 54 Wairoa 4160 Hawkes Bay

I write to request Road Closures for Rally Hawkes Bay 2021.

The 2021 Rally Hawkes Bay is again a round of the National Rally Championship, bringing with it National Media and TV coverage. While this application is being put forward, we are liaising with local organisations to enable them to fundraise during the event.

The Rally will attract up to 100 teams, as many as 1000 people plus organisers, rally staff and spectators. Our intention is for Hawkes Bay to benefit from the Rally, not to be inconvenienced by it. We understand we would be responsible for road damages and resident visiting etc.

The purpose of this letter is to request the Council to consider a) the road closures detailed below and b) withholding any road maintenance on these roads until after July 25th 2021.

The event this year will be run over one day. Wairoa District and Hawkes Bay Districts are the venue for the event.

Roads we wish to use are on Saturday 24th July 2021 are:

Service Area Marine Parade, Wairoa

From the Intersection with SH2 to the intersection with Delhi Street

For 9 Hours from 8:00am to 5:00pm

SS2/4 Cricklewood Road

From the intersection of Putere Road for 29kms to Gibson Bridge

For 8 hours from 8:00am am till 4:00pm

SS3 Waihi Road

From House number 70 to and including

Waireka Road

From the intersection with Waihi Road to Putere Road

For 4-1/2 hours from 10:00am till 2:30pm

SS5 Mohaka Coach Road

From the intersection with Mohaka Coast Road to State Highway 2

For 4-1/2 hours from 1:00pm to 5:30pm

We are also seeking Road Closures form Hastings District Council

Traffic Management plans

TMP's are currently being drawn up. Our representative will be contacting you ensure the plans comply with your requirements.

Some other points for your Information:

Safety Plan

Safety is our utmost importance in our planning. Our governing body, Motorsport New Zealand has strict guidelines for us to follow and appoints Observers to ensure we implement everything as detailed in the safety plan.

A Copy will be forwarded to you as soon as it is complete.

Traffic Infringement

The Hawkes Bay Car Club and Rally Hawkes Bay promotes Road Safety. Any Competitor or Crew receiving a traffic offence notice will face exclusion from the Event and a hefty fine imposed by Motorsport NZ on top of the original offence.

Road Bond

Motorsport NZ have a Road Damage Bond available to Wairoa District Council on request. The Hawkes Bay Car Club would request Road Maintenance be deferred until after the Rally.

Finances

The Hawkes Bay Car Club is a not for profit organisation and aim to cover costs only.

St John's and AREC

St John Ambulance will be in attendance on event, their services are available to the public should an accident occur in the vicinity of the road closures.

AREC use our event as a practice for emergency - rescue work.

Fund Raising

Local schools have being approached to provide services to the rally and in turn we will provide fund raising opportunities.

Police and Fire Service

Police and Fire Service are informed of and will receive a copy of our event safety plan.

<u>Media</u>

Media personal from all over New Zealand would be covering our event with articles being written for Overseas Magazines. Live Streaming and Television Crews will be covering the event with a programme being widely circulated on Social media platforms and TV in New Zealand and overseas.

If permission is granted initially we will commence Resident Visiting immediately and Post Notice of Intent to Close Roads at intersections to inform Public of the event.

Look forward to your decision.

Regards,

Steve Foster

Chairman, Rally HB Organising Committee

Ph 027 230 9601

8.2 THIRD QUARTER FINANCIAL REPORT

Author: Lauren Jones, Kaikaute Putea Financial Accountant

Authoriser: Gary Borg, Pouwhakarae – Pūtea / Tautāwhi Rangapū Group Manager

Finance and Corporate Support

Appendices: 1. Third Quarter Performance Report March 2021 4

1. PURPOSE

1.1 This report provides information on Council's performance for the 9 months ended 31 March 2021 and an updated forecast to 30 June 2021. No decisions are required by Council at this stage.

1.2 This is an information report-only report because it provides an update on Council's progress against objectives established and decisions previously made in the Annual Plan 2020-21 and Long-term Plan 2018-28.

RECOMMENDATION

The Kaikaute Putea Financial Accountant RECOMMENDS that Council receive the report.

1. BACKGROUND

- 1.1 Council's minimum statutory obligations regarding reporting, public accountability and financial management are contained in Part 6 of the Local Government Act 2002.
- 1.2 Beyond this, regular performance reporting is good practice, keeping Council and the community informed of its financial stability; and its delivery of service and value contributing to community outcomes.
- 1.3 In addition, reporting during the year provides an indication of full year outcomes and informs the decision-making process for each subsequent Annual Plan and Long-term Plan.
- 1.4 The report, attached as Appendix 1, sets out the financial and non-financial performance results against estimated phased budgets and service KPIs for each Group of Activities and the whole of council. These schedules are supplemented by commentary and performance stories that explain the results.

References (to or from other Committees)

Financial Performance reports are delivered to the Finance, Audit and Risk Committee every month. Full Performance reports are delivered to Council every quarter.

Council -01 December 2020 – First Quarter Performance 2020/21 and 09 February 2021 – Half Year Performance 20/

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories



RECONCILIATION: REVENUE AND EXPENDITURE RELATING TO UNBUDGETED PROJECTS AND GRANTS

The Wairoa District Council has been successful in securing external funding for a number of projects. These grants are primarily recognised as revenue in proportion to the amount of expenditure.

Some expenditure (especially in relation to PGF funding for transport projects) is capital (reflected in the FIS and the increase in assets on the balance sheet): the revenue is shown in the statement of comprehensive revenue and expense. The subsidy and grant revenue received will show a positive variance to budget.

For projects with operational spend, both the revenue and expenditure is shown in the statement of comprehensive revenue and expense. The operational spend variances are therefore affected by this project expenditure. Below is a breakdown of key project amounts recognised as revenue and operational expenditure:

	YTD	Forecast
REVENUE	\$000	\$000
Alternate Nuhaka- Õpoutama Rd Investigation	34	187
Māhia East Coast Road Traction Sealing	2,595	2,910
Nuhaka River road	985	1,103
Pātangata Bridge	694	694
Rangatahi Dropout	751	985
Recovery Emergency Event Costs	57	57
Regional Digital Hub Income	88	114
National Library operational subsidy	31	41
Wairoa Youth Employment Subsidy	29	192
Waste management grants & subsidies	124	454
Wairoa CBD upgrade PGF funding	355	424
Three Waters funding	192	3,071
Total unbudgeted revenue	5,935	10,232
OPERATIONAL EXPENSES	\$000	\$000
Alternative Route Nuhaka- Öpoutama Rd Investigation	140	187
Emergency Event Costs	61	61
Wairoa Youth Into Employment	29	192
Wairoa CBD upgrade PGF funding	551	496
Project Support	151	179
Sewerage Resource Consent Discharge	290	387
Digital Hub expenses	100	113
Three Waters funded operational expenses	119	220
Total unbudgeted operational expenses	1,441	1,835

The statement of comprehensive revenue and expense can therefore be adjusted to show the surplus (deficit) excluding these one-off amounts.

The variance in adjusted revenue relates NZTA general / renewals subsidies revenue that was budgeted for but has not been received. The NZTA subsidies are dependent on phasing of workplans. Other subsidies have taken precedence and therefore funded a portion of the capital works in transport. Therefore although the total capital work forecast to be completed in transport by year end are greater than budgeted, the composition of funding source differs to the annual plan.

Refer to pages 73 for a summary of capital project expenditure impacted by one-off grants and subsidies.

THIRD QUARTER REPORT

TO 31 MARCH 2021



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MESSAGE FROM THE INTERIM CHIEF EXECUTIVE

He mihi tenei ki a koutou. As Interim Chief Executive, I am pleased to present this Third Quarter Financial Report. It has been a busy few months for Council staff and I wish to extend my appreciation to staff who continue to work diligently on some significant projects, in particular the Long Term Plan (2021-2031), the \$11M Three Waters Reform package and other projects including the Mayor's Taskforce For Jobs Youth into Employment project, the CBD Enhancement (Te Wairoa E Whanake) project, the Wastewater consent project and continued involvement in overall Local Government reforms including the Three Waters Reforms and the Resource Management Act Reforms. Council continues to deliver agreed levels of service in terms of day to day service delivery and I commend staff for the work they carry out each week for our community.

Looking forward, the Long-Term Plan is a priority project that will set Council's direction and budgets for the next 10 years. The Financial Strategy and Asset Management Plans have been presented to elected members and sets the direction of travel for the next 10 years and Council will continue to face challenges of investing appropriately in service delivery and ensuring that rates increases are affordable and pragmatic to ensure that Council is able to deliver the requisite levels of service. The theme of this Long-Term Plan is 'Levels of Service' and ensuring that Council is meeting the needs of the community sustainably and prudently as set out through the vision of the Long Term Plan. Council will consult with our community on the Long-Term Plan on Council's levels of service and this consultation will include face to face engagement sessions, community meetings and hui throughout the district as well as a road show where Council staff and elected members will travel with the Council Caravan across the district.

It has been an honour and a privilege leading Council as the Interim Chief Executive during this time and I have been deeply impressed with the commitment and dedication of Council staff to deliver service to our community. I also wish to acknowledge elected members for the work they carry out on behalf of our community. We are all working hard together in the best interest of our district.

*Sauro

Kitea Tipuna

Tumu Whakarae Taupua | Interim Chief Executive Officer

ABOUT THIS DOCUMENT

This third quarter report covers the period 1 July 2020 to 31 March 2021. The report highlights our progress against the goals we have set ourselves. It gives particular focus to the statement of service performance (SSP) measures and performance stories for each activity. It also discusses the impact of PGF and other externally funded projects, which influence our financial performance for the period. These impacts are identified and the underlying performance (removing the impact of one-off externally funded revenue and expenses) is used when assessing year on year metrics. Forecast results to 30 June 2021 have also been updated as at 31 March 2021.

A section on project tracking is included. This includes information on project funding, both actual and forecast spend vs budget, estimated completion by 30 June and a highlight of any projects that are not on track or requiring further explanation. The initial forecast and review was completed for half year to 31 December 2020, and the activity managers have updated and revised these as at 31 March 2021.

The third quarter report includes summarised SSP achievement year to date (YTD) as compared to budget adherence. The SSP measures and their targets are how we track and assess delivery of Council services. The ratepayer of Wairoa District have indicated during the Long-Term Plan pre-engagement that they wish to maintain current **levels of service.** Therefore our measurement and achievement of this is important and the impact on budgets topical as we move into formal consultation and decision. This analysis is useful for informing the setting of SSP measures in the next Long Term Plan.

FINANCIAL COMMENTARY

The third quarter financial results reflect the Council's ongoing commitment to managing its finances prudently while delivering community services and critical infrastructure to support the district's growth. When combined with the SSP data, this highlights the tension between maintaining levels of service and controlling costs. The report also includes a revised forecast to year end. The activity managers have estimated project and operational costs and revenues to estimate the full year financial results as at 31 December 2020, and have revised these based on progress over the last 3 months. A commentary is provided on any significant resultant variances to budget.

At the end of March 2021, Wairoa District Council had an underlying surplus* on operations of \$2.7 million against a YTD budget of \$6.1 million. The variance relates in part to NZTA general / renewals subsidies revenue that was budgeted for but has not been received YTD due to the phasing of workplans. As these NZTA subsidies relate to capital work, the corresponding reduction in expenditure does not impact the YTD surplus. Increased operational expenses in Water Supply, Wastewater and Corporate activities also impact the YTD results.

The forecast results in an underlying surplus* on operations of \$6 million against a budget of \$8.6 million. The main cause of this variance is again the NZTA subsidies, estimating that \$2.5 million of the budgeted subsidies will not be received. Total forecast capital works specified in the funding impact statement for transport exceed budget, demonstrating the impact of PGF funding on improving our roading infrastructure where the budget had relied on NZTA subsidies. Council is better off having a capital project fully funded by PGF rather than partially funded by NZTA.

4

^{*}The underlying surplus refers to a adjustment of our actual result for one off project revenues and expenses that come from unbudgeted external funding. Refer to page 56.

OUR FINANCES

Our financial position remains healthy. Council debt is within Council's borrowing policy and we have investments that provide returns exceeding debt servicing costs.

\$21.6 MILLION

COST OF RUNNING THE DISTRICT

Our total underlying operating expenses for the first 9 months of the year were \$21.6 million. This represents the cost of running the district during this period (this figure excludes operational expenditure on projects directly funded externally).

\$15.2 MILLION

CAPITAL SPEND

In the 9 months to 31 March 2021, we have spent \$15.2 million on building new assets for the district. This is 103% of our planned \$14.8 million for the period. This is a result of the re-phasing of some projects, where expenditure has been brought forward, and external PGF and Three Waters funding for these works.

\$9.10

OPERATIONAL COST OF DELIVERING ALL COUNCIL SERVICES PER RESIDENT PER DAY

Our services include managing and maintaining facilities like libraries, sports fields and parks, as well as keeping our roads and footpaths at a high standard, making sure we all have safe water to drink, and supporting community events (this figure excludes operational expenditure on projects directly funded externally). This result is below our YTD budgeted cost of \$9.15 per resident per day.

\$1: \$2.35

DEBT SERVICING COSTS TO INVESTMENT RETURNS

For every \$1 the Council incurs on paying interest on debt, it receives \$2.35 from its investments. In the 9 months to 31 March 2021, Council received \$399k income from investments and paid \$170k in loan interest.

\$12 MILLION

BORROWING POSITION

This equates to \$1,383 per person in the district. We use borrowing to spread the cost of new facilities or infrastructure over multiple generations that will benefit from the projects. We believe this is the fairest way to do things. Borrowings have increased since 30 June 2020 due to our planned capital works program.

\$272 MILLION

OF ASSETS

The Council provides services to the district through a range of infrastructure networks and facilities (Council assets). These have been built up over many generations and equate to around \$31,328 net worth of value for every person in the district.

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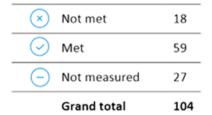
OVERVIEW OF PERFORMANCE MEASURES AGAINST 2020/21 TARGETS

Our key performance measures and their targets are how we track and assess the delivery of Council services. Our 10-year plan 2018-2028 included a comprehensive update of the Council's suite of performance indicators and measures. These measures were implemented during 2018/19. The measures will be reviewed and updated as appropriate in the next long term plan.

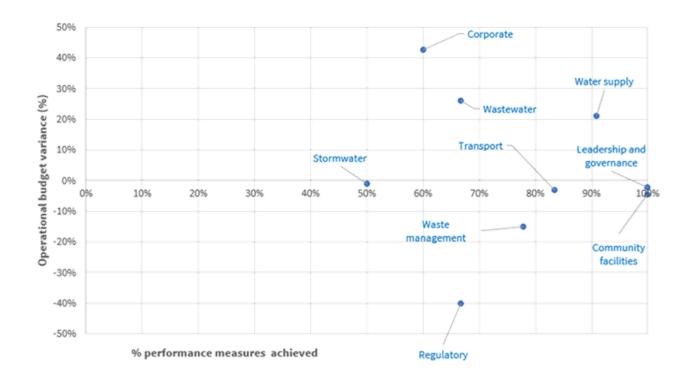
The Council undertakes a customer satisfaction survey in quarter 4 which informs a number of these metrics. This is why there are a number of items showing as "not measured."

We can compare our achievement in service performance with the activity budget variance to demonstrate how economically each activity group is performing against their targets. The below graph highlights areas of mismatch between service delivery and departmental budgets, and will allow informed discussions on ways to improve our service delivery while ensuring value for money for ratepayers. This provides useful insight into the "level of service" discussions being held as part of the Long Term Plan pre-engagement.

Further details of our performance measures and results are detailed in each activity group report.



The total measures reported here include individual components of measures with multiple targets.



WHERE OUR MONEY COMES FROM

Figure 1 shows that subsidies and grants are our main source of funding (59%) YTD, with revenue from rates the next largest source (35%). We also receive revenue from operating activities (including user fees) and investments.

Over the last 4 years there has been a strong increase in the proportion of total revenue from subsidies and grants, resulting in less reliance on rates revenue as the main form of income (51% in 2018 to 37% in 2020 and 35% YTD).

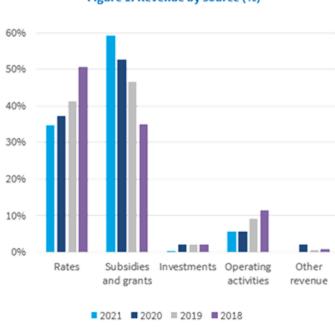
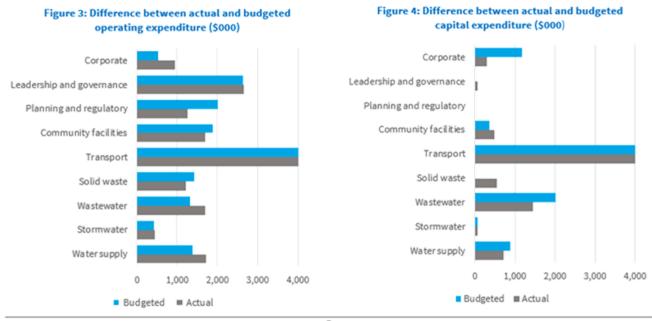


Figure 1: Revenue by source (%)

WHERE THE MONEY GOES

Figure 3 summarises the difference between the actual and budgeted operating expenditure for each group of activities and Figure 4 shows a summary of capital expenditure by activity. It shows how the Council has prioritised its spending to support the operational and strategic direction that has been set during the Annual Plan process. Details of the financial performance against budget for each activity can be found in the funding impact statements, and in the financial statements.



Item 8.2- Appendix 1 Page 36

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OUR STAFF

We want to ensure that the Council is an attractive place to work in order to attract and retain skilled and qualified people. The graphs and tables in this section show which areas our staff work in, their gender and type of employment

Women make up 55 percent of our workforce and 23 percent of our employees work on a part-time or casual basis. The rich mix of people who work at the Council has a positive impact on our work culture and productivity.

Due to some resignations, the headcount decreased as at the end of the first quarter, however new hires commenced early in the second quarter. Some resignations in quarter 3 have resulted in another decrease in headcount and FTE. As at 31 March, there are 4 vacancies being recruited for which, once filled, will bring the headcount back to 78.

Of our 66 full time equivalent employees, 4.75 are fully funded on a fixed term basis by Government grants.

Full-time and full-time equivalent employee numbers	Q3	Half year	Q1	2020	2019
Number of full time employees	57	59	57	60	55
Full time equivalent number of all other employees	9	11.7	8	7.5	6.3
	66	70.7	65	67.5	61.3
Remuneration bands (total annual remuneration)					
Less than \$60,000*	31	38	38	41	42
\$60,001 - \$80,000	23	21	15	14	12
\$80,001 - \$100,000	9	9	10	11	10
Total remuneration over \$100,000 in bands of \$5,000:					
\$100,001 - \$105,000	3	2	2	0	1
\$105,001 - \$110,000	1	1	2	1	2
\$110,001 - \$115,000	2	2	1	3	2
\$115,001 - \$120,000	0	0	0	2	0
Over \$120,000**	5	5	5	5	4
Total employees	74	78	73	77	73

^{*}Of the 31 employees in this band, 16 are part-time or casual

As at 31 March 2021

Employee type	Number	% of total
Full-time	57	77%
Part-time	15	20%
Casual	2	3%
WDC headcount*	74	100%

^{*}excludes contractors

As at 30 June 2020

Employee type	Number	% of total
Full-time	62	82%
Part-time	12	16%
Casual	2	3%
WDC headcount*	76	100%

^{*}excludes contractors

^{**} The 4 SLT members and CEO (at half year and Q3 2021, the interim CEO) earn over \$120,000. Individual banding of these amounts for SLT members would provide data at a level of disaggregation that may breach privacy. As at 30 June 2019 only 3 SLT were employed that had been in the position for a full year, which is why the number in this bracket is one less than subsequent periods.



TĀ TĀTĀU WHAKATUTUKITANGA Ā-TAIPITOPITO NEI

OUR PERFORMANCE IN DETAIL

ACTIVITY GROUP ONE - WATER SUPPLY

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, a number of performance measures in this activity relate to annual Ministry of Health or customer satisfaction survey results, therefore show as not measured at this time.

\overline{x}	\odot	$\overline{}$	Total
Not met	Met	Not measured	measures
1	10	7	18

FINANCIAL SUMMARY

	Actual	Budget	Variance
	\$000	\$000	\$000
Net underlying operating expenditure	1,712	1,374	338
Capital expenditure	710	882	(172)

OUR PERFORMANCE STORY

Network renewals

The raw water intake pipe realignment work will be completed in the next month. There was an issue sourcing components, so final cutover will take place 17th April.

Bridge Hanger replacement work will be undertaken by QRS with an expected completion date of late June. The Scamperdown, Frasertown and Wairoa Bridges all support water and/or wastewater pipes. Condition assessments were carried out on these hangers and this package of work is to address the issues raised in the assessment report.

Investigations and modelling

A permanent water loss monitoring system in Tuai has been installed and we are currently undergoing training to use these tools. Moving forward the intention will be for readings to be picked up by the waste management trucks during rubbish/recycling collections.

11million stimulus fund

Projects that will be funded from this include:

Achilles Watermain Replacement – The Achilles Street watermain has failed numerous times over the last 10-15 years. These pipe failures have been attributed to poor installation and were made worse when the road was realigned. Fulton Hogan have been awarded this contract with the project due to begin in October 2021. The water main will be replaced from Kitchener Street to Lucknow Street.

Smart Meters Installation -

Water loss is the key driver for the installation of smart water meters, as managing water loss will allow more capacity in the reservoirs in times of emergency. Other benefits include less water production costs, less energy costs and a lower impact on the wastewater system. Backflow preventors will also be installed to add another layer of protection to water quality, a Ministry of Health expectation.

Fulton Hogan have been awarded this contract with the project due to begin towards the end of March 2021. Every water toby in Wairoa and Tuai will be replaced. This project will be ongoing for a year, with completion expected in March 2022.

10

River Parade pipe realignment -

Relocating watermain along River Parade (bridge to Ferry Hotel) will provide further resilience against riverbank erosion. This project is being completed in conjunction with HBRC's retaining wall construction. Options have been reviewed and a suitable alignment chosen. Construction is expected to begin June 2021. HBRC are currently completing the detailed retaining wall design which will be constructed following water main realignment.



A cross section of the backflow preventers that are being installed.

WATER SUPPLY PERFORMANCE DATA

The following section outlines Council performance measures for our Water Supply. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where availible), in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

Performance Measure	2018/19 Actual	2019/20 Actual	2020/21 Third Quarter Actuals	2020/21 Target (Q3)
Residents (%) satisfied with the water supply	81%	88%	This will be measured in our customer satisfaction	≥80%
(v) satisfied that the trace supply	0.270	00.0	survey Q4	20070
Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial				
compliance criteria):				
Wairoa / Frasertown and Tuai	Compliant	Compliant	Annual measure which is undertaken by MOH	Compliant
Māhanga	Not Compliant	Non-potable	Annual measure which is undertaken by MOH	N/A
Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria):				
Nairoa / Frasertown and Tuai	Compliant	Compliant	Annual measure which is undertaken by MOH	Compliant
√lāhanga	Not Compliant	Non-potable	Annual measure which is undertaken by MOH	N/A
Percentage of real water loss from the local authority's networked reticulation system calculated using minimum night flow)	35.33%	20.7%	Annual measure	42%
verage drinking water consumption (resident/day*litres)	SSS litres	291.5 litres	Annual measure	530 litres / day
lumber of complaints about water supply per 1000 connections:				
drinking water clarity	0 per 1000	0 per 1000	3 per 1000	20 per 1000 (15)
drinking water taste	1 per 1000	0 per 1000	1 per 1000	20 per 1000 (15)
drinking water odour	0 per 1000	0 per 1000	0 per 1000	20 per 1000 (15)
drinking water pressure/flow	8 per 1000	5 per 1000	9 per 1000	40 per 1000 (30)
continuity of supply	11 per 1000	3 per 1000	1 per 1000	40 per 1000 (30)
responsive to issues	0 per 1000	0 per 1000	0 per 1000	20 per 1000 (15)
Median response time for urgent callouts - Wairoa / Frasertown (attendance time in hours)	Not measured	n/a - no urgent	2 hours	1 hour
Median response time for urgent callouts - other areas (attendance time in hours)	Not measured	0.15 hours	n/a - no urgent callouts	2 hours
Median response time for urgent callouts - Wairoa / Frasertown (resolution time in hours)	24.75 hours	n/a - no urgent	4 hours	4 hours
viedian response time for urgent callouts - other areas (resolution time in hours)	24.75 hours	6 hours	n/a - no urgent callouts	5 hours
Median response time for non-urgent callouts (attendance time in days)	4.23 hours	4.99 hours	6 hours	2 days
Median response time for non-urgent callouts (resolution time in working days)	4.23 hours	4.99 hours	6 hours	3 working days
Contingency plans shall be implemented for emergency events such as earthquake, tsunami and fire which result in the inability to provide the service (plan reviewed and presented to civil defence team meeting each year)	Compliant	Presented to FENZ 17/12/19 and presented to Civil Defence 26/06/20	Undergoing required 2 yearly review before presentation to FENZ/MOH	Compliant

ACTIVITY GROUP TWO - STORMWATER

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, one of performance measures in this activity relate our annual customer satisfaction survey results. Another relates to response times to emergency flooding events of which there have been none. These two therefore show as not measured at this time.

$\overline{\mathbf{x}}$	\odot	$\overline{}$	Total
Not met	Met	Not measured	measures
5	5	1	11

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	433	427	6
Capital expenditure	77	75	2

OUR PERFORMANCE STORY

Investigations and modelling

Areas of open drains are being identified for piping. Areas in Māhia Beach have been identified for upgrade, with surveys and design work scheduled.

STORMWATER PERFORMANCE DATA

The following section outlines Council performance measures for our stormwater. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where available) in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

	2018/19	2019/20	2020/21	2020/21
erformance Measure	Actual	Actual	Third Quarter Actuals	Target (Q3)
compliance with the resource consents for discharge from the stormwater system measu	red by the number of:			
Abatement notices	Not achieved, no	Not achieved, no consent	No consent - consent application underway	0
Infringement notices	Not achieved, no	Not achieved, no consent	No consent - consent application underway	0
Enforcement orders	Not achieved, no	Not achieved, no consent	No consent - consent application underway	0
Convictions	Not achieved, no	Not achieved, no consent	No consent - consent application underway	0
lumber of flooding events in the district	Not measured	12	2	≤10 (7.5)
umber of habitable floors per 1000 connected properties affected by a flooding event	Not measured	0	0	≤50 (37.5)
ledian response time for an emergency flooding event (attendance time in hours)	23.87 hours	No emergency flooding events	No emergency flooding events	1 hour
edian response time for an urgent flooding event (attendance time in hours)	23.87 hours	2.65 hours	1.15 hours	2 hours
esidents (%) "very satisfied" or "fairly satisfied" with the stormwater system	71%	70%	This will be measured in our customer satisfaction survey Q4	≥80%
umber of complaints about stormwater system performance per 1000 connections	49	29	2	≤50 (37.5)
ontingency plans shall be implemented for emergency events such as earthquake, sunami and fire which result in the inability to provide the service (plan reviewed and iresented to civil defence team meeting each year)	Compliant	Non-compliant	Underway	Compliant

ACTIVITY GROUP THREE - WASTEWATER

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, a number of performance measures in this activity relate our annual customer satisfaction survey results, therefore show as not measured at this time.

\otimes	\odot	$\overline{-}$	Total
Not met	Met	Not measured	measures
4	8	2	14

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	1,691	1,309	382
Capital expenditure	1,446	2,018	(572)

OUR PERFORMANCE STORY

Pump Station improvements

We have undertaken an electrical evaluation and a full condition assessment of our Wairoa pump stations. A program of works is currently being developed based on recommendations from these reports.

Generator installs are ongoing, with Fitzroy pump station being the first to have the generators installed. The generators for Alexander Park and Kopu Road pump stations have arrived. There are planning and consent requirements that are still being worked through prior to installation of these generators.

There have been health and safety concerns raised with Alexander Park and Kopu Road pump stations. While access inside these pump stations is secure, we have concerns around children riding their skateboards outside the pump stations. The old fence from the Marine Parade playground will be utilised to rectify this, and a fencing plan has been put in place. Installation of fencing will begin after the generator has been placed.

Pipe Relining

This program has been completed, with 832m of wastewater pipes relined. There was a focus on the Clyde Road area where there have been historic complaints and a historic need to dispatch port-a-loos to these areas in heavy rains.

11 million stimulus fund

Projects that will be funded from this include:

Ōpoutama Wastewater Upgrade – The Blue Bay/Ōpoutama Wastewater Treatment Plant is currently performing poorly, with discharge not meeting resource consent conditions. A series of upgrades to the plant are proposed to fix this issue, including expansion of the disposal field to properly disburse the treated discharge.

Parklink have completed a design for the plant upgrades, which are scheduled to begin in May/June 2021. Disposal field upgrades are currently under investigation, with project completion expected around July/August 2021.

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Wastewater Pipeline CCTV – A CCTV contract is being tendered, tender dates close on the 27th January. Physical works hav begun and will be completed around June 2021.

Pipe Relining – Stormwater has major impacts on our wastewater network. This project is an acceleration of the ongoing Inflow and Infiltration project to remove stormwater inflow to the wastewater network.

Five years worth of business-as-usual pipe relining will occur before March 2022 by utilising the stimulus funding. Work will be completed in stages - firstly in April 2021, followed by October 2021 and February 2022.

Wairoa Wastewater Treatment Plant Discharge to Land – A goal of the Wairoa community is to improve the health of the Wairoa River. By irrigating treated effluent to land, this will remove some of the discharge from the river and satisfy cultural and community expectations.

Feasibility of this discharge method is still being determined. Several factors including soil type, land area, summer/winter discharge, and location need to be considered. WDC have partnered with Lowe Environmental Impact who are assisting Council as part of the overall renewal of our wastewater discharge consent and to perform a feasibility study on an initial trial area. Discussion is also ongoing with landowners regarding their requirements, with a commitment given to irrigating approximately 10 ha of an adjacent property using the treated effluent. A further landowner has agreed in principle to accept water for irrigation. The necessary investigations and approvals are still underway before finalising these commitments. \$300k funding has been allocated from the stimulus package for feasibility and some initial expenditure for irrigation trials. More funding will have to be allocated later depending on the results of the feasibility study for irrigation beyond the trial area. Depending on the quantity of effluent discharged to land and the suitability of land, this could potentially be a multi-million dollar project.

Wairoa Wastewater Treatment Plant Primary Treatment Upgrade - Included as part of the overall community goal to improve the health of the Wairoa River, this component of the wastewater treatment plant upgrade includes installation of an inlet screen to remove debris before the treatment process. De-sludging of the aerated pond is also included, which involves removal of sludge to a specially lined dewatering area and improve the efficiency of the pond. Other changes may see a reduction in desludging requirements going forward, reducing operating expenditure.

A lined dewatering area has been installed. Desludging is currently underway as at March 2021. An order has been placed for the inlet screen which will be installed mid-2021. Investigations into alternative and additional primary treatment options have commenced and will be further developed.

Wairoa Wastewater Treatment Plant UV and Filtration – The new wastewater consent requires UV for the removal of pathogens and filtration treatment to comply with new consent condition standards. This will increase the treatment capacity from secondary to tertiary. Appropriate UV and filtration methods are currently being investigated.

Physical work is expected to begin towards the end of 2021, depending on the outcome of the initial investigation. The design of this system requires confirmation of the targeted ranges of wastewater flow capacity and treatment performance. This will see common discharge facilities constructed from the new UV system's outlet, as budgets allow, for irrigation and the discharge to the river.

Telemetry base sets and pump station renewals / overflow meters - Pump station upgrades will provide further resilience to our aging wastewater pump stations and modernise them. This project currently being scoped. A priority list is being developed to determine where best to spend allocated funding.

WASTEWATER PERFORMANCE DATA

The following section outlines Council performance measures for our wastewater. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where available) in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

	2018/19	2019/20	2020/21	2020/21
formance Measure	Actual	Actual	Third Quarter Actuals	Target (Q3)
mpliance with the resource consents for discharge from the stormwater system measured	d by the number of:			
Abatement notices	0	2	1	0
Infringement notices	0	0	1	0
Enforcement orders	0	0	0	0
Convictions	0	0	0	0
weather wastewater overflows per 1000 connections	Achieved	1	0	16 per 1000 (12)
dian response time for wastewater overflows - Wairoa / Frasertown (attendance time	20 hours	1.86 hours	1 hour	1 hour
dian response time for wastewater overflows - other areas (attendance time in hours)	20 hours	3.06 hours	No wastewater overflows reported	2 hours
dian response time for wastewater overflows - Wairoa / Frasertown (resolution time	20 hours	2.81 hours	5 hours	4 hours
dian response time for wastewater overflows - other areas (resolution time in hours)	20 hours	3.06 hours	No wastewater overflows reported	5 hours
mber of complaints about water supply per 1000 connections:				
sewerage odour	0 per 1000	0 per 1000	1 per 1000	20 per 1000 (15
sewerage system faults	16 per 1000	16 per 1000	8 per 1000	20 per 1000 (15)
sewerage system blockages	13 per 1000	13 per 1000	14 per 1000	20 per 1000 (15)
responses to issues with sewerage system	0 per 1000	0 per 1000	0 per 1000	20 per 1000 (15)
ntingency plans shall be implemented for emergency events such as earthquake, nami and fire which result in the inability to provide the service {plan reviewed and sented to civil defence team meeting each year}	Compliant	Non-compliant	In progress	Compliant

ACTIVITY GROUP FOUR - WASTE MANAGEMENT

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, a number of performance measures in this activity relate our annual customer satisfaction survey results, therefore show as not measured at this time.

\otimes	\odot	$\overline{\bigcirc}$	Total
Not met	Met	Not measured	measures
2	7	0	9

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	1,219	1,429	(210)
Capital expenditure	542	~	542

OUR PERFORMANCE STORY

Operational changes in waste management mean that only plastic bottles identifiable as grade numbers 1, 2 & 5 and with accessible national end users or international markets are now collected for recycling through the Council kerbside and drop off depot recycling services.

Key projects:

- Rollout of Big Belly Bins at tourism hotspots in time for peak period, funded by Tourism Infrastructure Fund.
- · Provision of enhanced recycling centre at Māhia for holiday period.





WASTE MANAGMENT PERFORMANCE DATA

The following section outlines Council performance measures for our waste management. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where available) in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

	2018/19	2019/20	2020/21	2020/21	
Performance Measure	Actual	Actual	Third Quarter Actuals	Target (Q3)	
Council will operate and maintain the Wairoa landfill for the disposal of domestic and	100%	100%	100%	100%	(V)
commercial refuse, being open for the public at least:					
· 6 hours per day					
· 4 days per week					
Council shall provide for the community-run waste disposal and recycling service in	100%	100%	100%	100%	\bigcirc
Waikaremoana and Raupunga					
Missed household refuse service requests responded to by 12 pm the next day (on	100%	96%	88%	100%	×
validation)					
This relates to CSR closure time not aligning with actual resolution time by contractor. Manual	ol override to be explored				
Minimum frequency of kerbside refuse and recycling service in Wairoa & Frasertown -	100%	100%	100%	100%	(~)
fortnightly					
Minimum frequency of collection from specified drop-off points from Māhia, Nuhaka and	100%	100%	100%	100%	(2)
Mohaka – twice a month					
No health and safety breaches by waste services contractors	0	0	0	0	✓
Total significant non-compliance events with the resource consent conditions for the	0	0	0	0	0
Wairoa Landfill					
Total significant non-compliance events with the resource consent conditions for the	0	0	0	0	\bigcirc
closed landfill sites					
The amount of material diverted from landfill by the Wairoa community (excluding green	Not achieved	72.23 tonnes	39.52 tonnes	>75 tonnes (>56.25)	×
waste)					

ACTIVITY GROUP FIVE - TRANSPORT

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, a number of performance measures in this activity relate to annual NZTA or customer satisfaction survey results, therefore show as not measured at this time.

\overline{x}	\odot	<u> </u>	Total
Not met	Met	Not measured	measures
1	5	4	10

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	10,027	10,153	(126)
Capital expenditure	11,548	10,277	1,271

OUR PERFORMANCE STORY

1. LAND TRANSPORT

Land Transport Staff

In Q1 the resignation of one of the Land Transport team to pursue other opportunities allowed two of the team to step up into new roles, take on more responsibility, and contribute in different areas. A passionate local was also appointed to fill the void. The team is enthusiastic and ready to do the best they can for the community.

Q2 has seen a range of training opportunities undertaken.

- Our Contracts Engineer, Vaughan Goldsmith, has successfully completed his first full year of New Zealand Diploma in Engineering (Civil) passing all 4 of his papers with good grades. He is undertaking 4 more papers in 2021.
- WSP have provided training in terms of Bridge Inspections, Pavement Repairs, and Asset Management advice to all staff during this period.
- Our new Assistant Engineer has completed a Traffic Control course which allows him to have more knowledge when it comes to traffic management and the safe implementation of this, which will allow education and knowledge transfer to our contractors.
- Two transport staff have undertaken the new Temporary Traffic Management Planner course, which
 allows them to approve Traffic Management Plans under the new regulations being rolled out by Waka
 Kotahi (NZTA) in Q3/Q4.

Performance reviews of all transport staff will be undertaken in Q3, setting new goals and the direction of what we want to achieve as a team.

Q3 has provided a good opportunity for the new Land Transport (roading team) to gel together and cement into their respective roles nicely. Further professional development was undertaken for the team:

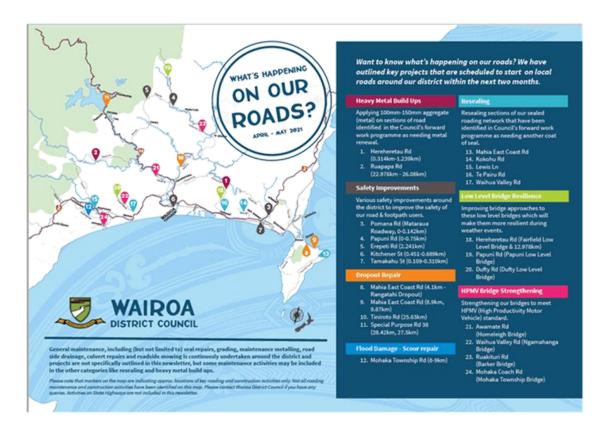
• Our Contracts Engineer is back into his New Zealand Diploma in Engineering (Civil) course, attending 2 block courses in this quarter. He is doing well with his assignments and achieving high grades.

- Our Assistant Engineer has progressed further in the traffic management space, achieving the Site Traffic Management Supervisor (STMS) qualification.
- The Operations Engineer and Transport Asset Manager undertook a 'Engineer's Rep and Contractors Rep' course. This provides improved knowledge in the contract management and NZS3910 space.
- The team undertook traffic management audit training giving more skills and confidence in ensuring safe work sites relating to traffic management.

WSP are continuing to mentor the team in different ways, a vast improvement has been seen in our reporting and data requirements.

Roading Communications Plan

A draft communications plan has been developed. The key driver is to communicate to the public what roading projects are underway or programmed around the district, and to receive feedback from key stakeholder groups around the district. This will be worked on over the coming months to implement and improve. An example of the communication outgoing is the Wairoa Star insert every 2 months to show projects:



Vehicle network

The transport sector of Wairoa District Council Community Assets and Services department is responsible for such assets as 875km of pavement (560km unsealed, 315km sealed), 346 retaining structures, 3000 signs, over 30000m2 of carparks, footpaths, kerb, and channel, & a large amount of guardrails/sight rails. We maintain the drains and culverts, vegetation control including roadside spraying, and any emergency events such as tree fell and slips. We are also responsible for strategic planning and forward programming to ensure our Land Transport network is kept at an appropriate level of service.

Network maintenance/renewal

QRS and Fulton Hogan, our maintenance contractors, have continued with their respective programmes. This consisted of:

- Grading
- Maintenance metalling
- Drainage (Roadside drains) renewals
- Culvert renewals/extensions
- Traffic services (signs) maintenance and renewals.
- Vegetation control
- Sealed pavement repairs (Fulton Hogan 1st and 2nd intervention 2020/2021)
- Heavy Metal Build Up's
- Resurfacing/Resealing

Monthly programmes are received from our unsealed maintenance contractor, and our sealed maintenance contractor has 2 interventions delivered in September and February.

Road Safe initiatives

In conjunction with Road Safe, Wairoa District Council have installed Safety Message Billboards in four locations around the district – Kaiwaitau Road, Tiniroto Road, Nuhaka-Õpoutama Road, and Mohaka Township Road. These boards will be moved to new locations every 6 months for the next couple of years. The theory behind this is that all the billboards are usually on the State Highway, where most of our safety issues are on local roads, so we believe there will be greater impact having these situated on key local roads and the aim is it will resonate with people more.

Road Safe are working in conjunction with the Land Transport team to put out safe road messages in conjunction with the Wairoa Star insert (mentioned earlier).

Pavement Marking

A district wide pavement marking contract was started in Q1, with a new contractor coming to town – Road Runner Ltd. Due to weather (winter), they are aiming to get back in early Q3 to finish off the programmed work.

Street Light Maintenance and LED Upgrade

Procurement of the maintenance and LED upgrade contracts was difficult due to the limited number of contractors interested and the pricing received. For the foreseeable future Wairoa District Council have engaged Eastland Network under a short form agreement to deliver these services.

Eastland have completed all the rural/urban areas (excl Wairoa Township) in terms of LED upgrades, and they are now working on completing the Wairoa Township in Q3/Q4. More LED fittings will be ordered this financial year to complete the remaining amount outstanding, and to have in stock for the next 3 years to replace others as required.

Network operations

Significant improvements have been seen in the Overweight and High Productivity Motor Vehicle (HPMV) permitting, with Wairoa District Council moving into the Waka Kotahi online system which frees up Council staff and makes the process simpler for the applicants.

New support has been given from admin staff in CAAS, making this process much smoother.

Traffic Management Plans (TMPs) – rolling on from the TTM planner course mentioned above, a new focus is ensuring all TMPs are submitted and approved correctly. January saw onsite audit training given to transport staff so that we can be confident we are being part of the H&S journey and continuous improvement. There are two types of audits – educational or enforcement. The transport team are passionate about the educational route, and this is the message we will be imparting on our contractors.

Bridges

Downer have completed their work under the 2019/20 Structural Bridges contract. 5 bridges are in this contract and this was completed in Q3 of this financial year. Bridge inspections to ensure up to date information and condition are continuing with Wairoa District Council and WSP staff working together to ensure this is done.

The first and second PGF Bridge Strengthening contracts were released for tender and awarded to Ritchie's Civil Ltd. These contracts relate to the deck replacement of Doughboy Bridge on the Ruakituri Valley Road, Ngamāhanga bridge strengthening on the Waihua Valley Road, and beam strengthening the Homeleigh Bridge on Awamate Road. The third PGF Bridge Strengthening package was awarded under the 'preferred supplier agreement' endorsed by Council in Q2, which will allow external funding such as PGF to be awarded to local suppliers under social procurement and broader outcomes. QRS were engaged to do the bridge strengthening of Mohaka Township Bridge and Barker Bridge, these projects are underway and will be completed before end of this financial year.

Retaining walls

Flood Damage repairs from the 2018/2019 weather events have been ongoing – which consist of retaining wall construction and retreats. Siteworx have had 2 sites added to their contract on Tiniroto Road and QRS are finishing off contracts they have. Key areas have been the Mohaka-Waiau and the Waikaremoana-Ruakituri areas, as well as some good work completed in the Māhia area.

Pedestrian and cycle networks

Footpath repairs have been programmed and some have been completed. This will be ongoing through this financial year. A new footpath is programmed to be constructed in Q4 in the Nuhaka township. In the Final AMP submitted to Waka Kotahi, there is a proposed increased focus in the pedestrian and cycle networks for the 2021-2024 period.

Reactive maintenance & Emergency response

The first day of Q1 we saw an intense period of rain which caused \$230k of damage. Extra funding was approved by Waka Kotahi for this and contractors have carried out the repairs needed.

In November 2020, we saw a major storm come through the Mohaka region which caused approximately \$1.7m worth of damage/clean-up/dropouts. Funding was approved by Waka Kotahi and clean up work has commenced through Q3 and expected to carry on in Q4. Dropouts caused because of this event are being designed and programmed for the 2021/22 construction season.

Outstanding Issues

A cost scope adjustment was submitted to Waka Kotahi in July 2020, to cover a shortfall in funding for Maintenance, Operations, and Renewals for the 2020/2021 year. This shortfall is due to unexpected increases in the maintenance contracts accepted in 2018/2019. In December 2020, this was approved. This is great news and will mean a busy 6 months up to June 2021 for our transport team and contractors.

Asset Management Plan (AMP) Development

The Final Land Transport AMP was submitted in December for the second and third rounds of moderation by Waka Kotahi. Two presentations on this AMP have been given to Council, with some good input received., and then a presentation of the Final AMP was given to the Infrastructure Committee in December.

Q3 provided many changes and revisions of the budgets and AMPs because of funding restrictions from Waka Kotahi and affordability for our community. Q4 will see the final AMP going out to consultation.

Professional Services Contract

WSP were awarded a contract for Professional Services. This is 3+2 term contract. The contract has started well and there are good initiatives coming together, especially around the upskilling of Wairoa District Council staff and the data management gap that we currently have. The future looks promising for this relationship and some real gains can be made. A 3-year Land Transport Plan was developed to give key task that need to be met to meet our goals set out in the Activity Management Plan for the 2021-2024 period.

Major projects update:

PGF HPMV Bridge Strengthening

Big achievements in Q1/Q2/Q3:

- Bridge Strengthening Contract for Doughboy Bridge, Ngamāhanga Bridge and Homeleigh Bridge has been awarded. Doughboy Bridge has been completed.
- Preferred Supplier Agreement model endorsed by Council; this will allow 50% of the remaining work to be awarded to local suppliers (if they meet key attributes). A Bridge Strengthening Contract for Barker Bridge and Mohaka Township awarded to QRS under this model.
- Principal Bridge Inspections undertaken.
- PGF Bridge Strengthening Package 4 has gone out to tender for the upgrade/strengthening of Papa Creek Bridge.

PGF Māhia East Coast Traction Sealing

Big achievements in Q1/Q2/Q3:

- Variation of \$1m awarded to Wairoa District Council, due to Covid-19 shutdown and pushing work into winter.
- Sealing of the 12.5km has been completed in December.
- Second coats will be undertaken in April 2021, completing the project.

PGF Nuhaka-Ōpoutama Alternative Route Investigation

Big achievements in Q1/Q2:

- Business Case report was submitted to Wairoa District Council and Provincial Development Unit (PDU).
 This puts Wairoa District Council in a better position to secure future funds when the time arises.
- Covid-19 Recovery Manager has this at the top of the funding requirements.
- This project is also in the Regional Land Transport Plan (RLTP), as to attract transport funding. The aim is to get Wairoa District Council share externally.

PGF Wairoa District Redeployment Package - Phase 1

- Nuhaka River Road Realignment completed. An official opening was held where the locals, WDC, HBRC and contractors celebrated the success of this project.
- The Landing (Pātangata Bridge) Replacement -The bridge is complete. Official naming of the bridge to 'The Landing' was presented to MSC and Council and approved.
- Rangatahi Dropout Repair Q2 saw the successful start-up of this project. QRS are working with Rock
 Control to undertake this large and difficult project. The Bailey Bridge was removed in November, and the
 work is aimed to be completed in Q3. There has been a slight over run will be completed in early Q4.



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Safety Improvements Clyde Road to Hospital (Kitchener Street piping)

- Kitchener Street Piping open drain due to the extra funding secured (see earlier description) this has allowed further work to commence on piping another section of the Kitchener Street open drain.
- Fulton Hogan have been engaged to continue this work, Q3 has seen a good start to the project, and this is
 expected to be completed late in Q4 and before the end of the financial year.



Forward Work Plan - projects

Q4 will see some large projects undertaken. These include (but are not limited to):

- Resurfacing 20-25km of resurfacing (sealed roads) mostly completed in Q3, a few sites remaining.
- 2nd Coat seals on the Mahia East Coast Road traction sealing project.
- 9km of Heavy Metal Build Ups to be completed (unsealed roads) mostly completed in Q3, finish the remainder in Q4.
- Dust seal 2-3 dust sites (from dust register) will be programmed for seal- Complete
- Low level bridge approaches 4 sites have been locked in 1 on Dufty Road, 1 on Papuni Road, and 2 on Hereheretau Road. The aim is long term savings from not having to re-metal these approached when the river is in flood.
- Emergency works continuing with dropout repairs and clean-up around the district.
- · Footpath renewals and new footpath work in Nuhaka.
- River erosion planting Russell Parade in Frasertown, and Rangiahua Road.
- PGF Bridge Strengthening Ngamahanga Bridge, Homeleigh Bridge, Barker Bridge, Mohaka Township Bridge

2. AIRPORT

Activity Management Plan (AMP)

In conjunction with the Land Transport AMP, a specific Airport AMP has been developed. This focuses on incorporating a previous master airport plan into a well-defined AMP that is consistent with the Land Transport AMP. It sets out the next 10 years of expected investment in this area, and give key management tasks to ensure we keep the Airport at an appropriate level of service.

Investigations

The landing procedures have been updated, and work has been done on the PAL system (Pilot Activated Lighting).

Other

Hot Road and Drag show held in November. No evidence of damage recorded.

TRANSPORT PERFORMANCE DATA

The following section outlines Council performance measures for transport. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where available) in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

Land Transport Sealed local road network that is resurfaced 0% 8% 7.3%% 7.5% betwee and 31 July Number bridges not meeting HCV class 1 requirements 6 6 6 4 Improve previ Ultimate goal is for all bridges on key industry transport routes meet HCV class 1 requirements to ensure the network is accessible to the industries for the efficient movement of freight. Work is being unquarter 3 and 4 of the 2021 year to reduce this number.	een 1 June 2018 ally 2021 (5.6%) rement from vious year
Sealed local road network that is resurfaced 0% 8% 7.3%% 7.5% betwee and 31 Jul Number bridges not meeting HCV class 1 requirements 6 6 4 Improve previ Ultimate goal is for all bridges on key industry transport routes meet HCV class 1 requirements to ensure the network is accessible to the industries for the efficient movement of freight. Work is being unquarter 3 and 4 of the 2021 year to reduce this number.	ly 2021 (5.6%) ement from
Number bridges not meeting HCV class 1 requirements 6 6 4 Improve previous previous for all bridges on key industry transport routes meet HCV class 1 requirements to ensure the network is accessible to the industries for the efficient movement of freight. Work is being unquarter 3 and 4 of the 2021 year to reduce this number.	ly 2021 (5.6%) ement from
previ Ultimate goal is for all bridges on key industry transport routes meet HCV class 1 requirements to ensure the network is accessible to the industries for the efficient movement of freight. Work is being unquarter 3 and 4 of the 2021 year to reduce this number.	
quarter 3 and 4 of the 2021 year to reduce this number.	1
Road users (% survey respondents) that consider the land transport service to be "fairly 75% 74% This will be measured in our ≥	ndertaken in
good, very good or better" - urban respondents	≥75%
Road users (% survey respondents) that consider the land transport service to be "fairly 56% 46% This will be measured in our ≥ good, very good or better" - rural respondents	≥75%
Requests for service (%) relating to roads and footpaths responded to within 5 days Not measured 76% 81%	90%
	NAASRA of the d network <110
Footpaths (%) in average condition or better (measured against WDC condition Not measured Not measured Annual measure standards)	95%
Full network inspection being undertaken to inform works programme for 20-21, due for completion in February 2020.	
	ess than or equal to 0
Number fatal crashes 1 0 0	
Number serious injury crashes 6 5 0	
Reported result fatal and serious crashes 7 5	
Airport	
Maintenance, capital and renewal works carried out in accordance with the airport plan Not achieved Achieved Achieved Achieved Achieved Achieved	ve measure
https://www.wairoadc.govt.nz/assets/Document-Library/Plans/Asset-Management-Plans/Airport-Asset-Management-Plan.pdf	
Respondents (%) "very satisfied" or "fairly satisfied" with the airport service 89% This will be measured in our customer satisfaction survey Q4	≥80%

ACTIVITY GROUP SIX - COMMUNITY FACILITIES

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, a number of performance measures in this activity relate our annual customer satisfaction survey results, therefore show as not measured at this time. Some contracts are currently under review therefore the metrics here are not able to be reported on and also show as not measured.

\otimes	\odot		Total
Not met	Met	Not measured	measures
0	9	9	18

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	1,700	1,891	(191)
Capital expenditure	485	353	132

OUR PERFORMANCE STORY

1. CEMETERIES

Repair work is being planned to the septic system in lower cemetery.

PARKS & RESERVES

We carried out planting in conjunction with the Wairoa Community Ngahere Nursery at the yacht club and riverbank area of the Sir James Carroll walkway.

A new public toilet has been installed in the Pilot Hill reserve area. Removal of the old Clyde Court public toilets and installation of new facility has been completed.





New Pilot Hill toilet facility

New Clyde Court toilet facility

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3. LIBRARY

Lego Aces 2020 Competition

LEGO Aces Contest 2020 took place during school holidays, commencing on Friday September 25 and closing on Thursday, October 8. Age categories included under 5's, 5-6, 7-9, 10-13, 14-18 and adults (18+). In each age category there were 2 subcategories: Freebuild and Kitset. Entrants were encouraged to use the library's collection of the LEGO blocks (all projects were photographed and disassembled so the blocks could be reused), or bring their own projects to be photographed and exhibited (or taken home if preferred). The entries left at the library were displayed in 2 glass cabinets (refer photos overleaf).

Overall there were 38 entries (48 objects entered, grouped by subcategory, including 27 in Freebuild and 21 in Kitset). Looking at how much enthusiasm and excitement was generated by the contest in the community, we are now considering making LEGO Aces an annual event.







Winter Warmers 2020

The Wairoa Library Winter Warmers Reading Program 2020 took place in 7 Schools this year due to COVID 19 creating an unstable environment in the Library. A total of 292 students took part and completed the program. We chose to connect via Zoom twice with each school running story and craft sessions.

The library has applied to Pan Torbet trust for funding for the 2021 Winter reading programme, and is waiting to hear back.

Some positive feedback was received from principals and teachers

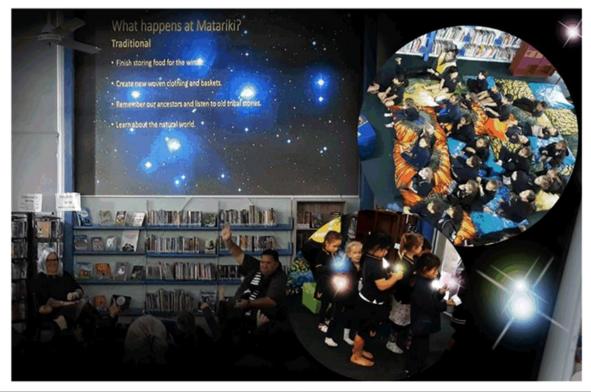
Mohaka School: Thank you Wairoa Public Library and ECCT for your mahi and sponsoring Winter Warmers programme, encouraging tamariki to read and respond to stories, thanks also Uncle Duane to our Pahauwera tamariki for your engaging Matariki presentation, you all rock! Thanks Delwyn, Kylie and team, you all put a great effort into our community library and it is evident the moment you walk in the door.

Mohaka School: loved our Zoom hui with Delwyn, so vibrant! THANK YOU.

Wairoa Primary: Wairoa Primary School Junior Syndicate had the privilege of joining Delwyn from the Wairoa Public Library for the Winter Warmers program. A highlight of the program was visiting the library and having Duane Culshaw read a Matariki story to the children and explain the purpose of Matariki. He also taught a waiata with a Matariki theme. Delwyn organised a library winter warmers party at the end of the program at school. She brought Gazza the gorilla with her and he was popular with the children. Each child dressed up as a book character for the party and received a free book. Other prizes were also given out as part of the program which was greatly appreciated by the children. There is now more excitement around reading and a consistent, personal daily reading habit has been developed in the junior classes. Thank you Delwyn for this inspired program which is helping create life time readers. In spite of Covid 19, a library reading program was started and completed using a variety of approaches and technology. Well done Delwyn and team and thank you from the Wairoa Primary Junior syndicate teachers and children.

Te Māhia School: The students and teachers really enjoyed the program, the students loved the finale party.

Nuhaka School: Amazing program – If we are invited to do the Winter Warmers Program again next year it will be a definite YES!



Santa is Coming!!

We were very lucky this December with Santa coming to visit the library! Christmas spirits were high at the library with over 100 kids turning up to greet Santa. The writing station for letters to Santa was popular and our 'Old World' Christmas set was used time after time for those unforgettable photos.

Summer Reading Programme 20-21

This summer was the final year Eastland and Central Trust funded the summer reading programmes for libraries. We had a very successful year with one of the highest completion rates of 92.5%.

We completed 373 reports with the children who participated. The children got to enjoy Story times, Zoom crafts and creative competitions. We also had visiting storytellers Little Dog Barking Company and Zappo.

We had some great feedback and a number of parents are very worried that the reading programmes would not continue for their children.







Digital Hub opening

The new Digital Hub, located on the mezzanine floor of the library, was opened officially on the 4th February 2021. It has been well utilised so far, with over 1,300 users to date and 75 skinny modems handed out to connect our public to the internet at home. Our digital Hub courses begin in April and are well subscribed to date.





Easter Crafts

Just before Easter we ran 2 children's sessions for Easter Stories and crafts. Being fully booked with a total of 40 Children enjoying Story's and creative time.



Bond with a Librarian - Earn a clock Quiz

This has been a very successful programme with children now feeling confident to come into the library and speak with Librarians on a first name basis. They have also learnt the layout of the library and given their input as to what things they would like to see in the library in the future.

COMMUNITY FACILITIES PERFORMANCE DATA

The following section outlines Council performance measures for our community facilities. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where available), in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

	2018/19	2019/20	2020/21	2020/21	
Performance Measure	Actual	Actual	Third Quarter Actuals	Target	
Cemeteries					
Users (%) "very satisfied" or "fairly satisfied" - cemeteries	75%	99%	This will be measured in our customer satisfaction survey Q4	≥80%	E
Parks and Reserves					
Users (%) "very satisfied" or "fairly satisfied" - parks and reserves	89%	96%	This will be measured in our customer satisfaction survey Q4	≥80%	(
Playground assets complying with safety standards (%)	Not measured	Not measured	Not measured	≥85%	e
Assessments not yet undertaken. Playgrounds are inspected daily by contractor for s	afety issues and these are rec	tified when identified.			
Public toilets inspected and cleaned twice daily in all areas (%)	100%	100%	100%	≥95%	(
Percentage of parks assets in satisfactory condition (condition grades 1, 2 or 3)	Not measured	Not measured	Not measured	≥95%	(
Not measured. No framework established, intention to modify this SSP					
Playgrounds (%) maintained in a safe and clean condition	100%	Not measured	Not measured	≥85%	e
Open space requests responded to within 24 hours (%)	Not measured	96%	89%	≥85%	
Single response performance measure covering cemetery internment requests, public	toilet, playground and parks	related urgent customer enq	uiries		
Library					
Implement new initiatives in response to community needs for library services	Achieved	Achieved	Achieved	1 new initiative per annum	(
Users (%) "very satisfied" or "fairly satisfied" - library	95%	96%	This will be measured in our customer satisfaction survey Q4	≥80%	(

COMMUNITY FACILITIES PERFORMANCE DATA (CONTINUED)

	2018/19	2019/20	2020/21	2020/21	
Performance Measure	Actual	Actual	Third Quarter Actuals	Target	
Community Facilities					
Total visits to the Wairoa Community Centre	76,119	65,605	65,901	Visitor numbers ≥ previous year (49,204)	⊘
Total visits to the Wairoa Museum	5,322	3,593	3,997	Visitor numbers ≥ previous year (2,695)	⊘
Overall user satisfaction (%) of community facilities	94%	94%	This will be measured in our customer satisfaction survey Q4	≥80%	0
User (%) "very satisfied" or "fairly satisfied" - Wairoa Community Centre	81%	93%	This will be measured in our customer satisfaction survey Q4	≥80%	0
Users (%) "very satisfied" or "fairly satisfied" - Wairoa Museum	78%	98%	This will be measured in our customer satisfaction survey Q4	≥80%	9
Council grants to funded organisations are paid in accordance with funding contracts/agreements.	Compliant	Compliant	Compliant	Compliant	0
Council administers SPARC and Creative NZ grants to provide funding for schools, clubs, individual year according to contracts/agreements.	als and organisatio	ns for rural travel to	o sport competitions and art related pro	lects. The grants are distributed within the fir	nancial
Resident (%) satisfaction with value for money through rates on supporting community facilities and organisations	49%	57%	This will be measured in our customer satisfaction survey Q4	≥80%	0
Funded organisations achieve/exceed agreed service provision targets as specified in funding contracts/agreements	Achieved	Partially achieved	Under review	Achieved	-
Grants and relationship agreements with the Community Centre and Museum are currently bein	g reviewed in order	to reset and clarify	service provision targets.		
Funding contract/agreements are reviewed annually/triennially in accordance with existing funding contract specifications	Achieved	Achieved	Under review	Achieved	Θ

ACTIVITY GROUP SEVEN - PLANNING & REGULATORY

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, a number of performance measures in this activity relate our annual customer satisfaction survey results, therefore show as not measured at this time.

$\overline{\times}$	\odot	$\overline{}$	Total
Not met	Met	Not measured	measures
3	6	0	9

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	1,261	2,017	(756)
Capital expenditure	-	-	-

1. RESOURCE PLANNING

The total number of planning consents and ancillary applications approved for the period from 1st July 2020 to 31st March 2021 increased by 22 % from the previous period 1st July 2019 to 31st March 2020. This is a continuation of the trend observed in consent numbers since 2019. This increase reflects continued significant growth in the district in subdivision and development. Despite this notable increase in workload, staff are on top of their work, processing consents within statutory timeframes and all done inhouse under the guidance of the Group Manager – Planning & Regulatory Services.

There has also been a continued increase in the number of planning inquiries and pre-application meetings which are provided as a free service to the public as part of Council service to the community. Planning staff are also involved in vetting all building consents for planning compliance and the significant growth in building consents means that we have been busy with assessing these applications for compliance with planning requirements.

Staffing capacity has increased to help manage the increased workload to ensure that the planning team can provide the best and timely service to our community. The summer and semester holiday planning student 'Planning Regulatory Administrator' is providing valuable administrative support for the department. Overall, planning consent activity remains strong.

2. ENVIRONMENTAL HEALTH

Food control

We continue working with food businesses to promote understanding of the Food Act requirements to provide safe food in safe environments. The department has taken a proactive approach to ensuring compliance, by monitoring posts on Wairoa Buy and Sell and other websites, to ensure those selling food have appropriate certification. New food businesses have started up in the Wairoa District over the last year with the number continuing to grow.

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The Council has developed a quality manual for to guide our operational processes in accordance with the Government procedures. As a result, Wairoa District Council has been certified as a Recognised Food Verification Agency with the certification due for renewal on 31 January 2023.

Liquor control

The department has received a steady number of new manager applications, with a noticeable lack of Special Licences. All were processed within statutory timeframes. The Wairoa District Council has formally adopted its new Local Alcohol Policy.

Noise control

Staff attend to noise complaints during the and a contractor takes over after hours. The number of noise complaints remains steady at an average of 3-4 per week mainly during weekends. Staff issue abatement notices to repeat offenders which compulsory seizure of the offending equipment will follow and the associated infringements.

Nuisance control

Nuisance in the community can take many forms, among them are but not limited to the following: asbestos disposal, litter, dust, odour, vermin, animal carcasses, feral cats, smoke, fly dumping, unsanitary buildings, and unsanitary septic discharges. To manage these, staff work with the Regional Councils Pollution Response Team. We also have a programme of vermin control by using traps on strategic places.

Water testing

Working alongside the Water Production Team, the Environmental Health Officers conduct routine water testing of locations in the Wairoa District including council water supply, rural food premises and private residences.

They advise the community of water treatment including plumbosolvency notices and effective decontamination of contaminated residential water supply.

3. BUILDING CONTROL

Building consents

During the months from 1st July 2020 to 31st March 2021, the number of building consents granted was 118 with a total value of \$14.4M. During this time the average number of days taken to process these building consents is 11.4 days which is well within the statutory 20 working days process application.

Improvements

Improving the consenting system is an on-going process which involves the continual changing of the quality management system to keep up to date with all relevant regulatory changes. This has involved considerable development of our business processes.

The online consenting platform has been further adapted by multiple councils as part of a wider initiative to simplify the delivery of Council services. This has allowed the BCA to utilise other councils to process building consents on the Wairoa District Councils behalf.

While we are still dealing with the effects of COVID-19 and the ever present threat of another lockdown, the Wairoa District Council BCA has had some staff continuing to work remotely from home on regular occasions so if another lockdown is required there will be a seamless transition to remote work and prevent any addition loss to the BCAs functions.

Challenges

Over this period we have seen a marked increase in the number of public enquiries regarding building consent applications, pre-lodgement meetings, property information, and general building queries. This has proved to become a challenge and an additional strain on BCA staff time estimating that, some weeks, up to 60% of their time is taken up by counter enquiries/ pre-lodgement meetings/ public calls and emails.

During this time the Wairoa District Council Building department has also seen the increase in illegal building work around the district, in particular the beach locations. This work then requires investigations by the Wairoa District Council staff which adds additional workload to Wairoa District Council resources.

There has also been a noticed increase in the number of building work that has been completed during this time period which is reflected in the number of inspections undertaken.

Retaining skilled staff is essential for effective implementation of the consent processing system improvements, meeting consent processing performance targets, dealing with an increased workload from regulation changes, and the increasing complexity of consents being lodged. Nationwide the competition for skilled workers has continued during this time period, Wairoa District Council has retained all its BCA staff during this time which has continued to allow the Wairoa District Council BCA to function effectively.

Up-skilling staff

The BCA has two staff members undertaking their Diploma in Building Control Surveying as a requirement of Regulation 18. The main focus of up skilling and training has been on the two BCO's completing their diploma. However during this quarter a training plan has been developed and implemented. All of our officers, and those requiring technical competencies, have been working on improving or maintaining their level of competency within the national BCA competency assessment system.

Inspections and requests for information

284 inspections were completed during this time period, as opposed to 230 inspections for the same time period as last year.



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Meeting our required targets

Utilising the resources of contractors and Westland DC has allowed the BCA to cope with the increased workloads. During this period our consenting units have met their performance measures for issuing building consents within 20 working days and LIMs within 10 working days. 98.6% of code of compliance certificates (CCCs) were issued within the 20-day statutory timeframe.

For the past nine months we have placed an increased focus and emphasis on new pre-application meetings and discussions with those who are looking to undertake building work. This has helped improve the quality of consent applications received and therefore improve processing timeframes. During this time period the BCA has also obtained its IANZ accreditation as required by the Building Act, therefore meeting these requirements.

4. BYLAW COMPLIANCE

Dog Control

Dog registrations are progressing well with more than 97% of known and new dogs now registered.

January through to March infringements issued for Unregistered Dogs and Non Compliance, owners have made arrangements to pay fines then court proceedings. 38 dogs found roaming and impounded, 31 returned to known owners, 9 were not registered at the time. 25 of 50 menacing dogs have been neutered and further appointments have been made to be de sexed. All dangerous dogs have been neutered and compliant. There have more than normal dogs rushing and dog bites, investigations and each case has been signed off with owners having to pay infringements and warning.



The Compliance team continue to emphasise dog owner education in the district with regular publications through media and, in person and information pamphlets.

Livestock Control

Throughout the District areas identified as problematic have now improved. Council had identified stock owners and in the case of invoicing them has shown response from owners being more proactive with their stock control. A reduced amount of callouts during the day and after hours. Horses in the township have decreased with proactive education, infringements, costs, invoicing and stock seizures being actioned to correct owner behaviour, both rural and urban stock owners are becoming more aware of their responsibilities. People in the community are more mindful to contact us regarding stock out, if owners are known they will be contacted and in each case will be accessed for further action.

General Bylaw enforcement

The Freedom Camping Ambassadors have been functioning with the Compliance team to ensure continued compliance, the Compliance department have issued less than 5 infringements for non-compliance over the Christmas period. Campers in the district were down over this time yet also showed good camping etiquettes. Freedom Camp checks finished at the end of February for compliance while the Ambassadors carry through to the end of April.

People in the community have been contacting us more and letting the Compliance team know if there are concerns they feel need to be addressed for all areas of domestic to stock. Welfare issues have decreased for all animals, Compliance have good relations with NGO's agencies, SPCA MPI Police and Vets to ensure the best outcome. Dog owners are encouraged to take advantage of free neutering in Wairoa for dogs through the Fred Lewis Enterprise Foundation this is still continuing. The SPCA also has a comprehensively discounted price to have cats neutered within the district to decrease unwanted breeding.

PLANNING AND REGULATORY PERFORMANCE DATA

The following section outlines Council performance measures for our performance and regulatory departments. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where availible), in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

	2018/19	2019/20	2020/21	2020/21	
Performance Measure	Actual	Actual	Third Quarter Actuals	Target	
Resource Planning					
All applications processed within statutory timeframe set under the Resource	100%	93%	91%	100%	×
Management Act					
This work is progressing very well, with all consents now processed inhouse.					
Environmental Health					
Premises registrations required under legislation completed (%)	100%	100%	100%	100%	⊘
Noise control (unreasonable noise) complaints responded to in accordance with	100%	100%	100%	100%	
legislation, regulations and Council policy.	20072	20070	20070	20070	\odot
Building Control					
Building consents (%) processed within statutory time frames	100%	98%	97%	100%	(x)
Certificates of acceptance (%) processed within statutory time frames	100%	100%	100%	100%	\odot
Liquor Control					
Management licenses (%) processed within 30 days	100%	100%	100%	100%	⊙
Renewal and new licences (%) processed within statutory time frames	100%	100%	100%	100%	(V)
Bylaw compliance		0.707	227	700/	
Known dogs (%) registered by 30 June each year	94%	97%	92%	≥75%	\odot
Annual Report about the administration of Council's policy and dog control practices	Achieved	Achieved	Achieved	Achieved	\bigcirc
adopted by 30 August					

ACTIVITY GROUP EIGHT - LEADERSHIP & GOVERNANCE

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. As at 31 March, a number of performance measures in this activity relate our annual customer satisfaction survey results, therefore show as not measured at this time.

\overline{x}	\odot	$\overline{}$	Total
Not met	Met	Not measured	measures
0	6	2	8

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	2,660	2,637	23
Capital expenditure	73	-	73

1. COMMUNITY REPRESENTATION

Elected members - Council

The current elected members have spent one year in their current term. Key priorities of elected members currently include: Rates Review, Levels of Service discussions and the upcoming Long-term Plan.

Council received over 260 submissions to the Rates Review special consultative process. This reflects elected members going above and beyond with community engagement to ensure the rating system represented feedback from the entire community. This same level of engagement from the community will be a goal as we pivot into the Long Term Plan.

Youth Council

A Wairoa District Youth Council has been established. This is a committee with a view to provide Council with an independent youth voice to support the decision-making process at the Local Government level. This voice allows younger Rangatahi to let Council hear their thoughts on the impacts of Councils decisions on their own generation as the future ratepayers of Wairoa.

2. MĀORI RELATIONSHIPS

The Landing Bridge, Whakakī

On 15 August 2019, upon the recommendation of WSP and for health and safety issues, the previous bridge at Whakakī, formerly known as Pātangata bridge, was restricted to access for pedestrians and ATV's only and was closed to all other vehicles. On 17 December 2019, a business case was completed by WSP and present to Wairoa District Council, with the focus of this business case giving justification for funding. On 11 February 2020, Whakakī Lake Trust and Whakakī Marae Trust representatives were given an opportunity to present their submission to Council, thereafter the Council resolved to replace The Landing [Pātangata] bridge with a new bridge to Class 1. On 26 May 2020, Central Government announced that three vital construction projects will receive 100% funding, one of these projects was the replacement of The Landing [Pātangata] bridge.

The Landing bridge is located on Whakakī Lagoon Road, south of State Highway 2 (SH2), being approximately 19 kilometres east of the Wairoa township. The bridge is owned by the Wairoa District Council but is constructed on privately owned land. The former and now current bridge provides access for the local community to three urupā burial sites, farming land and privately-owned land.

The Council sought to work closely with the predominantly Māori community to ensure all aspects of the project were acknowledged. In particular, the Council maintained regular communication with two main Māori entities within this community, Whakakī Lake Trust and Whakakī Marae Trust. As a positive result of this relationship the Whakakī Marae Trust was asked to undertake a Cultural Impact Assessment of the area surrounding the bridge location. This assessment was undertaken prior to any construction work beginning and the purpose of this assessment was to provide a historical account that accurately identified areas of cultural significance which will serve as both a record and to provide guidance during the replacement project.

On Sunday, 4 October 2020 with the community present, the new bridge was formerly opened for public use. We wish to take this opportunity to sincerely thank the Whakakī community for their patience and understanding. Without their support and guidance this project would not have been the success that it is. We also extend our gratitude to QRS and the Lattey Group who undertook the construction work. Their professionalism and proactive approach to working with the community is highly commendable.





Nuhaka River Road

In the late 1970's/early 1980's the top end of the existing earth flow began to move. Pinus Radiata (Pine) trees were planted over the entire movement area, which effectively stopped the movement. Between 2005-2009 the forest was removed. Soon after the earthflow began to move again to a much greater extend. In 2012/2013 the lower end of the earth flow began to affect the Nuhaka River Road with severe damage. In 2014 the road was no longer accessible. Between 2015-2018 there were failed attempts at re-opening the road. Multiple meetings between Hawke's Bay Regional Council, Wairoa District Council and landowners took plan. There was no secure or safe access for residents, farm operators and the Nuhaka community alike.



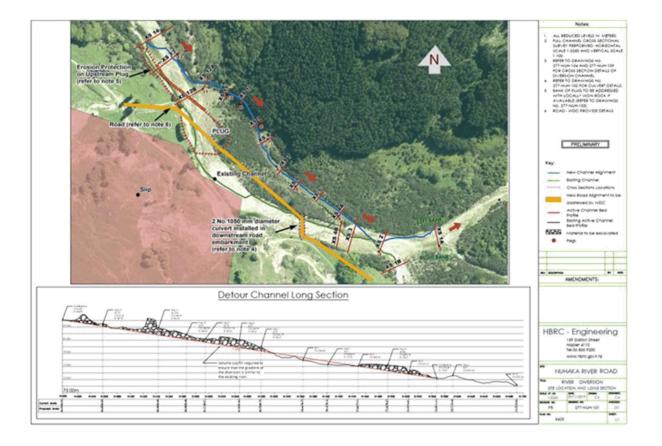


In 2019/early 2020 the HBRC commissioned to design a realignment of river and road through the riverbed, however, cost uncertainty stopped the project moving forward. The two Councils (WDC, HBRC) met with affected parties on site, apologised and have advised next steps which included a presentation to the Wairoa District Council to determine a pathway forward.

In May 2020, the Government announced that three vital Wairoa roading and construction projects were awarded funding under the Government COVID-19 'shovel ready' recovery programme. One of these three projects included the realignment of the Nuhaka River Road at Nuhaka, which received 100% Central Government funding.

In July 2020, Te Iwi o Rakaipaaka Incorporate/Te Iwi o Rakaipaaka Trust (The Group) was asked to undertake a Cultural Impact Assessment (CIA) of the surrounding area. The purpose of this CIA was to provide a cultural review function and will provide guidance to any culturally sensitive items that could be excluded from the general public to protect the integrity of any culturally significant area. To accompany the CIA, Triplefin Consultants was asked to undertake an Ecological Impact Assessment (EIA). The purpose of the EIA was to provide the project team guidance as to how the work should be undertaken that minimises the impact on the ecology of the river.

Work is progressing well on this project and we firstly acknowledge local Māori, in particular Te Iwi of Rakaipaaka Incorporated/Te Iwi o Rakaipaaka Trust on behalf of Ngāti Rakaipaaka for their leadership, cultural guidance and support for this project. Their presence throughout the whole project was to ensure tikanga *cultural protocols* was adhered. This has been an enduring and at times frustrating process for the landowners and community, therefore, we sincerely thank Te Aramatua Trust and private landowners for their patience and perseverance throughout this whole project. To the project team including QRS and Pryde Contracting we acknowledge your professional approach and cultural understanding of the importance of the Nuhaka River. Finally, to our colleagues at Hawke's Bay Regional Council (HBRC) who epitomised the significance of working collaboratively, maintaining strong relationships and lending their technical and environmental expertise. As the saying goes, 'Mā pango, mā whero, ka oti ai te mahi' *If we all work collaboratively, the work shall be accomplished*.



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The official opening of the Nuhaka River Road and the naming of a portion of that road [culvert], Waitirohia was on Saturday, 6 March 2021. Much has already been said about this project suffice to say, that QRS Project Manager, Mike Wilson needs to be congratulated for the awesome work of his skilled crew. This is another example of good collaboration between Central Government, Local Government, local contractors and of course local iwi. The opening was led by Te Iwi o Rakaipaaka Trust.







Te Kupenga Cultural App

On 2 March 2021, the Te Kupenga digital app was officially launched. This app was a collaborated effort by a Māori specialist team known as Te Kupenga, comprising all five Council in the Hawke's Bay, the first collaborative app of it's kind in New Zealand. This team includes Pieri Munro (Te Pou Whakarae – HBRC), Dr James Graham (Pouahurea Matua – HDC), Mŏrehu Te Tomo (Pou Whakarae – NCC), Charles Ropitini (Pouahurea Matua – HDC, formerly of NCC), Monique Davidson (CEO – CHBDC), Melanie Tairoa (Senior Advisor – HBRC), Duane Culshaw (Pouahurea Māori – WDC) and the Project Co-ordinator – Te Wairama Munro (Māori Engagement Co-ordinator – HBRC). Since its launch, there have been a steady stream of downloads.

This specialist team transcends functional differences to find efficient and effective ways to mahi tahi work as one to share information and knowledge, to pool and leverage limited resource for economy of scale and to manaaki support each other.

This digital app ironically is called Te Kupenga and is borne of concluding much merit and indeed urgency to avail this cultural-build tool widely for Council staff and elected representatives across Te Matau a Māui Hawkes Bay. The central and guiding ambition is for all staff and Councillors to be responsive and proactive in regard to Treaty principles across our business; growing our staff to have absolute comfort and confidence in their engagement with tangata whenua.



playstore downloads

214
playstore downloads

924
total downloads
as at 14/84/21

App Store
App Store
Google Play

Te Kupenga derives from Te Kupenga a Te Huki, a celebrated ancestor of Ngāti Kahungunu and his greatest achievement was to create unity through networking. With diplomacy, foresight and dedication, he created a network by inter-marrying himself, his sons and his daughters into many tribes covering a wide area. This became know as 'the setting of the net of Te Huki'. It is the ancient way of networking.

3. ECONOMIC DEVELOPMENT

Gaiety Theatre

The New Zealand film "Cousins" has a premiere night at the Gaiety Theatre. We sold pre-sale tickets for the movie to hype it up as an event. Covid 10 restrictions didn't allow us to have full seating, however the movie was played every day of the first week with on average of 80 per showing.

With the upcoming school holidays there are a brilliant number of kids and family movies coming out. This will be refreshing as there have not been many kids movies coming out since the last school holidays.

With the Golden Globes awards having just finished and the Academy Awards coming up, we are currently screening many of the films which are nominated for awards. This will create an awareness in the community and will drive people to some to see the movies on the big screen.



Business growth

There has been an increased focus on business connectivity with Wairoa District Council, Tātau Tātau o Te Wairoa and Korou Digital working with existing businesses to develop their marketing and digital capability in order to reach a greater customer base and adapt to the changing environment.

Wairoa promotion and events

In the COVID recovery environment Wairoa has created a major shop local approach under the branding "Tautoko Wairoa". This has proven a successful campaign and we have been thrilled with the response to the promotion incentivising more than \$500,000 in local spending at participating businesses.

Strategic and partnership projects

Council is utilising strategic relationships with local PSGEs. This is evident through a number of projects including the horticulture hub, Whakamanahia a Te Wairoa (Empowering Wairoa – Covid Recovery Plan), Pakihi Ora (Business Wellbeing) and the Wairoa Housing Strategy. Strategic relationships with Wairoa Young Achievers Trust, the entity delivering the Mayor's Taskforce for Jobs programme for the purposes of supporting young people into sustainable employment. We are working with HB Regional Recovery Manager to apply a regional lens to Wairoa economic recovery.

Provincial Growth Fund (PGF)

The PGF was repurposed during the COVID recovery period to focus on "Shovel Ready Projects". The fund was completely allocated in June this year, however Wairoa received funding for a marae upgrade programme. In terms of existing PGF projects, these are all still underway and meeting milestones.

- Youth into employment (\$150,000)
- Wairoa Youth Employment case (\$15,000)
- PGF Capability funding (\$250,000)
- Bridge Strengthening (\$2,200,000)
- Wairoa CBD Enhancement Funding (\$4,800,000)
- Māhia Roading Project (\$7,300,000)
- Nuhaka River Road (\$750,000)
- Rangatahi Dropout (\$1,000,000)
- Pātangata Bridge (\$750,000)
- Regional Digital Hub (\$400,000)

Additional grants

Wairoa District Council, in partnership with Rongomaiwahine Trust, received funding of \$250,000 from the Responsible Camping Fund.

Te Wairoa E Whanake

This project is moving into "Stage 2" which includes increased physical works. Current activities include earthquake strengthening and concrete repair. An updated business case for Stage 2 is being completed internally which will support decision-making and planning for the development. Current project projections are that the Gemmell Building will be completed by December 2021 and the Winters Building (I-Site redevelopment) by August 2022.

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ORDINARY COUNCIL MEETING 4 MAY 2021

LEADERSHIP & GOVERNANCE PERFORMANCE DATA

The following section outlines Council performance measures for our leadership and governance. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021—where available), in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

	2018/19	2019/20	2020/21	2020/21	
Performance Measure	Actual	Actual	Third Quarter Actuals	Target	
Community Representation					
Respondents know how to make contact with elected members	82%	90%	This will be measured in our customer satisfaction survey Q4	≥85%	(-)
Satisfaction rating for Mayor and Councillors (%) 'not very good or poor' is less than 10%.	7%	21%	This will be measured in our customer satisfaction survey Q4	<10%	-
Māori Relationships The required number of nominations are received within established timeframes and appointments made to Council's Māori Standing Committee - Vacancies filled - 2 councillors appointed as representatives to Māori Standing Committee	Achieved	Achieved	Achieved	Achieved	⊘
No less that bi-monthly meetings of the Māori Standing Committee are scheduled, advertised, and conducted on the advertised day.	Achieved	Achieved	Achieved	Achieved	⊘
Māori Standing Committee meetings, public meetings and special consultation meetings provide opportunities for Māori to contribute to the decision-making process.	Achieved	Achieved	Achieved	Achieved	⊘
Agreed levels of service are achieved within budget. Budgets clearly defined and accounted for.	Achieved	Achieved	Achieved	Achieved	⊘
Economic Development Actions in the Economic Development Plan and Action Plan completed (% of actions completed)	55%	75%	82%	80% 2021	⊘
The cost related to this activity did not exceed the approved budget	Achieved	Achieved	Achieved	Achieved	⊘

ACTIVITY GROUP NINE - CORPORATE FUNCTIONS

PERFORMANCE SUMMARY

The following table is a summary of how well we performed against our agreed key performance measures for this activity area. Two of the measures are unable to be discretely reported against, therefore show as not measured. These will be removed from our suite of measures at the next Long Term Plan.

\otimes	\bigcirc	$\overline{}$	Total
Not met	Met	Not measured	measures
2	3	2	7

FINANCIAL SUMMARY

	Actual \$000	Budget \$000	Variance \$000
Net underlying operating expenditure	942	528	414
Capital expenditure	305	1,180	(875)

PROPERTY

The fire damaged Frasertown Hall was demolished and the site cleared. Further engagement is underway with the community to determine the future for this site.

2. CORPORATE & FUNDS MANAGEMENT

Investments

As at 31 March 2021, Council held a bonds portfolio with a market value of \$6 million. This is consistent with the forecast holdings YTD in the annual plan. Council has placed funds received from the DIA and PGF on short term deposit, to ensure interest is earned on balances until spent. Deposits at 31 March total \$8.7 million. These form part of cash and cash equivalents.

Borrowing

Due to the acceleration of capital works Council's external borrowing now stands at \$12 million, which is \$1.9 million higher than anticipated in the annual plan. However, through its membership with LGFA Council has achieved average borrowing rates of 2.4%, which is far lower than the 4% forecast in the Long Term Plan.

Since joining LGFA in 2018, Council has been structuring its borrowings to align more closely with its liability management policy and it's anticipated future cash flows. This work will continue as terms beyond 5 years have only recently become available.

3. SUPPORT SERVICES

Support Services are the costs of operating Council's administrative and support functions and other costs not directly attributable to any activity. These costs are allocated, except those that are attributed to a special reserves, via the overhead allocation process to the significant activities so that the net rated cost of support services is nil.

This group of activities includes finance, records and archives, administration and customer service, information services and GIS.

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FINANCE AND ADMINISTRATION



Annual report 19/20

The Annual Report 19/20 saw a full overhaul and excellent contributions from all activity managers. The discipline of quarterly reporting meant that the workload on activity managers at year end was reduced, and that all were familiar with what was required. A comprehensive task list enabled Finance to track the project and ensure key deliverables were produced on time. This meant that the audit ran smoothly and was completed in time for Council to adopt the report on 20th October. Katharina Di Lena (Graphic Designer) produced a professional document that we are very proud of. Lessons from this year's audit have been taken on board, and will be integrated into our monthly and quarterly reporting practices and the planning for next year.

Strategic Pay review

In August 2019, all staff were aligned to being paid at least 85% of their roles' benchmarked salary. It is identified the 85% is an entry level pay rate, with 100% being paid to a person performing satisfactorily in the role. A review of the Council's pay rates is being undertaken against the most recent sector-specific pay data compiled by the third-party provider Strategic Pay and released mid 2020. Due to inflationary and market factors, a number of staff are identified as now being paid under 85% based on 2020 data. In March and April 2021 a stepwise increase was made to increase all staff to 85%, and those in their roles longer than 1 year to 89%. This increase demonstrates our commitment to fair and transparent remuneration for our staff.

RECORDS AND ARCHIVES

The main projects this year have been to arrange and describe a number of series of architectural drawings and plans. The architectural drawings are primarily part of the property file series and consist of sets of drawings that were considered too large to be placed on file. These sets of drawings were previously stored in boxes and have been largely inaccessible. Another significant project has been to arrange and described the plan collection that was transferred to the archives from the Roger Main Building. Together with the continued processing of drawings donated by Downer Construction Limited the focus of archival work has centred on this media. The enormity of this work cannot be underestimated and with limited resources very slow. Many drawings require flattening and repair prior to listing and re-housing.

Projects that have now been completed, have been the arrangement and description of a numbers of record series relating to the Wairoa Public Cemetery. These records date from 1870 to 2019. The archives is currently preparing a new consignment of Wairoa Borough Council files that have accumulated since the first consignment was listed in 2012.

The archives recently employed a bookbinder to bind a new transfer of council minutes and committee minutes. This is the first instance, since the 1880s, that committee minutes have been bound separately from council minutes. Separating these minutes, into two series, is a more logical arrangement. As minutes are now generally accessed electronically, hardcopy confidential minutes have now been included in these two series. The previous series of confidential minutes has ceased.

The layout of new archive pages on the Wairoa District Council website have been completed and is awaiting input. A leaflet promoting the archival collection has also been designed and is awaiting production.

Earlier in the year a Library/Archives Working Group was established to focus on the proposed construction of a new joint Library and Archives Building. Due to funding issues this has unfortunately stalled. This delay's addressing the seriousness of our current storage situation and the unsuitability of housing the council's valuable archives in such an appalling building.

During the first quarter of 2021 the first task was to complete the listing of WAI reports. This work was followed with listing the Wairoa Borough Council files that were boxed last year. A collection of news clipping books have been processed; one series being those documenting Cyclone Bola that were originally held by the library. The

processing of maps continues and we are currently finalising the listing of a series of Wairoa county, borough and district deposited plans dating from 1897 to 1992.

An interesting project undertaken during the third quarter was the preservation of eight sale maps dating from 1901 to 1925. Because of their original purpose this typed of map was considered disposable, making them not only rare items but fragile due to the inferior quality paper most were printed on. Prior to conservation, some of these maps were in multiple pieces.

For the quarter year ending 31 March 2021, the archives received 46 internal enquiries, 40 external enquiries, 5 internal visitors/researchers and 11 external visitors/researchers. It is usual that the first quarter of the year has less internal enquiries due to the holiday period. Nevertheless, it has been encouraging that there was an increase of visitors compared with the same period last year.

CUSTOMER SERVICES

The Customer Services team has welcomed a new Team Lead at the start of this financial year. This appointment has increased knowledge and experience in this area, with a focus on continuing the build of processes and procedures.

The Knowledge Base platform introduced last year is now fully operational with all processes required to manage incoming calls and requests from ratepayers and community by the Customer Service team now published to this resource. The team will continue to add processes that pertain to the Customer Service department, with the intention of streamlining and being more efficient.

This Knowledge Base platform is also the system that enables increased consistency in the delivery of information to ratepayers and the community.

The Customer Service team are involved with the future upgrade of MagiQ, contributing information to improve the functionality of the Service Request module.

An Emergency and Evacuation Procedure for the Customer Services team has been implemented to ensure business continuity and operations don't cease and have minimal down time. This will guarantee request for services for ratepayers and the community will be actioned whilst the Customer Services staff are evacuated.

INFORMATION SERVICES AND GIS

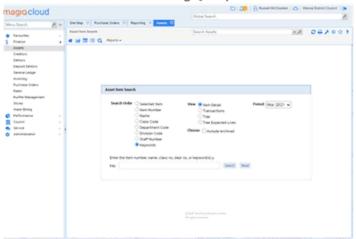
A number of exciting projects have rolled out in the IT department. These include the development and rollout of MagiQ cloud platform, new council phone system and developing Internal GEOGRAPGIC Information System (GIS), is also a first for NZ Local Government (see Figure 1).



Sample of a screenshot from MapPortal

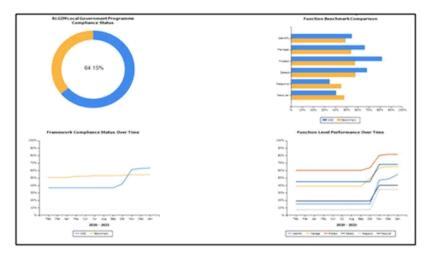
More details about projects the team have delivered include:

• MagiQ - v2.1 Cloud Upgrade - This is one of the major upgrades into the current council corporate software solution. Business Area champions (BAC) were selected from each Department to specifically help manage the migration process alongside MagiQ software Technical experts and consultants. The Project Migration has taken 7 months, with the final of 4 Project Milestones being achieved with "GOLive" and completion of the system upgrade set for the 12th of April. A partnership agreement has also been entered into with MagiQ Software, Catalyst and the Otorohanaga District Council to further develop and incorporate the Open Source GIS software "GIS CORE" into the MagiQ Corporate Suite.



Sample of a screenshot from MagiQ Cloud

- New council phone system The Councils 18 year old Siemens phone system (PABX) was upgraded / replacement with a cloud-base solution. The MS TEAMS (Spark Enhanced) Upgrade project was started on the 26th of January this year, and was completed within a 2 week period. All staff have been supplied with headsets and software has been loaded to all mobile devices.
- Electrical Appliance "Test and Tagging" The process of checking the safety of electrical appliances, called 'Test and Tagging' is an ongoing process, with all IT electrical equipment being slowly and methodically tested for safety based with a portable appliance tester to meet the on NZ standards.
- Cybersecurity and Privacy Project There is an increase about 21.71% (from 42.44% to 64.15%) in WDC
 ALGIM Local Government program compliance status, and more than 96 new cyber security and privacy policies and controls have been deployed into the council cybersecurity framework strategy plan (Figure 3).



WDC ALGIM local government program compliance status

Cyber Security and Privacy Newsletter - 5 newsletters have been published and circulated to all staff
with the continued focus of increasing cybersecurity awareness.

- GIS Geographical Information System Maintenance and upgrade to the system is continuing.
 Collaboration has been initiated with the Otorohanga DC, MAGIQ Software and Catalyst.
- VisTab Online Visitor Sign In Management System has been installed at the Councils Front reception
 counter. This helps Council with NZ Health & Safety, Emergency Management and Building / Staff Security.
 Self adhesive labels are printed for each Visitor.

Projects the team have initiated, and are currently working on include:

GIS system misalignment project

There is about 25 properties misalignment addressing between WDC rate database and GIS system found and fixed.

Cybersecurity - Risk Management project

The scope of this risk assessment is to discuss security risk exposures of WDC critical system assets and implement security controls to mitigate and manage related risk exposures within acceptable limits.

- SCADA system
- Library DigitalHub
- Options for implementing cybersecurity incidents response plan to help should staff detect, respond to, and recover from network security incidents. These types of plans address issues like cybercrime, data loss, and service outages that threaten daily work.
- Business Continuity Planning (BCP) Embedding a good IT business continuity into the Council to
 integrate business continuity awareness and practice collaborative approach into Council as usual
 activities and organisational culture.

HEALTH AND SAFETY

The Health and Safety for the Wairoa District Council is managed by a Safety Committee comprising, Health and Safety Officer /Zero Harm Officer, six staff elected committee members and senior management as required. The purpose of the committee is to provide governance and oversight of the Health and Safety and Wellbeing of the staff of the Council. The Committee convenes every six weeks (or as circumstances require) and discuss an agenda that is made up of staff requests, operational incidents, and introduction of new practices and management requests that involves the safe operation of the Councils workforce. The committee also discuss investigations and incidents that have occurred during the six week period and make recommendations to senior management on their findings. The Health and Safety Officer provides a monthly report of activities, inspections and investigations carried out with recommendations for his approval. This is presented to the Finance Audit and Risk Committee of the Wairoa District Council when they meet.

Most staff are back full time in the office, but some remain working from home as required. The feedback from staff is that they feel that they are more productive working this way. There have been no reported side effects or associated problems as a result of the COVID 19 from our staff and this is expected to be the same going forward.

Annual Health Screening checks have now carried out on staff that have an occupational requirement for this with only one minor follow up required. The flu vaccination was made available to staff again in 2020 and had a good response from all with the majority of personal taking advantage of this Welfare initiative offered by the Council. The new season flu vaccine will be available for staff that require it, and the COVID vaccine when it becomes available. These will be administered by our local Chemist.

Training has been slow with most Training Organisation now in catch up mode and we will be taking advantage of the Training that is on offer. Joint Training with the Animal Control Team is being arranged with specialist input from Police to maintain a consistent reporting system. Lone Worker and communication projects are still being pursued for all our staff that come under this category and the trail of various devices to fulfil this need is progressing. Wairoa due to is geographical location has needs as Cell Phone coverage is not available in all locations. As a result, we need to investigate a duel system that will allow for Satellite and cell phone signalling from the one device. We are receiving support from Taupo and Far North Councils as they have the same issues as we do. Online training courses will be offered to the newly appointed Safety Reps as a requirement under the Health and Safety Act 2015 to function in their new position.

The Health and Safety Committee have continued to meet and discuss the problems that arise during the year and make representation to the SLT Team with recommendations. We are now preparing for election of Safety Representatives from the staff for the next three-year term. Most programs are back on track and preparation is under way for the summer objectives. Sun protection, Heat stress and wellbeing will be the main target. Some specialist training will be carried out by the Building and maintenance team for Asbestos identification and disposal to meet the new Protocols and polices that will be put in place at the landfill later this year.

The reporting of accidents and incidents has changed and as a result the numbers of reported incidents has increased over the last months. Eco-Portal (our online incident and accident reporting system) is being widely used now by everybody and is giving a truer indication of the Health and Safety incidents that were not previously reported. Vehicle damage and near misses are part of the reporting statistics that we now gather.

CIVIL DEFENCE AND EMERGANCY MANAGEMENT

The Civil Defence team have experienced an active time in our district over the past year, the most recent being the tsunami alert. With Covid-19 still fresh in our minds, we have identified the gaps in our preparedness for whatever hazard comes and filling those gaps is a high focus for the team right now.

With the earthquake in the early hours of the 5th March 2021, the response of locals who reacted to the 'Long or Strong, get Gone' message and self-evacuated to their safe zones demonstrated excellent disaster preparedness skills in keeping their whanau safe. Unfortunately instructions from the National Emergency Management Agency do take time to reach our local Emergency Operations Centre (EOC) therefore having resilient communities that are able to plan for, and respond to a disastrous event is key.

Community Groups have reached out to Civil Defence to request a representative attend community gatherings to discuss how they can be better prepared in times of tsunami, flooding, earthquake. Discussions highlighting points of awareness and the importance of having plans in place for your whanau, this will enable your response time to be quick. Being familiar with www.getready.govt.nz will provide you the guidance to be prepared for the different type of emergencies until Civil Defence are able to get support to you.

There have been changes within staff for the Wairoa EOC due to internal role transfers and turnover of staff. A review of the response team has taken place and training organised the Hawke's Bay Emergency Coordination Centre. This is a good time to also review our processes and procedures to align them with the ongoing changes and learnings from each response.

In the past year the Hawke's Bay region has experienced a pandemic, earthquake, tsunami, flooding and drought. Our Wairoa district fortunate to not be affected by all of these. We have a lot of natural hazards and they can happen any time and often without warning. Being prepared, knowing your safe zone and have a plan. Do this for your household, your work, your school and your marae. Prepared people make for stronger communities that are better able to withstand, manage and recover from disasters.



ORDINARY COUNCIL MEETING 4 MAY 2021

CORPORATE FUNCTIONS PERFORMANCE DATA

The following section outlines Council performance measures for our corporate functions. It includes data for the last two full year reports, along with third quarter metrics (9 months to 31 March 2021 - where availible), in order to show trends, and includes variance explanations for relevant areas. We use these performance measures to track how well we are delivering services against targets as set out in the long term and annual plans. This also provides information on trends that may influence our performance, including those outside of our control. The council undertakes a community survey on an annual basis which forms the basis of some of these metrics. This data is not available until year end.

	2018/19	2019/20	2020/21	2020/21	
Performance Measure	Actual	Actual	Third Quarter Actuals	Target	
Full compliance with legislative requirements through annual building warrant of fitness (BWOF)	Compliant	Compliant	Compliant	Compliant	⊘
Full compliance with legislative requirements when undertaking repairs, refurbishment or demolition of buildings including asbestos material	Compliant	Compliant	Compliant	Compliant	⊘
Safety defect requests (%) attended and made safe at building within 4 hours	100%	100%	100%	100%	⊘
Other requests (%) responded to within 3 days	Not measured	Not measured	Not measured	80%	0
Pensioner housing units (%) inspected six monthly	100%	50%	56%	100%	×
Compliance with ACC pool safe accreditation	Compliant	Not Compliant**	Not Compliant**	Compliant	×
**Compliant in everything except that during the hours of 6am to 8am and 5.30pm and 9pm we only	y have one lifeguard in the who	ole facility but pool safe accred	litation requires two. With our pool numbers du	ring this time it is not feasible.	
Council buildings (%) in satisfactory condition (condition grades 1, 2 or 3).	Not measured	Not measured	Not measured	80%	(-)



FINANCIAL STATEMENTS

HE TAUĀKĪ PŪTEA WHIWHI ME TE PŪTEA WHAKAHAERE

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

For the period ended 31 March 2021

		YTD				Full year (30	June)	
	Actual	Underlying	AP	2020	Forecast	Underlying	AP	2020
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Revenue								
Rates	10,490	10,490	10,491	9,798	13,987	13,987	13,987	13,215
Subsidies and grants	17,891	11,956	15,014	12,723	27,622	17,390	20,211	18,453
Petrol tax	58	58	66	53	51	51	88	75
Fees and charges	1,685	1,685	1,624	1,482	2,179	2,179	2,096	1,954
Investment revenue	88	88	698	523	369	369	1,154	750
Miscellaneous revenue	-	-	-		-	-	-	768
Total revenue	30,212	24,277	27,893	24,579	44,208	33,976	37,536	35,215
Expense								
Water supply	1,712	1,712	1,374	1,293	2,312	2,312	1,731	2,369
Stormwater	433	433	427	267	554	554	507	554
Wastewater	1,981	1,691	1,309	1,756	2,642	2,255	1,739	4,393
Solid waste	1,219	1,219	1,429	1,268	1,767	1,767	1,915	1,900
Transport	10,167	10,027	10,153	8,071	12,576	12,389	13,277	13,862
Community facilities	1,716	1,700	1,891	1,582	2,305	2,273	2,525	2,508
Planning and regulatory	1,322	1,261	2,017	1,056	1,750	1,689	2,696	1,980
Leadership and governance	3,477	2,660	2,637	1,371	4,829	3,880	3,538	3,348
Corporate	1,059	942	528	4,376	1,312	1,093	1,021	980
Total expense	23,086	21,645	21,765	21,040	30,047	28,212	28,949	31,894
Total expense	23,000	21,043	21,703	21,040	30,047	20,212	20,545	31,034
Net surplus (deficit) operations	7,126	2,632	6,128	3,539	14,161	5,764	8,587	3,321
Subvention income	100	100	-	-	250	250	-	200
Taxation	-	-	-	-	-	-	-	-
Net surplus (deficit) for period	7,226	2,732	6,128	3,539	14,411	6,014	8,587	3,521
Other comprehensive revenue								
and expense								
Fair value movement PP&E			_	_			_	6,050
Fair value movement in equity			-	-				0,030
investments	-		-	17	-		-	(13)
Total comprehensive revenue and expense for the period	7,226	2,732	6,128	3,556	14,411	6,014	8,587	9,558

		derlying iance		Forecast underlyi variance		g
	\$000	%		\$000	%	
Revenue						
Rates	(1)	0%			0%	
Subsidies and grants	(3,058)	-20%	Α	(2,821)	-14%	Α
Petrol tax	(8)	-12%		(37)	-42%	
Fees and charges	61	4%		83	4%	
Investment revenue	(610)	-87%	В	(559)	-60%	В
Miscellaneous revenue	*	0%			0%	
Total revenue	(3,616)	-13%		(3,334)	-9%	
Expense						
Water supply	338	25%	C	483	26%	C
Stormwater	6	1%		(14)	-2%	
Wastewater	382	29%	D	507	29%	D
Solid waste	(210)	-15%	E	(128)	-7%	
Transport	(126)	-1%		(880)	-7%	
Community facilities	(191)	-10%		(230)	-9%	
Planning and regulatory	(756)	-37%	F	(1,005)	-37%	F
Leadership and governance	23	1%		352	10%	
Corporate	414	78%	G	403	58%	G
Total expense	(120)	-1%		(512)	-2%	
Subvention income	100	100%	В	250	100%	В

Variance explanations (underlying actual YTD and underlying forecast compared to annual plan)

- A Underlying subsidies and grant income at half year is 20% (\$3m) less than budgeted. This amount relates primarily to NZTA subsidies that have not been received YTD due to the phasing of unbudgeted PGF projects ahead of NZTA programs (PGF revenue has been removed in calculating the underlying result). By year end it is expected that some of these NZTA works will have been completed and the subsidies claimed, however the forecast revenue still has a shortfall of \$2.8 million.
- B Investment income is lower than budgeted both at half year and year end. \$250k of this relates to the change of income received from the subsidiary QRS Limited a dividend had been budgeted for the same amount that is now expected to be received by year end as a subvention payment which appears in a different part of this financial statement. The remaining variance relates to budgeted property sales that are no longer expected to be complete by year end (\$245k) and reduced interest revenue and market gain on investments due to the impacts of COVID-19.
- C Water supply expenses are \$338k (25%) higher than budgeted. By year end it is expected that the variance will have increased to \$483K (26%). The main variances to budget at year end relate to higher than budgeted consultancy and maintenance expenses.
- D Wastewater expenses are \$382k (29%) higher than budgeted. YTD there has been \$146k of unbudgeted maintenance on the Māhia and Ōpoutama schemes forecast to increase to \$190k by year end. Operations and maintenance costs on the Tuai and Wairoa schemes are forecast to exceed budget by \$212k by.
- Solid waste expenditure YTD is \$210k (\$15%) below budget due to the timing of levy payment (\$82k less than budgeted YTD), reduced recycling (\$27k) and landfill monitoring (\$46k) costs. These costs are expected to be back on track to budget by year end.
- F Planning and regulatory costs YTD are 37% (\$756k) lower than budgeted, which is mostly due to unspent YTD budget for the district plan and e plan including consulting (\$524). These funds are not expected to be spent in the next 3 months, which is the main reason for the favourable variance in expenditure at year end.
- G Corporate expenses are \$414k above budget at 31 March and are expected to be \$403k (58%) above budget at year end. Budget phasing has impacted some costs, however the main impact on the year end forecast and multiple small overspend in costs for various computer licenses, legal and consultancy costs, insurance and interest charges.

HE TAUĀKĪ TU PŪTEA

STATEMENT OF FINANCIAL POSITION

As at 31 March 2021

Y	TD		Full Year				
Actual	AP	Forecast	AP	2020	Var	iance	
\$000	\$000	\$000	\$000	\$000	\$000	%	
8,716	1,902	459	1,972	2,795	6,814	358%	p
54	58	57	58	78	(4)	-7%	
3,140	2,520	3,006	3,120	7,305	620	25%	В
-			*	2,072	-	0%	
11,910	4,480	3,522	5,150	12,250	E		
			***		E		
5,247	10,023	7,648	9,782	6,480	(4)	00%	
4,772		2,814	*	1,508	(4)	070	
-	*	-		1,000		0%	
10,019	10,023	10,462	9,782	8,988			
		(12/07/07/07/2					
1,891	(5,543)	(6,940)	(4,632)	3,262			
270.423	283.756	273.442	279.284	274.975			
					(7,675)	-3%	
						0%	
405	405	405		383		0%	
115	260	260	260	115	(145)	-56%	C
21	37	21	23	21		-43%	
	37	37	198	37		-41%	
144				148			
5.858	6.126		8.256	3.882	(124)	-2%	
298,685	306,660	312,876	309,875	286,063	٨		
					F		
87	75	66	112	66	12	16%	
1,197	1,055	1,397	730	1,197	142	13%	
12,004	10,100	10,000	10,901	8,000	1,904	19%	0
13,288	11,230	11,463	11,743	9,263			
287,288	289,887	294,473	293,500	280,062			
	Actual \$000 8,716 54 3,140 	\$000 \$000 8,716 1,902 54 58 3,140 2,520	Actual AP \$000 Forecast \$000 8,716 1,902 459 54 58 57 3,140 2,520 3,006 - - - 11,910 4,480 3,522 5,247 10,023 7,648 4,772 - 2,814 - - - 10,019 10,023 10,462 1,891 (5,543) (6,940) 270,423 283,756 273,442 20,447 14,789 31,339 1,250 1,250 405 405 405 405 115 260 260 21 37 21 22 37 37 144 - 144 5,858 6,126 5,978 298,685 306,660 312,876 87 75 66 1,197 1,055 1,397 12,004 10,100 10,0	Actual \$000 AP \$000 \$000 \$000 8,716 1,902 459 1,972 54 58 57 58 3,140 2,520 3,006 3,120 - - - - 11,910 4,480 3,522 5,150 5,247 10,023 7,648 9,782 4,772 - 2,814 - - - - - 10,019 10,023 10,462 9,782 1,891 (5,543) (6,940) (4,632) 270,423 283,756 273,442 279,284 20,447 14,789 31,339 20,604 1,250 1,250 1,250 1,250 405 405 405 - 115 260 260 260 21 37 21 23 22 37 37 198 144 - 144 -	Actual AP Forecast AP 2020 \$000 \$000 \$000 \$000 8,716 1,902 459 1,972 2,795 54 58 57 58 78 3,140 2,520 3,006 3,120 7,305 - - - 2,072 11,910 4,480 3,522 5,150 12,250 5,247 10,023 7,648 9,782 6,480 4,772 - 2,814 - 1,508 4,772 - 2,814 - 1,508 1,000 10,019 10,023 10,462 9,782 8,988 1,891 (5,543) (6,940) (4,632) 3,262 270,423 283,756 273,442 279,284 274,975 20,447 14,789 31,339 20,604 5,252 1,250 1,250 1,250 1,250 1,250 405 405 - 3	Actual \$000 AP \$000 \$000	Actual \$000 AP \$000 Forecast \$000 AP \$000 \$000 Variance \$000 8,716 1,902 459 1,972 2,795 6,814 358% 54 58 57 58 78 (4) -7% 3,140 2,520 3,006 3,120 7,305 620 25% - - - - - 2,072 - 0% 11,910 4,480 3,522 5,150 12,250 - 0% 5,247 10,023 7,648 9,782 6,480 (4) 0% 4,772 - 2,814 - 1,508 - 0% 10,019 10,023 10,462 9,782 8,988 - 0% 1,891 (5,543) (6,940) (4,632) 3,262 (7,675) -3% 270,423 283,756 273,442 279,284 274,975 (7,675) -3% 1,250 1,250 1,250 1,250

Variance explanations (31 March 2021 actual compared to YTD annual plan)

- A Cash is \$6.8m than budgeted, primarily due to receipts from the DIA for 3 Waters projects, which are held in short-term interest bearing accounts.
- B Trade and other receivables are \$620,000 higher than budgeted. This is due to timing of billing and collections compared to budget.
- C The valuation received for the Council's forestry asset as at 30 June 2020 was lower than budgeted. The forest is revalued every 3 years and this valuation took a more comprehensive approach resulting in a more accurate however lower than expected value.
- D Borrowings are \$1.9 million higher than budgeted. Borrowings are used to fund capital projects to ensure intergenerational equity in costs.

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HE TAUĀKĪ MANA TAURITE

STATEMENT OF CHANGES IN EQUITY

For the period ended 31 March 2021

	YTE)		Full Year			
	Actual	AP	Forecast	AP	2020		
	\$000	\$000	\$000	\$000	\$000		
Total equity - opening balance	280,062	283,759	280,062	284,913	270,504		
Net surplus (deficit) for period	7,226	6,128	14,411	8,587	3,521		
Other comprehensive income	-	-	-	-	6,037		
Total comprehensive income	7,226	6,128	14,411	8,587	9,558		
Total equity - closing balance	287,288	289,887	294,473	293,500	280,062		
Components of equity							
Ratepayers equity - opening balance	143,500	143,178	143,500	137,936	135,156		
Net surplus/(deficit) for period	7,226	6,128	14,411	8,587	3,521		
Transfers to restricted reserves	368		368	(2,196)	7,166		
Transfers from restricted reserves	(289)		(289)	4,250	(5,846)		
Transfer from revaluation reserve	(2,534)		(2,534)		3,503		
Ratepayers equity - closing balance	148,271	149,306	155,456	148,577	143,500		
Special funds - opening balance	20,756	20,006	20,756	20,003	22,076		
Transfer to ratepayers equity	289		289	(4,250)	5,846		
Transfer from ratepayers equity	(368)		(368)	2,196	(7,166)		
Special funds - closing balance	20,677	20,006	20,677	17,949	20,756		
Revaluation reserves - opening balance	115,806	120,575	115,806	126,974	113,272		
Net transfer to ratepayers equity	2,534		2,534		(3,503)		
Transfer to revaluation	-		-	*	6,037		
Revaluation reserves - closing balance	118,340	120,575	118,340	126,974	115,806		
Total equity - closing balance	287,288	289,887	294,473	293,500	280,062		

HE TAUĀKĪ KAPEWHITI

STATEMENT OF CASHFLOWS

For the period ended 31 March 2021

		YTD		Full year	
		Actual	Forecast	AP	2020
		\$000			\$000
Cash flows from operating					
Cash was provided from:	Rates received	10,557	14,518	14,737	12,874
	Other revenue	26,996	34,925	22,752	21,468
	Investment income	88	369	1,154	550
	Subvention income	100	250		200
Cash was applied to:	Payments to suppliers and employees	(19,559)	(26,945)	(19,129)	(23,369)
	Interest paid	(170)	(202)	(1,186)	(217)
Net cash flows from opera	ting activities	18,012	22,915	18,328	11,506
Cook flows from love the	a saladata a				
Cash flows from investing				16	1 150
Cash was provided from:	Sale of property, plant and equipment			16	1,158
	Insurance proceeds	2.072	4.020		199
C1	Sale of financial assets	2,072	1,928	(0.115)	1,564
Cash was applied to:	Purchase of financial assets	(1,972)	(2,092)	(2,115)	(1,655)
	Purchase of property, plant and equipment	(15,195)	(26,087)	(20,604)	(16,450)
Net cash flows from invest	ling activities	(15,095)	(26,251)	(22,703)	(15,184)
Cash flows from financing	activities				
Cash was provided from:	Loans raised	4,004	2,000	2,702	4,500
Cash was applied to:	Borrowings repaid	(1,000)	(1,000)		(500)
Net cash flows from financ	ing activities	3,004	1,000	2,702	4,000
Net increase/(decrease) in c	*	5,921	(2,336)	(1,673)	322
Cash and cash equivalents a	· · · · · · · · · · · · · · · · · · ·	2,795	2,795	3,645	2,473
Cash and cash equivalents	at end of period	8,716	459	1,972	2,795
Made up of:					
Cash		(20)	6	50	6
Short term deposits		8,736	453	1,922	2,789
		-,. 50	.55	-,	_,. 00

The Council's operating activities YTD have resulted in a net cash inflow of \$8.7m. This includes the first \$5 million of the \$11 million of Three Waters funding. The cash generated by operating activities has been applied to the purchase of property, plant and equipment (\$15m) and an increase in cash in the form of short term deposits. As the three waters funding is utilised over the next 3 months we expect to see an increase in investment spending, with all of the \$5 million utilised by 30 June 2021 and the next tranche of cash due in the following financial year. Overall there is a healthy cash balance to meet our operational funding requirements.



HE TAUĀKĪ WHAKAAWEAWE PŪTEA

FUNDING IMPACT STATEMENTS

Understanding Funding Impact Statements

These statements set out Council's sources of operating and capital funding to be used for the 2020/21 financial year, and how this funding is to be applied. Council's sources of operating funding include items such as fees and charges, and its applications of operating funding include items such as payments to staff and suppliers. Council's sources of capital funding include items such as subsidies and grants for capital expenditure, and its applications of capital funding include capital expenditure to improve levels of service or replace existing assets. The difference between the value of total capital funding and application of this funding is the amount that Council needs to fund from rating for depreciation, both in the current year and from reserves which have built up over several years. These statements do not include depreciation. This is because it is a non-cash item. The Whole of Council Funding Impact Statement provides combined totals of all Council's sources of operating and capital sources of funding and application, and activity-level funding impact statements which separates this information into Council's key activity groups such as water supply and waste management.

FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 (WHOLE OF COUNCIL)

	2010/20	2010/20	2020/21	2020/21	VTD	VTD
	2019/20 AP	2019/20 Actual	2020/21 AP	2020/21 Forecast	YTD AP	YTD Actual
	\$000	\$000	\$000	\$000	\$000	\$000
	4000	*****	4000	*****	*****	4000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties	3,590	3,590	3,523	3,523	2,654	2,654
Targeted rates (other than a targeted rate for water supply)	9,023	9,626	10,464	10,464	6,671	6,671
Subsidies and grants for operating purposes	6,804	6,965	8,041	7,908	6,187	5,759
Fees and charges	2,060	2,066	2,273	2,270	1,746	1,753
Interest and dividends from investments	570	750	761	619	481	189
Local authorities fuel tax, fines, infringement fees, and other	87	75	88	51	66	58
receipts						
Total operating funding (A)	22,134	23,072	25,151	24,835	17,805	17,084
Applications of operating funding						
Payments to staff and suppliers	22,191	24,820	23,213	23,783	17,612	18,399
Finance costs	144	459	202	268	62	214
Internal charges and overheads applied				-	-	-
Other operating funding applications				-		_
Total applications of operating funding (B)	22,336	25,279	23,416	24,051	17,674	18,613
Surplus (deficit) of operating funding (A - B)	(202)	(2,207)	1,736	784	131	(1,529)
Sources of capital funding						
Subsidies and grants for capital expenditure	10,029	11,745	12,168	19,713	8,876	11,774
Development and financial contributions				-		-
Increase (decrease) in debt	1,880	3,781	2,702	1,174	2,910	2,547
Gross proceeds from sale of assets	31	*	16	-	12	-
Lump sum contributions				-	-	-
Other dedicated capital funding				-		-
Total sources of capital funding (C)	11,939	15,526	14,886	20,887	11,798	14,321
Application of capital funding						
Capital expenditure						
 to meet additional demand to improve the level of service 	0.776	7 102	0.364	10 214	2.017	6.004
	9,776	7,103	9,364	10,314	3,917	6,994
- to replace existing assets	6,639 (4,678)	9,347	(2,020)	15,771	10,868 (2,856)	8,193
Increase (decrease) in reserves Increase (decrease) of investments	(4,070)	(3,131)	(3,980)	(4,414)	(2,656)	(2,395)
Total applications of capital funding (D)	11,737	12 210	16,623	21 671	11,929	12,792
Total applications of capital funding (D)	11,737	13,319	10,023	21,671	11,525	12,792
Surplus (deficit) of capital funding (C-D)	202	2,207	(1,736)	(784)	(131)	1,529
, . , ,		_,		, /	(/	_,,
Funding balance ((A-B) + (C-D))	•			-	-	-
Expenses for this activity grouping include the following		(5,806)	(5,317)	(6,066)	(815)	(1,076)
depreciation/amortisation charge					,,	, ,

Our forecast figures for the year show that we expect a lower surplus on operating funding than budgeted, due to lower than budgeted operational subsidies and grants.

Capital expenditure for the year is higher than budgeted and funded to a greater extent by grants (whereas the budget was for \$2.7m of capital work to be funded by an increase in loans). This Is due to the Three Waters and PGF funding which has enabled work to be brought forward and funded externally, resulting in long-term savings to ratepayers in reduced interest payments on the budgeted loans.

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FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR WATER SUPPLY

	2019/20 AP	2019/20 Actual	2020/21 AP	2020/21 Forecast	YTD AP	YTD Actual
	\$000	\$000	\$000	\$000	\$000	\$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties				-		-
Targeted rates (other than a targeted rate for water supply)	1,289	1,289	1,295	1,295	953	953
Subsidies and grants for operating purposes				-		-
Fees and charges	309	307	307	293	230	220
Internal charges and overheads recovered	427	535	436	536	327	402
Internal interest income	65	*	124	-	93	-
Interest and dividends from investments				-	-	-
Local authorities fuel tax, fines, infringement fees, and other						
receipts						
Total operating funding (A)	2,090	2,131	2, 163	2,124	1,603	1,575
Anniliantiana of an author from the a						
Applications of operating funding	1.020	1 215	701	1.246	505	004
Payments to staff and suppliers	1,039	1,315	781	1,246	585	904
Finance costs			007	-		-
Internal charges and overheads applied Internal interest charged	833	893	827	908	619	690
Other operating funding applications		186	83	44	62	33
Total applications of operating funding (B)	1,872	2,394	1,693	2,198	1,266	1,627
Total applications of operating familiary	2,0.2	_,,	2,000	2,200	2,200	_,02.
Surplus (deficit) of operating funding (A - B)	219	(263)	470	(74)	337	(52)
Sources of capital funding						
Subsidies and grants for capital expenditure				980		77
Development and financial contributions			-	-	-	-
Increase (decrease) in debt	3	274	140	600	121	518
Gross proceeds from sale of assets	9			-	-	-
Lump sum contributions				-		-
Other dedicated capital funding				-	-	-
Total sources of capital funding (C)	12	274	140	1,580	121	595
Application of capital funding						
Capital expenditure						
- to meet additional demand				-		-
- to improve the level of service	97	50	20	1,036	38	96
- to replace existing assets	293	239	1,155	1,083	844	614
Increase (decrease) in reserves	(159)	(278)	(565)	(613)	(424)	(167)
Increase (decrease) of investments			-	-	-	-
Total applications of capital funding (D)	231	11	610	1,506	458	543
Surplus (deficit) of capital funding (C-D)	(219)	263	(470)	74	(337)	F2
Surplus (deficit) of capital funding (C-D)	(219)		(470)	- 14	(331)	52
Funding balance ((A-B) + (C-D))	-				-	-
Expenses for this activity grouping include the following depreciation/amortisation charge		(592)	(572)	(650)	(429)	(487)
acpresiation antornauton charge						

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FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR STORMWATER

	2019/20 AP \$000	2019/20 Actual \$000	2020/21 AP \$000	2020/21 Forecast \$000	YTD AP \$000	YTD Actual \$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties				-		-
Targeted rates (other than a targeted rate for water supply)	415	415	373	373	307	307
Subsidies and grants for operating purposes				-	-	
Fees and charges		2		-		
Internal charges and overheads recovered				-		
Internal interest income	39		95		71	
Interest and dividends from investments				-		
Local authorities fuel tax, fines, infringement fees, and other						
receipts				-		-
Total operating funding (A)	453	417	469	373	378	307
Applications of operating funding						
Payments to staff and suppliers	118	105	117	120	88	102
Finance costs		103	117	120	- 00	102
				25		27
Internal charges and overheads applied Internal interest charged	159	133	153	35	115 79	27
Other operating funding applications	55	141	106	148	19	114
Total applications of operating funding (B)	331	379	377	303	282	243
Total applications of operating funding (o)	331	3,7	377	303	202	243
Surplus (deficit) of operating funding (A - B)	122	38	92	70	96	64
Sources of capital funding Subsidies and grants for capital expenditure Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions	231	43	8	(68)	(21)	(61)
Other dedicated capital funding				-		-
Total sources of capital funding (C)	231	43	8	(68)	(21)	(61)
Application of capital funding Capital expenditure						
- to meet additional demand						
- to improve the level of service	386	81	100	5		74
- to replace existing assets	108	58	-	3	75	3
Increase (decrease) in reserves	(140)	(58)		(6)	-	(74)
Increase (decrease) of investments		<u> </u>		-	-	-
Total applications of capital funding (D)	353	81	100	2	75	3
Surplus (deficit) of capital funding (C-D)	(122)	(38)	(92)	(70)	(96)	(64)
Funding balance ((A-B) + (C-D))		-	-	-	-	-
Expenses for this activity grouping include the following depreciation/amortisation charge		(222)	(192)	(252)	(144)	(189)

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FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR WASTEWATER

	2019/20 AP \$000	2019/20 Actual \$000	2020/21 AP \$000	2020/21 Forecast \$000	YTD AP \$000	YTD Actual \$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties				-	-	-
Targeted rates (other than a targeted rate for water supply)	1,163	1,163	1,513	1,513	860	860
Subsidies and grants for operating purposes			-	-	-	-
Fees and charges	130	25	105	47	79	35
Internal charges and overheads recovered	1			-	-	-
Internal interest income	64		67	-	50	-
Interest and dividends from investments				-	-	-
Local authorities fuel tax, fines, infringement fees, and other						
receipts						
Total operating funding (A)	1,358	1,188	1,686	1,560	989	895
Applications of apprating funding						
Applications of operating funding	015	2.620	000	1.000	740	1 200
Payments to staff and suppliers	815	3,630	999	1,833	749	1,368
Finance costs	207		205	-	220	70
Internal charges and overheads applied Internal interest charged	307	134	295	96	220	72
Other operating funding applications	54	268	179	277	134	215
Total applications of operating funding (B)	1,177	4,032	1,474	2,206	1,103	1,655
Total applications of operating randing (e)	_,	1,002	-,	2,200	2,200	_,,,,,
Surplus (deficit) of operating funding (A - B)	181	(2,844)	213	(646)	(114)	(760)
Sources of capital funding Subsidies and grants for capital expenditure Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding (C)	62	3,053	1,545	1,871 - 1,119 - - - 2,990	1,432	897 - 810 - - - -
Total sources of capital fulluling (c)		3,033	1,545	2,330	1,432	1,707
Application of capital funding Capital expenditure						
- to meet additional demand				-	-	-
- to improve the level of service		217		2,308	1,065	928
- to replace existing assets	798	222	2,691	472	953	518
Increase (decrease) in reserves	(556)	(230)	(933)	(436)	(700)	(500)
Increase (decrease) of investments				-	-	-
Total applications of capital funding (D)	243	209	1,757	2,344	1,318	947
Surplus (deficit) of capital funding (C-D)	(181)	2,844	(213)	646	114	760
Funding balance ((A-B) + (C-D))	•	•		-	-	-
Expenses for this activity grouping include the following depreciation/amortisation charge		(410)	(275)	(435)	(206)	(326)

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FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR WASTE MANAGEMENT

	2019/20 AP	2019/20 Actual	2020/21 AP	2020/21 Forecast	YTD AP	YTD Actual
	\$000	\$000	\$000	\$000	\$000	\$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties						
Targeted rates (other than a targeted rate for water supply)	984	984	1,260	1,260	728	728
Subsidies and grants for operating purposes			.,	645		269
Fees and charges	641	635	635	687	477	515
Internal charges and overheads recovered			-	-	***	-
Internal interest income						
Interest and dividends from investments						
Local authorities fuel tax, fines, infringement fees, and other		-				
receipts				-		-
Total operating funding (A)	1,626	1,620	1,897	2,592	1,205	1,512
Applications of operating funding						
Payments to staff and suppliers	1,299	1,511	1,512	1,470	1,139	989
Finance costs		21		-		-
Internal charges and overheads applied	224	52	216	27	161	20
Internal interest charged	58	197	61	204	47	158
Other operating funding applications				-		-
Total applications of operating funding (B)	1,582	1,781	1,790	1,701	1,347	1,167
Surplus (deficit) of operating funding (A - B)	44	(161)	107	891	(142)	345
Sources of capital funding						
Subsidies and grants for capital expenditure				-		
Development and financial contributions						
Increase (decrease) in debt	570	473	(107)	(468)	142	(16)
Gross proceeds from sale of assets			(20.)	(100)		(20)
Lump sum contributions						
Other dedicated capital funding						
Total sources of capital funding (C)	570	473	(107)	(468)	142	(16)
,			(2017	(100)		(==7
Application of capital funding						
Capital expenditure						
- to meet additional demand				-		-
- to improve the level of service	570	312		636	-	542
- to replace existing assets				-		-
Increase (decrease) in reserves	44			(213)		(212)
Increase (decrease) of investments				-		-
Total applications of capital funding (D)	614	312		423		329
						4
Surplus (deficit) of capital funding (C-D)	(44)	161	(107)	(891)	142	(345)
Funding balance ((A-B) + (C-D))						
runding batance ((A-b) + (C-b))						
Expenses for this activity grouping include the following						

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FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR TRANSPORT

	2019/20 AP \$000	2019/20 Actual \$000	2020/21 AP \$000	2020/21 Forecast \$000	YTD AP \$000	YTD Actual \$000
	\$000	\$000	\$000	\$000	\$000	\$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties	62	62	101	101	46	46
Targeted rates (other than a targeted rate for water supply)	3,449	3,449	3,594	3,594	2,550	2,550
Subsidies and grants for operating purposes	6,744	6,429	7,887	5,833	6,071	4,719
Fees and charges	49	54	52	75	39	56
Internal charges and overheads recovered						
Internal interest income						
Interest and dividends from investments						
Local authorities fuel tax, fines, infringement fees, and other						
receipts				-		-
Total operating funding (A)	10,305	9,994	11,635	9,603	8,706	7,371
Applications of operating funding						
Payments to staff and suppliers	8,747	8,254	8,526	7,461	6,602	6,296
Finance costs				-		-
Internal charges and overheads applied	1,635	89	1,562	1	1,167	1
Internal interest charged	3	1,412	39	1,449	28	1,120
Other operating funding applications				-		-
Total applications of operating funding (B)	10,385	9,755	10,127	8,911	7,797	7,417
Surplus (deficit) of operating funding (A - B)	(80)	239	1,509	692	909	(46)
	,,,,					,
Sources of capital funding						
Subsidies and grants for capital expenditure	10,029	11,694	11,568	16,363	8,776	10,369
Development and financial contributions				-		-
Increase (decrease) in debt	426	(182)	(1,508)	(693)	(909)	46
Gross proceeds from sale of assets	8			-		-
Lump sum contributions						
Other dedicated capital funding						
Total sources of capital funding (C)	10,463	11,512	10,060	15,670	7,867	10,415
Application of capital funding						
Capital expenditure						
- to meet additional demand				-		-
- to improve the level of service	7,882	5,248	6,362	5,042	2,191	4,642
- to replace existing assets	4,893	8,456	7,120	13,947	8,086	6,905
Increase (decrease) in reserves	(2,393)	(1,953)	(1,914)	(2,628)	(1,500)	(1,179)
Increase (decrease) of investments				-		-
Total applications of capital funding (D)	10,383	11,751	11,568	16,362	8,776	10,369
Surplus (deficit) of capital funding (C-D)	80	(239)	(1,509)	(692)	(909)	46
Funding balance ((A-B) + (C-D))						
runding paralice ((A-D) + (C-D))					-	
Expenses for this activity grouping include the following		(4,185)	(3,142)	(3,665)	(2,357)	(2,749)

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FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR COMMUNITY FACILITIES

767 1,452 60 48	767 1,452 29 66	786 1,256 39	786 1,256	567	567
1,452 60	1,452 29	1,256		567	567
60	29	,	1 256		301
		30	1,200	1,073	1,073
48	66	33	(282)	29	(296)
		70	77	52	58
	-				
-			1		1
2,327	2,314	2,151	1,838	1,721	1,403
1,737		1,908	1,773	1,437	1,314
					43
23	268	69	281	53	217
2.060	2.247	2.268	2.111	1.706	1,574
2,000	2,247	2,200	2,111	1,700	1,514
267	67	(116)	(273)	15	(171)
127	51	600 627	424 - 389 - - - 813	100 - 115 - -	358 - 223 - - -
		-,			
			-		-
121	153	1,546	635	293	452
230	58	78	38	60	33
44	(93)	(513)	(133)	(123)	(75)
			-	-	-
395	118	1,111	540	230	410
(267)	(67)	116	273	(15)	171
-		-	-	-	-
	(262)	(237)	(195)	(178)	(146)
	1,737 - 299 23 2,060 267 127 - 127 - 121 230 44 - 395	1,737 1,837 299 142 23 268 2,060 2,247 267 67 127 51 121 153 230 58 44 (93)	2,327 2,314 2,151 1,737 1,837 1,908 299 142 290 23 268 69 2,060 2,247 2,268 267 67 (116) - 600 - 127 51 627	2,327 2,314 2,151 1,838 1,737 1,837 1,908 1,773	2,327 2,314 2,151 1,838 1,721 1,737 1,837 1,908 1,773 1,437 299 142 290 57 216 23 268 69 281 53 2,060 2,247 2,268 2,111 1,706 267 67 (116) (273) 15 127 51 627 389 115 127 51 627 389 115 127 51 1,227 813 215 127 51 1,227 813 215 128 78 38 60 44 (93) (513) (133) (123) 129 118 1,111 540 230 (267) (67) 116 273 (15)

FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR PLANNING AND REGULATORY

	2019/20	2019/20	2020/21	2020/21	YTD	YTD
	AP	Actual	AP	Forecast	AP	Actual
	\$000	\$000	\$000	\$000	\$000	\$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties	112	112	193	193	83	83
Targeted rates (other than a targeted rate for water supply)	1,084	1,084	1,219	1,219	801	801
Subsidies and grants for operating purposes		12		38		
Fees and charges	452	589	631	725	515	594
Internal charges and overheads recovered						
Internal interest income						
Interest and dividends from investments						
Local authorities fuel tax, fines, infringement fees, and other						
receipts				-		-
Total operating funding (A)	1,648	1,797	2,044	2,175	1,399	1,478
Applications of operating funding						
Payments to staff and suppliers	1,560	1,532	2,015	1,115	1,506	848
Finance costs	18	22		9		7
Internal charges and overheads applied	336	10	598	7	448	4
Internal interest charged	5	369	7	552	5	412
Other operating funding applications					4.050	
Total applications of operating funding (B)	1,919	1,933	2,621	1,683	1,959	1,271
Surplus (deficit) of operating funding (A - B)	(271)	(136)	(577)	492	(560)	207
Sources of capital funding						
Subsidies and grants for capital expenditure				-	-	-
Development and financial contributions				-		-
Increase (decrease) in debt	17	136	650	(492)	560	(207)
Gross proceeds from sale of assets	9			-	-	-
Lump sum contributions				-		
Other dedicated capital funding				-		-
Total sources of capital funding (C)	26	136	650	(492)	560	(207)
Application of capital funding						
Capital expenditure						
Capital expenditure - to meet additional demand						
Capital expenditure	62	. 73				
Capital expenditure - to meet additional demand	62	73 38				
Capital expenditure - to meet additional demand - to improve the level of service	62 - (307)		73		:	-
Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets		38	73	-		-
Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase (decrease) in reserves		38	73	-	- - - -	- - - -
Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase (decrease) in reserves Increase (decrease) of investments Total applications of capital funding (D)	(307)	38 (111)	73			
Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase (decrease) in reserves Increase (decrease) of investments	(307)	38 (111)		(492)		(207)
Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase (decrease) in reserves Increase (decrease) of investments Total applications of capital funding (D)	(307)	38 (111)	73			
Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase (decrease) in reserves Increase (decrease) of investments Total applications of capital funding (D) Surplus (deficit) of capital funding (C-D)	(307)	38 (111) - - 136	577	(492)	560	
Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase (decrease) in reserves Increase (decrease) of investments Total applications of capital funding (D) Surplus (deficit) of capital funding (C-D)	(307)	38 (111) - - 136	577	(492)	560	

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FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR LEADERSHIP AND GOVERNANCE

	2019/20 AP \$000	2019/20 Actual \$000	2020/21 AP \$000	2020/21 Forecast \$000	YTD AP \$000	YTD Actual \$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties	2,705	2,705	2,603	2,603	2,000	2,000
Targeted rates (other than a targeted rate for water supply)	655	655	540	540	485	485
Subsidies and grants for operating purposes		496	115	1,455	86	953
Fees and charges	312	219	302	187	226	140
Internal charges and overheads recovered						
Internal interest income						
Interest and dividends from investments						
Local authorities fuel tax, fines, infringement fees, and other receipts				-		
Total operating funding (A)	3,672	4,075	3,561	4,785	2,797	3,578
Applications of operating funding						
Payments to staff and suppliers	1,817	1,849	1,971	3,118	1,475	2,176
Finance costs	1		1	1	1	1
Internal charges and overheads applied	1,630	12	1,644	2	1,228	1
Internal interest charged	3	1,551	31	1,704	23	1,311
Other operating funding applications						-
Total applications of operating funding (B)	3,450	3,412	3,647	4,825	2,727	3,489
Surplus (deficit) of operating funding (A - B)	222	663	(86)	(40)	70	89
Subsidies and grants for capital expenditure Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding (C)	6	(95) - - - - (44)	86 - - -	76 - 40 - - -	(70)	73 - (89) - - - (16)
, , , , , , , , , , , , , , , , , , ,		(***/			(1.5)	(==)
Application of capital funding						
Capital expenditure						
- to meet additional demand				-		-
- to improve the level of service	11	629		76	-	73
- to replace existing assets	11	36			-	-
Increase (decrease) in reserves	207	(46)	-	-	-	-
Increase (decrease) of investments			-	-	-	-
Total applications of capital funding (D)	228	619		76	-	73
Surplus (deficit) of capital funding (C-D)	(222)	(663)	86	40	(70)	(89)
Funding balance ((A-B) + (C-D))	-	-	-	-	-	-
Expenses for this activity grouping include the following depreciation/amortisation charge		(55)	(59)	(76)	(44)	(57)

FUNDING IMPACT STATEMENT FOR 1 JULY 2020 TO 31 MARCH 2021 FOR CORPORATE FUNCTIONS

	2019/20 AP \$000	2019/20 Actual \$000	2020/21 AP \$000	2020/21 Forecast \$000	YTD AP \$000	YTD Actual \$000
Sources of operating funding						
General rates, uniform annual general charges, rates penalties	(56)	(56)	(160)	(160)	(41)	(41)
Targeted rates (other than a targeted rate for water supply)	(1,469)	(866)	(586)	(586)	(1,086)	(1,086)
Subsidies and grants for operating purposes				220	-	115
Fees and charges	117	168	171	179	128	134
Internal charges and overheads recovered	5,119	4,685	5,314	5,153	3,971	3,948
Internal interest income	265	796	1,295	269	410	202
Interest and dividends from investments	570	750	761	618	481	189
Local authorities fuel tax, fines, infringement fees, and other receipts	87	75	88	51	66	58
Total operating funding (A)	4,634	5,552	6,885	5,744	3,930	3,519
Applications of operating funding Payments to staff and suppliers Finance costs Internal charges and overheads applied	5,059 126 122	4,786 416 39	5,385 201 166	5,650 258	4,031 62 124	4,400 207
Internal interest charged	233	120	1,006	167	194	116
Other operating funding applications			-,			
Total applications of operating funding (B)	5,540	5,361	6,759	6,075	4,411	4,723
Surplus (deficit) of operating funding (A - B)				(331)	(481)	(1,204)
Sources of capital funding Subsidies and grants for capital expenditure Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding (C)	437 5	28	1,261 16	- 748 - - -	1,541 12 -	1,322 - - - - 1,322
Application of capital funding Capital expenditure			•			ŕ
- to meet additional demand				-		
- to improve the level of service	647	340	1,336	575	331	186
- to replace existing assets	306	240	195	228	849	119
Increase (decrease) in reserves	(1,417)	(361)	(127)	(386)	(108)	(187)
Increase (decrease) of investments			-	-	-	-
Total applications of capital funding (D)	(464)	219	1,403	417	1,072	118
Surplus (deficit) of capital funding (C-D)	906	(191)	(126)	331	481	1,204
Funding balance ((A-B) + (C-D))	-		-	-	-	-
Expenses for this activity grouping include the following depreciation/amortisation charge		(104)	(659)	(659)	(495)	(489)



Each year the Council budgets for a number of projects varying from computer purchases through to infrastructural improvements.

These projects form part of our work in project budget and are funded in one of 3 ways:

Reserve funding: Reserves are built up each year from depreciation (a non-cash charge which forms part of our expense in the statement of comprehensive income) and from retained earnings (when a project was rated for in one year but not completed or deferred – the residual budget that was rated for is transferred to reserves and then this is utilised in future periods to ensure projects are not rated for twice).

Loan funding: Borrowings are used to fund capital projects which exceed reserve amounts, , or for brand new assets for which no alternative funding is available. This ensures intergenerational equity in costs.

Subsidies / grants: Subsidies and/or grants can cover all or part of a project cost. Council has a number of PGF grants which fully cover current projects. NZTA subsidies are received on a cost share basis, ranging from a minimum of 75% of the cost of roading infrastructure that meet the NZTA criteria.

Sale proceeds: For some assets, in particular vehicles, sale proceeds of a fully or partially depreciated asset are utilised in conjunction with the depreciation reserve to fund a replacement purchase. Insurance proceeds are used in the same way when relating to an asset replacement or repair.

Activity managers have reviewed the projects in their control and forecast spend and completion as at 30 June 2021. This has been assessed against the full year budget. Explanations have been provided for any projects which activity managers identified may have significant deviation from the original budget.

The projects have been split into 3 categories for reporting:

- 1. Unbudgeted externally funded projects
- 2. Budgeted projects on track
- 3. Current projects requiring highlight

The below projects are funded by PGF or other unbudgeted external funding:

As most of these projects were awarded after the 2021 Annual Plan was completed, there was no budget allocated and therefore they need to be reported separately as their inclusion in total projects would skew variance results.

	To 30 June 2021 (\$000)	Fun	ding source	
	Forecast spend	Subsidy	Reserve	Loan
Three waters	3,278	100%	0%	0%
Community Facilities	964	100%	0%	0%
Digital Hub	76	100%	0%	0%
Roading	9,439	100%	0%	0%
Waste Management	124	100%	0%	0%
Total	13,881			

The below projects were budgeted for or arose out of business as usual operations.

		To 30		Fun	ding sourc	e			
	Forecast spend	Full year budget	Carryover from prior budgets	Total budget	Forecast variance		Subsidy	Reserve	Loan
Three waters	1,714	1,961	190	2,152	(438)	Α	0%	100%	100%
Administration	93	72	16	88	5		0%	100%	100%
Community Facilities*	410	313	33	346	64		0%	100%	100%
IT	3,451	534	103	637	2,814		0%	100%	100%
Engineering BAU	40	40		40			0%	60%	0%
Property**	251	145	80	225	26		0%	100%	100%
Roading BAU	11,714	9,686	3,821	13,507	(1,793)	В	76%	33%	0%
Waste Management	513		258	258	255	C	0%	100%	100%
Total	18,186	12,753	4,500	17,253	933	-			

^{*} Including carparks, footpaths, halls, playgrounds

A Variance relates to budgeted spend on Fitzroy Plant and flood control protection at intake not expected to be utilised by year end. The Fitzroy Plant is dependant on the Waste Water Consent before commencing.

B This variance relates to NZTA subsidies budgeted for not expected to be received, refer also analysis in the financial statements.

C \$220K of this variance relates to the Recycling Centre Renewal which will be paid for by the waste levy.

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^{**} Pensioner and staff housing, commercial property

Issues have been identified with the below projects: either a need has arisen that was not budgeted for, or other constraints have occurred which mean the activity managers responsible have highlighted these projects.

To 30	June	2021	(\$000)

		To 30 .	June 2021 (\$0	00)		
	Forecast spend	Full year budget	Carryover from prior budgets	Total budget	Forecast variance	Activity manager comment
Nuhaka River road (PGF project)	1,096	0	0	0	(1,096)	PGF funding came after the development of the budget. Design changes have seen cost increase. This will be offset against emergency works, RS5613. Road is complete.
Tuai sand filters	35	0	0	0	(35)	Sandbeds are impacting on effluent quality, poor irrigation, sand used in original design no longer produced. Have to seek alternative product or design. This investigation into alternatives may continue into the next financial year.
Library building	150	1,500	0	1,500	1,350	Likely carryover for expanded development.
Replacement building for archive storage	36	1,000	0	1,000	964	Council endorsed Library/Archives development on 20 Oct. Grant awarded from National libraries, to be spent by 30 June.
Tuai playground equipment	0	40	0	40	40	Carryover from previous budgets to facilitate Tuai playground redevelopment, subject to community led design and delivery, this is an ongoing project, supported by council. Will likely be carry over again due to slow community development
Basketball court	0	0	100	100	100	Delays due to COVID19 and PGF funding taking priority. Unlikely to be developed this FY, may need to carryover/reassess in LTP. Funds held to reserve for this area's enhancement.
Pavement Rehabilitation	756	756	0	756	0	This budget is not approved through Waka Kotahi. However, there is allowance in the low cost low risk Waka Kotahi budget (TIO) that will be used to offset this amount.
Traffic services renewals	81	231	0	231	150	M,O, & R cost scope adjustment saw this budget being reduced in Waka Kotahi (TIO)
Rangatahi dropout repair (PGF Project)	1,100	0	0	0	(1,100)	PGF - funding came after the development of the budget. Nuhaka River Road design costs mean this needs to be offset by RS5613, as this is an original emergency works project.
Total	3,254	3,527	100	3,627	373	

8.3 TE WAIROA HONENGENENGE TAKIWA SELECTION PROCESS

Author: Duane Culshaw, Pouahurea Māori Māori Relationships Manager

Authoriser: Gary Borg, Pouwhakarae - Pūtea / Tautāwhi Rangapū Group Manager

Finance and Corporate Support

Appendices: 1. MSC - Honengenenge - Marae Support U

1. PURPOSE

1.1 This report provides information for the Council on the selection process of the Te Wairoa Honengenenge takiwa for the Wairoa District Council Maori Standing Committee.

RECOMMENDATION

The Pouahurea Māori / Māori Relationships Manager RECOMMENDS that the Council receives the report.

The Pouahurea Māori *Māori Relationships Manager* recommends that the Council resolves to confirm the selection of **Alex-Ann Edwards** to represent Te Wairoa Hōnengenenge takiwā on the Māori Standing Committee for the term 2021/2022.

2. KUPU WHAKATAKI

- 2.1 Me taipari whakarewa waka ngā whakaaro nā Ahorangi Te Wharehuia Milroy
- 2.2 Let us elevate our thoughts like a canoe upon a full tide Professor Wharehuia Milroy

3. BACKGROUND

- 3.1 This is a report on the selection process for the Te Wairoa Hōnengnenenge takiwā of the Wairoa District Council Māori Standing Committee for the triennial period 2019/2022.
- 3.2 The selection process was completed in accordance with the Māori Standing Committee Terms of Reference 2020 and the Māori Policy 2017.
- 3.3 Due to several unforeseen circumstances, the selection process for this takiwā was completed in March 2021.
- 3.4 The Te Wairoa Hōnengenenge takiwā representation has been vacant since the resignation of its' incumbent member in January 2020. During the selection process for the Māori Standing Committee in December 2020, a hui-ā-takiwā was unable to be hosted and thus the takiwā position was not filled during the initial selection process.
- 3.5 The Māori Standing Committee sought to fill this takiwā position in 2021.

4. SELECTION PROCESS

- 4.1 In accordance with the Terms of Reference '...independent members of the Māori Standing Committee shall be determined at a series of district wide hui-ā-takiwā...'.
- 4.2 The hui-ā-takiwā for Te Wairoa Hōnengenenge was held on Tuesday, 23 March 2021 hosted by Ruataniwha Marae. Three of the five marae within this takiwā were present. At the conclusion of this hui, Alex-Ann Edwards was nominated by Ruataniwha Marae. The takiwā was given until Friday, 16 April 2021 to confirm their selection process.

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- 4.3 On Friday, 16 April 2021, the Māori Relationships Manager was informed that Alex-Ann Edwards was duly selected to represent Te Wairoa Hōnengenenge takiwā, with a majority support from four of the five marae. The nominee was unable to gain the signature of the Chairman of Huramua Marae, however, Huramua Marae have verbally given their support.
- 4.4 The Pouahurea Māori *Māori Relationships Manager* recommends that the Council resolves to confirm the selection of Alex-Ann Edwards to represent Te Wairoa Hōnengenenge takiwā on the Māori Standing Committee for the term 2021/2022.

5. MARAE REPRESENTATION WITHIN TE WAIROA HÖNENGENENGE TAKIWĀ

- 5.1 During the hui-ā-takiwā, discussion from those marae present of which marae should represent Te Wairoa Hōnengenenge takiwā. For a number of years the marae included Takitimu Marae, Tawhiti-ā-Maru Marae, Ruataniwha Marae, Hinemihi Marae, Huramua Marae and Te Aka Matua Marae (Wairoa College).
- 5.2 The discussion concluded that Te Aka Matua be removed from Te Wairoa Honengenenge takiwā due to the following reasons:-
 - 5.2.1 All attending marae [at the hui-ā-takiwā] have no recollection or evidence to have been consulted to accept Te Aka Matua into the Te Wairoa Hōnengenenge takiwā;
 - 5.2.2 Te Aka Matua is the property of the Ministry of Education, therefore, if Te Aka Matua were to remain within Te Wairoa Hōnengenenge takiwā their involvement allows non-Māori participation within takiwā decisions and possibly Māori Standing Committee decisions;
 - 5.2.3 Te Aka Matua has no whakapapa nor was founded by hapū of Te Wairoa Hōnengenenge takiwā;
 - 5.2.4 The takiwā members feel that the interests of the college to Council would be better served by the recently established Youth Council of the Wairoa District Council.

6. KUPU WHAKAKAPI

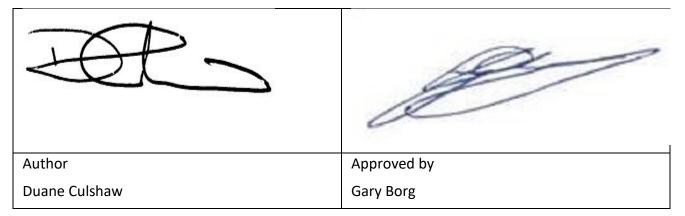
- 6.1 E arohaina ana te tangata nā te mea e arohaina ana ia. Ehara i te mea me whai take rawa te aroha.
- 6.2 One is loved because one is loved. No reason is need for loving.

7. CONCLUSION

- 7.1 The Pouahurea Māori *Māori Relationships Manager* RECOMMENDS that the Māori Standing Council receives the report.
- 7.2 The Pouahurea Māori *Māori Relationships Manager* recommends that the Council resolves to confirm the selection of Alex-Ann Edwards to represent Te Wairoa Hōnengenenge takiwā on the Māori Standing Committee for the term 2021/2022.

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Signatories



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Ko Taraia ki runga Ko Te Punawai o Tangaroa ki raro Ko Ruataniwha te marae

Kai te whānau, tēnā koutou!

My name is Alex-Ann Edwards and I am seeking the endorsement of your marae to support my nomination to stand as the Wairoa Hōnengenenge Delegate on the Wairoa District Council Māori Standing Committee. I was nominated by Ruataniwha Marae.

	was nominated by Ruataniwha Marae.	
Please sign below you a	agree to endorse my nomination on beha	alf of your marae.
Nāhaku iti nei,	7.	
Alex-Ann Edwards edwardsalexann@gmai	il.com	
Ruataniwha Marae	Signature	Email: linoln to the Chofwa
Takitimu Marae	Signature	Email: <u>Mgati moenhade (a)</u> gmail-com-
Tawhiti-a-Maru Marae	Sknature Clim of o	Email: Durato emani 5120
Hinemihi Marae	Signature .	Email: Cheyl, teamod Kahreerec
Huramua Marae	Signature	• Email:

8.4 MĀORI POLICY ADOPTION

Author: Courtney Hayward, Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior

Policy & Governance Advisor

Authoriser: Gary Borg, Pouwhakarae – Pūtea / Tautāwhi Rangapū Group Manager

Finance and Corporate Support

Appendices: 1. Draft Māori Policy 👃

2. Māori Standing Committee Terms of Reference J

1. PURPOSE

1.1 For Council to adopt the Māori Policy

RECOMMENDATION

The Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor RECOMMENDS that Council adopt the Māori Policy attached as appendix 1.

2. BACKGROUND

- 2.1 Council adopted the current Māori Policy on 09 May 2017. The current Māori Standing Committee Terms of Reference (appendix 2) was adopted 20 October 2020 and feeds into the Māori Policy.
- 2.2 Changes made to the current Māori Policy have been:
 - 2.2.1. Updating statistics to reflect current population and demographics.
 - 2.2.2. Updating representation context to include Māori Wards and PSGE/lwi Entity representation.
 - 2.2.3. Use of "tangata whenua" to be updated to "Māori"
 - 2.2.4. Updates to the definitions, as recommended by the Chair of the Māori Standing Committee and the Māori Relationships Manager.
- 2.3 Council workshopped these changes on 20th April 2021
- 2.4 Once adopted the policy will be put into the visual identity report format and be publicly available on Council's website.

3. OPTIONS

- 3.1 The options identified are:
 - a. Status Quo renew the policy as it currently stands
 - b. Adopt the revised policy as per Appendix 1
- 3.2 Option A: The currently adopted policy has statistics that are out of date as there has been another census since adoption. Other parts of the proposed draft policy have been amended as well to reflect representation context.
- 3.3 Option B: The statistics have been updated and there are other parts of the proposed draft policy that have been amended to reflect representation context.

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3.4 The preferred option is A.

Economic wellbeing	Social and Cultural Wellbeing	Environmental Wellbeing
 A strong prosperous and thriving economy A safe and integrated infrastructure 	 3. A community that values and promotes its culture and heritage 4. Safe and accessible recreational facilities 5. Supportive, caring and valued communities 6. Strong district leadership and a sense of belonging 	

4. CORPORATE CONSIDERATIONS

What is the change?

4.1 No significant changes

Compliance with legislation and Council Policy

- 4.2 This policy complies with legislative requirements of Council.
- 4.3 This policy is required as part of the Long-Term Plan.

What are the key benefits?

4.4 Effective engagement with Māori in our district.

What is the cost?

4.5 Already included within budgets.

What is the saving?

4.6 N/a

Service delivery review

4.7 N/a

Maori Standing Committee

4.8 The Māori Relationships Manager has advised this item will be presented at the next Māori Standing Committee.

5. SIGNIFICANCE

5.1 This decision is of low significance due to impact and not resulting in any changes to policy direction.

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6. RISK MANAGEMENT

6.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
Low	Low	Low
Operations	Employees	Image & Reputation
Low	Low	Low

Who has been consulted?

N/a

Further Information

Local Government Act 2002

References (to or from other Committees)

Council 09 May 2017

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Mayrard	
Author	Approved by
Courtney Hayward	Gary Borg

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PERSON RESPONSIBLE:	Māori Relationships Manager	COMMITTEE RESPONSIBLE:	Māori Standing Committee
CATEGORY:	Economic Development & Engagement Office of the CEO	STATUS:	Final
DATE REVISED POLICY ADOPTED:	9-May-2017 To be updated	APPROVAL BY:	Council
REVIEW PERIOD:	3 Years and As required	NEXT REVIEW DUE BY:	202 <u>3</u> 0
DATE PREVIOUSLY ADOPTED:	13 November 2012	REVISION NUMBER:	2

TE WAIROA HÖPÜPÜ HÖNGENENGENE HÖNENGENENGE MATANGIRAU TE WAIROA TÄPOKO RAU

This policy does not prevent any individual, whānau, hapū, iwi or entity or iwi from dealing directly with the Council concerning any issue that may affect them.

1. STATEMENT OF INTENT TE MATAPAE

TAKUNE

1.1 CONTEXT TE HOROPAKI

The Wairoa District has the highest proportion of Māori of any local authority area in the country – approximately 65.759%¹ of the district's 7890-8960 people.

Section 81 of the Local Government Act 2002 requires Council to:

- (a) establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of [Council]; and
- (b) consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of [Council], and
- (c) provide relevant information to Māori for the purposes of paragraphs (a) and (b).

This gives Wairoa District Council the ability to facilitate enhanced opportunities for Māori to contribute to Council's decision-making processes.

The Māori policy outlines the collaborative approach of Council's decision-making processes that is within the spirit of Te Tiriti o Waitangi.

Commented [CH1]: Updated with data from 2018 Census

1.2 SCOPE TE KORAHI

This policy provides a foundation for establishing processes that provide for tangata whenua-toMāori to contribute to Council's decision-making responsibilities.

1.3 DEFINITIONS NGA TIKANGA

- Council refers to Wairoa District Council elected representatives and staff.
- District refers to the territorial authority area of the Wairoa District Council.
- Tangata whenua refers to whanau, hapu, and iwi who whakapapa to whenua in the Wairoa district and is inclusive of Maori organisations and

Laura here refers to those who have chosen to live in the district and be a part of the wider Māori community.

- Takiwā refers to the ward areas for the purpose of having a set number of areas and therefore independent members as representatives represented on the Māori Standing Committee
- Māori Standing Committee Member refers to members selected by their takiwā, and one co-opted member, each of whom bears an obligation to faithfully represent the views of their takiwā and, collectively as a committee, the interests of all Māori in the district.

1.4 PURPOSE TE ARONGA

The purpose of this policy is to:

- provide a framework for relationships between tangata-whenuaMaori and Wairoa District Council to achieve mutually beneficial outcomes for the community of Wairoa
- ensure the provision of processes and procedures that facilitate effective communication between tangata whenua-Maori and Wairoa District Council
- enable M\u00e4ori views to be incorporated into local government decision making, policies and procedures
- Promote and facilitate Māori participation in Council activities.

2. WORKING TOGETHER KIA MAHI TAHI

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<u>Tika</u> A shared-commitment to "do the right thing" – morally and ethically – by making certain that everyone is treated with equal respect and fairness.

ii. Pono

A shared commitment to ensure informed decision-making is underpinned by, and made with, honesty, integrity and good faith.

iii. Manaakitanga

A commitment to ensure that any engagement is The mutual elevation of mana in encounters and when engaged in discourse as a means of seeking shared understanding based on the spirit of respect and dignity.

iv. Rangatiratanga

A commitment to The duty of Council to accept and support tangata whenua Māori leadership in fulfilling their role as mana whenua over lands, resources and other taonga tuku iho within the local authority boundaries.

v. Kaitiakitanga

A commitment to acknowledge Māori guardianship over their The duty of Council to recognise and support tangata whenua in fulfilling their duty as kaitiaki of air, land, water and all other taonga tuku iho.

vi. Whakapapa

Mutual acknowledgement that Council and tangata whenua share a common history in their duty of care for the area that is defined as the Wairoa district.

vii. <u>Kete Mātauranga Māori</u>

Council recognises <u>and mutually accepts</u> that <u>tangata whenuaMåori</u> have an embodied set of expertise and skills in providing a Måori world view.

viii. <u>Kawenga</u>

<u>An obligation by</u> Council and tangata whenua<u>Māori</u> share a strong sense of responsibility and reciprocal obligation toward taonga, asthat all taonga are inter-related, interconnected and inter-dependent.

ix. <u>Tiriti o Waitangi</u>

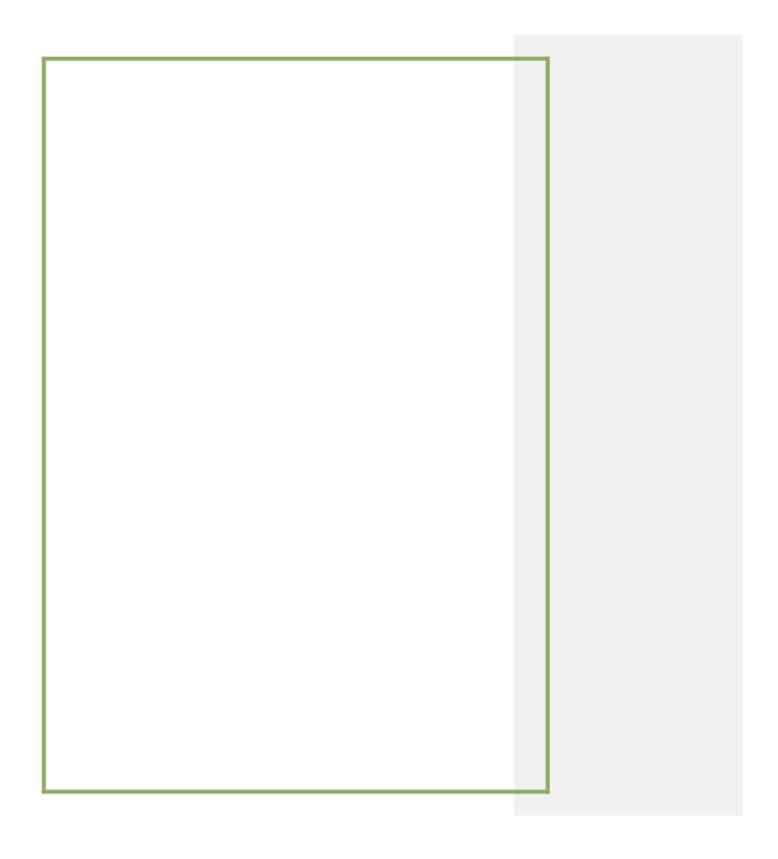
A commitment to Tiriti o Waitangi is the founding document of New Zealand. Council accepts the great importance of this living, dynamic document, and is committed to upholding the spirit of Tiriti o Waitangi/Treaty of Waitangi and its principles.

x. Kotahitanga

<u>A commitment to the unity of purpose</u> Mutual respect of the unity of all things tangible and intangible.

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xi. Whai Möhiotanga

Mutual acceptance by Council of the importance of whai within the rohe in offering cultural knowledge, expertise, guidance and advice.

xii. <u>Te Reo Māori</u>

Council encourages, supports and promotes the use of te Reeo Māori in the district. This commitment is reiterated in the Te Reo Māori Policy.

3. REPRESENTATION TE MANGAI TAKIWA

Representation refers to the mechanisms which provide for individuals and groups authorised to speak for tangata whenua Māori to participate in Council decision-making processes. Tangata whenua Māori representation can be undertaken through a variety of mechanisms. These mechanisms take into account all of the Principles of Working Together and the diversity of tangata whenua Māori in the district. Methods of representation include but are not limited to: Māori wards on the Council, endorsements made by the Māori Standing Committee, and informal relationships with Post Settlement Governance Entities and lwi Entities.

3.1 TANGATA WHENUA PROVISION IN STANDING ORDERS OF COUNCIL

Section 29 of the Council's standing orders outlines 'Additional provisions for tangata whenua'. This section outlines the process for tangata whenua representatives in attending and speaking at meetings as part of their representation roles. These provisions are in addition to members of the public being able to speak/attend Council meetings as outlined in Section 14 (Public Forums) and Section 11.1 of standing orders (Meetings open to the public). These provisions apply at Council and committee meetings (including the Māori Standing Committee) as defined on pg 14 of the Council's standing orders.

3.2 MAORI STANDING COMMITTEE TE KOMITI MAORI

The Māori Standing Committee is a committee of the Council. The Māori Standing Committee acts as a check and balanceprovides support and guidance on Council processes, especially on those matters requiring a Māori perspective, as well as an advisory body for Council on matters requiring a Māori perspective. This includes the development and revision of Council policies and strategies. Tangata whenuaMāori can take issues to their takiwā representative orn the Māori Standing Committee, who can then advocate for the tangata whenuaon their behalf to Council or to other bodies (if appropriate). Recommendations from the Māori Standing Committee will be communicated through a report from the Chair and will be given due consideration

by the Council when making decisions that directly impact on Māori and on all matters that require the perspective of te Ao Māori. All members of the Māori Standing Committee shall adhere to the Wairoa District Council

Code of Conduct, which sets out the standards of behaviour expected from committee members in the exercise of their duties.

3.3 MĀORI WARDS NGĀ TAKIWĀ MĀORI

The Wairoa District Council held a poll, as part of the 2016 Local Authority Elections, to see whether it should introduce one or more Māori wards for at least its next two triennial elections. Wairoa electors voted in favour of the establishment of Maori wards on the council. The Wairoa District Council is made up of a Mayor elected over the entire district, and three (3) Councillors elected at large from the General Ward, and three (3) Councillors elected at large from the Māori Ward.

3.4 POST SETTLEMENT GOVERNANCE ENTITIES AND IWI ENTITIES .

<u>The Council is committed to positive working relationships with Post Settlement Governance Entities (PSGEs) and Iwi Entities.</u>

OTHER REPRESENTATION

Council acknowledges there are other forms of representation outside what is contained in this policy. As set out in the introduction, this policy does not limit any individual, whānau, hapū, iwi or entity from engaging with council.

4. SIGNIFICANCE & ENGAGEMENT TE HIRANGA ME TE WHAKATŪTAKI

The Council's Significance and Engagement Policy lets both Council and the communities identify the degree of significance attached to particular decisions, to understand when the community can expect to be engaged in Council's decision making processes, and know how this engagement is likely to take place. This provides Council with a tool that clearly guides the assessment of significance during decision-making and provides direction on the consideration of community views and the level of community engagement that might be desirable to enable Council to develop a clearer understanding of community views and preferences on an issue or proposal. This policy includes a specific section about 'Engagement with Māori'.

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5. ADVOCACY TAUNAKITANGA

There are a number of decision-making processes that lie outside the scope of Council and are undertaken at a regional or national level.

It is expected that interaction and advocacy with external agencies on behalf of Council either by Councillors or Māori Standing Committee members would be with the full knowledge of Council. This does not prevent individuals (whether on the Māori Standing Committee or Council) from advocating on behalf of their own hapū or group, as long as there is a declaration that they are not acting on behalf of Council.

An important role for the Māori Standing Committee is <u>one of advocacy in</u> relation to as an advocate for tangata whenua perspectives Māori perspectives and issues to local, regional and national bodies.

6. PAKEKE

There are occasions where it will be appropriate for Council-run activities to have Ppakeke in attendance – for rāhiri, pōwhiri/pōhiri, tangihanga and, hui. This is particularly important in giving due respect to tikanga, where a whaikōrero/karanga/karakia is appropriate.

7. KAITAKAWAENGA POUAHUREA MĀORI — MĀORI RELATIONSHIPS MANAGER

Underpinning Council's commitment to the effective facilitation of Māori in decision making is the provision of dedicated staff and other resources. The aim of this is to increase Māori influence in the Council and foster greater understanding of Māori issues.

The position of Kaitakawaenga-Pouahurea Māori Māori Relationships Manager, has been established by Council as a means of facilitating and enhancing Māori involvement in decision making. The purpose of the position is to provide advice to, and liaise with, Council and its Committees, Council staff and the community in respect to their relationship with, and impact on, tangata whenua.

8. MONITORING & REVIEW TE AROTURUKI ME TE AROTAKE

This policy will be monitored on an annual basis and an informal review will be undertaken each year by the Maori Standing Committee to assess its relevance and effectiveness.

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A formal review of this policy will be undertaken at least every three years.	

GLOSSARY OF MĀORI TERMS

ahi kaa The continuous unbroken occupation of land by whānau, hapū or iwi

over successive generations.

hapū Sub-tribe

hui Gathering / meeting

iwi Tribe

kaitiaki Whānau, hapū or iwi given the responsibility to care, maintain, manage

and protect taonga tuku iho (tangible and intangible) within their

territorial domain.

Karakia Incantation, prayer, affirmation

karakia (whakanoa) Prayer to remove tapu

karanga Ceremonial calling of visitors

kawa The specific protocols and processes that particular hapú or iwi engage

to formalise encounters with others. Kawa varies amongst hapu and iwi,

however the kawa of the hosts will take precedence and will govern

proceedings

kawenga Duties incumbent on someone to fulfill rResponsibilities

manaakitanga The expression and responsibility inherent to the mana of encounter or

engagement as in the reciprocal relationships between host and

visitorHospitality, kindness, respect

mana whenua. The acknowledged authority, that a particular whanau, hapu or iwi has

over—a particular area. This authority affords whanau, hapu and iwi rights as kaitiaki and obligations to manaaki. It also infers the obligation of other groups to negotiate or consult for access rights to land and resources The

territorial rights, authoritative rights over land, water and resources

pöwhirirāhiri/pöhiri Ritual of encounterFormal welcoming ceremony

tangihanga Grieving ritual/process, funeral

taonga Tangible and intangible resources or treasures

 $\underline{\textit{M}}$ taonga tuku iho Intangible resources or treasures that are important to the cultural

heritage of tangata whenua, taura here, and the wider community

tapu Sacred restriction

taura here <u>Māori who live outside their tribal area</u> The association of Māori individuals

or groups who join together to fulfil a common purpose or goal, that

share similar aspirations and who live outside their tribal area

wāhi tapu Sacred place whaikōrero Oratory

whakapapa Relates to the gGenealogy, not only of people but all things. It is the

relationships to and between all elements, tangible and intangible, such

as matter and energy, the universe, the gods, people, mokopuna and other forms of life whenu<u>a</u> Land

APPENDIX 1: MĀORI STANDING COMMITTEE TERMS OF REFERENCE

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1. STATUS

The Māori Standing Committee is a committee of Council under clause 30(1)(a) and (2) of Schedule 7 of the Local Government Act 2002.

2. PURPOSE

The purpose of the Maori Standing Committee is to:

- Advocate on behalf of tangata whenua to local, regional and national bodies as appropriate
- · Consider governance issues relating to Council obligations to tangata whenua
- Investigate and report to the Council on any issues that the Māori Standing Committee considers necessary that may have an implication for tangata whenua.

3. MEMBERSHIP

Maori Standing Committee members' term of office shall expire at the end of the year in which the triennial local body elections are held.

Independent members of the Māori Standing Committee shall be determined at a series of district-wide hui of hapū/marae within each takiwā, held after the triennial elections, whereby those present will endorse representatives to the Committee.

Eight (8) takiwā representatives — one (1) representative per takiwā. The takiwā is defined by Council).

One (1) Wairoa Whānui representative to represent Māori who whakapapa back to hapū/iwi outside of Wairoa

The Māori Standing Committee shall consist of:

- nine (9) independent members (with a minimum of seven (7) members)
- His/Her Worship the Mayor as ex-officio
- two (2) Councillors to be nominated by the Maori Standing Committee and confirmed by Council.

If a takiwā position is not filled during the initial selection process or becomes vacant during the term of office then the Committee will run another selection process for that particular takiwā in order for the takiwā to decide who they would like to fill the seat.

The Chairperson and Deputy Chairperson of the committee will be chosen via one of two methods:

- appointment by the Mayor using the powers under the Local Government Act;
 or,
- selection in accordance with standing orders at the inaugural meeting.

4. RESPONSIBILITIES

The Māori Standing Committee shall nominate two (2) members, of whom one will be Chair, to attend every scheduled ordinary, and extraordinary public meeting of full Council. These representatives will have speaking rights.

The Māori Standing Committee shall nominate members as representatives at committees as indicated in the terms of reference of these committees.

There is an expectation that members will make every effort to attend all Māori Standing Committee meetings.

The unconfirmed/confirmed minutes and all recommendations made by the Committee will be included in the next ordinary Council meeting agenda.

The Māori-Standing Committee has full responsibility to make decisions regarding the expenditure of its budget.

5. DELEGATED AUTHORITIES

The Maori Standing Committee has the authority to:

- delegate to any subcommittee of the Maori Standing Committee any authorities that have been delegated by Council to the committee and to appoint members
- make recommendations to Council on all governance issues relating to the statutory functions, powers and duties within its terms of reference
- make recommendations to the CEO on professional development opportunities which will enable members of the Māori Standing Committee to better contribute to its decision-making processes. The CEO will sign off on these in accordance with budget provisions.

- review and determine how the steps that Council will take to develop Māori
 capacity to contribute to decision-making processes should be described,
 planned and monitored in the draft and final Council Long-term Plan
- make submissions on M\u00e4ori-related matters in conjunction with Council.

6. MEETINGS

The Māori-Standing Committee shall hold all meetings at such frequency, times and place(s) as agreed for the performance of the functions, duties and powers delegated under the Terms of Reference.

7. QUORUM

As per Standing Order 10.2:

(a) A Council sets the quorum for its committees and subcommittees, either by resolution or by stating the quorum in the terms of reference.

In accordance with Standing Order 10.2, the quorum for the Māori Standing Committee will be six (6) members, of which five (5) must be independent members (takiwā or Wairoa Whānui representatives) and at least one (1) must be an elected WDC member.

8. ELECTION YEAR TRANSITION

In a local government election year, the Måori Standing Committee shall schedule district-wide hui for the selection process to decide the membership of the next Måori Standing Committee by the end of November.

The incoming Māori Standing Committee members shall be confirmed by the newly elected Council at its next available ordinary meeting.

The incumbent Māori Standing Committee shall remain in office until the succeeding Māori Standing Committee are confirmed by the newly elected Council.

A robust induction process will be in place for all incoming members of the Wairoa District Council's Māori-Standing Committee.

9. BUDGET

The Māori-Standing Committee shall be responsible for its own budget as set through the Annual-Plan process.

Members of the Committee are allocated a budget for the financial year ending 30 June – the budget shall cover the following items:

- · fair remuneration for Committee duties undertaken on behalf of the Council
- travel allowance for members attending Committee meetings
- · the commission of expertise for advice, training and workshops
- administration expenses including (but not limited to): materials, venue hire;
 catering.

10. SERVICING

The Måori-Relationships Manager will be the primary contact for the Måori-Standing Committee.



NGA MEMATANGA/MEMBERSHIP

Eight takiwā representatives – one representative per takiwā (takiwā boundaries are defined by Council), One Wairoa whānui representative (to represent Māori who whakapapa back to hapū/iwi outside of Wairoa), His Worship the Mayor, 2 councillors.

The takiwā and Wairoa whānui representatives' term of office will expire at the end of the year in which the triennial local body elections is held.

TE KÖRAMA/QUORUM

6 members – of which 5 must be takiwā/Wairoa whānui representatives, and 1 must be an elected member.

NGA WA HUI/MEETING FREQUENCY

Every 6 weeks and as required.

TE KAUPAPA/PURPOSE

To provide a Maori perspective to guide Council with its legislative responsibilities in the implementation of policies and work programmes to enable effective governance, engagement, and service delivery for all people within the district.

NGĀ KAWENGA/RESPONSIBILITIES

- Ensure that the work of the Committee is carried out in a way that enhances the social, economic, cultural, and environmental wellbeing of the Wairoa district
- To provide insight into strategic issues for Māori and the communities represented in the development of the Long Term Plan, the effectiveness of the District Plan and the delivery of the Annual Plan
- To provide advice on the District Plan review regarding provisions for wāhi tapu, papa kāinga, and other issues relevant to Māori

- To provide input to the development of the Long Term Plan and Annual Plan with particular reference to those issues of importance to Māori
- To advocate on behalf of Māori in the Wairoa district to support Council's objectives at a local, regional, and national level as appropriate
- Make submissions on Māori-related matters in conjunction with Council
- Investigate and report to Council on any issues that may have an implication for Māori as the Committee considers necessary
- To assist Council as appropriate in conducting and maintaining effective, good faith working relationships with the Māori community
- The Chair and one other representative will attend every scheduled ordinary, and extraordinary public meeting of full Council. These representatives will have speaking rights.
- Representatives to attend other committee meetings as indicated in the relevant terms of reference.
- Determine actions that Council should take to develop and enhance Māori capacity to contribute to Council's decision-making processes
- To provide strategic and appropriate tikanga guidance to the Council as requested

NGA TUKU MANA/DELEGATIONS

Create and delegate to any subcommittee any responsibilities that have been delegated by Council to the Committee, and to appoint members onto the subcommittee.

Make recommendations to the Chief Executive Officer on professional development opportunities which will enable members of the Māori Standing Committee to better contribute to its decision-making processes. The Chief Executive Officer will sign off on these in accordance with budget provisions.

All powers necessary to perform the Committee's responsibilities except:

- a. Powers that Council cannot lawfully delegate under the Local GovernmentAct 2002
- b. Where the Committee's responsibility is limited to making a recommendation only
- c. Approval of expenditure
- d. The approval of final policy
- e. Deciding significant matters for which there is high public interest and which are controversial
- f. The commissioning of reports on new policy where that policy programme of work has not been approved by the Council

NGĀ TUKANGA/PROCEDURES

Minutes are submitted to Council for receipt

• There will be an appropriate induction for new members of the Committee

TE KOWHIRINGA SELECTION PROCESS

In local government election year, the Māori Standing Committee shall schedule district-wide hui for the selection process to decide the membership of the next Māori Standing Committee.

TAKIWA REPRESENTATIVES

The following table outlines the eight takiwā as defined by Council. The marae listed are those that Council will invite to the selection process for that takiwā – marae can choose not to participate in the process.

Takiwā name	Marae
Pāhauwera	Kahungunu
	Te Huki
	Waipapa-ā-iwi
	Kurahikakawa
Waikaremoana	Te Putere
	Te Kūhā
	Tãrewa
	Te Waimako
Te Wairoa Hōpūpū	Pūtahi
	Pākōwhai
	Whetū
	Marama
	Aranui
	Arimawha
	Rangiahua
	Waipaoa
Te Wairoa	Te Aka Matua
Hönengenen	Takitimu Waihirere Sir James Carrol Memorial
ge	Tawhiti-ā-Maru
	Ruataniwha
	Hinemihi
	Huramua
Te Wairoa Matangirau	Whaakira
	ngi Taihoa
	Te Poho o
	Tiakiwai Te
	Rauhina (Kihitu)
	lwitea
	Whakakī

Rakaipaaka Kahungunu

Manutai Kotahitanga Te Poho o Te Rehu Tamakahu Tānenuiārangi Ruawharo

Mahia Mai Tawhiti Ruawharo

Māhanga Te Rākatō Kaiuku Tuahuru

Apaapa-ā-rangi

Ruakituri Erepeti

Pareroa Te Reinga

Independent members of the Māori Standing Committee shall be determined at a series of district-wide hui-ā-takiwā within each takiwā, held after the triennial elections, whereby those present will endorse representatives to the Committee.

The hui-ā-takiwā and hui-ā-iwi processes will include the following:

- Confirmation of a meeting date and time (organised by the current takiwā representative with their respective marae) for the hui-ā-takiwā
- Presentation by Council staff on the selection process
- Council requires the following information from a nominated contact person for the takiwā following the selection process the takiwā runs:
 - Confirmation of any people nominated by the marae or nominations supported by the marae in the takiwā
 - Confirmation of a nominated person that the marae has voted for or any abstention from the process (person receiving the majority of votes are selected for that takiwā)
- A hui-ā-iwi is organised by Council once all of the selection information from the takiwā has been received
- The information from each takiwā is presented at the hui-ā-iwi to present all of the chosen representatives from each takiwā

If a takiwā position is not filled during the initial selection process or becomes vacant during the term of office then the Committee will run another selection process for that particular takiwā in order for the takiwā to decide who they would like to fill the seat.

The newly selected Māori Standing Committee members will be confirmed by Council at its next available ordinary meeting.

WAIROA WHĀNUI REPRESENTATIVE

The MSC has power to co-opt an iwi whanui representative by existing MSC members, supported by the Chief Executive Officer (or nominee) and His Worship the Mayor. Co-option may be based on:

- Skills and knowledge of tikanga Māori and te reo Māori
- Access to existing networks for interacting with Māori who whakapapa back to hapū/iwi outside of Wairoa e.g. community groups, social mediapresence

REMOVAL OF TAKIWA REPRESENTATIVES

If a takiwā wish to remove their representative and replace them with another person then the majority of marae need to support this in order for Council to initiate an extraordinary selection process for the takiwā.

Council requires the following information from a nominated contact person for the takiwā following the selection process the takiwā runs:

- Confirmation of any people nominated by the marae or nominations supported by the marae in the takiwā
- Confirmation of a nominated person that the marae has voted for or any abstention from the process (person receiving the majority of votes are selected for that takiwā)

The newly selected Māori Standing Committee member will be confirmed by Council at its next available ordinary meeting.

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - 18-08 Street cleaning and urban care contract	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7