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Thursday, 17 September 2020

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council**

**Operations and Monitoring Committee Meeting**

*Kaupapataka*

# Open Document 3

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*Te Rā Hui:*  
Meeting date: **Thursday, 17 September 2020**

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*Te Wā:*  
Time: **1.00pm**

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*Te Wāhi:*  
Venue: **Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings**

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**TE KAUNIHERA Ā-ROHE O HERETAUNGA**

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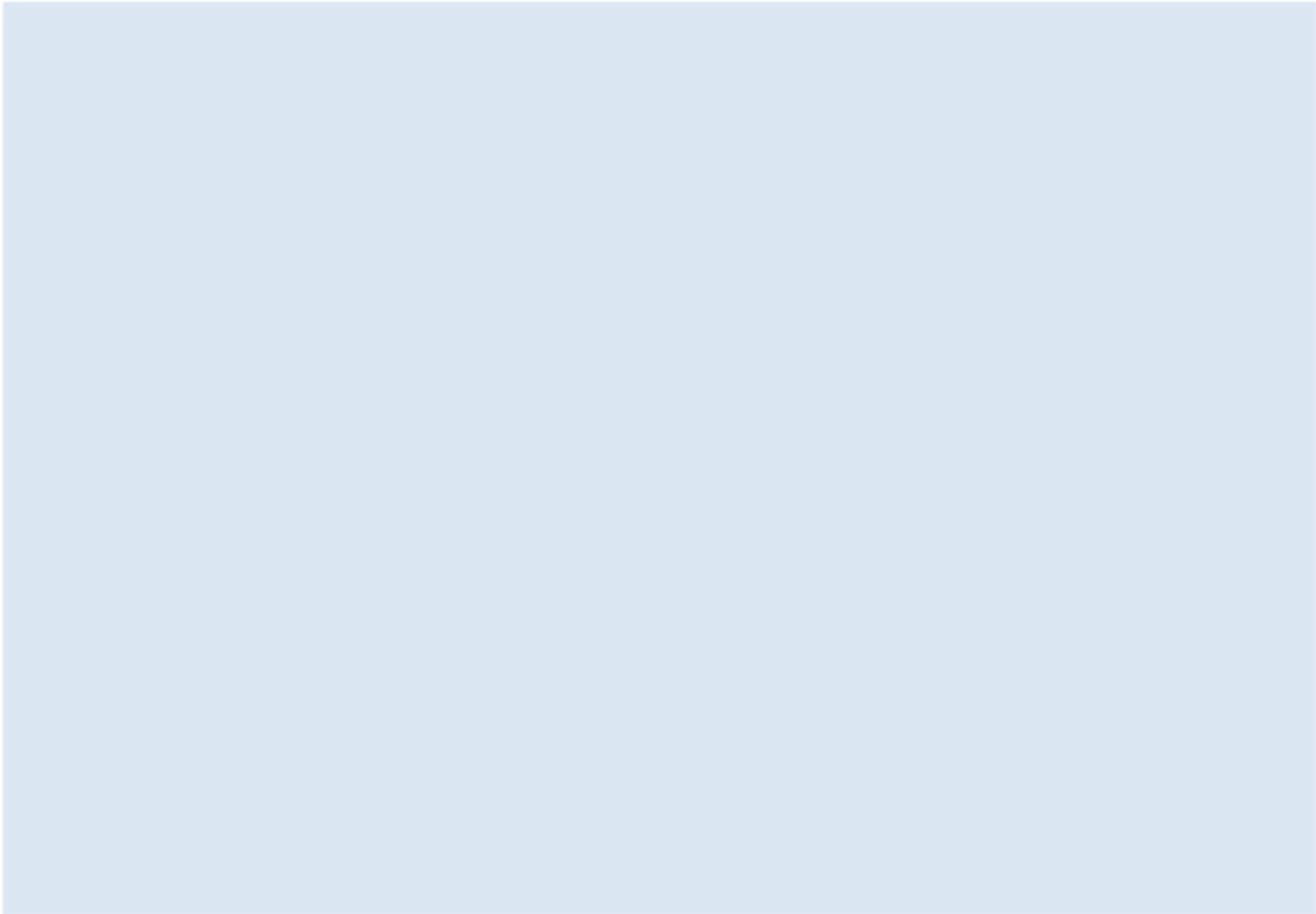




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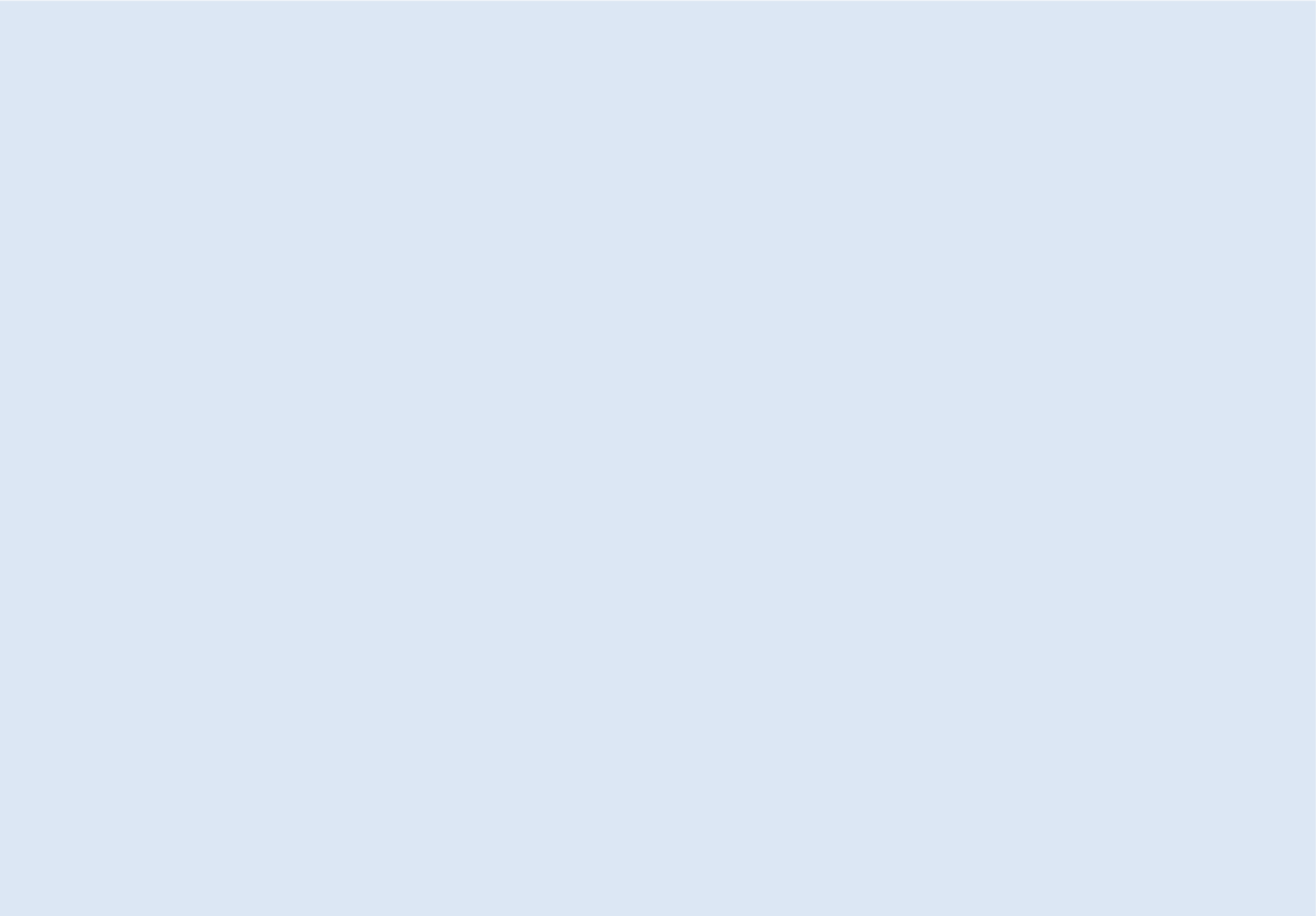


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# Introduction from the Chief Executive

I am pleased to present this Consolidated Quarterly Report to the Operations and Monitoring Committee.

The purpose of this Committee is to ensure consolidated and complete reporting and monitoring of all Council financial and non-financial information and performance measures against the Annual Plan, Long Term Plan, Council strategies, goals and priorities. The team continues to work hard on the evolution of this report and is incorporating Councillor feedback from the previous meeting on the content they would like to see included so they can meet the purpose of the Committee.

It continues to be a very busy year for Council as we have, and continue to, respond to the introduction and implementation of the various COVID-19 Alert Levels. Ensuring continuity of our essential services and guaranteed ongoing support for Hawke’s Bay Regional Civil Defence Emergency Management operations has been a key priority of Council, while at the same time developing recovery strategies to support our economy and our community as they face the immediate and ongoing effects of this global pandemic.

We have enjoyed considerable success applying to Government Agencies for Government investment into Hastings District. I have listed the recent funding announcements for Council below.

He Poutama Rangatahi - Extension to current Youth Employment programme	Ministry of Business Innovative & Employment	\$985,000
Mahi for Heretaunga - Pastoral care programme providing support for people employed and redeployed into the civil works programme (listed next)	Ministry of Social Development	\$340,000
Jobs for Heretaunga including Waipatu civil works, footpaths, lighting and iWay walking and cycling improvements around Hastings District	Ministry of Business Innovative & Employment - Provincial Growth Fund	\$9,370,000
Flaxmere Social Housing – Tarbet Street	Crown Infrastructure Partners	\$2,000,000
Co-funding with Council for social and affordable housing outcomes	Crown Infrastructure Partners	\$11,500,000
Funding for Council 3Waters infrastructure as part of the new 3Waters reform	Department of Internal Affairs “Taumata Arowai”	\$15,300,000
Community Hall Renovation Projects	Ministry of Business Innovative & Employment - Provincial Growth Fund	\$290,000
TOTAL		\$39,785,000



If we combine this \$39.785 million with the \$12 million already confirmed for the FoodEast Food Innovation Hub, Council officers have managed to apply for and secure over \$50 million in Central Government Investment into Hastings District. This investment will enable substantial social and economic wellbeing outcomes for our community over the next three to five years, including supporting sustainability in employment as our economy starts to recover from the impacts of COVID-19.

My updates for Council meetings have kept Council informed on matters of interest during the last quarter. Significant matters I would like to briefly reflect on include;

- Council revised its original Draft Annual Plan Budget down to a Rating Revenue Increase of 1.9% from 4.4%. It was felt that this reduced level of increase acknowledged the challenges for our community from COVID-19 and drought whilst still allowing Council to fulfil an essential role in stimulating the economy, sustaining employment and retaining an ability to add to local support initiatives alongside Government’s financial packages supporting business and employees.
- Officers and our consultants (after workshops with Council) drafted a Submission to the Hawke’s Bay Regional Council Proposed Change No. 9 to the Regional Resource Management Plan which relates to the management of fresh water in the Greater Heretaunga Catchments (Tūtaekurī, Ahuriri, Ngaruroro and Karamū) known as the TANK Catchments. In developing the recommended submission, Officers tried to take a balanced and pragmatic approach that would achieve good environmental outcomes over reasonable timeframes, while also acknowledging the overarching purpose of The Resource Management Act is to promote the sustainable management of natural and physical resources. Our submission is also cognisant of the significant district investment in land-based primary production in Hastings District and associated downstream processing and logistics infrastructure, particularly over the last 30 years. Water is the fuel that keeps everything operating and underpins our wellbeing.
- Council recognised the positive contribution young people make to a strong, diverse, resilient and inclusive community and appointed Youth Council members to our subcommittees so they can be more actively engaged in our planning and decision making.
- The Government has committed to investing over \$700 million in an investment package to support local government to supplement planned investment and enhance asset quality. This package is intended to stimulate work to maintain our drinking, waste and stormwater infrastructure. The design of the investment package recognises that COVID-19 has put additional pressure on local government and that the financial pressures councils are under may result in reductions to planned maintenance and renewal of infrastructure. The investment allocation to Hastings District Council is \$15.36 million.
- Our water treatment infrastructure projects in Frimley and Eastbourne are progressing. The Frimley Park Resource Consent has been approved, subject to an appeals period of 15 working days from Monday 24 August. Works will commence on this key Drinking Water Strategy project as soon as possible in respect of consent process requirements. The initial release of plans for Waiaroha has been well received. Feedback has been very positive both from an educational asset perspective and on the amenity value of the proposed concepts compared to the site’s current state.
- The Government announced \$16 million of funding for infrastructure to support the development of new housing in Hastings. This funding allocation from Crown Infrastructure Partners (CIP) leverages \$12 million of Council funding already allocated for the delivery of growth infrastructure for residential housing. The CIP funding allows for land to be brought to market to enable social and affordable housing outcomes. The total of \$28 million to be invested into infrastructure will result in a step-change in the supply of housing for our community accommodation needs and substantial economic benefits from the hundreds of millions of dollars of residential construction.

- The 'Jobs for Heretaunga' project, which arose out of government funding 'shovel ready' projects to stimulate the economy and create employment opportunities, is delivering the targeted outcomes. Council officers will be looking for opportunities in future tenders to continue to stimulate companies to invest in sustaining and increasing employment through our recently adopted Procurement Strategy and Policy.

While I am pleased to be able to highlight successes for the Committee, I also feel it is important to note that the daily challenge confronted by Governance and the Executive is the management of risk. This report includes a summation of the current strategic risks affecting our operational environment.

In conclusion, I wish to acknowledge the efforts of our staff both for what they have managed to achieve for Council and our community over this reporting period, and also for their continued efforts to implement risk mitigation measures that help ensure Council responds appropriately to challenges as they arise.



**Nigel Bickle**  
Chief Executive



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## 3 Waters

### Drinking Water

#### Compliance with Drinking Water Standards

Safe drinking water is the Hastings District Council's highest priority and there is commitment at the highest level to achieve this. The extent of changes in the way Council is managing drinking water safety has been informed by the Board of Inquiry findings following the Havelock North contamination event which occurred in August 2016,

Complying with the Drinking Water Standards of New Zealand requires a combination of treatment processes (UV, chlorination and filtration where required) and routine monitoring and inspections of the source, treatment plant and reticulation.

All drinking water supplies complied with the DWSNZ bacteriological requirement for the 2019/20 compliance year. This is attributed to the implementation of chlorination throughout all the supplies, as well as meeting monitoring frequencies and test results as per DWSNZ requirements.

Protozoa compliance has been achieved for the 2019/20 compliance year for those drinking water supplies that are able to meet the requirements of the DWSNZ.

Protozoa compliance has not been achieved for some supplies due to the current water treatment plant not being validated against the DWSNZ criteria, or due to the bore losing security status (after previously being classified as secure) necessitating the installation of treatment.

Full compliance with protozoa requirements across all supplies will not be achieved until the Drinking Water Upgrade works are completed. This work is included in Council's budgets and Water Safety plans. Details on progress of these projects are included in the Water Strategy upgrades section of this report.

#### Water Safety Plans

A Water Safety Plan has been developed under the new framework for the Hastings Urban water supply. This has been reviewed by the Drinking Water Assessor and passed onto the Ministry of Health National co-ordination team for final approval. Water safety plans for all other supplies are being updated into the new framework in line with the installation of treatment plants.

#### Maintenance and Operations

Routine maintenance by City Care is ongoing to ensure the water leaks are attended to in a timely manner to minimise customer outages, water loss and risk to consumers. Routine inspections and maintenance activities across the supply from source to tap are undertaken by City Care, HDC's 3Waters operations team and other key contractors, and recorded and reported from our systems. Connection leaks have remained elevated and a targeted program to replace copper connections is being developed with funding being sought in the LTP.

#### Small Community Water Treatment Upgrades

Work is progressing on the Small Community upgrades. Filtec Ltd are due to complete and commission the Haumoana site in the coming weeks and site works



are due to commence at the Te Pōhue site. The civil contractor has now commenced work on the Esk/Whirinaki, following the completion of Haumoana. Land agreements have been settled for Waimārama and Clive and final negotiations are proceeding for Waipātiki. Once the land and consent processes are complete for these sites, work will commence on the final site at Whakatū. The construction of the containerised Water Treatment Plants for all sites remain on track from Filtec’s Auckland factory.

HDC Urban Water Treatment Upgrades

FRIMLEY

The notified resource consent hearing process has resulted in a successful grant of application for the Frimley works with conditions, as expected. Concurrent with this is also settling a position with the only opposing submitter to the project. These processes have impacted timelines by six months but a number of elements of work have continued to be progressed as able. This position will now allow all works to proceed as concurrently as possible, as follows;

- 1. A contract for the construction of up to four new water supply bores has been awarded to Baylis Welldrillers;
- 2. A contract for the reticulation pipe contract which involves connecting the new water treatment plant to the existing network has been awarded to Fulton Hogan, with work commenced in Omahū Road.
- 3. A tender has been let for the supply and construction of an 8,000 cubic metre storage reservoir to Reliant Solutions Ltd.
- 4. Final design and tender documents are completed for the Water treatment plant and due for tender.

The project currently remains on track for completion in mid 2021.

Waiaroha

Work is also concurrently progressing on the Eastbourne site with the following work complete:

- 1. The tender for construction of one new water supply bore has been included in the Frimley bore contract, and has been awarded to Baylis Welldrillers;
- 2. Reticulation pipe alignments have been agreed from the new site to the existing network and are in the final design and contract preparation phase and will be tendered prior to Christmas.
- 3. A tender has been let for the supply and construction of two 5,000m³ storage reservoirs to Reliant Solutions Ltd.
- 4. Site layout detail of the water treatment plant and reservoirs, including site enhancements is entering the detailed design phase, with commitment to the Waiaroha.
- 5. Preparation of Change of Designation application documents are well advanced with lodgement for a Limited Notification process aimed for early/ mid September.
- 6. A concerted effort is going into meeting all identified Owner and Occupier affected parties around the site, prior to commencing the formal consenting process.
- 7. Significant cultural progress has been made with Iwi consultation and engagement planned through September.

Wastewater

Treatment Plant Compliance (East Clive WWTP)

The wastewater treatment plant continues to operate within its consent conditions. Routine quarterly sampling has been completed for the consent year 2019-2020 and the compliance report has been finalised for review prior forwarding to Hawke’s Bay Regional Council (HBRC) in September 2020.

A number of improvement works have been completed at the plant including the renewal of the components of the domestic and industrial screening equipment to enhance solids removal. The plant electrical system has gone through significant changes to improve the resilience in the system and also to comply with the new electrical standards. The plant control system upgrade project is currently underway and, once completed, we will ensure we have a robust and reliable automated treatment system for the plant using the latest equipment and technology. While the plant operation has been stable and well maintained, we have purchased some critical assets to minimise risks and maintain a reliable service. In the meantime, some outdated plant assets have been removed from the site.

The plant building is being well maintained to provide a good work environment for staff, contractors and visitors from schools and Hasting District Council staff. To fully comply with the changing Health and Safety (H&S) requirements, a number of improvements have been made to the plant building. A good documentation framework has also been developed for the site.

The beach outfall structure has been completed in this period which involved a completely new gate structure and protection works. Next steps involve further cleaning of the upstream pipes and work on the gate structures within the wastewater plant.

As part of our routine compliance inspections, officers monitor compliance with the trade waste users to confirm that they are operating within their approved conditions. This work is ongoing and ensures that industrial discharges do not impact on our resource consent or create adverse conditions within our piped network e.g. hydrogen sulphide which corrodes the internal concrete linings.

Wastewater Network

Urban wastewater overflows have the potential to create unsanitary conditions, public health issues and can result in adverse environmental impacts through contamination of land and waterways.

Over the last quarter there was one sewer overflow reported to HBRC. An investigation into the cause of the overflow was carried out swiftly which determined the cause of the overflow to be ingress of tree roots blocking wastewater flow within the pipe. The tree roots have since been removed and relining of the pipe will take place to prevent further ingress from tree roots to ensure there are no reoccurring issues. HBRC issued an abatement notice and infringement notice for the overflow.

## Stormwater

### Stormwater Consent Compliance

HDC holds a number of stormwater related consents which are issued by HBRC, with conditions to manage and report on the condition and performance of the urban stormwater network.

Annual compliance reports have been submitted to HBRC for the following stormwater detention dams and related discharge consents:

- Network consent, covering the urban areas of Hastings, Clive, Flaxmere and Havelock North
- Omaha Road Industrial discharges at Lowes Pit, Barnes Place, James Rochfort Place and the newly rezoned Omaha Road North Industrial zone
- Havelock North Detention Dams (five sites) and the Te Awanga/Clifton Detention dams.

HBRC will provide a report for each of the HDC stormwater related consents confirming if full compliance has been achieved for each of the consent conditions. The findings of these HBRC summary reports will be reported in the next quarterly report.

### Stormwater Quality Monitoring

Monitoring of the stormwater discharges during rain events will continue as per the individual consent requirements. An internal team has been set up to collect the required samples from various locations and the results will be added to the Infrastructure Data (ID) database system. This system holds the results from all water and stream sediments and is used for reporting the results to HBRC.

In addition to the consent monitoring/sample collection, a specific catchment investigation is underway to determine what is happening within the Riverslea catchment to understand the impacts on the receiving environment. EOS Ecology (specialist Freshwater scientists) from Palmerston North have been engaged to carry out a catchment assessment and assist with developing a sampling programme to trace the source of contaminants entering the HDC stormwater

network. This work is ongoing and will involve both wet weather and dry weather sampling of water within the stormwater network and the Riverslea waterway.

### Lowes Pit

Tonkin and Taylor in conjunction with SCO (sustainable Community Outcomes) Ltd have been working with HDC to develop options to improve the stormwater discharge into Lowes Pit, in line with the Council decision to provide pipe end treatment of stormwater and the conversion of Lowes Pit into a vertical wetland to treat the industrial stormwater runoff. The project will require a detailed design for the vertical filtration wetland and for how we backfill and reinstate the balance area. These activities will also require resource consent from HBRC and work is underway to gather the necessary supporting information to lodge an application. We will be targeting this coming summer to commence works onsite subject to completion of detailed design and granting of consents.

### Stormwater Renewals Strategy

HDC is working with a specialist pipe renewal consultancy – ProjectMax - to develop a renewals programme for the piped stormwater network using an evidence-based, rather than purely an aged-based renewal approach. This evidence-based approach will involve the inspection (CCTV) of existing pipes which are either nearing the end of their asset life, or have an elevated level of criticality/importance. This renewals strategy will also consider sections of the network which are undersized and not meeting the defined level of service or require upgrades as part of our integrated programme with the transport team.

### Maintenance and Operations

Routine maintenance by City Care is ongoing to ensure the stormwater network operates to minimise surface ponding and protects people, property and the environment. This includes the clearing of pipe blockages, preventative maintenance to ensure that critical inlets/outlets are not blocked and facilities (pump stations and detention dams) are inspected on a monthly basis.



## Coastal Works

### Coastal Works

#### Waimarama Seawall maintenance

Work is well advanced on this project which is 80% complete, with minor delays due to challenging sea and weather conditions. The remaining work is expected to be completed within budget over the next two weeks.

#### North Shore Road

A report on erosion trends has been provided to resident representatives and we are going to provide a typical cross section showing possible planting and protection techniques, able to be undertaken by neighbours. Residents are looking for support and guidance on small scale coastal protection works and planting, that could be carried out by themselves.

#### Cape View Corner

Design reports and consent application documents are complete and we are in advanced negotiations with landowners, local Iwi, DOC and Treaty settlement partners. At the conclusion of this phase we will be in a position to lodge for resource consents.

#### Haumoana

This is the row of houses on the seaward side of Clifton Road at Haumoana that get impacted by heavy seas. An options report has been provided to the residents that provides detail on protection alignments; protection options with a preference for a sheet pile, concrete capped structure; coastal strategy and

consent detail; rough order costs and a suggested staged approach to delivery. The next step is to meet with residents and confirm a way forward.

#### Clifton Toe Rock

Assistance has been provided to the Clifton Reserve Society and Clifton Marine Club to advance a limestone toe rock solution for the section of coast from the HDC rock revetment structure to the Clifton Boat Ramp. This involves approx. 180m of limestone rock being placed at the level of the base of our revetment wall. We are assisting with design and consenting advice for the works. Heavy seas over 20/21 August has necessitated the placement of limestone rock as emergency works while we get through the formal consents process. Emergency work and final construction work is to be paid for by the Clifton Reserve Society and Clifton Marine Club.

#### Landscapes Trail

This is a safety project for the Landscapes trail (part of HB Trails) on Waimarama Road between Te Mata Road and Craggy Range winery.

All formal processes are in place with minor work on one property for access to complete. Contract documents and specifications are being prepared with the intent to tender and commence construction in early Spring, with work completed prior to Christmas.





## Waste

### Waste

#### Transfer Stations

Henderson Road Refuse Transfer Station – Following lockdown, the team worked hard to re-open the facility ensuring it was complying with COVID-19 Level 3 restrictions. During this time, access was available by appointment only. These facilities were fully operational in June.

#### Green Bins and Recycling Sites

Green bins and rural recycling sites were closed during lockdown and, with the exception of Martin Place, reopened in May. Proper use of green bins is an on-going issue that is closely monitored. Continued contamination of these facilities can result in services being removed. We reiterate the importance of reporting mistreatment of sites to Hastings District Council immediately, including any illegally dumped rubbish.

#### Kerbside Recycling

- New kerbside collection contracts were in the establishment phase in May. COVID-19 Level 4 restrictions had an impact on the availability and timing for the roll out of trucks and bins.
- All recycling crates and rubbish wheelie bins were delivered to rated properties by the end of June in preparation for the new service that started on 1 July.
- The community was prepared for the new service through a comprehensive community engagement programme.

- Each crate was delivered with a 'Guide to Reducing Waste' – which covered how to present the recycling crates, what can and can't go in, the new rubbish wheelie bins, and organic waste options.
- The rubbish wheelie bins were delivered with a leaflet detailing what will be accepted in the bins and how they should be presented at kerbside.
- There has been a new contamination sticker developed which will give residents a more accurate idea of what went wrong with their recycling.

#### Local Fund

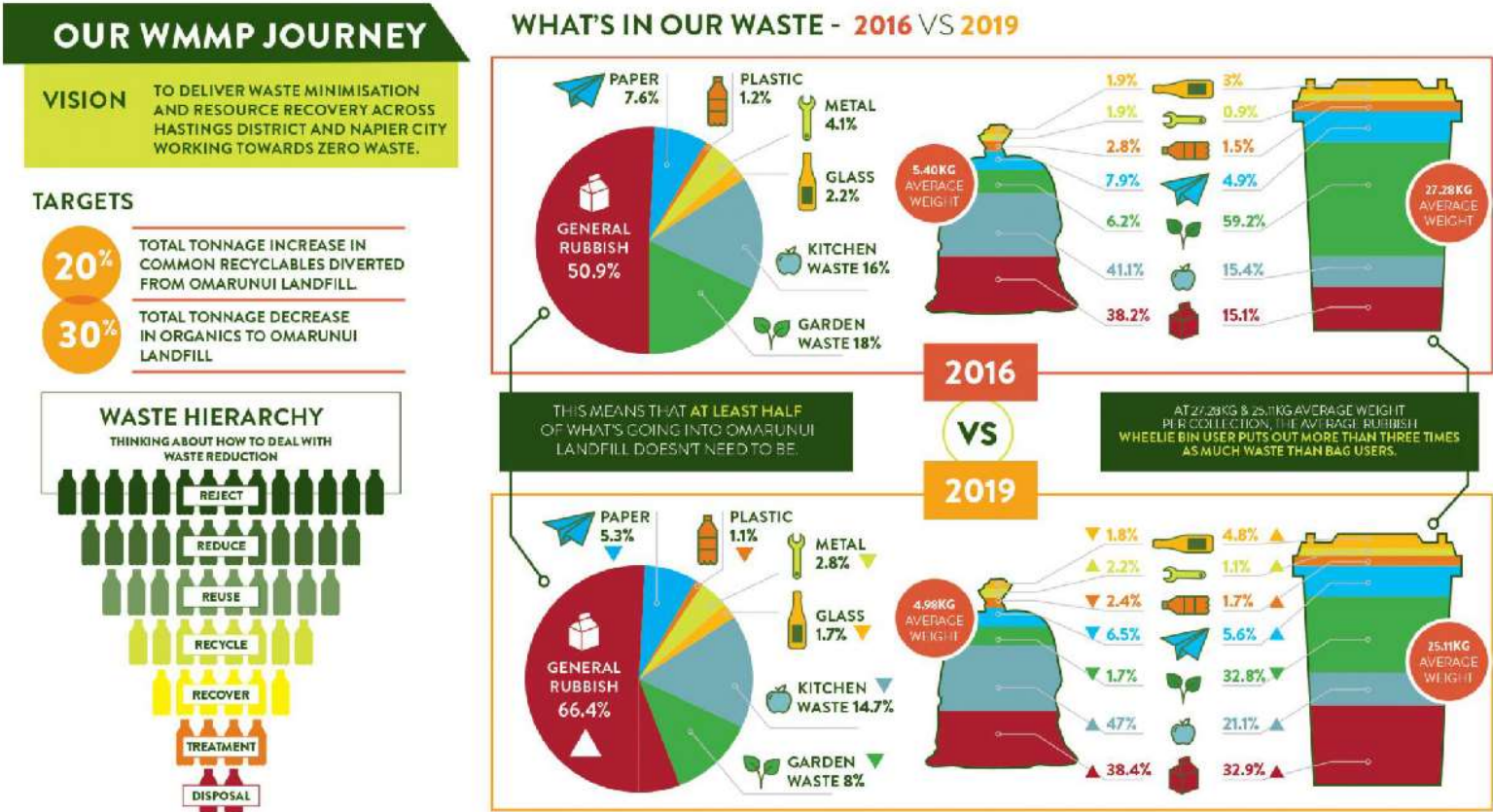
A local waste minimisation fund has been created to support the creation of new, or the expansion of existing, activities that result in waste minimisation. The establishment of the fund is related to the Joint Waste Management and Minimisation Plan. The fund can support an individual, school, business, charity, or group carrying out a waste minimisation project and has been established to allocate a portion of the Waste Disposal Levy funds paid to HDC under the Waste Minimisation Act 2008. The fund was launched for the first round of applications in February 2020. Advertising for the fund will begin in the coming few months as this was delayed due to COVID-19 restrictions.

A larger funding round will be available once per year to support medium to large waste minimisation projects. Applications for medium to large projects are for between \$2,000-\$20,000. This round opens for applications in September 2020.

#### HazMobile

The HazMobile collection was scheduled for 30 March 2020 but was postponed due to COVID-19 restrictions. It will be rescheduled for later in 2020.

The Joint Waste Management and Minimisation Plan was prepared and adopted by Napier City and Hastings District Councils in 2018. The infographic below was designed for reporting to the Joint Waste Futures Committee regarding targets of this plan.





**WMMP ACTION PLAN UPDATE**

**TONNAGE**

- HOUSEHOLD WASTE DECREASING
- TRANSFER STATION WASTE STATIC
- LANDFILL TONNES INCREASING
- COUNCIL GREEN WASTE DECREASING

**ACTIONS**

WASTE FUND	KERBSIDE COLLECTION CONTRACTS
LOBBYING	
ORGANIC WASTE	ZERO WASTE EVENTS
PLANNING CONTROLS	HAZMOBILE
MONITORING	BUSINESS SUPPORT
JOINT SERVICES	REWARDING THE COMMUNITY
PUBLIC PLACE RECYCLING	





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## Transport

The team worked hard with our contractors to ensure they were ready to commence work in keeping with Level 3 restrictions. More than 40 contractors provided safety plans and were given approval to commence work on 28 April.

### Rural and Urban Works

Category	Project	Phase	Comment
Road network	Kahuranaki Road	Construction	Construction complete.
	St Andrews Road	Construction	Construction complete.
	Princess/Victoria/Ellison Roads reconstruction	Construction	Progressing with pavement constructions, kerb and footpath installations. Work affected by rain.
	Warwick Road	Tender	Progressing detail design. Preparing tender documents. Co-ordinating enabling works.
Growth	Arbuckle Road	Construction	Construction complete.
	Breadalbane Avenue	Construction	Setting out kerbing. Base course construction in progress. Busy with final water services installation. Work affected by rain.
	Omahu Henderson Roundabout	Tender	Enabling works is approaching completion. Tender evaluation in progress.
	Irongate Road, Stage 3 Roundabout	Detail Design	Co-ordinating enabling works. Preparing tender documentation.
Walking and Cycling	Napier Road Cycleway	Construction	Progressing with pavement widening construction from northern end of Napier Road at the roundabout with SH51.
	Whakatu Link Cycleway	Construction	Construction complete. Minor finishes being attended to.
Safety	Middle Road, Stage 3 RP8360-8840	Construction	Construction works completed.
Provincial Growth Fund	SH51/Waipatu Marae Safety Improvements	Detail Design	Detail design complete. Work packages being defined. Unison are starting to shift their services on 15 June. Comms plan completed.
	Taihapa Road passing opportunities, Stages 1 & 2	Detail Design	Detail design complete. Contractor engagement progressing.

Walking and Cycling

iWay School Cycling and Scootering Education – We have not been able to continue with this education programme in light of impacts caused by COVID-19. The pause in programme delivery has been utilised by our Active Travel partners Sport Hawke’s Bay to revise programme delivery while reinforcing the “fun” element for students. Further development of training skills and coverage for the instructors was also a focus, in preparation for expansion of our education programme.



Landscape Ride Safety Improvements, Waimarama Road

Work is largely complete on the design and land related matters for this project. Iwi and archaeological approval has also been secured for this project so it can now be prepared for construction. Construction is proposed for September/October 2020.

Bridges

- Ohara and Riggirs bridge works have been completed.
- Moeangiangi bridge works are underway.
- The bridge maintenance forecasting tool is underway.

Traffic Safety

- Speed Limit Review: Stakeholder consultation took place on 1 July.
- Speed Limit Review: Statement of Proposal considered at July Council meeting.
- Kereru Road widening works complete.
- Middle Road widening progressing ahead of schedule.
- East Road cycle path traffic separators being installed.
- Maraekakaho Road/Stock Road intersection assessment complete.





## Provincial Growth Fund

### Provincial Growth Fund

- SH51/Waipatu Marae Safety improvements - Unison busy with under grounding. Unison/Chorus undergrounding to be completed by end of July. Contractor engagement with main contractor and footpath contractor in progress. Early works planned to commence around mid-July 2020. Contractors are working with MSD to source redeployment staff.
- Taihape Road passing opportunities Stages 1 & 2 - Contractor engagement with contractor in progress. Works planned to commence end of July 2020. Contractors are working with MSD to source redeployment staff.
- Taihape Road passing opportunities Stages 3 & 4 - Contractor engagement with contractor in progress. Works planned to commence end of July 2020. Contractors are working with MSD to source redeployment staff.
- Taihape Road guardrails - Contractor engagement with contractor in progress. Works planned to commence end of July 2020. Contractors are working with MSD to source redeployment staff.
- Footpaths works - Contractor engagement with four contractors in progress. Works planned to commence end of July 2020. Contractors are working with MSD to source redeployment staff







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## Hastings District

Hastings District as at June 2020

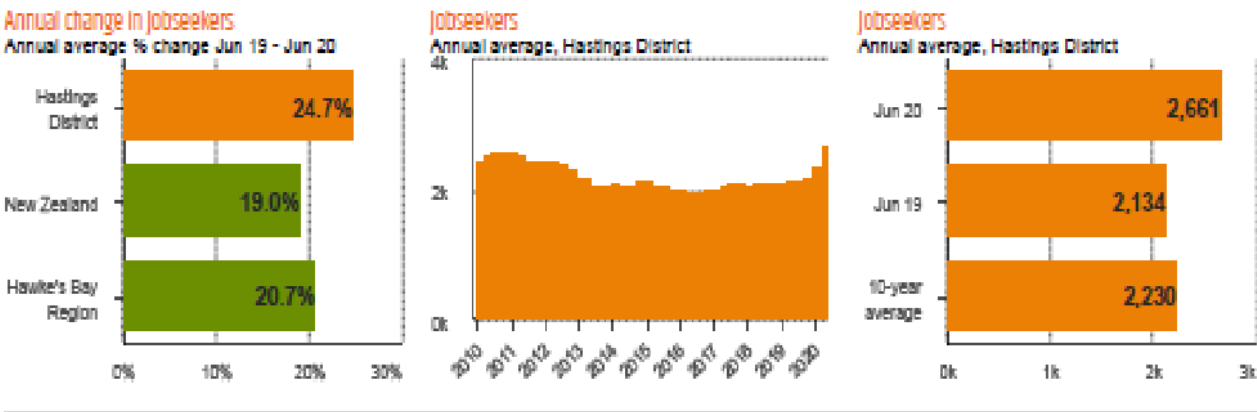
### Overview of Hastings District

Indicator	Hastings District	Hawke's Bay Region	New Zealand
<i>Annual average % change</i>			
Gross domestic product	↓ -0.6%	↓ -0.9%	↓ -2.1%
Traffic flow	↓ -8.1%	↓ -8.3%	↓ -9.4%
Health Enrolments	↑ 2.3%	↑ 2.2%	↑ 2.5%
Consumer spending	↑ 1.4%	↑ 1.3%	↓ -2.8%
Residential consents	↑ 29.8%	↑ 44.3%	↑ 8.1%
Non-residential consents	↑ 58.0%	↑ 60.4%	↓ -8.8%
House prices*	↑ 12.5%	↑ 13.6%	↑ 7.5%
House sales	↓ -10.9%	↓ -9.8%	↓ -8.0%
Tourism expenditure	↓ -5.3%	↓ -8.2%	↓ -12.3%
Car registrations	↓ -21.6%	↓ -16.5%	↓ -19.3%
Commercial vehicle registrations	↓ -18.6%	↓ -17.5%	↓ -24.6%
Jobseeker Support recipients	↑ 24.7%	↑ 20.7%	↑ 19.0%
<i>Level</i>			
Unemployment rate	4.1%	4.4%	4.1%

\* Annual percentage change (latest quarter compared to a year earlier)

Source: Infometrics, June 2020

Jobseekers



Highlights for Hastings District

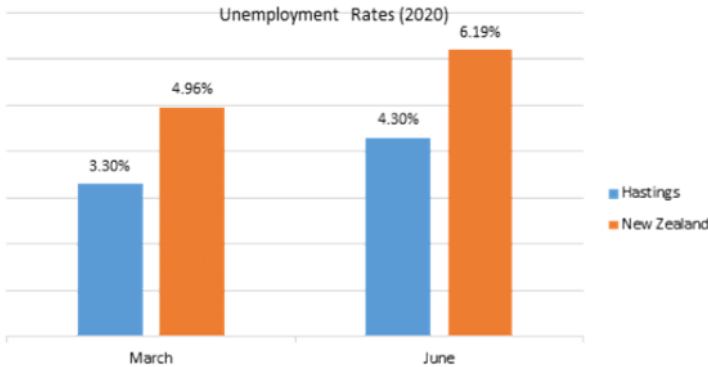
- Working age Jobseeker Support recipients in Hastings District in the year to June 2020 increased by 24.7% compared with the previous year. Growth was higher relative to New Zealand, where the number of Jobseeker Support recipients increased by 19.0%.
- An average of 2,661 people were receiving a Jobseeker Support benefit in Hastings District in the 12 months ended June 2020. This compares with an average of 2,230 since the start of the series in 2010.

Source: Infometrics, June 2020



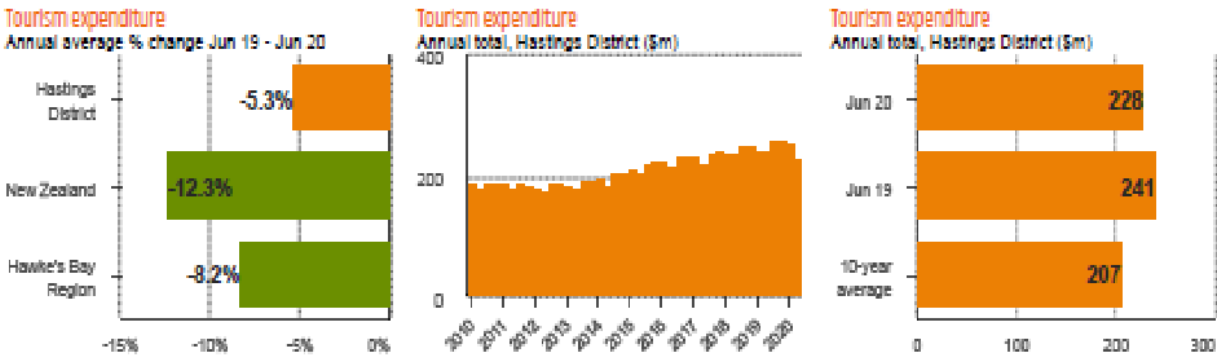
Unemployment

Due to the impact of COVID-19, the unemployment rate for Hastings District rose from 3.30% in March 2020 to 4.30% in June 2020. The level of unemployment remains below that of total New Zealand, 6.19%.



Source: Dot Loves Data, June 2020

# Tourism Spending



## Highlights for Hastings District

- Total tourism expenditure in Hastings District decreased by 5.3% in the year to June 2020. This compares with a decrease of 12.3% in New Zealand.
- Total tourism expenditure was approximately \$228m in Hastings District during the year to June 2020, which was down from \$241m a year ago.

Source: Infometrics, June 2020



## Industrial

### Primary Industry

#### Apples

Apple exporters have had a challenging season with the level-4 lockdown occurring right in the thick of the picking season. But the apples and pears were picked and packed, and exporters managed to source sufficient containers to get product to market. Export returns for the season to June are ahead of last season, with high volumes shipped earlier in the season. This early shipping was driven by the harvest being slightly earlier, strong demand from some markets for healthy foods, and a desire by exporters to move as much fruit to market as quickly as possible in order to avoid potential shortages of storage space and access to shipping containers. Thus far, logistics have held up well, and NZ exporters have been able to access sufficient containers and shipping space to get fruit to market in a timely manner.

Export volumes are now easing as they typically do at this time of year, but some exporters are nervous that selling fruit will become much more challenging as the year progresses. Export prices for the month of June were stronger than last year for many varieties, but some apples have failed to deliver the returns achieved last season, based on export prices.

The newer varieties of apples continue to attract a sizable price premium over the older varieties, but access into some markets has been much more challenging this year, which has limited returns. This has been the case for fruit exported to the US, for which pre-inspection processes have not been able to take place due to US officials not being able to travel to New Zealand to do this role.

Overall, exports are running ahead of last season in both volume and value terms. Demand from China has been steady but other Asian markets have been more challenging.

#### Viticulture

Wine export markets have been challenging this year as COVID-19 related restrictions have resulted in temporary shutdowns of many places where wine is consumed such as restaurants, bars, conference/wedding venues, airport lounges etc. While there has been a pick-up in wine being sourced through supermarkets and online channels for consumption at home, this has not fully offset the disruptions seen in other distribution channels. Despite these challenges, the volume of wine exported this year to date is 6% ahead of last year. Encouragingly, this increased volume has not come at the expense of lower prices, with export returns in the first half of 2020 being 7% higher than the same time last year.

#### Lamb

Lamb prices at the farmgate levels are being supported by low seasonal supply but underlying market prices are weak and suggest downside to current prices. Unless we see an improvement in the underlying market or a reduction in the NZ dollar then it is inevitable that farmgate prices for lamb will ease once there is a substantial lift in lamb numbers. From now until Christmas, prices will largely be supported by limited supply.

Beef

Market signals are mixed, with reasonable demand occurring in the traditional US market while Chinese demand for NZ beef has eased due to plenty of meat on offer from alternative suppliers. The COVID-19 situation continues to cause disruptions in processing capacity, logistics, and end-user demand globally. High-value cuts are difficult to move; this is the reason why there is not a lot of appetite from processors for prime stock.

Forestry

Forestry returns are easing in the global market but remain strong locally. There is strong demand in the domestic market for timber as house builds get back on track, but there may be an easing in the local housing market later in the year as the labour market weakens. Export returns have eased now that stocks have rebuilt in China. Global demand for logs is expected to wane – building,

manufacturing and export activity is subdued due to the detrimental impact of COVID-19 on the economic health of global economies.

Dairy

Dairy markets continue to defy expectations. Market prices have been supported by US and European government support programs, a desire by consumers to stock up on staples like milk powder, and ongoing demand for basic everyday products such as liquid milk. The recent lift in commodity prices means there is now more confidence that the farmgate milk price will land somewhere near its long-run average of \$6.50/kg (milk solids), but massive uncertainty remains. There is a lot of dairy product that needs to be sold into countries whose economies are very subdued.

Industrial Development

Karamu Strategy

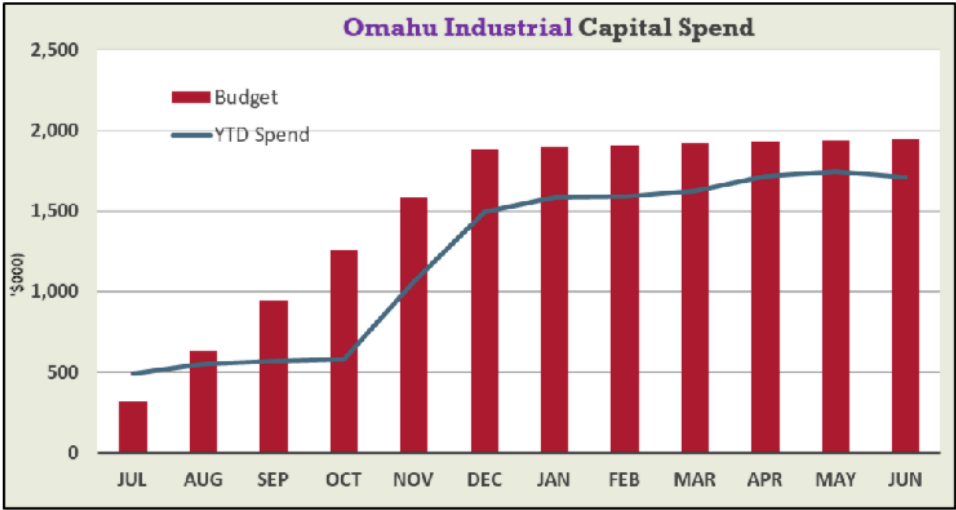
Officers are reviewing the Karamu Master Plan as the drivers that existed for this project in late 2018 have significantly changed. A recast of this project including further developing a Regional Industrial (joint) Strategy and an investigation into cultural aspirations for the area is under consideration.

Food Innovation Hub (FOODEAST)

Officers are working to ensure the successful delivery of the HB Food Innovation Hub. Challenges around due diligence are currently being addressed. Funder commitments still need to be confirmed. Work continues on the final design.

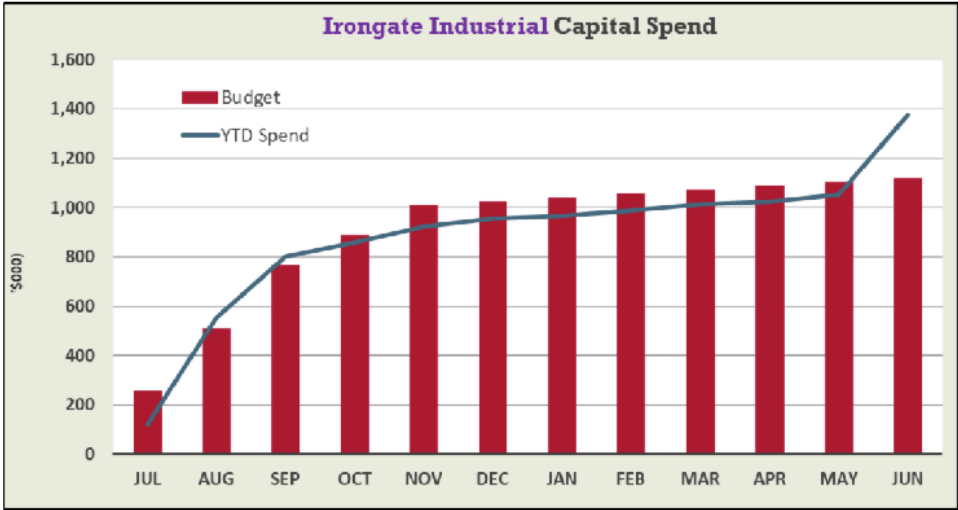
Omahu Road (North) Industrial Zone

Industrial zone water and sewer infrastructure is effectively complete.



Irongate

Subdivision of 9+ hectares of land in Irongate is going ahead bringing further industrial lots to the market. Work continues to support landowners and developers through Council processes. All Construction works are complete on Irongate Road. Irongate Roundabout is due to start in September 2020.





## Resource Consents

For the period 1 April-30 June 2020:

Total resource consents received: 150

41% of applications received required further information from the applicant before they could proceed to decision.

### Themes/notable consents:

- Kāinga Ora: Two larger scale redevelopments received with 40 and 16 dwellings respectively. 15 other infill resource consents received (e.g. one site into two or three sites with new dwellings).
- Additional dwellings in the Rural/Plains Production Zone: Nine resource consents received for supplementary or additional dwellings in the Rural and Plains Production Zone.
- Joll Road Key Development Site Havelock North: Three resource consents received for this Key Development site for mixture of commercial and residential development.
- Westside Healthcare (Stage 1): Stage 1 was received for Westside medical development opposite the hospital on Canning Road.
- School Upgrades: Nine outline plan applications received for school upgrades and redevelopments.

### Other comments:

This year is on track to be the highest number of resource consents received since 2008.

- In 2008, 634 resource consent were received and we are on track to have over 600 this year.
- 583 resource consents were received in 2019.
- Compared to last year we are a full month ahead in terms of total resource consents received for the calendar year.
- 85% of resource consents processed within statutory timeframes for 2019-2020 year.

Generally speaking we are managing with the increased number of consent applications but workloads have been high for an extended period of time. For example, we still received a high number of consents during the lockdown and managing these were challenging having the team working from home and not being able to undertake site visits. Another statistic in terms of consent numbers relative to previous years which is quite telling is a consent that we received on Wednesday 2 September (this week) was number 419 for the 2020 calendar year. The equivalent resource consent (i.e. the 419<sup>th</sup> consent of the year 2015) was received on the 16 December 2015. This equates to an approximate 3.5 month difference.

**Means of managing:****Recruiting:**

- We are currently recruiting for another Environmental Planner (Consents) to help manage consent workloads.
- Asset Management have been recruiting for additional Development Engineers. This was an area earlier in the year where there was a bit of a bottleneck as one of the Development Engineers left. This led to the remaining Development Engineer having to assess all incoming resource consents.

**Use of consultants to process resource consents on behalf of HDC:**

- Approximately 10 consents processed externally by consultants this year (out of approximately 400 received). These are generally larger and more complex consents for example the Frimley Park water treatment plan application or large Kāinga Ora residential redevelopments.
- Use of consultants is dependent on their other workloads as well. The consultants we have used are also experiencing high workloads which means that they are not always able to process consents for us.

**Consent timeframes:**

- There has been the need to extend timeframes on some resource consents due to their complexity. Some of the resource consents received have been quite complex (such as the large scale Kāinga Ora redevelopments). Because of this, to ensure a robust assessment of the application can be undertaken, extensions have needed to be made to the standard 20 working day timeframes. This is especially the case where the application is submitted on the basis that it will be processed on a non-notified basis.
- There has been a slight drop in the total percentage of consents processed within 20 working days. This is a reflection of the high workloads and the need to ensure that a robust assessment and decision is reached for each application. This is particularly the case for applications where they were notified or where neighbours have expressed concerns about being adversely affected (potentially heightened risk of legal challenge).

**Building Consents:**

Building consent numbers for July (excluding solid fuel heaters) have increased by 31% compared to the same time last year. Building consents year to date (excluding solid fuel heaters) has increased 8% on the same time last year. Average processing times have reduced overall from 14 working days to 13 over the previous month. Increased numbers of building consents is a positive indicator in terms of the economy and Council is making best efforts to increase capacity to keep processing in a timely manner.

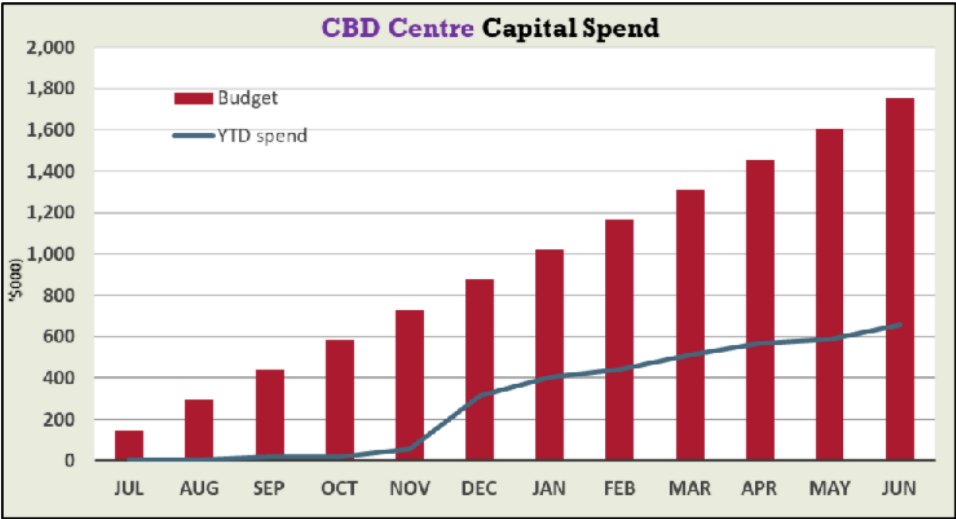


# Central Business District

## Hastings CBD

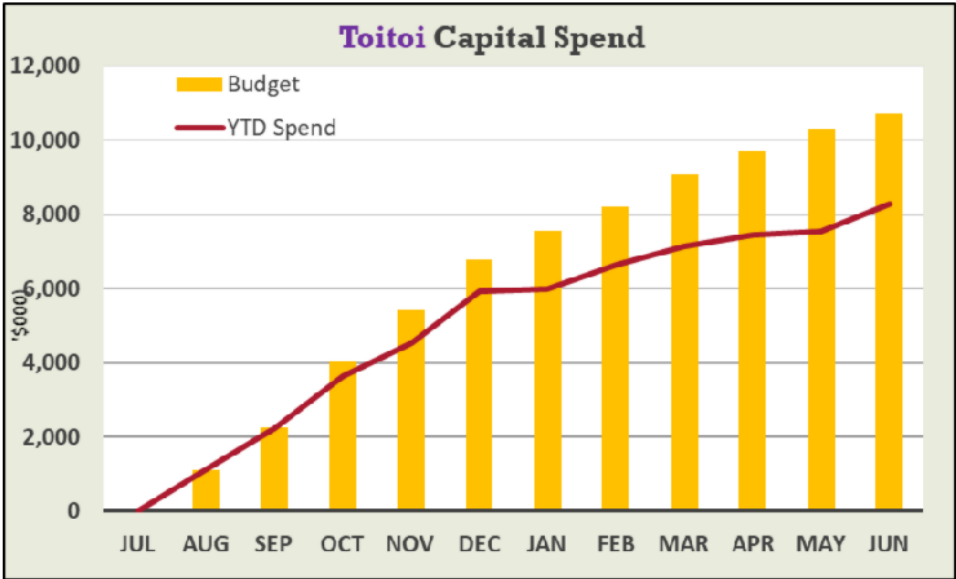
Councillors are considering an accelerated delivery programme. A monthly City Centre Forum meeting has been initiated to share progress on various CBD related projects and initiatives with key stakeholders aimed at fostering positive and productive long-term relationships.

Current work in the CBD includes the Karamu Road North street upgrade and Landmarks Square upgrade.



The Municipal Building

The Municipal Building is undergoing a two stage redevelopment: 1. Seismic Strengthening 2. Interior Redevelopment. The seismic strengthening is on track and nearing completion. Full funding for the interior redevelopment stage is still to be resolved. A report is to be presented to the Council on 20 September. The volume between budget and YTD spend is a timing issue only and not an underspend.



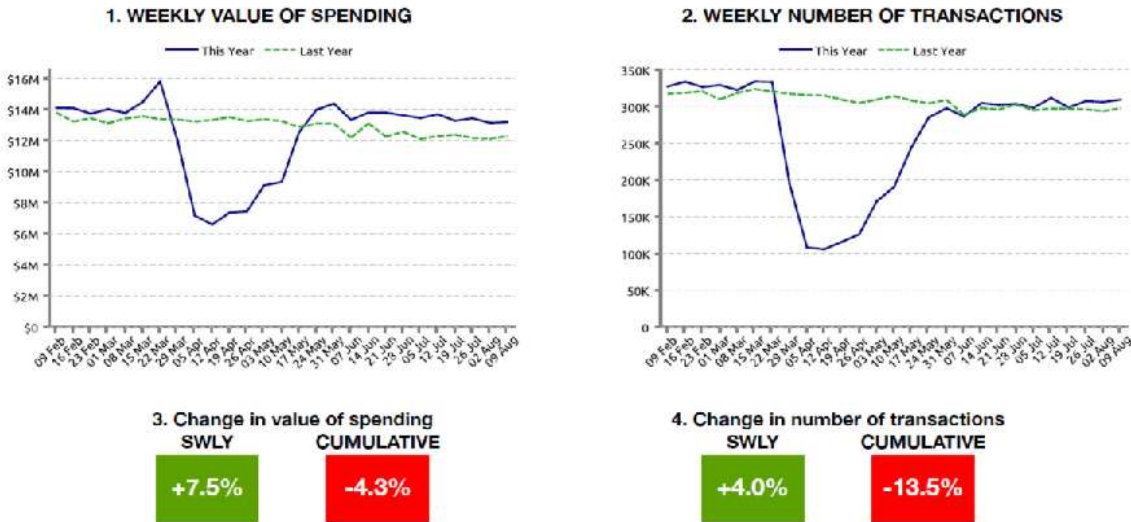
Flaxmere Town Centre

The Commercial Area is up for sale. Council undertook a review in early 2020 with a view to developing the western blocks of land which have been vacant for many years. The Urban Design Review has been adopted by Council and community engagement will commence in September.



# Retail Sales

Retail Sales fell significantly during the COVID lockdown period in April and May. Since late May there has been a strong rebound and for the past several weeks the value of retail spending has tracked steadily at a higher level than the corresponding period in the previous year.



SWLY – % change in spending (or transactions) relative to the Same Week Last Year  
Cumulative = % change in spending made since 3 February 2020 compared to the same period in 2019

Source: Market View, August 2020





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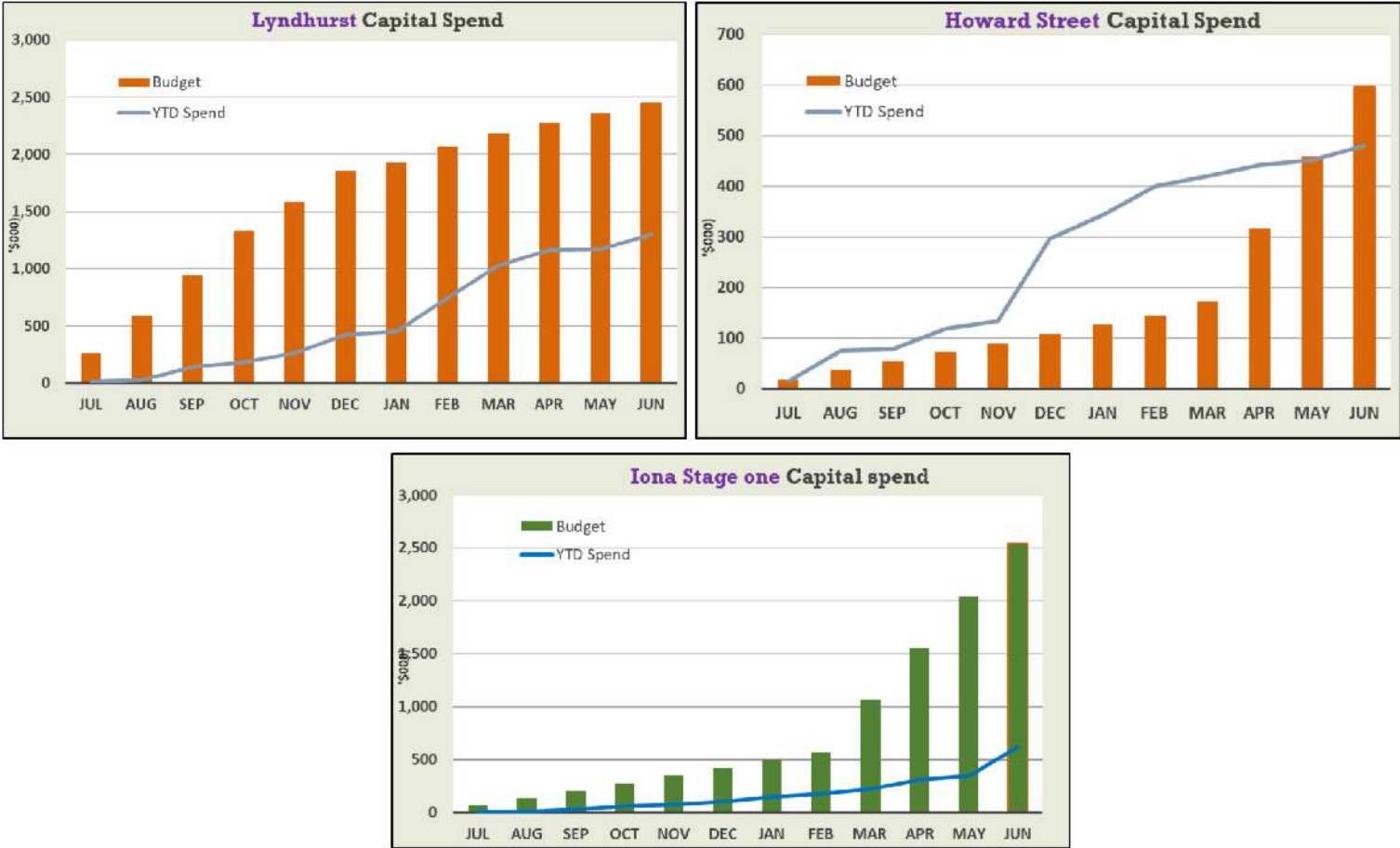




# Housing Strategies

## Housing Strategies

Strategy	
Hastings Place Based Plan	<p>Council is collaborating with Kāinga Ora and Ministry of Urban Development to identify and progress opportunities for affordable housing. Kāinga Ora Development Programme is accelerating with:</p> <ul style="list-style-type: none"><li>• 40 Houses about to commence construction in Kauri Street.</li><li>• Resource Consents for Tranches 4 and 5 which amount to 75 additional houses will be lodged in the next quarter.</li><li>• 15 ‘infill’ dwellings are in the process of resource consent with construction completion scheduled for early next year.</li></ul> <p>Council land sales are progressing:</p> <ul style="list-style-type: none"><li>• 3 Flaxmere West sites sold to Kāinga Ora.</li><li>• 244 Flaxmere Avenue design meetings with Kāinga Ora.</li><li>• Tarbet Street subdivision will begin construction phase in July.</li></ul>
Hastings Medium and Long Term Housing Strategy	<p>Officers in association with Ministry of Housing and Urban Development and Kāinga Ora are currently developing a Medium and Long Term Housing Strategy for Hastings. The strategy is being developed with similar partners involved with the Hastings Place Based Plan. It is planned to have a first draft of the strategy available in late September.</p>
Heretaunga Plains Urban Development Strategy	<p>Officers are investigating opportunities to accelerate some HPUDS implementation actions and align with programmed review.</p>
Medium Density Housing Strategy	<p>Officers are currently prioritising a stocktake of outstanding and ongoing medium density housing implementation actions with a view to refocussing efforts and resources in conjunction with the Place Based Housing Plan.</p>

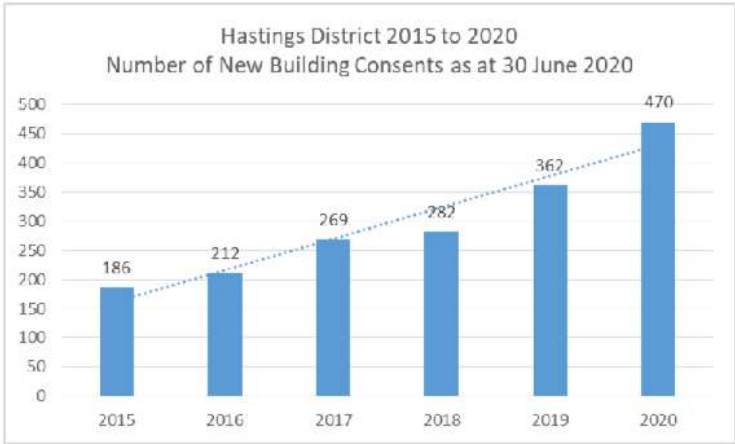


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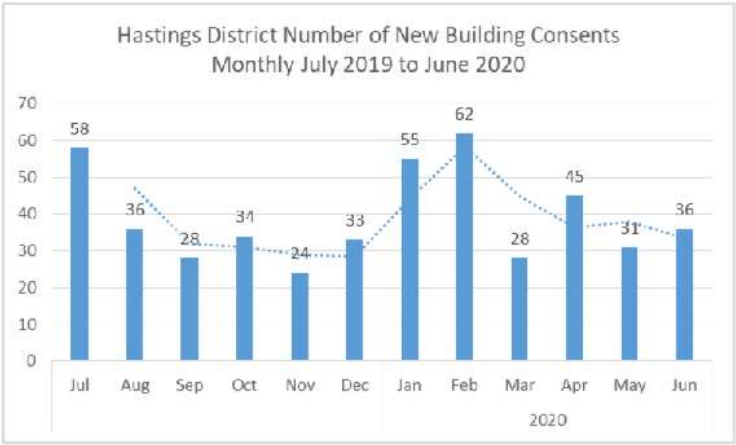
Building Consents – New Dwellings

In the 12 months to June 2020, 470 consents for new buildings were issued, continuing the upward trend experienced over recent years.



Source: Statistics NZ, June 2020

Over the 12 months to June 2020, the number of consents issued each month varied with a peak of 62 issued in February 2020 before dropping off due to COVID.



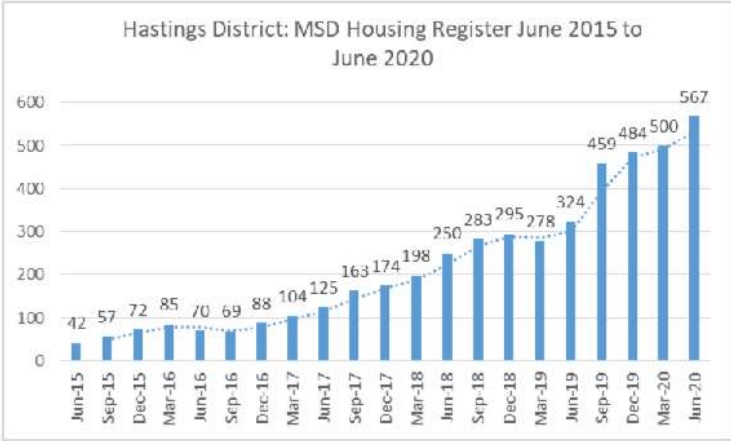
Source: Statistics NZ, June 2020



# Transitional, Emergency and Social Housing

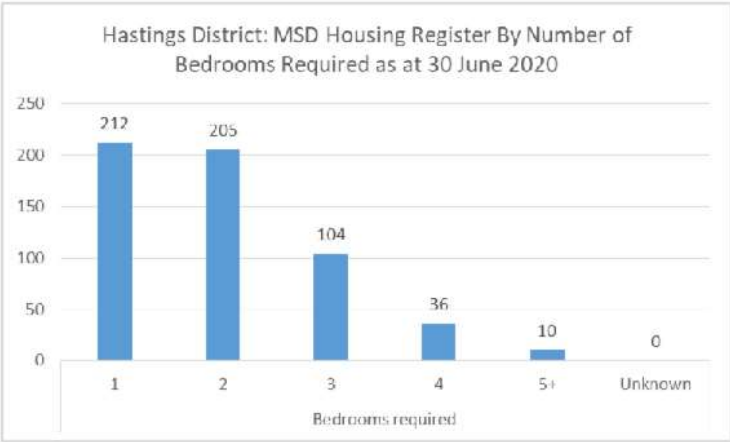
## Social Housing

The Housing Register maintained by the Ministry of Social Development records the number of applicants on its waiting list for social housing. The number of applicants continues to rise each quarter and is at its high as at June 2020 with 567 applicants, up from 500 in March 2020.



Source: MSD, June 2020

Of the 567 applicants on the MSD Housing Register, the majority of 417 are seeking 1 and 2 bedroom accommodation.

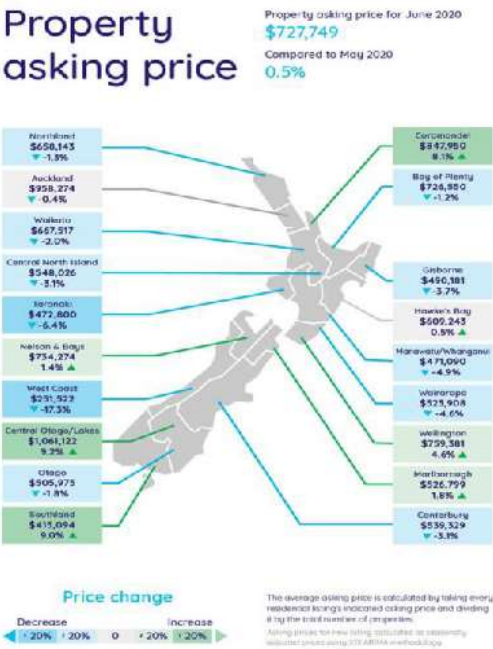




Residential

Housing

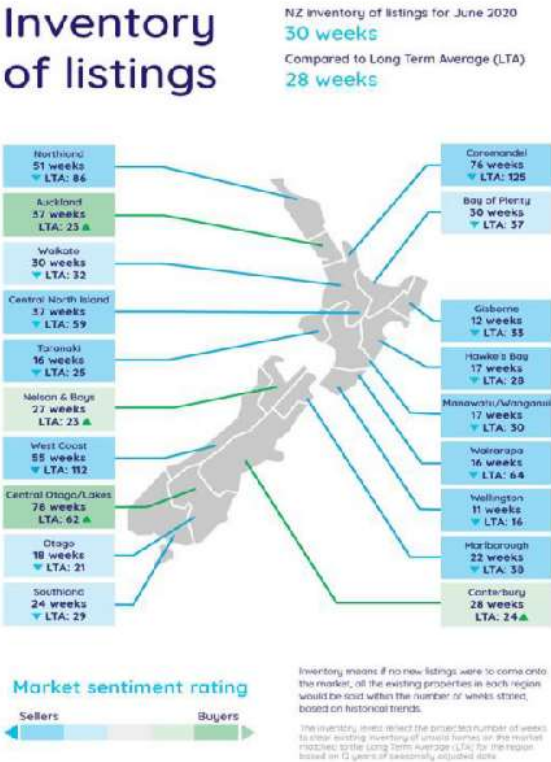
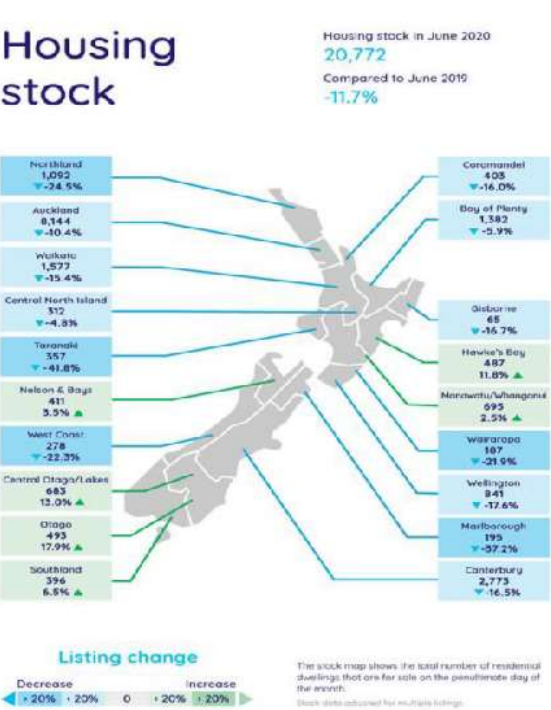
The average asking price in the Hawke’s Bay has been steadily rising over the last two years, with the average asking price increasing by almost \$100,000 from \$516,524 in June 2018 to \$609,243 in June 2020. With the average asking price sitting above \$600,000 for the third consecutive month.





Inventory in the region is low – just 17 weeks compared to the 13-year long-term average of 28 weeks - which indicates the region is currently a strong sellers’ market. New listings coming onto the market are up 19.4% on June 2019 and total stock also up 11.8% on the same time last year, therefore it is difficult to predict what will happen next.

User data from realestate.co.nz shows that the most popular suburbs searched in the region are Havelock North, Taradale and Napier Hill. The majority of users looking in this region were based within the Hawke’s Bay, followed by Auckland and then Wellington.



Source: Real Estate NZ, June





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Toitoto

Due to COVID-19 alert level restrictions, Toitoto remained closed to the public during the month of April. Three staff members were redeployed to Civil Defence and one staff member was placed with Council’s Communications and Marketing Team. Two technical staff were on site daily for security purposes and the remainder of the team focussed on a range of projects including the development of the Arts, Culture and Recovery Plan; on a working from home basis.

In late April the team were asked to produce the Mīharo online concert. This took place on 10 May 2020 (Mother’s Day) and involved the arts community of Hawke’s Bay. Mīharo - A Celebration of Hope, Healing & Community was a great success at a time when it was needed to help lift people out of the doldrums, and for many the hardship of lockdown. We had 10,786 total views across our HDC/Toitoto Facebook and YouTube and 80% of our views were from Hawke’s Bay. We also had over 1,219 positive reactions (like/comments/shares). It is also worth noting that there would have been whole households watching at the 4pm slot with more than the one person logged in, so the numbers are much higher which is an incredible response. Mīharo was a successful because Hastings District councillors and officers, as well as key arts partners, came together for a mutual cause to celebrate our community and the talent we have here.

June was a planning month as we moved back into business as usual as we worked with local and national producers to bring work to the venue. MAMIL by Mark Hadlow was programmed for 1 July to celebrate our return to live theatre, we had 773 ticket buyers over three shows. Hastings District Council held the Hastings Heroes Awards on 23 June, our first event back and we held the Arts Foundation

Boosted campaign launch of which \$3,850 was raised for an Arts, Culture and Recovery Plan collaboration with the Art Gallery, Library & Toitoto to be held in November 2020.

At the time of writing, August, September and October are extremely busy months with only three days available in September and no dates in October.





# Parks, Reserves and Open Spaces

## Our Parks

April	<ul style="list-style-type: none"><li>• Staff liaison with the Regional Sports Organisations (RSO) to manage return of sport back onto HDC reserves. RSO's and clubs provided robust COVID-19 health and safety plans.</li><li>• Essential maintenance work was carried out to be ready for sports ground use. Clubrooms could not be used.</li><li>• Finalisation of service level agreements in preparation for winter sports.</li><li>• Playgrounds; toilets and most mountain bike tracks were closed under Alert Level 4.</li></ul>
May	<ul style="list-style-type: none"><li>• Playgrounds and toilets were all sanitised and reopened under COVID-19 Level 2.</li><li>• Sports teams gradually resumed training and competitions started in mid-May.</li><li>• Annuals were planted and winter hanging baskets installed.</li><li>• Suntrap aerial sculpture repaired and reinstalled.</li></ul>
June	<ul style="list-style-type: none"><li>• Ebbett Park Project – work on new carpark, toilet and playground commenced as part of the Raureka Parks upgrade suite of works.</li><li>• Construction of new half court for Whenua Takoha was in the planning phase.</li><li>• Keirunga Gardens Reserve Management Plan - community engagement began with two public meetings on site and on-line feedback.</li><li>• All sports teams were back in full swing.</li><li>• Winter tree and shrub planting commenced.</li><li>• Cape Coast planting and Maraetotara reserve remediation work plantings were underway. RSE workers assisted in this work.</li><li>• Lyndhurst playground in preliminary design phase prior to community engagement.</li><li>• The new Cornwall Park toilets have received a New Zealand Institute of Architecture Small Project Award.</li><li>• A portion of the Hawke's Bay A &amp; P Showgrounds opened up as a new open space for public use.</li></ul>

CBD Activations

All CBD projects were put on hold during COVID-19 Alert Level 4. Under Alert Level 3, works resumed on the Karamu Road North Street; Landmarks Square upgrades. Work on Heretaunga Eat Street commenced in June.

Building Projects	<ul style="list-style-type: none"><li>• Maraetotara toilet – construction is now largely complete. Awaiting road safety improvements to enable toilet to be opened for public use.</li><li>• Haumoana Toilet: Site preparations complete and foundations poured.</li><li>• Landmarks Square Toilet - Tenders have closed and construction to commence in July 2020.</li><li>• Ebbett Park Toilet - Tenders have closed. Construction likely to commence July 2020.</li><li>• Heretaunga House Exterior Painting Tenders have closed. Contract on hold due to earthquake proneness issues.</li><li>• Splash Planet - Geotechnical testing has commenced to determine scope of upgrade work.</li></ul>
Looking Forward	<ul style="list-style-type: none"><li>• Public engagement on proposed playground for St Aubyn Street reserve to occur in July.</li><li>• Akina Park pop up irrigation to commence in August and programmed to be completed prior to commencement of softball in September.</li><li>• Ebbett Park playground, carpark and toilet on track for November completion.</li><li>• Haumoana Domain toilet to be completed in September 2020.</li><li>• Havelock North sports hub meetings in September when clubs will discuss their aspirations.</li><li>• CBD – Warren Street carpark underway, Heretaunga Street East 200 to be completed in September, Landmarks Square redevelopment underway.</li><li>• Anderson Park depot clearance in September.</li><li>• Draft Keirunga Gardens Reserve Management Plan to be presented to Council in September.</li><li>• Major structural repair works at Splash Planet underway and to be completed in time for summer opening.</li><li>• Preparation of Mangaroa cemetery extension works underway.</li></ul>





## Libraries and the Hastings City Art Gallery

### Hastings City Art Gallery

The Gallery was closed 25 March-27 May for lockdown and during this time staff worked on exhibition planning, marketing, online programme development and delivery and assisting with other Council projects. Work on the Gallery roof project recommenced at level three and is now on track to complete at the end of October. Also during the period the Gallery's website was migrated to a new platform, bringing it on to the same platform as the rest of Council, providing a good foundation for future work.

Despite being closed for two months, the Gallery had 19,161 visitors in 2019/20, down only 15% on 2018/19 (22,645).

### Exhibitions and Programmes

A planned exhibition was rescheduled and, instead, Local Lockdown was curated at short notice by the team – an exhibition featuring the work of 16 local artists completed under lockdown. This ran from 13 June-19 July and was well attended, with a number of new visitors, including out of towners. Several curator's talks were held during the short exhibition period. Also opening post lockdown were Andrea Selwood's Home Science: Transforming light (Foyer Gallery) and Birgit Moffat's Ko Papatūānuku e takoto ake nei (Alcove Gallery). A number of programmes with both artists were held during the period, with Birgit Moffat's work being particularly relevant to the school curriculum. Anna Crichton's exhibition Ragpicker @ 4am (Holt Gallery) completed the exhibition line-up for the reporting period.

### Hastings District Libraries

Libraries closed on the 24th March and service delivery turned to online programmes, activities and content. Use of e-books and e-audiobooks increased, with use of the always-popular database Ancestry increasing by 700%.

The Hastings Library reopened in a very limited capacity from 14th May, with the Flaxmere and Havelock North Libraries opening the following week. No members of the public were able to enter the facilities initially, but as the country went from Level 2 to Level 1, the doors were reopened to a very grateful public – ongoing reduced hours of these facilities has not been popular with the public. A plan to restore levels of service to pre-COVID levels is underway but is contingent on recruitment to increase staffing levels to make this happen safely, which will take some time.

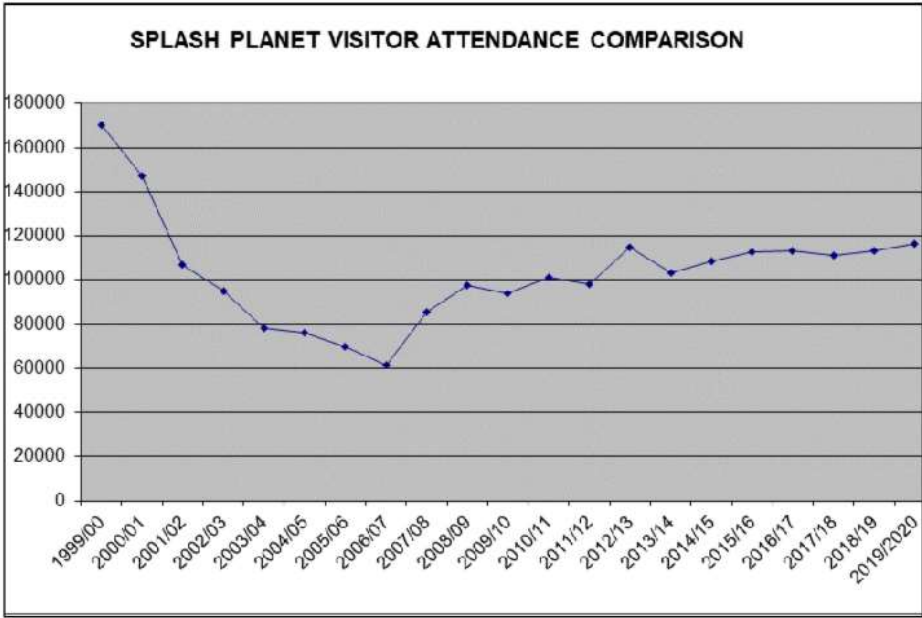
Visits to the Libraries were down substantially to 45,931 for the quarter (down by almost 70% for the same quarter last year), while website use for the quarter was up 3% and total page views were up 22%.



# Splash Planet

## Splash Planet

There were 116,494 visitors to Splash Planet this last summer season making it the busiest we have had since 2000/01.



Despite the early closure of this facility due to COVID-19, the good season in terms of visitors were reflected in achieved income targets as set out below.

Facility	Timeframe	Actual Income	Income Target
Splash Planet	2019/20	\$2,222,075	\$2,080,745

Other matters of interest for the last season include:

- Over 55% of Splash Planet customers travel for over one hour to visit this facility. This figure is based on Club Card usage.
- Ngāti Kahungunu Iwi held their AGM and Sports Day on 23 November 2019 and it was well attended.
- The busiest day of the season was Saturday 25 January 2020, with 3,297 customers.
- On 22 January 2020 we had a visit from Jeremy and Hillary from Seven Sharp, as part of their “Couch Tour”. Their couch was set up at Splash Planet for a few hours and they interviewed customers. It was a beautiful day and they got some great footage that was on the TVNZ programme a few weeks later.





# Aquatics

## Aquatics

Hastings Aquatics indoor facilities, Flaxmere and Clive Pools, were closed during COVID-19 Alert Levels 4 and 3 and re-opened under Alert Level 2 with the required conditions in place. Swimming lessons resumed at the start of the third school term. The closure of these facilities and the restrictions that followed had implications for the number of visitors to these pools and income targets as outlined in the tables below.

Facility	Timeframe	Number of Visitors
Flaxmere Pool	April – June 2020	3,985
	April – June 2019	13,467
Clive Pool	April – June 2020	1,272
	April – June 2019	8,174

These numbers do not include group bookings like swim squad and Canoe Polo users.

Facility	Timeframe	Actual Income	Income Target
Flaxmere Pool	April – June 2020	\$250,000	\$345,000
Clive Pool	April – June 2020	\$294,000	\$343,000

Notwithstanding the above, patronage was steady under Alert Level 2 and increased further under Alert Level 1, with our Learn to Swim numbers almost returning to before closure numbers. Swim Squads and Canoe Polo groups have returned and have made these pools busy again.



# Community Centres and Sports Centres

These facilities were closed during Alert Levels 4 and 3 and re-opened with the required conditions under Alert Level 2. During the temporary closure of these facilities staff were redeployed to Civil Defence.

Facility	Activity
Hastings Sports Centre	Level 1 saw the return of all our senior fitness classes and record numbers of participants in the Tumbling Tots programme. From June, the Centre was made freely available to 200 Recognised Seasonal Employer (RSE) workers who were unable to leave New Zealand due to COVID-19 travel restrictions.
Flaxmere Community Centre	On-line fitness programmes continued to be provided during Alert Levels 4 and 3 to keep the Flax Rock gym members connected and engaged. At Alert Level 2, we reopened the gym on a 'call and book' system which worked extremely well.
Camberley Community Centre	At Alert Level 2, we restarted the Breakfast Club for the students in Camberley which saw huge numbers migrating back to the centre.







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Attachment 1





## Youth

## Developing Our Youth

## Youth Potential

The goal for the Youth Potential project is to provide positive pathways for rangatahi. For the 2019/20 year we entered into 10 contracts to deliver Youth Potential projects. While COVID-19 provided challenges for all providers, eight contracts were delivered on time, on target and within budget. Looking forward to the 2020/21 year we have 12 contracts for service that will include three new providers – Respect, Horizons and the Hawke’s Bay Community Fitness Centre Trust (HBCFC). These three new providers will increase our reach into the community through dance, sports and life development programmes.

Youth Council

The Youth Council adapted their Actions for 2020 in response to the COVID-19 pandemic. They successfully delivered actions during the different alert levels of COVID-19 and continue to progress actions as outlined below.



Youth Employment – Mahi for Youth

The Mahi for Youth Programme has been operating with funding support from the Ministry of Business, Innovation and Employment’s He Poutama Rangatahi Fund since 2018. Since this time, the employment of Youth Connectors, an Employer Connector and a Whānau Connector has resulted in 354 rangatahi being engaged in the programme. Of those people engaged: 129 have obtained employment; 32 are in training; 60 are active job seekers; 44 require further support to be job ready and 89 are requiring further support to fully engage with the Programme.

In June, Council received further funding from He Poutama Rangatahi to the value of \$985,000 over two years. This funding will extend the existing approach (including the continuation of the Youth Pop Up and investing in a mobile service) and allow the Youth Employment team to increase by three full-time staff members – an additional two Youth Connectors and a Hinengaro Connector (Clinical Psychologist). Recruitment is currently underway.

Community Funding

<b>Contestable Grants and Funding Framework</b>	In April 2020, the Civic and Administration subcommittee formally adopted the ‘Contestable Grants and Funding Framework’; this was a substantial piece of work that came out of the funding review requested by Councillors in 2019.
<b>2020/2021 Single-Year Community Grants</b>	There were 57 applications to this year’s annual contestable funding round. The total value of requests was \$662,008. The contestable grants budget for 2020/2021 was \$245,000 meaning the budget allocation was oversubscribed by \$417,008. In May the Civic and Administration Subcommittee fully allocated the \$245,000 to 30 groups. The Civic and Administration Subcommittee have delegated authority to allocate this funding and the wider Council was notified of the result.
<b>Multi-Year Strategic Community Partnership Fund</b>	Annual Reports demonstrating compliance with expected outcomes have been received from the 9 groups that receive Multi-Year Community Partnership funding from Council.



# Community Plans

## Community Plans

Community Plans are at the following stages:

- To be developed – Mahora – scheduled to start in early 2021.
- In development - Te Pōhue; Raureka and Camberley.
- Implementation: Whakatu; Waipatu; Clive; Cape Coast; Flaxmere; Flaxmere West; Mayfair; Waimarama; Anderson Park and Maraekakaho.

A snapshot of recent activity is outlined below:

Flaxmere West	At the end of 2019 Council endorsed the Flaxmere West Community Plan. Actions included events and education. To support events the Flaxmere Planning Committee held Christmas in the Park 2019 in Len Harlen Park. The Prepare to Succeed Programme was completed in February 2020, this is a transition programme for year eight students at Kimi Ora Community School moving on to secondary school. Workshops around driver’s licensing and self defence have been arranged for the wider community which will be delivered later in 2020.
Flaxmere	The quarterly Flaxmere Connect Community Newsletter is now firmly embedded in the community. There have been numerous events held at Flaxmere Park with the most recent at the end of July celebrating the National Active Park Award and the 1 year anniversary of Park Run. The Whanau First Whanau Hard Collective has secured funding from MBIE to deliver a programme for whanau affected by meth. This is a two year programme and will employ four new staff to work across the collective members and whanau. Planning is underway for the Flaxmere Night Market and Christmas in the Park.
Camberley	The Camberley Project is comprised of a number of components including: the Camberley Community Plan; the establishment of a wellbeing hub based at the Camberley Community Centre; work with Camberley Primary School and a funding application to employ Kaitiaki and Kaiwāhina, through the Ministry of Justice’s Proceeds of Crime Fund seeking resource to establish 4.5 roles to support the Camberley community to deliver their community developed plan. The purpose of the roles (2.5 Kaitiaki and 2 Kaiwāhina) is to support the community by raising the levels of community safety and provide whānau wellbeing support. A total of \$1.1m is being sought for these positions over four years – from 2020/21 – 2023/24. The outcome of the funding application is expected in September.

Waipatu	Work has started on the street upgrade along SH51 outside Waipatu Marae and between Elwood Road and Bennett Road which will improve safety for local residents. Following Council’s successful application to the Provincial Growth Fund, improvements will be made to the traffic and road network around the greater Waipatu area. A community meeting was held in July to inform and take on any feedback regarding planned work in the area. The feedback from that meeting was 100% positive and supportive. Another successful meeting where some measures were agreed was held with a smaller number of local residents and key Council staff to address the boy racer issues on Ruahapia and Otene Roads.
Te Pōhue	Following a number of community meetings held last year and earlier this year the development of the Te Pōhue community plan is nearing completion. Engagement has been well supported by stakeholders and the community including Te Pōhue School; mana whenua; NZTA; Meridian Energy and the Police. We are currently working with Maungaharuru-Tangitū Trust and Ngāti Hineuru on the local information and history of the area to be included in the plan. Road safety continues to be a major priority for this community and engagement with NZTA continues.

Neighbourhood Support Programme

We currently have 271 Neighbourhood Support Groups that involve approximately 3,235 households across the Hastings District. This extensive network was a very effective channel to share important COVID-19 messages.

In April, Council’s Pou Ahurea Matua, Principal Advisor Relationships, Responsiveness and Heritage, Dr James Graham, volunteered to translate Neighbourhood Support New Zealand’s name and tagline into te reo. Te Kōpuni Kāinga o Aotearoa - Neighbourhood Support New Zealand - Kia haumarū, kia kaha, kia kotahi hoki ngā hāpori – Creating safe, resilient and connected communities. This acknowledgement was recognised in the August Official Journal of Neighbourhood Watch Australasia.



Safer Hastings

During the COVID-19 response, Safer Hastings partners were active within the Hawke’s Bay Civil Defence Emergency Management Group “network of networks” that worked collaboratively with the group to look after the welfare needs of the wider Hawke’s Bay community. The “network of networks” encompassed all sectors, with Safer Hastings partners chairing the Older Persons and Disability networks. Work is now underway to develop a new coalition implementation plan to take us through to 2022. A new strategic group has been formed, and our Older Persons Focus Group and Disability Reference Group met in June. Attached as an appendix is the Safer Hastings info-graphic that provides an overview of the COVID-19 Welfare Response Plan.





Marketing & Communications

Item 8

Attachment 1

# Media Communications

The Marketing and Communications team has implemented more comprehensive media coverage reporting systems from 1 July, so data prior to this date is limited. The next report (Q1 2021 FY) will offer a full reflection of coverage generated by Council activity, channels and sentiment.

## Releases

51 media releases were issued during the quarter, covering Council’s COVID-19 response and impacts on services, coverage of key projects and operations, joint releases with fellow councils, and other stories relating to the delivery of positive outcomes for the Hastings district. Most media releases were covered by local print or digital media either briefly or in full.

## Media Coverage

Media coverage was predominantly balanced (49 per cent) with only 6 per cent negative and the balance positive. The majority of negative mentions of Council related to opinion pieces on water storage at Frimley Park, with minor negative coverage of the report into the water leak.

The key topics of media interest (incorporating releases and media driven stories) included:

June	May	April
<ul style="list-style-type: none"><li>• release of the report into the leak of Council PX ('Water Central') information</li><li>• issues relating to COVID-19 including Council funding announcements</li><li>• remediation of Lowes Pit.</li><li>• Council staff moving out of Heretaunga House</li><li>• Keirunga Gardens consultation</li></ul>	<ul style="list-style-type: none"><li>• recycling resuming</li><li>• announcement of Mayoral Drought Relief Fund and subsequent coverage of Hastings District Council’s contribution</li><li>• announcement of MSD call centre in Hastings</li><li>• Council responses to the COVID-19 crisis coverage</li></ul>	<ul style="list-style-type: none"><li>• Council responses to the COVID-19 crisis coverage</li><li>• kerbside recycling collection changes</li><li>• Hastings Heroes</li><li>• launch of the Rapid Response fund</li><li>• revised rates budget forecast.</li></ul>



# Digital Communications

## Social Media

Council’s social media continues to perform well, gaining over 1,000 new likes on Facebook across the quarter. 331 posts including 48 videos were shared, driving 61,898 engagements with the content including 20,828 clicks (e.g. to follow a link to further content). The HDC webpage is currently ranked 7th in terms of likes and engagement when compared to other local government Facebook pages (an improvement from 11th just over 3 years ago). The top ranked pages are Auckland, Wellington and Christchurch and Hamilton which is expected given their population size. More comparable is Porirua (5th), Dunedin (6th) and Palmerston North (8th). We are aiming to integrate more video story telling into our content as this drives better quality engagement.

The top posts (based on engagement) for the quarter were:

Rank	Post	Engagements
1	COVID-19 Recycling Update	8,176
2	Wheelie Bins delivery video	7,118
3	COVID-19 Recycling Update	6,951
4	MEATBALLS!	6,055
5	Samoan Independence Day	3,719

## Website

The HDC website averaged over 100,000 page views per month for the quarter with 81,419 new users. The most popular pages were:

Top news items	<ul style="list-style-type: none"><li>Funding for inner city development</li><li>Kerbside recycling at Level 3</li><li>Recycling collection suspended</li></ul>
Search terms (search was used by 5.59% of users)	<ul style="list-style-type: none"><li>Recycling</li><li>Dog registration</li><li>Fire</li><li>Rates</li><li>GIS</li></ul>
Popular pages	<ul style="list-style-type: none"><li>Transfer stations</li><li>My property</li><li>Waste</li><li>Recycling</li><li>Collection days</li><li>Cemetery database</li><li>Rates</li><li>COVID-19</li><li>COVID-19 FAQs</li><li>Rubbish</li></ul>

Events

Due to COVID-19, events were severely impacted during April, May and June. The country moved to Alert Level 1 on 8 June, which allowed planning for events of over 100 people to resume.

In terms of Council events, three events were cancelled. Two new events were added: Mīharo, as a virtual concert and a small ceremony in Council Chambers to acknowledge and celebrate our Samoan community on their Independence Day. Both events were very well received by the community.

In terms of Council-funded events, we saw significant events cancelled that attract domestic tourism, including The Big Easy and Winter FAWC.

Council owned		
6 – 8 April	Pedal n Play	Cancelled
13 April	Harvest Festival	Cancelled
15 – 19 April	Lighting of Osmanthus Gardens	Cancelled
10 May	Mīharo – A celebration of hope, healing and community (online concert)	
1 June	Samoan Independence Day celebration – Council Chambers	
23 June	Hastings Heroes celebration event – Toitōi	

Council sponsored (funded)		
10 – 12 April	NZ Senior Tennis Easter teams	Cancelled
11 April	The Big Easy	Cancelled
17 – 19 April	Go -4-12 Youth Adventure Race	Cancelled
25 April	ANZAC Day services	Cancelled
5 – 28 June	2020 Winter FAWC!	Cancelled
21 June	Takanga o te Rā / Winter Solstice and Matariki (Waitangi Regional Park, Awatoto)	

While the events sector could resume planning for delivery under Level 1, event organisers are facing a vastly changed landscape where key event revenues including lines of sponsorship, gaming trust funding, ticket sales and even Local Government funding would likely be impacted. This is creating a compounding negative impact on events whereby there is firstly an immediate and real halting of activity and revenue, with uncertainty regarding restrictions and the risk of a COVID-19 resurgence. Even with NZ able to allow mass gatherings, there will still be significant impacts on the industry due to international border restrictions impacting acts able to travel to NZ and tourism-related activity.

Recognising the need to support the sustainability of the events sector given its value to our community and our economy, Council is working with event providers to invest in their ability to provide quality events if and when they are able to resume operations.

# Key Projects

## COVID-19

The Marketing & Communications team were heavily focused on supporting Council’s response to the changing levels and the associated impact on Council services and operations. This included production of signage and collateral, external communications, internal communications, support of regionally coordinated communications and supporting CDEM and DHB communication objectives as required. Communication was particularly focused on rubbish and recycling services which were the most heavily impacted Council services. The team was focused on ensuring messaging was spread as far as practicable, including HB Today (no community papers during L4 & L3), radio, social media, and digital advertising.

## Rubbish and Recycling Kerbside Services

The team was preparing for a 1 May change to recycling, followed by a 1 July change to rubbish. This staged plan was derailed by COVID-19. The team was unable to undertake the full marketing & communications plan which had included a roadshow of community events across numerous locations. COVID-19 also impacted the change-over date, and messaging also became confused due to a) a complete halt on recycling, then b) only some items able to be recycled and, finally, c) a change to the plastics from what could be recycled pre-COVID-19. Compounding this was the moving of the start date for the new recycling services contract to coincide with the new rubbish collection service start date of 1 July. This required communication of a lot of key messages all at once in the lead up to the start date for both services.

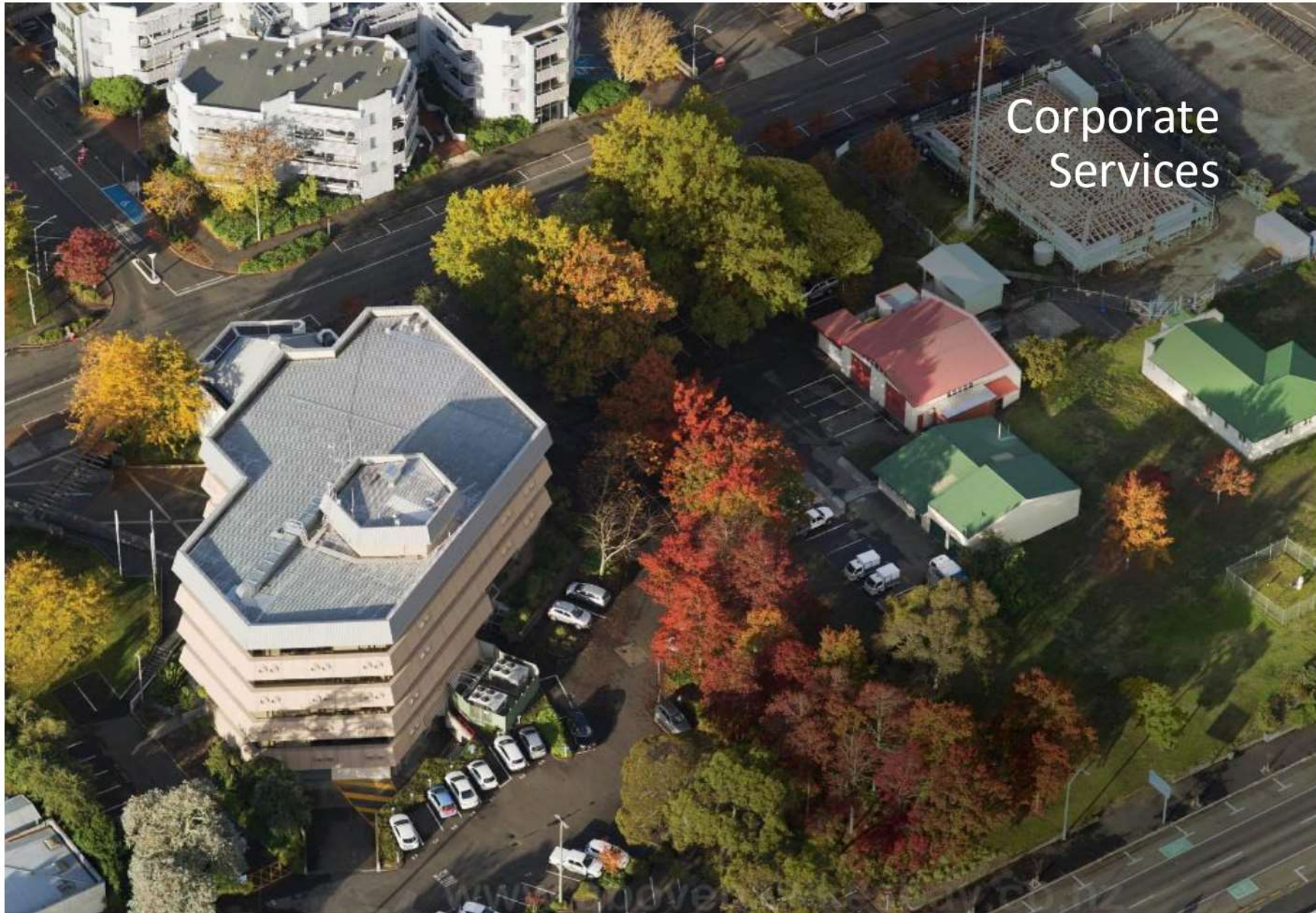
At the time of writing, despite these challenges, the Solid Waste team have been pleased with the uptake and quality of materials presented in the early stages of the new service.

## Community Engagement Activities

Council undertook two key community engagement activities during the quarter. The first was a community meeting to celebrate the outcome of Council working with the Waipatu community to address issues raised through their community plan, and the achievement of government funding to activate improvements to SH52. The community was also invited to talk to staff at two community open days at Keirunga Gardens to gather feedback for the Reserve Management Plan. These were slightly hampered by the winter weather, but the promotion of the opportunity to engage in the consultation was well promoted and feedback gathered through a range of media including paper forms (posted to immediate residents) and online via our website.

- June 13 & June 21      Keirunga Gardens - Community Open Days (Keirunga Reserve Management Plan Consultation 5 June – 17 July)
- June 24                Waipatu Community Meeting - Elwood Function Centre





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Attachment 1

# Customer Experience

## Customer Interaction Summary: 1 April – 30 June

The April-June quarter was dominated by COVID-19 which resulted in rapid change as service offerings retracted and the public adapted to life in lockdown. Importantly, there were no disruptions to Council operated essential services, with the 3 waters; rubbish collection; the transportation network and contact centre operations remaining available and responsive throughout. This was achieved through the resilience of the business continuity plans of Council and its external contractors.

The comprehensive range of online options that have been established over the last few years enabled customers to carry out business remotely i.e. apply, pay and request assistance. This ensured both individuals and the business community could continue to interact with Council throughout the various COVID levels.

### HDC Contact Centre

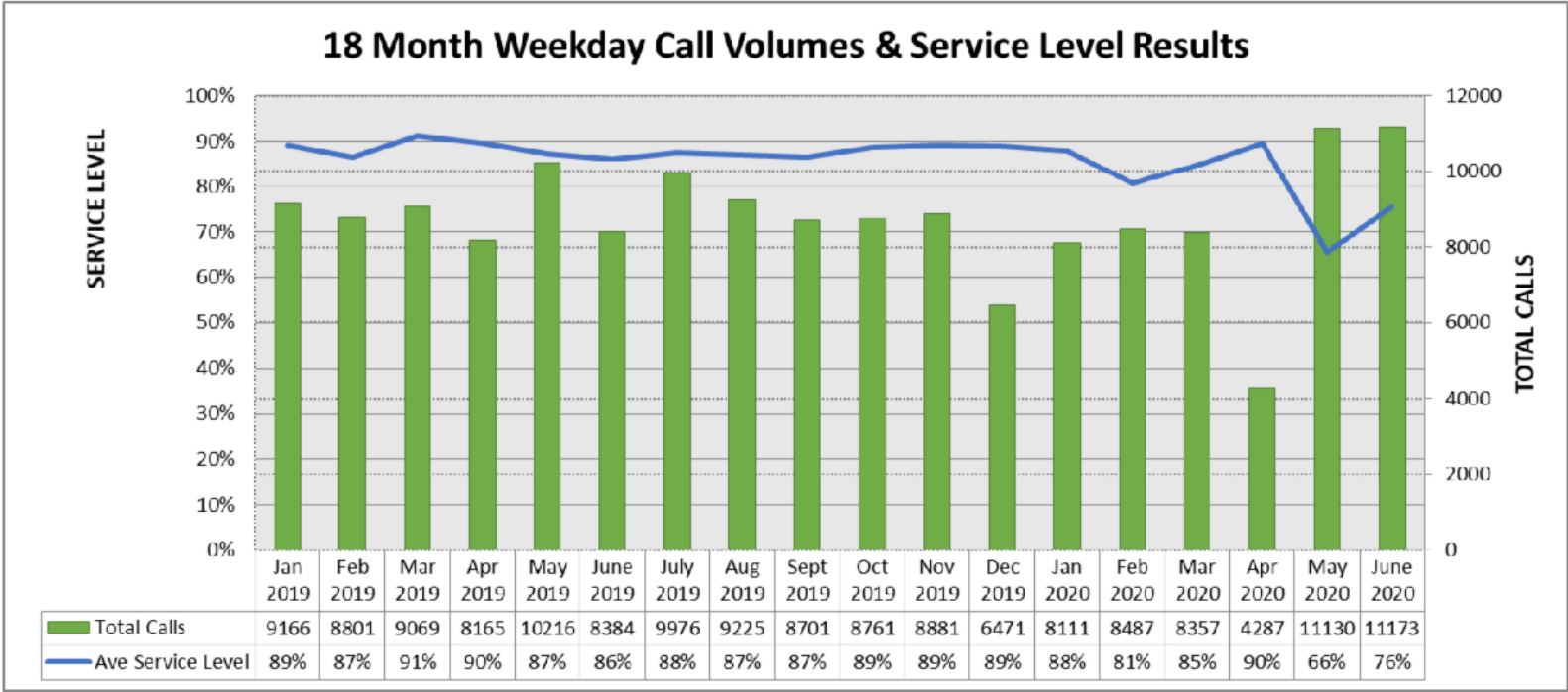
**COVID operations:** Due to the limitations of the current contact centre system, a number of the team continued to operate from Council offices throughout lockdown, albeit located on different floors to ensure appropriate distancing measures were in place. The timing was unfortunate with the new contact centre software offering remote working and increased functionality to manage high volumes e.g. up-front messaging, call overflow to specialist groups only a couple of months away from going live.

Following an initial influx, call volumes dropped over the Level 4 period before increasing again in Level 3. The high call volumes throughout May and June, combined with lower than normal staff numbers resulted in longer wait times for customers. The changing processes, opening hours and additional requirements meant the team had to be very adaptive to ensure accurate information was available at all times.

The highlights were:

- The 11,130 calls received in May, and the 11,173 in June are the busiest months since the water crisis in 2016.
- The 718 calls received on May 18 ranked as the 6th busiest day since the contact centre opened in August 2010.
- The higher volumes of waste related calls was the primary driver of the increased demand. The COVID related booking requirements at the transfer stations and the introduction of the new kerbside collection resulting in 2,518 calls in May and 2,307 calls in June. Normal monthly waste call levels are around 300, so it has been a huge increase over a sustained period.
- Building related calls returned to pre lockdown volumes from April 28th as the inspection services resumed.
- The service level target – to answer 80% of calls in 20 seconds – was not achieved in May and June, the first time since July 2017. This was due to the combination of higher volumes and reduced availability of staff.

In order to monitor trends, a summary of the monthly call volumes and service level results over the past eighteen months is as follows:



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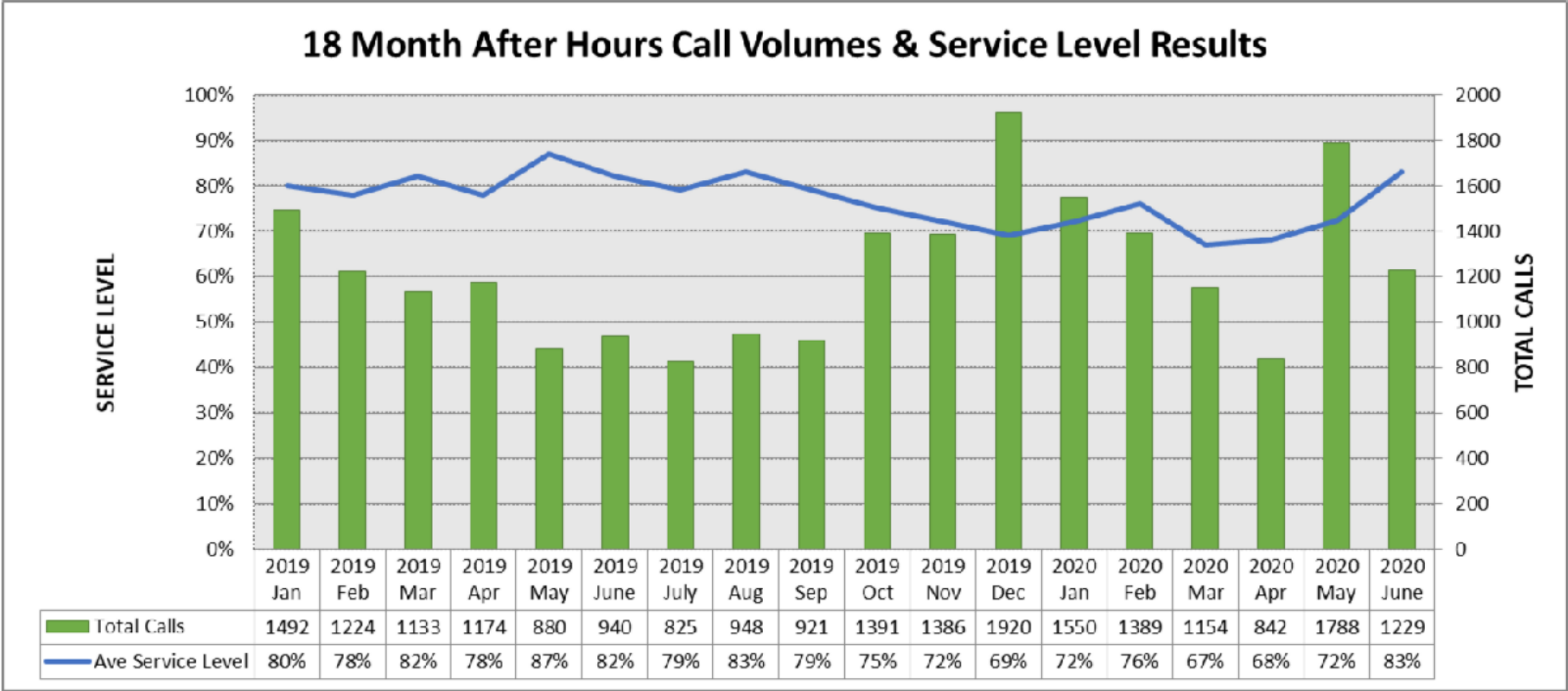
Attachment 1



After Hours Contact Centre

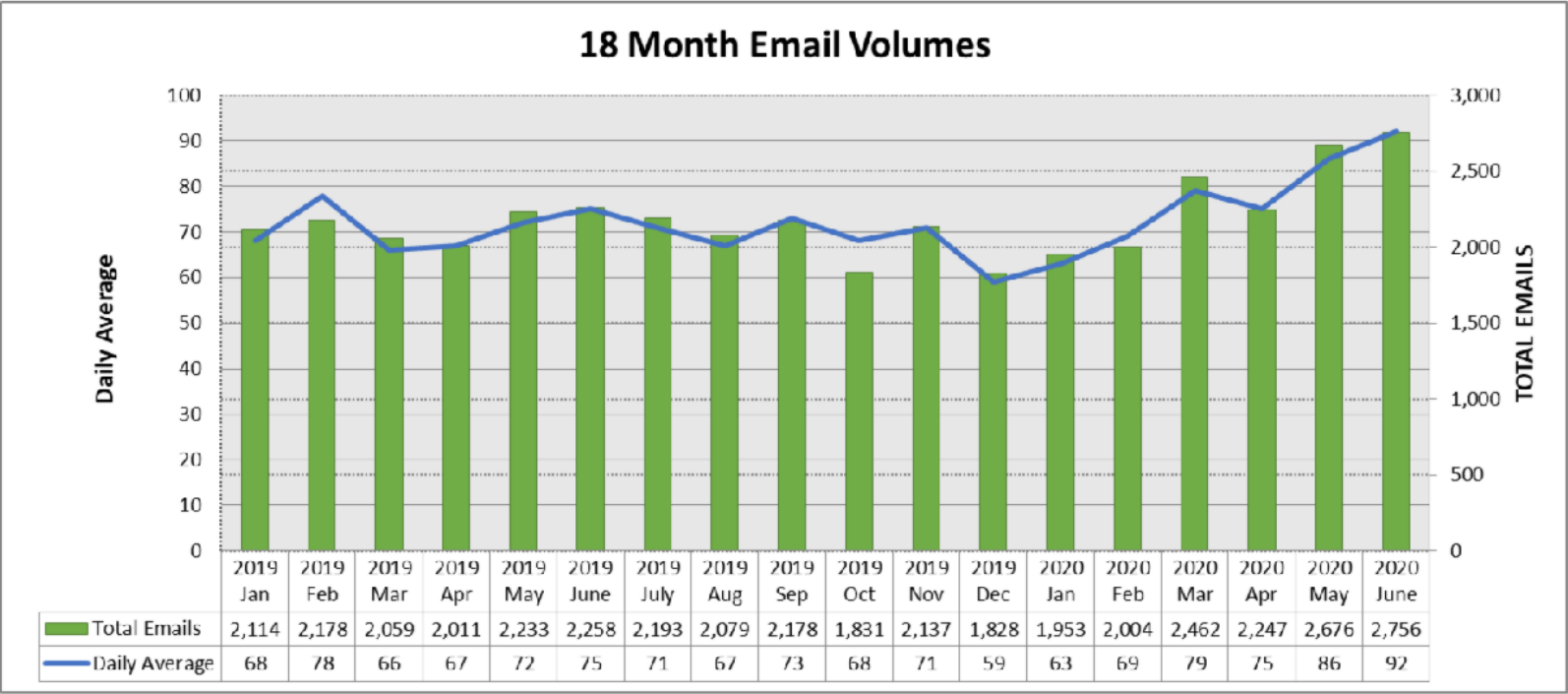
The after-hours service is provided by Palmerston North City Council who have recently implemented a new contact centre system, enabling the team to work from home throughout lockdown. As with the day service, calls received after-hours were much higher than expected with 1,788 received in May and 1,229 in June. The May volumes more than double the numbers received in May 2018 and 2019. Waste related calls, in particular the transfer station booking process, were the main reason for the increase.

Service quality is the primary focus after-hours and a lot of work is done in the background to ensure the call handling protocols and procedures with contractors and on call staff work seamlessly from the customer perspective. COVID level changes certainly challenged this at times, however the strong partnerships in place enabled transitions to be carried out effectively.



Emails to Customer Service

Enquiries received by email continue to grow and it will be interesting to see if the COVID impact stimulates further growth in the usage of this channel of communication. Many of the applications lodged and forms completed on the HDC website are directed to the customer service team to action, so the increasing numbers indicate rising online activity. The weekday average for 2019/20 is 92 per day, with 24 per day on weekends.

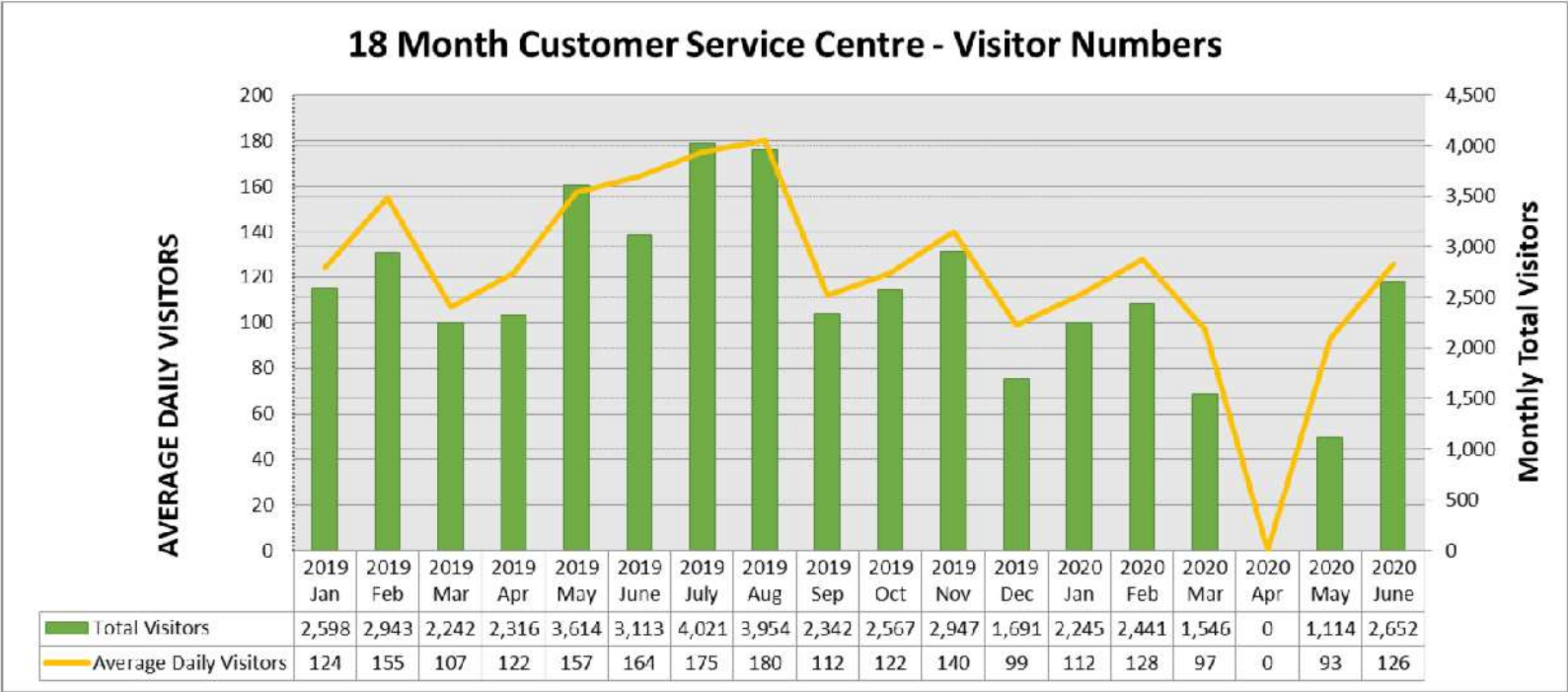




Customer Service Centre (CSC)

The doors closed to the public on the afternoon of Monday March 23rd and reopened almost two months later at Level 2 (May 14th ) with measures in place to ensure safe distancing and contact tracing. Since reopening, customer numbers in the service centre have been lower than normal.

It is early days, but customer behaviours have been impacted by the lockdown and the increased online activity has resulted in reduced visitor numbers throughout May and June, which are typically busy months with rates due and dog registration activity. The expected daily average during this time would be 160+, and the significant increase in online payments and 70% of dogs registered online signalling a change in customer behaviour, for now at least.



## Looking Forward

COVID 19 has resulted in increased usage of electronic communication, application and payment practices and these patterns will be monitored to ensure customer service resources are adaptive and utilised effectively to meet demand. The next quarter will provide some insight into ongoing customer behaviour with the dog registration and rate rebate application normally resulting in high visitor numbers to the CSC.

The upcoming highlights are:

### **New rubbish and recycling kerbside collection services start July 1**

This is a significant change impacting a large proportion of the community. Preparation has been robust, however the call volumes throughout May and June indicate a busy transition period ahead.

### **Dog Registration**

The deadline to register is July 31 so in normal circumstances this generates foot traffic to the CSC.

### **Rate Rebates**

The peak rate rebate application period is upon us - previous recipients receive a new application with the first rates notice and flock into the service centre to apply. In previous years, +/-700 applications are received by the end of August so this will be a good indicator as to how comfortable the older applicants feel visiting Council premises.

### **Contact Centre Phone System Upgrade**

The team are preparing to upgrade to a new contact centre phone system on the 1st September 2020. The system change is the first for 10 years and being a cloud based platform will provide increased flexibility, enabling work from home options if required.

# Information Management and Business Transformation (IMBT)

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The IMBT team manage and support Council’s technology systems and IT infrastructure. The main priority for the team over this period was to support the business transition from working in Council offices, to working from home. With excellent continuity pre-planning and the implementation of remote access technology, all staff in essential services roles were enabled within days to continue to perform their roles with the rest of the business following (for those roles that could work remotely).

Key project initiatives completed over this period included:

Project	Outcome
<b>Zoom</b> Implementation of video conferencing software	To enable continuation of effective staff and councillor meetings via online video technology.
<b>COVID</b> Visitor Tracing Survey 123/Dashboard solution	To manage COVID customer tracking.
<b>COVID</b> Welfare Survey 123/Dashboard solution	To manage the COVID welfare response – seniors.
<b>COVID</b> Transfer Station booking system	To manage transfer station customer tracking and process flow

Two new projects that are underway as a result of the learnings from COVID lock-down and organisational preparedness for on-going remote working include a laptop device refresh program for staff to be more mobile, and electronic document signature software to avoid the need for manual paper based signatures.

The other significant emphasis over this period alongside enabling the organisation to continue to perform essential services was systems security. A new remote data security policy was implemented together with increased security measures for remote working including two-factor authentication, additional firewall rules, and ensuring all the latest patching and operating system updates were applied. Additional cyber security training for staff was also launched post COVID lockdown to increase all staff awareness and diligence.

Attachment 1

Key controls to ensure Council systems and data is kept secure and are actively managed include:

- Sophos Anti-virus – automated virus protection & monitoring across all Council devices to block malicious processes.
- Firewall protection – automated firewall updates as soon as new global threats are identified.
- Windows updates – automated server updates where security risk high. All others managed on a weekly change control cycle.
- Mimecast email security – automated email security updates to prevent malicious code infecting our systems via email.
- Security patches – automated server patching when security threats identified.
- Network monitoring – proactive and visible monitoring including automated alerting.
- Independent security testing – periodic independent security testing.
- Password management – automated password complexity rules.
- Remote access management – secure access controls for external access into our systems.
- Cyber security training – online training for our staff.
- Version control – ensuring we stay current with latest application updates.
- Change control – no changes to live systems are made without peer review and approval via a change control committee.
- Patching & updates – automated server and windows updates are applied weekly.
- Redundant UPS power – ensuring back-up power supply always available.
- Access controls – restrict access to make systems changes to authorised roles only.
- Hardware redundancy – ensuring we have adequate redundancy and availability of back-up critical network or server hardware
- Preventative proactive maintenance – maintaining and applying the latest updates. Ensuring end of life hardware and software well managed and planned for.
- Monitoring & alerting – continual and automated alerting if problems detected.
- Firewalls – ensuring external access or hacking attempts always blocked using latest firewall technology.
- DR infrastructure – implementing dual server and back-up environments.
- Data Backups – off-site cloud based back-ups.
- Vendor support SLA's – having formalised support SLA's and active contract management in place.
- PC Build standardisation – Ensuring consistency and ability to make localised changes by users is restricted.
- Project managed approach – ensuring well manage system changes are planned for and resourced accordingly whilst always considering risk and continuity.



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Attachment 1



# Risk and Assurance

The following Strategic Risks are included in the report as recent changes are considered noteworthy for the Committee to consider. A full report covering all strategic risk is include in an appendix to this report.

## Improving Risk Position

Due to the faster than expected relaxing of COVID-19 restrictions and proactive management of Council’s risk exposure, the follow risks are considered to have improved in the last month.

Risk ID	Description	Residual Risk Level	Level of Control	Business Unit	Notes	Trend
5	Infrastructure Service Failure	High	Sufficient	Asset Management	Ongoing management of service delivery. Asset Management Planning review and updates underway to inform next LTP. Procurement planning for new 3 Waters contract is well advanced with the contract due to be tendered in the coming weeks. Monitoring of the current COVID situation is happening with resources (people and supplies) being key inputs requiring continuous oversight.	↓
16	Demographic Change	Medium	Limited	Strategy & Development	COVID-19 raises a new population risk not experienced before. Due to the lockdown there is a temporary halt to both inward and outward migration and any impact on the population will be influenced by the duration of the lockdown. In recent years Hawke’s Bay has benefitted from positive net migration therefore in the very short term the lockdown will slow down population growth, although given the relative short time frame involved the overall impact will not be significant. The unknown factor for the medium and long term migration trends is whether there is a sustained slowdown in global migration which would reduce regional population growth; or whether Hawke’s Bay is regarded as a desirable place to live and therefore attracts greater inward migration and less people depart thereby increasing population growth. Our strong food based economy should support employment and therefore the latter scenario is possible. Due to this level of uncertainty the assessment of risk from demographic change is unchanged.	↔

Potential Future Issues

Officers would like to draw the Committee’s attention to the following risks, on the basis that there is potential for these issues to impact Council operations in the future.

Risk ID	Description	Residual Risk Level	Level of Control	Business Unit	Notes	Trend
11	Business Interruption	Medium	Limited	Corporate	Re-emergence of COVID-19 community transmission and associated changes in COVID Alert Levels presents an ongoing threat of interruption to normal Council services, particularly community facilities and events. Work is underway to maintain preparedness and coordinate services changes as needed, with a particular focus on ensuring the integrity of Council’s essential services. Despite this, the risk is trending upward. Cyber safety is also a consideration.	↑
18	Legislative change	Medium	Sufficient	Office of Chief Executive	COVID-19 has created a time of considerable legislative flux, and the haste has added a greater than usual uncertainty around the meaning and application of the legislative responses that have been made. Other councils are facing similar issues, and to help minimize risk we are in constant contact through LGNZ hosted discussion groups. LGNZ and SOLGM are also helping through their advice and lobbying activities. Therefore, on balance this risk is viewed as having an elevated risk trend.	↑

Item 8

Attachment 1



The Strategy and Development Group is a new Group of Council formed following the Council internal re-alignment in March this year. Located on Level 1 of the Civic Administration Building, we have been established as a service centre of excellence for Council with the vision “Realising our Sustainable Development Potential”.

We take a strategy-led approach to ensure that key priorities and work programme link back to the Long Term Plan and Council’s three foundation strategies (District Development; Great Communities and Eco-District).

Set out below is more information about the Group; what we do and how we operate.

# STRATEGY & DEVELOPMENT HUB

Realising our Sustainable Development Potential

**DELIVER:** RIGHT THINGS, RIGHT TIME, RIGHT PEOPLE, RIGHT APPROACH

## RIGHT THINGS, RIGHT TIME

ECONOMIC WELLBEING	SOCIAL AND CULTURAL WELLBEING	ENVIRONMENTAL WELLBEING
DISTRICT DEVELOPMENT STRATEGY	GREAT COMMUNITIES STRATEGY	ECO DISTRICT STRATEGY
<b>2020:</b> <ul style="list-style-type: none"><li>Regional Industrial Strategy (including Industrial Development)</li><li>HPUD's (including Residential Development)</li><li>Place Based Solutions (including Hastings Housing Plan)</li><li>Economic Development Strategy (including CBD revitalisation, Food Hub)</li><li>Karamu Development Strategy</li></ul>	<b>2020:</b> <ul style="list-style-type: none"><li>Matariki Social Inclusion Strategy</li><li>Social Wellbeing Strategy</li><li>Smart Innovation Strategy</li></ul>	<b>2020:</b> <ul style="list-style-type: none"><li>Water Futures (including TANK)</li><li>Land-use adaptation</li><li>Low carbon future</li></ul>

KEY ONGOING PRIORITIES ACROSS ALL PILLARS INCLUDE: LONG-TERM PLAN, ANNUAL PLAN, VALUE FOR MONEY REVIEWS, POLICY AND STRATEGY PROGRAMME OF WORK AND COVID-19 RECOVERY PLAN

## RIGHT PEOPLE

We bring together the right people from across Council. We rely on input and expertise from staff in every Group to deliver outcomes. Our Strategy and Development Hub is made up of the following key people to help co-ordinate this work.

GOVERNANCE ADVISORS	OPPORTUNITY ADVISORS	STRATEGY & POLICY ADVISORS	PROJECT MANAGERS	KEY ACCOUNT MANAGERS
<ul style="list-style-type: none"><li>Manage our Governance Centre of Excellence, supporting staff in developing effective meeting agendas that support quality Council decision making and Governance monitoring of the Council Annual Plan decisions and delivery.</li><li>Managing elections and Council meeting process</li></ul>	<ul style="list-style-type: none"><li>Pre-cursor to Strategy &amp; Policy Development</li><li>Review, investigate and assess opportunities across Council</li><li>Strategically source external funding and invest in partnerships</li><li>Includes value for money (s17a) reviews</li><li>Develop and manage a review programme of works register</li></ul>	<ul style="list-style-type: none"><li>Responsible for leading the development of key strategies and policies across Council. This includes developing Council's Long-Term Plan &amp; Annual Plan</li><li>Develop, monitor and review strategies and policies that relate to the 4 well-being pillars</li><li>Contribute to the development of regional strategies and policies</li><li>Develop and manage a strategy and policy programme of works register</li></ul>	<ul style="list-style-type: none"><li>Deliver a project management service that includes high level strategic projects and operational projects (over and above business unit capacity)</li><li>Ensuring projects are delivered on time, budget and quality</li><li>Translate ideas, leads and/or strategies into projects and action plans</li><li>Role model and coach Council staff in sound project management methodologies</li></ul>	<ul style="list-style-type: none"><li>Develop and maintain strong relationships to deliver integrated and innovative key account services</li><li>Promote key account contact at the earliest opportunity to enable progress from feasibility to delivery</li></ul>

## RIGHT APPROACH

**COMMUNITY ASPIRATIONS**  
**COUNCIL**

**OBJECTIVES**  
Our work is driven by Council and community objectives. We are the central point of LTP & AP development.

**LONG TERM PLAN**  
We scan the horizon constantly for external influences and new information.

**SCAN**

**SCOPE**  
We scope and prioritise potential projects/strategies/policies based on key criteria before accepting into our work programme.

**STRATEGY & DEVELOPMENT HUB**  
As the S&D Hub we centralise and co-ordinate key strategies, policies and projects.

**SUCCESS**  
We have great success in delivering community outcomes, and report back to the Council Executive Business Plan Board and Council regularly.

**COMMUNITY OUTCOMES**



# Glossary of Acronyms and Terms

Acronyms	
BUAU	Business As Usual
BCA	Building Consent Authority
CBD	Central Business District
CCC	Code of Compliance Certificate
CDEM	Civil Defence Emergency Management
DWSNZ	Drinking Water Standards of New Zealand
HBAL	Hawke’s Bay Airport Limited
HBMT	Hawke’s Bay Museum Trust
HBRC	Hawke’s Bay Regional Council
HSWA	Health & Safety at Work Act 2015
LGOIMA	Local Government Official Information and Meetings Act 1987
LEOTC	Learning Experiences Outside the Classroom
MBIE	Ministry of Business Innovation and Employment
MSD	Ministry of Social Development
NCC	Napier City Council
NZTA	New Zealand Transport Authority
RMP	Reserve Management Plan
PGF	Provincial Growth Fund
TANK	Tūtaekuri, Ahuriri, Ngāruroro and Karamū – management of freshwater in the greater Heretaunga catchments
WMMP	Waste Management and Minimisation Plan
YTD	Year To Date

Terms	
Assets	An item of property owned by a person or company, regarded as having value and available to meet debts or commitments
Capital Spend (Expenditure)	Funds used by a company to acquire, upgrade, and maintain physical assets such as property, plants, buildings, technology, or equipment
Depreciation	A reduction in the value of an asset over time, due in particular to wear and tear
Enterprise Systems	Large-scale enterprise software packages that support business processes, information flows, reporting, and data analytics in complex organisations
FoodEast	Hawke’s Bay Food Innovation Hub
Kāinga Ora	A Crown entity set up under the Kāinga Ora Homes and Communities Act 2019. It brings together the Kiwibuild Unit, Housing New Zealand and its subsidiary. It has two key roles: public housing landlord and partnering with the development community, Māori, local and central government and others on urban development projects.
Leachate	A liquid produced by precipitation coming in contact with waste and infiltrating through landfills, seeps through the sides and bottoms of the landfill.
Residual Risk	The amount of risk associated with an action or event remaining after natural or inherent risks have been reduced by risk controls
Revenue	The income generated from normal business operations
Procurement	The process of finding and agreeing to terms, and acquiring goods, services, or works from an external source, often via a tendering or competitive bidding process
Statement of Intent	Local Government Act requirement for Council Controlled Organisations



Item 8

Attachment 1

## Appendix 1: Abbreviated HDC Strategic Risk Register

Risk ID	Description	Residual risk level	Level of control	Business Unit	Notes	Trend
1	Water Supply Contamination	High	Sufficient	3 Waters	Procurement planning for new 3 Waters contract is well advanced with the contract due to be tendered in the coming weeks.	↓
2	Civil Defence Emergency	Extreme	Sufficient	Corporate	The COVID-19 pandemic has been a major focus with Council addressing this risk through a coordinated approach both internally and within the guidelines as prescribed by central government. Processes have been developed to mitigate the ongoing threat associated with COVID-19, including all measures as per central government guidelines.	↔
3	People Safety	High	Sufficient	People & Capability	At this stage, the ISO45001 Gap Analysis project remains suspended until a later date, while the COVID-19 restrictive requirements are in place. The increased pressure on the Health and Safety (H&S) team continues with two H&S staff focusing on Incident Management and essential services, one is working part time in the Group CDEM response and BAU requirements being managed within remaining team member.	↔
4	Adverse Environmental Change	High	Limited	Planning & Regulatory	It appears that there is greater acceptance within society of the need for action to address climate change, but there is still significant inertia behind current living standards that is impeding climate change adaption. To counter this, greater clarity on Governance priorities would be beneficial. The recently released TANK Plan change to the Regional Resource Management Plan has been a collaborative response from all authorities to manage both the effects of growth and climate change on the quantity and quality of the freshwater resources of the Heretaunga Plains. Council Officers are also investigating a range of low impact urban design options that would provide a greater level of resilience for water supply and re-use for residential development. The new National Policy Statement on Indigenous Biodiversity provides greater direction in the protection of biodiversity, but this will still be impacted by climate change and setting of governance priorities still remains crucial so the risk is viewed as still trending up.	↑
5	Infrastructure Service Failure	High	Sufficient	Asset Management	Ongoing management of service delivery. Asset Management Planning review and updates underway to inform next LTP. Procurement planning for new 3 Waters contract is well advanced with the contract due to be tendered in the coming weeks. Monitoring of the current COVID	↓



Risk ID	Description	Residual risk level	Level of control	Business Unit	Notes	Trend
					situation is happening with resources (people and supplies) being key inputs requiring continuous oversight.	
6	Information Security Failure	High	Sufficient	Corporate	With the onset of COVID-19 in NZ, the majority of Council staff have been working from home. Resources have been deployed to ensure risk mitigation in terms of cyber-security whilst maintaining the productivity of staff to enable BAU output. All staff have completed the cyber safety online training course so this risk is now viewed as stable.	↔
7	Ineffective Regulatory Oversight	Medium	Sufficient	Planning & Regulatory	During COVID-19 lockdown period: High work volume, and pressure from applicants, is putting stress on consenting decisions. Prior to COVID-19 it was assumed that we would continue to have high demand for consent processing and therefore we have engaged additional contracting which has been put in place as provided for in revised budget approved by Council. The requested actuarial assessment has also been commissioned. There has been an initial drop of 20-30% in work volumes in the building and resource consents areas since Alert Level 4 was introduced. There is still a high degree of uncertainty about what impacts the COVID-19 lockdown will have on the regulatory environment and processing. However, it has presented the opportunity to get on top of existing consent levels and maintain work levels out to contractors. For Council to support economic recovery, particularly in the development and construction industry, we need to maintain our consent processing capacity both internally and externally. Until we get a clear idea of when the COVID-19 lockdown will cease and how the development industry will react, we cannot provide any further certainty in terms of consent processing. Correspondingly there is no clear trend and the current risk assessment remains.	↔
8	Inadequate Available Funds	Medium	Strong	Corporate	Over the period of Levels 4 and 3, liquidity experienced high levels of volatility both at a global and national level with the cost of funds becoming markedly more expensive. However, Council was well placed having secured \$10m of funding during this period. Council liquidity ratios are within Treasury policy limits with no likelihood of breaching these limits as a result the risk is considered stable.	↔
9	Procurement Failure	Medium	Limited	Corporate	The Procurement Advisor role has now been filled. The new Procurement Strategy and Policy has been presented to Council for ratification. As a result the risk is viewed as trending down.	↓
10	Corruption and Fraud Incidents	Medium	Limited	Corporate	The new EPO system is currently undergoing an audit review by Council's internal auditors, Crowe Howarth. In addition, the interim audit with Audit NZ is about to get underway from 2 June. With most staff returning to the office under Alert Level 1 the potential for fraud or corrupt actions has returned to normal levels. Therefore, the risk is now considered to stable	↔
11	Business Interruption	Medium	Limited	Corporate	Re-emergence of COVID-19 community transmission and associated changes in COVID Alert Levels presents an ongoing threat of interruption to normal Council services, particularly community facilities and events. Work is underway to maintain preparedness and coordinate services changes as needed, with a particular focus on ensuring the integrity of Council's essential services. Despite this the risk is trending upward. Cyber safety is also an ongoing consideration.	↑

Risk ID	Description	Residual risk level	Level of control	Business Unit	Notes	Trend
12	Loss of Key Staff	Medium	Sufficient	People & Capability	A programme has been re-commenced to identify areas of knowledge Council is at risk of losing, and putting in place plans to alleviate associated risks. All Group Managers have now identified their "single point of knowledge" employees. Work will continue on the individual plans to alleviate the risks associated with this. Economic downturn generally reduces turnover, however, it remains critical that we continue to focus on reducing risks in loss of key knowledge. Therefore, the assessment for loss of key staff and associated knowledge remains unchanged.	↔
13	Officer Error/Omission	Medium	Sufficient	People & Capability	Essential Learning for new starters - te ara tika o – sessions covering basic knowledge of core Council systems are now occurring regularly. These sessions aim to make new staff aware of HR, Health & Safety, Risk Management, Financial management, Customer Service, IT and Records Management practices that should be followed. A programme of internal communications regarding expectations and knowledge of working at Council is being developed. The Chief Executive has clearly stated his expectations to all managers that every one of their permanent staff members will have a performance plan with development objectives. An online learning and development system has been approved for purchase in order to improve the ability to document competencies/training required for roles. As a result the risk of officer omission is trending down.	↓
14	Governance Failure	Medium	Sufficient	Strategy & Development	Institute of Directors Training for Governors and managers has been delivered. Risk management training provided for key staff has also been completed. Bedding in of the new governance structure approved on 10 Dec is underway supported by an online reporting portal. Therefore, the potential for Governance failure is viewed as trending down.	↓
15	Economic Downturn	Medium	Limited	Strategy & Development	As would be expected retail spending has dropped sharply (38.5%) after COVID-19 Level 4 restrictions were implemented. However, Hastings District has a number of food processing businesses which are still operating and purchasing goods and services and paying wages. In addition, progress is still being made on agreements and planning for Lyndhurst Stage 2, Howard St, Brookvale. and the Food Innovation hub project is currently on track. While global economic prospects remain very uncertain, there are strengths in the Hawkes Bay economy that present opportunity. Therefore, on balance the risk of an Economic Downturn is trending up but not enough to change the current risk assessment.	↑
16	Demographic Change	Medium	Limited	Strategy & Development	COVID-19 raises a new population risk not experienced before. Due to the lockdown there is a temporary halt to both inward and outward migration and any impact on the population will be influenced by the duration of the lockdown. In recent years Hawke's Bay has benefitted from positive net migration therefore in the very short term the lockdown will slow down population growth, although given the relative short time frame involved the overall impact will not be significant. The unknown factor for the medium and long term migration trends is whether there is a sustained slowdown in global migration which would reduce regional population growth; or whether Hawke's Bay is regarded as a desirable place to live and therefore attracts greater inward migration and less people depart thereby increasing population growth. Our strong food based economy	↔

Risk ID	Description	Residual risk level	Level of control	Business Unit	Notes	Trend
					should support employment and therefore the latter scenario is possible. Due to this level of uncertainty the assessment of risk from demographic change is unchanged.	
17	Failure to Meet Regulatory Requirements	Medium	Sufficient	Office of Chief Executive	Covid-19 has created a time of considerable legislative flux, and the haste has added a greater than usual uncertainty around the meaning and application of the legislative responses that have been made. This uncertainty increases the risk that an action might be thought compliant but later be held non-compliant. Other councils are facing similar issues, and to help minimize risk we are in constant contact through LGNZ hosted discussion groups. LGNZ is also helping through their advice and lobbying activities. Therefore, on balance this risk is viewed as having a slightly elevated risk trend.	↑
18	Legislative Change	Medium	Sufficient	Office of Chief Executive	Covid-19 has created a time of considerable legislative flux, and the haste has added a greater than usual uncertainty around the meaning and application of the legislative responses that have been made. Other councils are facing similar issues, and to help minimize risk we are in constant contact through LGNZ hosted discussion groups. LGNZ is also helping through their advice and lobbying activities. Therefore, on balance this risk is viewed as having an elevated risk trend.	↑
19	Facility Failure	Medium	Sufficient	Community Wellbeing & Services	It is too early to gauge the impact of COVID-19 to the facilities services just yet. Teams are working through mitigating the effects as they work through the step by step process of opening up each service in the 'new normal'. A strategic project has been created to assess the business plan for Splash Planet in the new post COVID environment. As a result this risk is viewed as trending up.	↑
20	Failure to Achieve Business as Usual Performance	Low	Sufficient	Corporate	Community facilities together with core functions are being re-opened in conjunction with the guidelines for each alert level of the COVID-19 restrictions. Correspondingly this risk is viewed as trending down.	↓



Appendix 2: HDC Welfare Response Plan



**HASTINGS DISTRICT COUNCIL  
WELFARE RESPONSE PLAN (HWRP)  
TO COVID-19 PANDEMIC EVENT**

**GOAL:** To ensure that every Whānau Pounamu community member of Hastings district is provided with the opportunity to receive assistance as maybe needed under the HWRP.

*"It was a privilege to connect and reach out to our community during lockdown and to be part of a 'network of networks' to ensure that no one was left behind. The kindness shown by our community to one another has been truly heart-warming."*

Cr Eileen Lawson, Chair Safer Hastings



**Homeless / rough sleepers**

**OUR PARTNERS:**  
Warren Acraman – Hastings Church, Housing First, WIT, MSD, Police, Hastings Top10 Holiday Park, CDEM Networks of Networks

- 22 rough sleepers supported to relocate to safe accommodation
- Referrals from Hastings Church, Police, Health and Dept of Corrections
- Food, clothing and HDC care packages provided.



**Freedom Campers**

- All campers along the Cape Coast visited by Kaitiaki with a letter outlining that reserves were being closed for public health reasons
- 7 campers supported to move to safe accommodation with social support and monitoring provided
- 4 campers were able to catch an emergency flight back to Germany.



**Rapid Response Grant/Fund**

- A one-off fund of \$100,000 to support Social Services, community groups and organisations that are working on the ground responding to the COVID-19 Pandemic by supporting Hastings community.



**Senior Housing**

Weekly phone calls to our Senior Housing tenants

*"Whether a phone call is 5 or 25mins, the laughter, the thanks, the thought that our housing team care so much that they want to check up on us is amazing. We feel cared about and well looked after"*

220	Units
9	Complexes
276	Tenants
1500+	Calls over 7 weeks
9	Referrals to CDEM for urgent food parcels

One Voice Community group delivered food parcels every Tuesday into Swansea village


*"They came with another food parcel and stood in the car park and had a karakia. Everyone came out of their units to join in standing at their doors, even the ones upstairs stood on their balconies"*

1 - All whānau are precious and cherished treasures

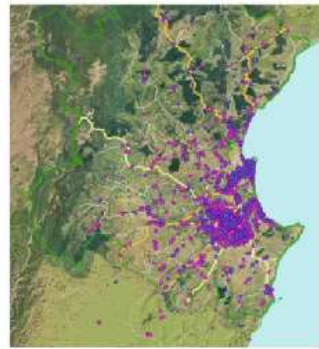
05/20




**Outbound calling**

 **TOTAL NUMBER OF CALLS MADE** **6,132 CALLS**


**REACHING OVER 8,000 PEOPLE**





**RESOURCE FOR CALLS MADE**

35	Staff
5	Councillors
4.5	Weeks of calling
3150	Man hours




**REFERRALS MADE**

10	HDC general inquiries
46	CDEM urgent food parcels
11	Home help queries
13	Age Concern for ongoing calling


8	Age Concern grocery support
8	Age Concern Social Worker support
2	MSD Financial Assistance
19	General 0800 numbers
4	Health providers

**Over 65's living alone**

 **CALLS MADE** **1860**

**NO CONTACT MADE**

39	Incorrect numbers
193	Text messages sent after 3 attempts at ringing
17	Referred to Neighbourhood Support
6	Napier numbers referred to Napier City Council
255	GRAND TOTAL


 **TOTAL ASSESSMENTS**

1605	Completed
45	Refused to participate


**HOW WERE THEY COPING?**

0.31%	I'm not coping at all
0.31%	I need help please
1.23%	I could do with some help
13.05%	Yeah not great but I'll manage
85.1%	I'm sweet as
100%	GRAND TOTAL

**Over 70's living in shared accommodation**

 **TOTAL NUMBER OF CALLS MADE** **4,272**

**1,161** No contact made

 **TOTAL ASSESSMENTS**

3,111	Completed
71	refused to participate


**HOW WERE THEY COPING?**

0.03%	I'm not coping at all
0.13%	I need help please
0.87%	I could do with some help
6.23%	Yeah not great but I'll manage
88.52%	I'm sweet as
4.22%	Data not completed
100%	GRAND TOTAL

*"This was a rewarding and enjoyable experience that had me laughing so hard and sometimes nearly to tears. The elderly are our living history and can tell us so much, and boy some of them did this! Even with being locked in their spirits were up, even though some were struggling. I just hope I have the same kind of attitude when I get to their age"*

Mei England, HDC Parking & Transportation Officer - Redeployed during lockdown to support HWRP

05/20 Data source: HDC outbound calling database | MSD calling database





## Appendix 3: HDC Stantec Alliance Infrastructure Capital Programme

### 2019/2020 HDC/Stanec Alliance Infrastructure Capital Programme



#### CONSTRUCTION PROJECTS

KEY	1	OK	Project progressing to targets with no obstacles
	2	Caution	Project under close monitoring
	3	Critical	Project has current high risk aspects
	4	Complete	Project is completed
	5	Hold	Project placed on hold



Updated: 6 July

Asset	Account Code	HDC Asset Manager	Project Manager	Contract Number	Contract Name	Phase	% of Phase Complete	Contract \$ Estimate	Approved by	Approval Date	Qualit	Time	Cost	H&S	Compl	Overall Project Status	Issues/Comments	Actions
General	CBD Development		DB		HDC Parks CBD Rejuvenation (Eastbourne Street - Railway to Market)	Construction	100%				0	0	0	0	0	Complete	Construction is now complete.	
Major Projects	Drinking Water New Works	Graeme Hansen	SC	CON2018087	Haumoana / Te Awanga / Parkhill Water Supply	Construction	100%		CE		0	0	0	0	0	Complete	Production bore constructed, flow testing completed, headwork arrangement installed. Site disestablishment in progress.	
Major Projects	SW New Works	Graeme Hansen	SC	CON2018074	Clifton Sea Wall	Construction	100%	\$20,000.00	CE	18/09/2018	0	0	0	0	0	Complete	Post construction certification and as built survey completed. Minor remedial work completed.	
Major Projects	Upgrade	Graeme Hansen	GH	CON2019027	Landscapes Trail - Waimarama Road (Mad Mile) Health and Safety Improvements	Procurement	10%				1	1	1	1	1	Hold	Craggy Range reinstatement project now complete. We are currently seeking final Iwi and archaeological approval for the Mad Mile project and will then be in a position to reconfirm timelines. Land purchase and budget approvals all in place.	
Major Projects	Upgrade	Graeme Hansen	GH	CON2019002	Small Community Treatment Upgrades	Construction	30%				1	1	1	1	1	OK	Civil construction works nearing completion for the Haumoana site in preparation for delivery of the WTP in mid July. Work will commence on the Esk/Whirinaki site next. Land agreements have been progressed and are being finalised for Esk, Clive and Waimarama sites. Agreements are all in place for the Te Pohue site and Vertex are commencing the WTP construction, which is due for completion by September. Site options are being progressed for Waipatiki and Whakatu is the last site to progress with negotiations. Filtec's Auckland operation is currently on track for delivery of the WTP as per their original programme.	
Major Projects	WS New Works	Graeme Hansen	DP	CON2019001	Havelock North Booster Pump Station	Construction	100%				1	1	1	1	1	OK	Minor defects identified and to be actioned. Compiling information to apply for building code of compliance.	
Major Projects		Graeme Hansen	GH	CON2018099	UV Package Design and Supply	Procurement	100%		TSC	22/01/2019	0	0	0	0	0	Complete	UV Reactors have been delivered for the Small Community and Eastbourne and Frimley projects so work is complete on this project.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	CON2017106	AWPT Rural - Rochefort Road (0 - 1.0 km)	Procurement	50%				1	1	1	1	1	Hold	HDC have put this project on hold until further notice. Awaiting PDS. Revisit FY 2019/20 due to other priorities.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	CON2019108	AWPT Urban - Princes Street Stage 2	Construction	60%				1	2	1	1	1	Caution	Construction resumed 28 April 2020 and likely to be fully complete late August / early September.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	CON2019017	AWPT Rural - Kahuranaki Road (8.47 - 10.65 km)	Construction	95%	\$2,600,000.00	TSC	11/04/2019	1	1	1	1	1	OK	Defects walkover scheduled for early July.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	CON2019025	AWPT Rural - Middle Road Stage 2 (9.14 - 10.0 km)	Defects	95%	\$1,228,000.00	TSC	6/06/2019	1	1	1	1	1	OK	Defects walkover scheduled for early July.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	CON2017065	Maraekakaho Road - Cattle yards to Southampton Street	Defects	100%	\$531,040.00	TSC		0	0	0	0	0	Complete		

Asset	Account Code	HDC Asset Manager	Project Manager	Contract Number	Contract Name	Phase	% of Phase Complete	Contract \$ Estimate	Approved by	Approval Date	Qualit	Time	Cost	H&S	Complai	Overall Project Status	Issues/Comments	Actions
Roading	Bridge Structural Maintenance	Anu Ileperuma	JD	Maintenance Contract	HPMV BRIDGE ASSESSMENTS - Avery's Bridge #127	Construction	100%				0	0	0	0	0	Complete		
Roading	Bridge Structural Maintenance	Anu Ileperuma	JD	CON2019084	VDAM BRIDGE WORKS - Moeangiagi #222	Construction	40%				1	1	1	1	1	OK	All steel work is complete. Pre-cast deck panels are complete, waiting for curing. Installation will commence once curing is complete.	
Roading	Bridge Structural Maintenance	Anu Ileperuma	JD	CON2019028	VDAM BRIDGE WORKS - Ohara (Big Hill #2) #417	Construction	100%	\$745,000.00	CE	29/05/2019	1	1	1	1	1	OK	Construction complete. Practical Completion to be issued.	
Roading	Bridge Structural Maintenance	Anu Ileperuma	JD	CON2018010	HPMV BRIDGE WORKS - Blacks Bridge and Tois Bridge	Defects	100%	\$1,163,221.00		8/02/2018	0	0	0	0	0	Complete		
Roading	Growth Project	Sarath Kuruwita	MK	CON2019083	Arbuckle Road Extension	Construction	95%	\$400,230			1	1	1	1	1	OK	Site has been sealed. Contractors disestablished. Street lights to be installed.	
Roading	iWay	Eynon Phillips	MK	CON2019113	Napier Road - Cycleway	Construction	20%				1	1	1	1	1	OK	Established onsite 11 May. On schedule.	
Roading	Subdivision Support	Sarath Kuruwita	DB	CON2020028	Omahu Road - Henderson Roundabout	Procurement	50%				1	1	1	1	1	OK	Tenders for this work have closed and are currently being evaluated by the Tender Evaluation Team.	
Roading/ Stormwater	Growth Project	Sarath Kuruwita/Matt Kneebone	DB	CON2018105	Irongate Road Stage 2 - Maraekakaho to Cul de sac	Defects	75%	\$1,900,000	TSC	15/02/2019	1	1	1	1	1	OK	Practical Completion certificate has been issued. Defects period due to end 1/05/2020. Walkover with Contractor completed 1 May 2020. Minor defects to complete before Final Completion Certificate can be issued.	
Roading/ Wastewater	Growth Project	Sarath Kuruwita/ David MacKenzie	MK	CON2019112	Iona/Middle Road Development - Breadalbane Avenue Development	Construction	60%				1	1	1	1	1	OK	Sewer main is complete. Water main installation is 90% complete. First two sections of Telecom cables have been lowered, additional Telecom cables to be lowered. Forming of the sub-base has commenced. Setting out of the nibs has commenced.	
Roading/ Water	AWPT Sealed	Marius Van Niekerk	DB	Maintenance Contract	AWPT Urban - Eastbourne Street	Construction	100%				0	0	0	0	0	Complete	Construction complete. MSQA managed by HDC.	
Roading/ Water/ Stormwater/ Wastewater	SW New Works	Sarath Kuruwita/ Matt Kersel/ Matt Kneebone/ David MacKenzie	MW	CON2017081	Lyndhurst BWS Portion 1	Defects	100%	11/09/4911	TSC	26/10/2017	0	0	0	0	0	Complete	Final completion certificate issued 4/10/2019	
Stormwater	SW New Works	Matt Kneebone	MS	CON2018101	Maraekakaho SW Extensions	Construction	99%	\$583,000.00	TSC	13/12/2018	1	1	1	1	1	OK	Reviewing QA documents and awaiting final reinstatement to be remedied. PC to follow.	
Stormwater	SW New Works	Matt Kneebone	MS	CON2020008	Arataki Road SW	Construction	90%				1	1	1	1	1	OK	Pipes are all in the ground and connected.	
Stormwater	SW New Works	Matt Kneebone	MS	CON2017060	Railway Road - Stormwater	Defects	99%		TSC	26/10/2017	1	1	1	1	1	OK	Final completion certificate still to be issued. CCTV is incomplete. Two NTCs issued to Contractor to complete CCTV and undertake minor remedial works, still outstanding. Minor seal damage to be monitored and repaired.	
Stormwater		Matt Kneebone	MS		Emerald Hill Stormwater	Procurement	100%				1	1	1	1	1	Hold	Draft procurement plan has been approved by HDC. Project now on hold until Client decides way forward.	
Wastewater	WW New Works	David MacKenzie	MS	CON2019061	Park Road South/Lyell Street - Pump Station Rising Main Rehabilitation	Defects	0%	\$2,600,000.00	Asset Manager TBC	12/07/2019	1	1	1	1	1	OK	Pipework connections are complete and pipe is now live and operational. Contract fully complete and Practical Completion Certificate issued 12 June 2020. In defects.	
Wastewater	WW New Works	David MacKenzie	MS	CON2019008	Park Road North/Albert Street/Avenue Road - Pump Station Rising Main	Defects	60%	\$2,041,914.00	TSC	28/03/2019	1	1	1	1	1	OK	Practical Completion issued. In defects	
Wastewater	WW Renewals	David MacKenzie	MW	CON2019020	Inland Trunk Sewer - Number 1 Richmond Road Lining (incl Frimley Domestic Interceptor)	Construction	100%	\$3,100,000.00	TSC		1	1	1	1	1	OK	Lessons learnt workshop was held. Awaiting minutes from HDC.	
Wastewater	WW Renewals	David MacKenzie	MW	CON2019055	Inland Trunk Sewer - Karamu Stream Pipe Crossing Concrete Pier Repairs	Construction	99%				1	1	1	1	1	OK	Practical completion to be issued.	
Wastewater	WW Renewals	David MacKenzie	MW	CON2019067	WWTP Outfall - Emergency Beach Overflow	Construction	50%				1	1	1	1	1	OK	Pipe cut and removed. Gates and piles installed. Grouting completed 2 July 2020. Remaining works is to clear out the pipe.	
Wastewater	WW Renewals	David MacKenzie	MS		Nikau St Reactive Renewals	Construction	100%		CE		0	0	0	0	0	Complete		
Wastewater	WW Renewals	David MacKenzie	MS	CON2017025	Ngaio St Reactive Renewals	Defects	100%	\$367,710.00	CE	9/05/2017	0	0	0	0	0	Complete	Final completion certificate issued 13/12/2019	
Wastewater	WW Renewals	David MacKenzie	MS	CON2019085	Rising Main Investigations - School Road / Clive Township	Construction	95%	\$1,100,000.00			1	1	1	1	1	OK	All connections are done and the line is live as of Thursday 28 May. Some outstanding road reinstatement to be remedied.	

Asset	Account Code	HDC Asset Manager	Project Manager	Contract Number	Contract Name	Phase	% of Phase Complete	Contract \$ Estimate	Approved by	Approval Date	Quality	Time	Cost	H&S	Compliance	Overall Project Status	Issues/Comments	Actions
Wastewater	WW Renewals	David MacKenzie	RH	Maintenance Contract	Famdon Road Pump Station Renewal	Construction	100%	\$200,000.00			0	0	0	0	0	Complete	Waiting on completion report from Contractor.	
Wastewater	WW Renewals	David MacKenzie	MW	CON2019018	WWTP Outfall Diffuser Inspection and Maintenance	Construction	Ongoing	\$500,000.00	TSC	24/04/2019	1	1	1	1	1	OK	Ongoing.	
Wastewater	WW Renewals	David MacKenzie	MW	CON2018050	CCTV Investigation Contract	Construction	30%	\$786,000 over 3 years	TSC	13/12/2018	1	1	1	1	1	OK	Ongoing.	
Wastewater/ Water	Upgrade	David MacKenzie/Matt Kersel	MS	CON2016093	Te Mata Water and Waste Water	Defects	100%	\$3,900,000.00	TSC	27/04/2017	0	0	0	0	0	Complete		
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS		Omahu Road Industrial Bulk Water Separable Portion 6 Flynnns	Construction	98%				1	1	1	1	1	OK	All contract documents received from contractor. PC issue on hold due to variation of works for Jarvis Road Stormwater.	
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS		Omahu Road Industrial Bulk Water - Stormwater Pump Station	Defects	100%				1	1	1	1	1	OK	PC for this work is covered by the P1-4 completion inspections and PC issued 26 November 2019. All work is practically completed.	
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS	CON2017046	Omahu Road Industrial Bulk Water Separable Portion 5 Far End	Defects	0%				1	1	1	1	1	OK	Practical Completion issued	
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS	CON2017046	Omahu Road Industrial Bulk Water Separable Portions 1-4	Defects	60%	\$3,650,000.00	TSC		1	1	1	1	1	OK		
Wastewater/W ater	WW New Works	David MacKenzie/Matt Kersel	CB	CON2016039	Irongate Bulk Water Services (Water and Wastewater, incl Wilson Road water main renewal)	Defects	100%	\$3,382,560.00	TSC		0	0	0	0	0	Complete		
Water	Upgrade	Matt Kersel	MS	CON2016097	Heretaunga Street Watermain	Defects	100%	\$3,400,000.00	TSC	27/04/2017	0	0	0	0	0	Complete		
Water	WS New Works	Matt Kersel	MS	CON2017109	Havelock North Trunk Water Main - MSQA	Defects	99%	\$8,000,000.00	TSC	21/12/2017	1	1	1	1	1	OK	Awaiting Contractor response from Principal Deduction	
Water		Matt Kersel	MS		Bridge Pa Pump Station	Construction	99%				1	1	1	1	1	OK	As-Builts submitted to HDC for external pipe work 27/02 for processing. O&M Manual being prepared by HDC (Rachael Landon) site not operational yet.	Complete O&M Manual.
Water		Matt Kersel	MS		Eastbourne Diesel Storage Tank	Construction	0%				1	1	1	1	1	OK	Due to establish site 6 July 2020.	
Water		Matt Kersel	MS	CON2019082	Montgomery Street Watermain Renewal	Defects	0%				1	1	1	1	1	OK	Practical Completion issued 24 June 2020.	
Water		Steve Cave	MS	CON2019107	Haumoana Pipe - Drinking Water	Construction	60%				1	1	1	1	1	OK	All 315 diameter DW pipe installed (1085m). All raw water pipe is installed (755m). Continuing with hardware installation and connection details. Drain wingwall and rip rap being installed	
Water/ Stormwater/ Wastewater		Matt Kersel/ Matt Kneebone/ David MacKenzie	MW	CON2017081	Lyndhurst BWS Portion 2	Defects	50%			2/07/2018	0	0	0	0	0	Complete	Final Completion Certificated has been issued 2/03/2020.	
Water/ Stormwater/ Wastewater		Sarath Kuruwita/ Matt Kersel/ Matt Kneebone/ David MacKenzie	MW	CON2017081	Lyndhurst BWS Portion 3	Construction	50%			25/03/2019	1	1	1	1	1	OK	PCN has been approved. Detailed design underway. Slight delay getting information from Developer.	

Item 8

Attachment 1



## 2019/20 HDC/Stantec Alliance Infrastructure Capital Programme



## INVESTIGATION AND DESIGN PROJECTS

Project Phases: ● Reports → ● Investigation → ● Design → ● Completed

## Appendix A

Updated: 6 July 2020



1	OK	Project progressing to targets with no obstacles
2	Caution	Project under close monitoring
3	Critical	Project has current high risk aspects
0	Complete	Project is completed
	Hold	Project placed on hold

Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Quality	Time	Cost	H&S	Overall Project Status	AM Input Required	Issues/Comments	Actions
Wastewater	WW Renewals	David MacKenzie	MW	2019/2021 SEWER RENEWALS - Design and CCTV Support	Investigation	100%	0	0	0	0	Complete		CCTV support is complete.	
Wastewater	WW Renewals	David MacKenzie	MW	2019/2021 SEWER RENEWALS - Renewals Planning	Investigation	25%	1	1	1	1	OK		McHardy and Maraekakaho being progressed. Need to regroup with HDC re: the tasks to be undertaken in the next few months. Look to get feedback to move forward	
Wastewater	WW Renewals	David MacKenzie	MW	2019/2021 SEWER RENEWALS - Urban Trunks	Investigation	50%	1	1	1	1	OK		with HDC. Workshop held 24 June between Stantec and HDC. PCN to be updated to increase scope to include Outfall LTP.	
Stormwater		Matt Kneebone	MS	ALL Whakatu SW	Investigation	100%	0	0	0	0	Complete		High level assessment report issued to HDC for comment.	
Stormwater		Matt Kneebone	MS	Annual Reports - Stormwater Compliance (including network consent and separate areas of interest)	Report	100%	0	0	0	0	Complete		Delivered 30 July 2019.	
Roading/ Water/		Marius Van Niekerk/Matt	MS	Asset Management Projects Coordination Report 2018-24	Report	80%	1	1	1	1	OK		Hastings Street North, Fitzroy and Alexandra Street final reports and Warwick Road draft report issued on	
Roading/ Water/		Marius Van Niekerk/Matt	MS	Asset Management Site Investigation - Potholing Contract	Investigation	Ongoing	1	1	1	1	OK		Potholing deliverables due to Te Aute Road (DW), Middle Road (DW), Warwick Road (AWPT, SW, WW and DW)	
Roading	AWPT Sealed	Marius Van Niekerk	DB	AWPT Rural - Mt Erin Road	Design	90%	1	1	1	1	OK		Prelim design is complete. Safety audit has been received and comments being prepared by Stantec. Public meeting	
Roading	AWPT Sealed	Marius Van Niekerk	JD	AWPT Rural - SH2/Railway Road Safety Improvements	Design	100%	0	0	0	0	Complete		NZTA to advise when next phase of works is to be undertaken.	
Roading	AWPT Sealed	Marius Van Niekerk	MK	AWPT Rural - Te Mata Peak Road Stage 1 (850m)	Design	45%	1	1	1	1	OK		Geotechnical investigations are underway.	
Roading	AWPT Sealed	Marius Van Niekerk	MK	AWPT Rural - Te Mata Peak Road Stage 2 (1400m)	Investigation	0%	1	1	1	1	Hold		Stantec have received PDS for Stage 1, awaiting PDS for Stage 2.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	AWPT Urban - Alexandra Street (Warren Street to Willowpark Road)	Design	50%	1	1	1	1	Hold		Timing of projects under consideration by HDC.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	AWPT Urban - Hastings Street Stage 1 (Victoria Street to Jervois Street)	Investigation	5%	1	1	1	1	Hold		Awaiting Client instruction to proceed	
Roading	AWPT Sealed	Marius Van Niekerk	DB	AWPT Urban - Holt Place (full length)	Design	100%	0	0	0	0	Complete		Design and tender document have been completed and sent to HDC. No further input required from Stantec.	
Roading/ Stormwater	AWPT Sealed	Marius Van Niekerk/Matt	DB	AWPT Urban - Mayfair Ave (including Ellison and Victoria)	Investigation	10%	1	1	1	1	Hold	MVN	Investigation required. Confirm Scope with AM. Assign resource. Analysis of public feedback will be undertaken to	Awaiting PDS.
Roading	AWPT Sealed	Marius Van Niekerk	DB	AWPT Urban - Simla Avenue	Design	50%	1	1	1	1	Hold	MVN	This work will be prioritised once Corridor Management Plan (CMP) has been approved by HDC. Tentative	Awaiting PDS.
Roading		Anu Ileperuma	JD	Bridge 302 Crystal No1 Strengthening Design	Design	25%	1	1	1	1	OK		Material testing to be undertaken 6 July 2020.	

Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Quality	Time	Cost	H&S	Overall Project Status	AM Input Required	Issues/Comments	Actions
Roading	Bridge Structural Maintenance	Anu Ileperuma	JD	Bridge Strengthening - 222 Kuripapango Bridge	Design	60%	1	1	1	1	OK		HDC have confirmed on 26/02/2020 to progress to Detailed Design - new programme shows Detailed Design	
Roading/ Water/ Stormwater	Growth Project	Sam Falkner/ Matt Kersel/ Matt Kneebone	MS	Brookvale Road Development Wastewater	Investigation	100%	0	0	0	0	Complete		Final report issued 26 May	
Stormwater			MS	Campbell Bledisloe Wall Stormwater	Investigation	30%	1	1	1	1	OK		Investigation report issued.	
Geotech			JD	Cape Kidnappers Landslide Monitoring of Cliff and Beach	Investigation	Ongoing	0	0	0	0	Complete			
Roading	iWay	Eynon Phillips	DB	Caroline Road cycleway - Mitre 10 to Heathcote Ave	Investigation	5%	1	1	1	1	Hold		Identified as low priority (HDC 16/02/2018). Awaiting	
Stormwater	SW New Works	Matt Kneebone	MS	CMP OPERATIONS - PSG, Technical Workshops, CMP Task Assistance	Report	Ongoing	1	1	1	1	OK		Next PSGs scheduled mid-October 2020. Ongoing task assistance. 19/20 Annual Compliance Reports underway.	
Roading/ Water/ Stormwater/ Wastewater	AWPT Sealed	Marius Van Niekerk/Matt Kersel/Matt Kneebone/David	MS	Coordination Report - Danvers AWPT	Investigation	80%	1	1	1	1	OK	AB	Finalised desktop report uploaded for review and sign off. Site investigations on hold until storm water issue through Waiapu Village is resolved.	Review and approve desktop report
Major Projects	Upgrade	MacKenzie Graeme Hansen	GH	Eastbourne and Frimley Water Treatment Plant Upgrades	Design	70%	1	1	1	1	OK		Work continues concurrently on both the Eastbourne and Frimley projects in the major component sections. The	
Wastewater	WW New Works	David MacKenzie	MS	Eastern Interceptor Upgrade	Design	90%	1	1	1	1	OK		Geotech investigations complete. Report under action. Pipe has been ordered 1 July 2020 for the Warwick Road	
Water/ Stormwater/	W/SW/WW	Matt Kersel/Matt Kneebone/David	MS	Generator Strategy (includes Backup Power Strategy)	Report	99%	1	1	1	1	Hold	MKn/MKe/DJ	No feedback received within the nominated review period (November 2018). Stantec unable to finalise draft. Task	Awaiting feedback.
Stormwater		Matt Kneebone	DM	Hastings Stormwater Model Enhancements	Investigation	100%	1	1	1	1	OK		Memo for the next stages submitted to HDC 28 May. Meeting to be held week commencing 13 July.	
Corporate	Internal	Craig Thew	DP	HDC ALLIANCE Rooding HR - PreQual System Review	Management	Ongoing	1	1	1	1	OK		HDC to make final amendments to the manual. How-To manual to be completed. Staff workshop to be scheduled.	
Stormwater	SW Renewal	Matt Kneebone	MS	HDC Dams - Clifton Dam	Report	100%	0	0	0	0	Complete		Final report issued to HDC.	
Stormwater	SW Renewal	Matt Kneebone	MS	HDC Dams - Operations & Maintenance	Report	90%	1	1	1	1	OK		Client feedback received. Updates underway.	
Stormwater	SW Renewal	Matt Kneebone	MS	HDC Dams - Te Awanga Stage 2	Report	100%	0	0	0	0	Complete		Final report issued to HDC.	
Corporate		Craig Thew	DP	HDC Procurement Improvements	Report	Ongoing	1	1	1	1	OK		Social procurement toolkit workshop held 22 June. Contract Management system demonstrations held. Buyers guide to be developed.	
Roading/ Water/		Sarah Kuruwita/ Matt Kersel/	CM	Howard Street Development	Design	90%	1	1	1	1	OK		Overall design package is complete. Review comments received from HDC and updating	
Roading	Bridge Investigations	Anu Ileperuma	JD	HPMV and VDAM Bridge Evaluations (6 bridges)	Investigation	100%	0	0	0	0	Complete		Reports all delivered.	
Roading	Bridge Investigations	Anu Ileperuma	JD	HPMV and VDAM Bridge Site Verifications (56 bridges) - Stage 2 Site Investigations	Investigation	100%	0	0	0	0	Complete			
Roading	Bridge Structural Maintenance	Anu Ileperuma	JD	HPMV BRIDGE ASSESSMENTS - Berry Bridge #322	Investigation	100%	1	1	1	1	OK	AI	HDC have advised no further action. HDC to accept risk around shear.	Accept risk around shear.
Roading	Bridge Structural Maintenance	Anu Ileperuma	JD	HPMV BRIDGE ASSESSMENTS - Strachans Bridge	Investigation	100%	1	1	1	1	OK	AI	HDC to confirm if they want to progress to strengthening design.	Confirm if they want to progress to strengthening design.
Roading	Expert Advice	Anu Ileperuma	JD	HPMV BRIDGE WORKS - Bridge Technical Advice	Management	Ongoing	1	1	1	1	OK			
Roading		Anu Ileperuma	JD	HPMV Evaluation - 4 Bridges (2020-2021)	Investigation	15%	1	1	1	1	OK		Evaluations have started.	



Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Quality	Time	Cost	H&S	Overall Project Status	AM Input Required	Issues/Comments	Actions
Roading	Growth Project	Sarath Kuruwita	DB	Ikanui Road Cul de sac	Design	0%	1	1	1	1	Hold	SK	Work identified as non priority, HDC to confirm when design works are to proceed.	Awaiting PDS. Define timeline for construction
Wastewater	WW Renewals	David MacKenzie	MW	Inland Trunk Sewer - Karamu Stream Pipe Crossing Optimisation of Pipe Upgrade or Renewal	Report	100%	0	0	0	0	Complete		Report has been issued to HDC for review.	
Wastewater	WW Renewals	David MacKenzie	MW	Inland Trunk Sewer - Planning 2019	Investigation	95%	1	1	1	1	OK		Plan has been submitted. Feedback and comments received which are being worked through.	
Roading/ Wastewater	Growth Project	Sarath Kuruwita/ David MacKenzie	MK	Iona/Middle Road Development - Rooding	Design	45%	1	1	1	1	OK		Initial 3D design is complete. Finalising the Stormwater Design and reporting.	
Wastewater	Expert Advice	David MacKenzie	CB	Irongate Bulk Water Services - Pressure Sewer Policy	Report	Ongoing	1	1	1	1	OK		Project to come off hold when required.	
Roading	Growth Project	Sarath Kuruwita	DB	Irongate Road Stage 3 - Maraekakaho Roundabout	Design	90%	1	1	1	1	OK		Detailed Design is complete. Stantec working with Council to complete Procurement Plan so Tender document can be started.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	Karamu Road - Victoria Street to Alexandra Street	Design	10%	1	1	1	1	Hold		Works unlikely to proceed for several years. Awaiting Project Definition Sheet.	
Stormwater	Expert Advice	Matt Kneebone	MS	Karamu Road Stormwater Modelling	Investigation	20%	1	1	1	1	OK		To be rescoped	
Roading	AWPT Sealed	Marius Van	DB	Kenilworth Road (Karamu Road to Railway)	Investigation	0%	1	1	1	1	Hold	MVN	Awaiting Project Definition Sheet.	Awaiting client instruction. To be considered in
Stormwater		Matt Kneebone	MW	Lyndhurst - Cook Detention Pond	Design	100%	1	1	1	1	OK		PCN late. With Stantec team to resolve. Change of personnel on project.	
Roading		Sarath Kuruwita	PT	Lyndhurst - Traffic Modelling	Report	100%	0	0	0	0	Complete		Report is with HDC.	
Stormwater	SW New Works	Matt Kneebone	CB	Mangarau Herehere Erosion (Havelock Streams)	Investigation	80%	1	1	1	1	Hold	MKn	Link to Dams Inspection Report, further work TBC. Awaiting Project Definition Sheet.	Confirm further work.
Roading		Sarath Kuruwita	DB	Maraekakaho York Roundabout	Design	50%	1	1	1	1	Deferred		Project has been deferred by HDC.	
Water/ Works	Drinking Water New Works	Ansonica Botha	MS	Middle Road - Drinking Water	Design	90%	1	1	1	1	OK		Prelim design still underway. Stormwater has now on the	
Roading	Safety Improvements	Lachlan Crawford	PT	Minor Safety Project - Crash Reduction Study	Report	100%	0	0	0	0	Complete			
Roading	Safety Improvements	Eynon Phillips	PT	Minor Safety Project - Safer Routes to School	Report	90%	1	1	1	1	OK		Waiting to do last school visit, pending approval from	
Roading	Safety Improvements	Lachlan Crawford	GO	Minor Safety Project - 17-18 Speed Limit Review	Report	Ongoing	1	1	1	1	OK		Councillor workshop now complete and stakeholder briefing also complete. Council report to be presented	
Roading	Safety Improvements	Larry Blake	PT	Minor Safety Project - Whakatu Cycleway Extension (Essex Cres -	Design	100%	0	0	0	0	Complete			
Roading	iWay	Eynon Phillips	MK	Napier Road - Cycleway	Design	100%	0	0	0	0	Complete		Updated construction drawings have been issued.	
Stormwater	SW New Works	Matt Kneebone	MS	Network Modelling and Analysis - Flaxmere	Investigation	99%	0	0	0	0	Complete		No comments received in review period. Will be closed out on Stantecs end.	
Stormwater	SW New Works	Matt Kneebone	MS	Network Modelling and Analysis - Havelock North	Investigation	99%	0	0	0	0	Complete		No comments received in review period. Will be closed out on Stantecs end.	
Wastewater	WW Renewals	David MacKenzie	MW	Odour/Septicity/Corrosion Study - Grab Sampling	Investigation	Ongoing	1	1	1	1	OK		Ongoing, no issues.	
Wastewater	WW Renewals	David MacKenzie	MW	Odour/Septicity/Corrosion Study - H2S Monitoring	Investigation	Ongoing	1	1	1	1	OK		Ongoing, no issues. Have recieved report 11 from the Contractor doing the monitoring. Awaiting report 12, once received this concludes the work for current appointment	
Roading	Subdivision Support	Sarath Kuruwita	DB	Omahu Road - Chatham Roundabout	Design	95%	1	1	1	1	OK		Rooding Detailed Design is underway. Stantec are	
Stormwater	SW New Works	Matt Kneebone	DE	Omahu Road Industrial Development - Wilson to Kirkwood	Report	Ongoing	0	0	0	0	Complete		Request from Asset Manager to close Project out.	
Solid Waste	Landfill/Solid Waste	Martin Jarvis	KH	Omarunui Landfill and Closed Landfills	Management	Ongoing	1	1	1	1	OK		July monitoring has commenced.	

Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Quality	Time	Cost	H&S	Overall Project Status	AM Input Required	Issues/Comments	Actions
Geotech		Craig Thew	JD	Quantitative Risk Analysis for Cape Kidnappers Landslide area and the remainder of Clifton Beach between Clifton and Cape Kidnappers	Investigation	100%	0	0	0	0	Complete		HDC and GNS have accepted report.	
Stormwater		Matt Kneebone	MS	Reynolds Road Stormwater	Design	90%	1	1	1	1	Hold		On hold until land owner agreement is reached.	
Wastewater		David Mackenzie	MS	Rising Main Investigations - AMP Assistance	Investigation	100%	0	0	0	0	Complete		Report has been issued.	
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Contingency Planning	Investigation	100%	0	0	0	0	Complete		Contingency Plan was uploaded into Teamworks.	
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Frederick Street	Investigation	30%	0	0	0	0	Complete		CCTV complete and pipe sample pending. On Hold pending Rising Main Master Plan.	
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Hemi Street	Investigation	50%	0	0	0	0	Complete		To CCTV and pipe sample. On Hold pending Rising Main Master Plan.	
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Murdoch Road	Investigation	10%	0	0	0	0	Complete		Desktop study complete. City Care to price. On Hold pending Rising Main Master Plan.	
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Prioritisation	Investigation	100%	0	0	0	0	Complete		Prioritisation Plan was approved 21 April 2020.	
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Site Investigations	Investigation	15%	1	1	1	1	OK	TD	Three Rising Mains site investigations (Clive street, Huia Street, Tokomaru Drive) with City Care to programme. Have Tokomaru Drive CCTV but quality is not acceptable.	Confirm City Cares programme for 3 rising main investigations, and Tokomaru Drive CCTV.
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Waipuna Street	Investigation	25%	0	0	0	0	Complete		have will go back to the Contractor. HDC to confirm To CCTV and pipe sample. On Hold pending Rising Main Master Plan.	
Water/ Stormwater/	WW New Works	Ansonica Botha	MS	Ryman Health - Wastewater	Investigation	100%	0	0	0	0	Complete		Concept Design complete.	
Roading/ Water/ Stormwater/		Marius Van Niekerk/Matt Kersel/Matt	MS	Site Investigation Works for Asset Management Coordination Report	Investigation	Ongoing	1	1	1	1	Hold		On hold until next sites are released. Workshop required with all Asset Managers to agree on the next sites.	
WastewaterStormwater	SW Renewal	Kneebone/David Matt Kneebone	MS	Stormwater - Kopanga Road	Design	90%	1	1	1	1	OK	AB	Design has been finalised and uploaded to Teamworks, awaiting decision on procurement.	Decision on procurement to be made
Stormwater	SW Renewal	Matt Kneebone	MS	Stormwater Pump Stations - Copeland Road	Investigation	100%	1	1	1	1	OK		Final deliverable finalised. Awaiting HDC to confirm next steps.	
Stormwater	SW Renewal	Matt Kneebone	MS	Stormwater Pump Stations - Ferry Road	Investigation	0%	1	1	1	1	OK		On hold until outstanding PCNs have been approved by HDC	
Stormwater	SW Renewal	Matt Kneebone	MS	Stormwater Pump Stations - Sutton Ave and School Road	Investigation	95%	1	1	1	1	OK		Under action.	
Stormwater	SW Renewal	Matt Kneebone	CB	Stormwater Renewal / Criticality Strategy	Report	0%	1	1	1	1	Hold		This work is being outsourced to another company by HDC.	
Roading	Safety Improvements	Larry Blake	PT	Te Ara Kahikatea Shared Pathway	Design	100%	0	0	0	0	Complete			
Water/ Stormwater/ Wastewater	Drinking Water New Works	Ansonica Botha	MS	Te Aute - Drinking Water	Design	60%	1	1	1	1	OK		Detailed Design under action. Procurement Plan signed off for direct engagement	
Roading	Safety Improvements	Lachlan Crawford	PT	Te Aute Gilpin Intersection	Design	80%	1	1	1	1	OK		Currently in design. Approval to included right hand turn bay from investigations undertaken by Lachlan Crawford 1	
Roading		Lachlan Crawford	PT	Urgent splitter islands at 4 intersections	Design	100%	0	0	0	0	Complete			
Roading	Bridge Maintenance	Anu Ileperuma	JD	VDAM BRIDGE WORKS - Taylors #253	Design	50%	1	1	1	1	OK		Fee variation to be submitted for change of scope. Scheduled timeline to be agreed.	
Water	WS New Works	Matt Kersel	RH	Waimarama Reservoir Seismic Assessment	Investigation	Ongoing	1	1	1	1	Hold	MKe	Seismic assessment report has been issued for HDC comment. Geotech investigations to advance on approval	HDC to liaise with landowners for site access.
Wastewater	WW New Works	David MacKenzie	DM	Wastewater Flow Monitoring and Model Enhancement - Stage 4	Investigation	85%	1	1	1	1	OK	DM	Have had verbal approval to progress with Stage 3 of the project, due for completion 8 weeks from approval. PCN to	Approve PCN once issued.
Wastewater	WW Renewals	David MacKenzie	MS	Wastewater Pump Stations Renewal Planning	Investigation	95%	1	1	1	1	OK		Field work being planned.	
Water		Graeme Hansen	MS	Water Model Review & Strategy - Master Model (M06)	Investigation	90%	1	1	1	1	OK		Going through reviews.	

Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Quality	Time	Cost	H&S	Overall Project Status	AM Input Required	Issues/Comments	Actions
Water		Matt Kersel	CB	Water Operations Programming	Management	100%	1	1	1	1	Hold	MKe		Awaiting HDC AM instruction.
Water		Matt Kersel	MS	Water Safety Plans - Hastings Addendum	Report	100%	0	0	0	0	Complete		Complete	
Wastewater		David MacKenzie	MS	Water Safety Plans - WWTP Bore	Report	0%	1	1	1	1	Hold		Stantec to resource following Hastings Urban Water Safety Plan.	
Water	WS New Works	Matt Kersel	MS	Water Services Minor Works 2016/17 - HVN Res Discharge Permit	Report	100%	0	0	0	0	Complete		Consent granted 1 August.	
Wastewater		David MacKenzie	MW	WWTP Bio Trickling Filter - Performance Issues	Investigation	Ongoing	0	0	0	0	Complete		Final report submitted to HDC.	
Wastewater	WW Renewals	David MacKenzie	MW	WWTP Infrastructure Condition Investigation	Investigation	65%	1	1	1	1	OK		Reports to be finalised in the next 2 weeks. David	
Wastewater		David MacKenzie	RH	WWTP Landbased Condition Assessment (Clive Outfall Pipe)	Report	100%	0	0	0	0	Complete			
Wastewater	WW Renewals	David MacKenzie	MW	WWTP Manifold	Investigation	10%	1	1	1	1	OK		A PCN is being progressed alongside the Outfalls project to bridge the common works between these projects.	
Wastewater	WW Renewals	David MacKenzie	MW	WWTP Outfall Condition Investigation - Submarine section Phase 2	Investigation	20%	1	1	1	1	OK		MetOcean engaged and works underway.	
Wastewater	WW Renewals	David MacKenzie	MW	WWTP Wet Well and Balance Tank Condition Assessment	Investigation	100%	0	0	0	0	Complete		Final has been uploaded into Teamworks.	



## Appendix 4: HDC Stantec Alliance Construction Summary

Stantec		2020.08.14 - HDC Forward Works - BL2										HASTINGS DISTRICT COUNCIL													
Construction Summary																									
Activities: Entire program, Rolling horizon - TimeNow -10 to +1500 Filtered by code Zones: CONS																									
Activity description	Dum	Current			2020			2021			2022			2023			2024			2025			2026		
		Start	Finish	Float	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
A100 - CONSTRUCTION SUMMARY (incl HANDOVER)	###	10 Aug 20	02 Feb 28	-143																					
Y316 - Jobs for Heretaunga	146	10 Aug 20	19 Mar 21	69																					
Y332 - AWPT	70	24 Aug 20	01 Dec 20	135																					
2669 - Rural AWPT	70	24 Aug 20	01 Dec 20	135																					
Y331 - Minor Safety	141	17 Aug 20	19 Mar 21	69																					
A133 - Tailhapa Road Passing Ops- sites 1-2	50	17 Aug 20	27 Oct 20	100																					
A131 - Tailhapa Road Barrier - stage 1	50	08 Sep 20	18 Nov 20	144																					
A135 - Tailhapa Road Passing Ops- sites 3-4	91	12 Oct 20	05 Mar 21	69																					
T659 - Tailhapa Road Passing Ops- site 5	70	26 Nov 20	19 Mar 21	69																					
Y330 - iWays	75	24 Aug 20	08 Dec 20	130																					
Y338 - iWay Audit Improvements	75	24 Aug 20	08 Dec 20	130																					
Y329 - Waipatu Marae / SH51 Safety and SW Improvements	143	10 Aug 20	16 Mar 21	72																					
Y337 - Waipatu phase 1	78	10 Aug 20	27 Nov 20	72																					
Y336 - Waipatu phase 2	65	30 Nov 20	16 Mar 21	72																					
Y339 - Footpath Projects	113	10 Aug 20	01 Feb 21	102																					
2668 - Package 1	80	10 Aug 20	01 Dec 20	135																					
Y341 - Package 2	51	12 Aug 20	21 Oct 20	162																					
Y340 - Package 3	81	10 Aug 20	02 Dec 20	134																					
Y335 - Package 4	80	11 Aug 20	02 Dec 20	134																					
Y342 - Package 5	20	05 Jan 21	01 Feb 21	102																					
A101 - Transportation	###	10 Aug 20	26 Nov 25	-143																					
A102 - AWPT - Urban	1656	10 Aug 20	26 Nov 25	-143																					
A107 - Princes / Victoria / Ellison (6 blocks)	139	10 Aug 20	05 Oct 20	0																					
A115 - Holt Place 235m	45	18 Nov 24	31 Jan 25	-143																					
A109 - Warwick Road 600m	172	24 Sep 20	16 Jan 21	10																					
A108 - Te Mata Peak Road 850m - # 44-121	125	31 Aug 21	11 Mar 22	75																					
1671 - Richmond Road 310m	50	29 Aug 22	08 Nov 22	152																					
A110 - Mayfair Avenue 550m	130	02 Aug 22	17 Feb 23	91																					
1412 - Danvers St 115m	80	29 Jul 22	21 Nov 22	143																					
A111 - Simla Avenue 820m - RP 0-820	80	05 Aug 22	28 Nov 22	138																					
A112 - Karamu Road 442m - Grove to Collinge	30	04 Sep 23	13 Oct 23	168																					
2711 - Te Mata Peak Rd Stage 2 454m	85	31 Jul 23	28 Nov 23	138																					
A117 - Fitzroy Avenue 195m - King to Nelson	110	31 Jul 23	16 Jan 24	113																					
A114 - Terrace Road 306m	100	31 Jul 23	19 Dec 23	123																					
A113 - Hastings St - Alexandra to Jervois Alexandra St - Warren to Hastings	85	10 Jan 24	13 May 24	33																					
A118 - Ellison St 65m - Hastings to Miller	75	10 Jan 24	29 Apr 24	43																					
A116 - Alexandra St 280m - Hastings to Willowpark (Stg 2)	85	29 Jul 24	26 Nov 24	139																					
A119 - Hastings St - St Aubyn to Alexandra (Stg 3)	85	29 Jul 25	26 Nov 25	144																					
A120 - AWPT - Rural	1264	02 Aug 21	04 Feb 25	43																					
1931 - Middle Rd Widening - 8360-8840 - M Safety Project	61																								
T078 - Ngatarawa Road 1200m - RP 0-1200	75	10 Jan 22	28 Apr 22	44																					
3091 - Middle Rd Full Width - RP 7350-8360 & Widening RP 7170-7350	90	01 Sep 22	23 Jan 23	109																					
A126 - Mt Erin Road 2054m	100	02 Aug 21	21 Dec 21	121																					
S879 - Rechford Road 1030m - RP 40-1070	75	05 Aug 22	21 Nov 22	1793																					
S680 - Waimarama Road 820m - RP 13300-14120	75	11 Jan 23	01 May 23	43																					
A127 - Thompson Road - Napier Rd to Brookvale Rd	85	31 Jul 23	28 Nov 23	138																					
A125 - Maraekakaho Road 615m - RP 1210-1825 (Stock to Golf Course)	65	10 Jan 24	12 Apr 24	53																					
S481 - Middle Rd 1220m - RP 7900-9120	80	10 Jan 24	06 May 24	1445																					
S083 - Valley Road 400m - RP 2812-3210	60	02 Sep 24	26 Nov 24	139																					
R884 - Gilpin Road 760m - RP 0-761	70	02 Sep 24	10 Dec 24	129																					
S282 - Middle Rd 2000m - RP 18500-20500	100	02 Sep 24	04 Feb 25	99																					
A128 - Minor Safety	1045	10 Aug 20	28 Aug 23	57																					
O022 - Minor Safety	1045	10 Aug 20	28 Aug 23	109																					
A130 - Maraetotara Falls Safety Improvements	80	10 Aug 20	01 Dec 20	135																					
N770 - Middle Rd - Stage 3 - Widening	61																								
A132 - Te Aute / Gilpin Intersection Improvements	45	15 Oct 20	05 Jan 21	121																					
N771 - Middle Rd - Stage 3 - Full Width	90	01 Sep 22	23 Jan 23	109																					
A134 - Tailhapa Road Barrier - stage 2	40	05 Jul 21	27 Aug 21	201																					
A136 - Hastings/St Aubyns - Signalisation	90	21 Apr 23	28 Aug 23	202																					
O021 - Brookfields Crash Reduction	110	14 Sep 21	08 Dec 21	130																					
N502 - Brookfields Rd CRS - Maint Instructions	49																								
N480 - Brookfields Rd - Shoulder Widening	60	14 Sep 21	08 Dec 21	130																					
O023 - Haumoana Crash Reduction	80	19 Oct 20	01 Dec 20	135																					
N782 - Haumoana Mill Rd / East Rd - CRS Maint Instruction (DRA 1)	49																								
N349 - Haumoana Rd - Solar Warning Signage x3 (SAWS) (DRA1)	49																								
N781 - Haumoana Rd - Relocate power poles (DRA1)	10	19 Oct 20	03 Nov 20	155																					
O089 - Haumoana Rd - Vehicle Conflict vs Shared Path (DRA1)	20	04 Nov 20	01 Dec 20	135																					
O020 - Waimarama Road Crash Reduction	371	21 Sep 20	06 Apr 22	57																					
N702 - Waimarama Rd CRS - Minor Work - Red Bridge to Waimarama	30	21 Sep 20	03 Nov 20	155																					



Stantec		2020.08.14 - HDC Forward Works - BL2																		HASTINGS DISTRICT COUNCIL	
Construction Summary																					
Activities: Entire program, Rolling horizon - TimeNow -10 to +1500 Filtered by code Zones: CONS																					
Activity description	Durn	Current				2020		2021		2022		2023		2024		2025		2026			
		Start	Finish	Float	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
A174 - Omaha Rd - Industrial Dev - Jarvis to Kirkwood	80	10 Jan 23	05 May 23	39																	
P544 - Brookvale Rd connector	110	23 Jun 22	25 Nov 22	382																	
P802 - Thompson Rd urbanisation	90	13 Aug 25	18 Dec 25	128																	
A175 - Iona development	463	10 Aug 20	28 Jan 22	0																	
A176 - Iona 1 - Breadalbane Avenue	106	10 Aug 20	04 Sep 20	05																	
A177 - Iona 3 - Intersection (TBC)	75	29 Sep 21	28 Jan 22	104																	
A178 - Iona 4 - Iona Rd - Middle to Breadalbane	75	29 Sep 21	28 Jan 22	104																	
A179 - Iona 5 - Middle Rd - Iona to Breadalbane	75	29 Sep 21	28 Jan 22	1997																	
A180 - Iona 2A - WW Scheme & Supply	75	29 Sep 21	28 Jan 22	104																	
A181 - Iona 2B - Water & SW - Campbell St only	66	14 Jan 21	20 Apr 21	439																	
T616 - Iona 2C - Water - Porter to Breadalbane	116	22 Mar 21	03 Sep 21	439																	
A182 - Roundabout Construction	596	02 Dec 20	25 May 23	24																	
A184 - Omaha / Henderson Roundabout	90	05 Jan 21	14 May 21	32																	
A183 - Irongate Stage 3 - Maraekakaho Roundabout	111	02 Dec 20	26 May 21	24																	
A185 - Omaha / Chatham Roundabout	105	10 Jan 22	10 Jun 22	257																	
A186 - Maraekakaho / York Roundabout	90	01 Aug 22	06 Dec 22	132																	
P028 - Lyndhurst / Nottingly Roundabout	95	09 Jan 23	25 May 23	25																	
A187 - 3 Waters	# # #	10 Aug 20	02 Feb 27	-51																	
A188 - Combined Projects	256	10 Aug 20	30 Oct 20	0																	
A189 - Services Co-ordination Report	233	10 Aug 20	30 Oct 20	09																	
A190 - Stormwater	1601	10 Aug 20	08 Sep 25	-51																	
A191 - Pipework - new or replacement	508	10 Aug 20	11 Feb 22	-26																	
A192 - Maraekakaho Extension	122																				
A194 - Arataki Rd	79	10 Aug 20	21 Aug 20	09																	
A193 - Emerald Hill	35	21 Jan 21	11 Mar 21	75																	
A196 - Reynolds Rd	45	25 Nov 21	11 Feb 22	95																	
A195 - Kopanga Road	23	16 Apr 21	19 May 21	29																	
X216 - Gordon Road Puriri to Kennedy SW	50	27 May 21	05 Aug 21	-26																	
A197 - AWPT Projects	1121	02 Aug 22	08 Sep 25	33																	
A199 - Princes / Victoria / Ellison (6 blocks)	90																				
A200 - Warwick Road (500m)	130	02 Aug 22	17 Feb 23	91																	
A201 - Mayfair Avenue	30	02 Aug 22	12 Sep 22	91																	
A202 - Simla Avenue	25	05 Aug 22	08 Sep 22	138																	
A203 - Hastings St - Alexandra to Jerois Alexandra St - Warren to Hastings	30	10 Jan 24	21 Feb 24	33																	
A204 - Terrace Road (TBC)	35	31 Jul 23	15 Sep 23	123																	
A205 - Fitzroy Avenue - King to Nelson	40	31 Jul 23	22 Sep 23	113																	
A206 - Alexandra St - Hastings to Willowpark (Stg 2)	30	29 Jul 24	06 Sep 24	139																	
A207 - Ellison St - Hastings to Miller (TBC)	40	10 Jan 24	06 Mar 24	43																	
A208 - Hastings St - St Aubyn to Alexandra (Stg 3)	30	29 Jul 25	08 Sep 25	144																	
A209 - Streams, Dams and Drains	226	27 May 21	03 May 22	-51																	
W836 - Caroline Road Extension Temp Works	75	27 May 21	09 Sep 21	-51																	
W947 - Caroline Road Extension Perm Works	85	12 Nov 21	28 Mar 22	64																	
X627 - Charlton Road Detention Dam Upgrade	85	15 Dec 21	03 May 22	1934																	
X761 - Gilpin Road SW Upgrade	90	01 Nov 21	22 Mar 22	68																	
Y116 - Pumpstations and Rising mains	27	04 Oct 21	11 Nov 21	149																	
X374 - Ballantyne St - 608 to Nottingly	27	04 Oct 21	11 Nov 21	149																	
X508 - Ballantyne St - 714 to Omaha	27	04 Oct 21	11 Nov 21	149																	
A210 - Wastewater	1974	10 Aug 20	02 Feb 27	-31																	
A211 - Pipework - new or replacement	592	08 Apr 21	17 Feb 22	23																	
A237 - Omaha Industrial Renewals	30	08 Apr 21	20 May 21	23																	
A216 - Eastern Interceptor	150	05 Jul 21	17 Feb 22	91																	
V629 - Frimley Interceptor Upgrade	100	02 Aug 21	21 Dec 21	121																	
A217 - AWPT Projects	1568	24 Sep 20	08 Sep 25	10																	
A219 - Princes / Victoria / Ellison (6 blocks)	90																				
A220 - Warwick Road (500m)	172	24 Sep 20	16 Jun 21	10																	
A221 - Mayfair Avenue	30	02 Aug 22	12 Sep 22	91																	
A222 - Simla Avenue	25	05 Aug 22	08 Sep 22	138																	
A223 - Hastings St - Alexandra to Jerois Alexandra St - Warren to Hastings	30	10 Jan 24	21 Feb 24	33																	
A224 - Terrace Road (TBC)	35	31 Jul 23	15 Sep 23	123																	
A225 - Fitzroy Avenue - King to Nelson	40	31 Jul 23	22 Sep 23	113																	
A226 - Alexandra St - Hastings to Willowpark (Stg 2)	30	29 Jul 24	06 Sep 24	139																	
A227 - Ellison St - Hastings to Miller (TBC)	40	10 Jan 24	06 Mar 24	43																	
A228 - Hastings St - St Aubyn to Alexandra (Stg 3)	30	29 Jul 25	08 Sep 25	144																	
A229 - Pumpstations & Rising Mains	1464	14 Apr 22	02 Feb 27	56																	
W008 - Flaxmere WWPS and Storage	85	14 Apr 22	16 Aug 22	210																	
W142 - Flaxmere RM Renewal	85	05 Oct 22	20 Feb 23	90																	
V740 - Clive Street Pump Station and Storage Upgrade	85	24 Nov 23	09 Apr 24	56																	
W276 - Waipuna St Pump Station and Storage Upgrade	85	18 Oct 23	01 Mar 24	81																	
V384 - Albert St RM Renewal	90	04 Oct 23	23 Feb 24	86																	
V495 - Park Road South and Lyell Street Pump Station Upgrade	85	09 Oct 24	21 Feb 25	87																	
W457 - Waipuna St RM Renewal	80	17 Jan 24	13 May 24	277																	
W701 - Franklin Tce WWPS and Storage Upgrade	85</																				