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Tuesday, 10 November 2020

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

**Hastings District Council**

**Operations and Monitoring Committee Meeting**

*Kaupapataka*

# Open Attachments Under Separate Cover

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*Te Rā Hui:*  
Meeting date: **Tuesday, 10 November 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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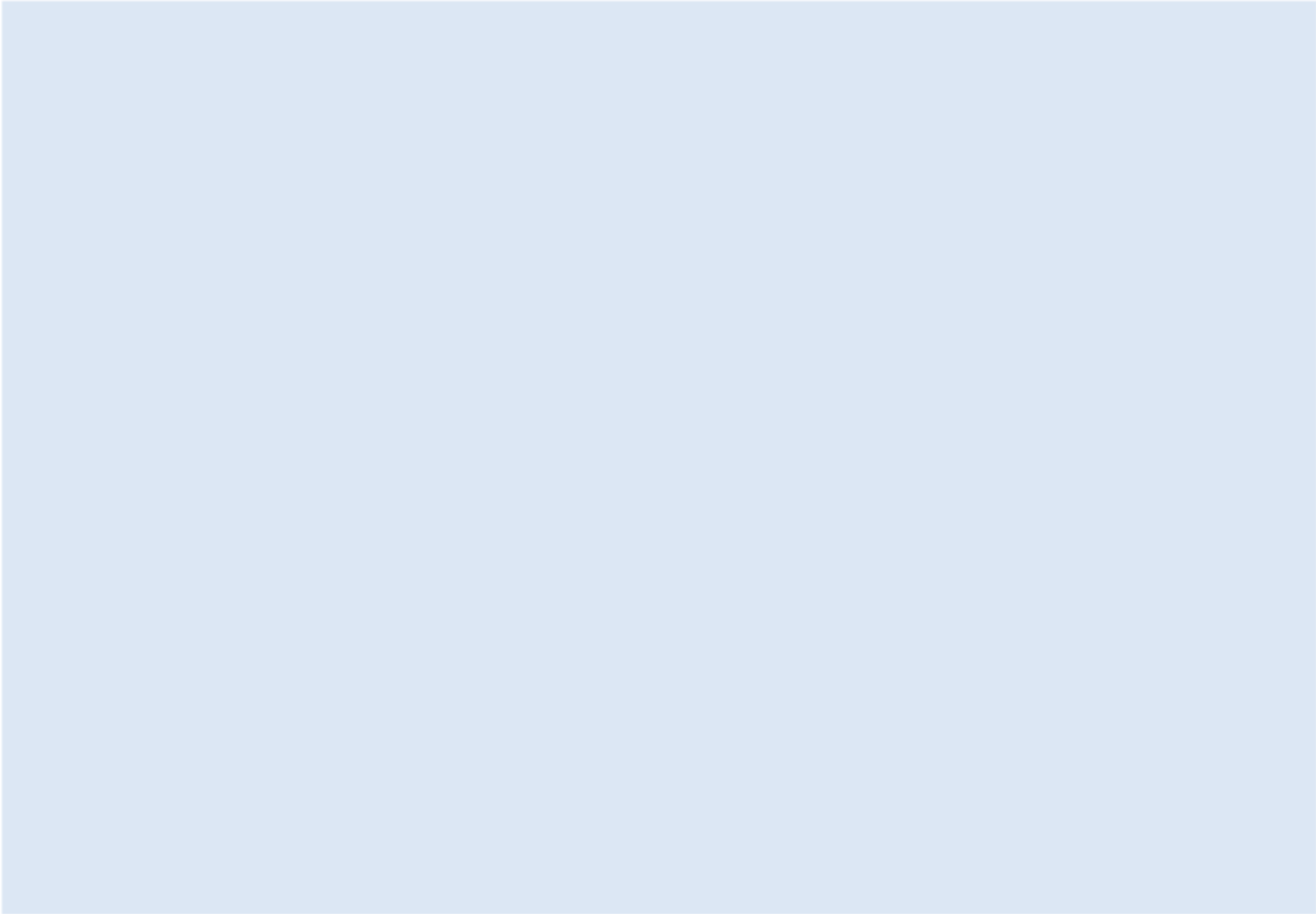
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**TE KAUNIHERA Ā-ROHE O HERETAUNGA**

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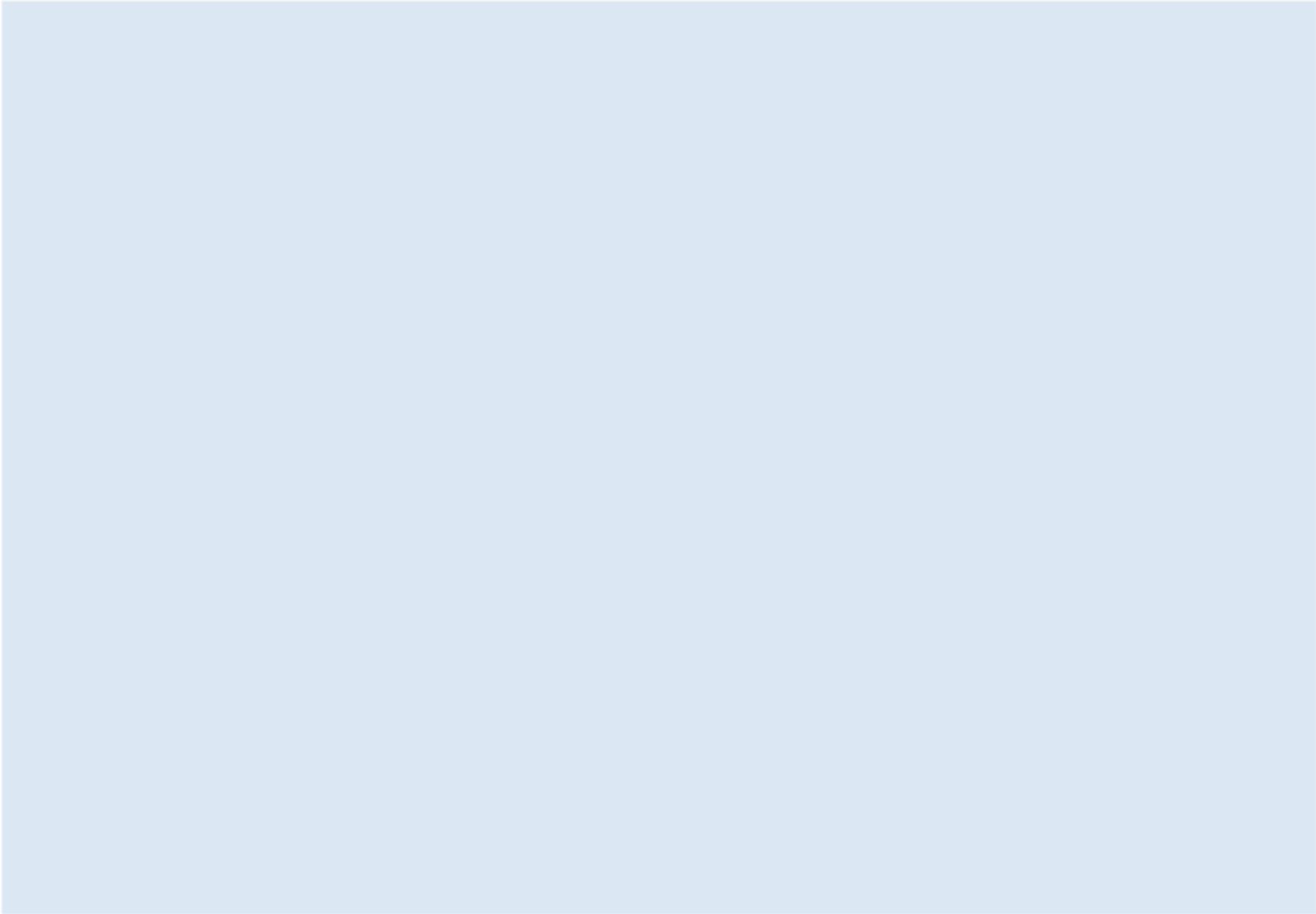




Item 5

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Item 5



## 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 is pleased with all of the feedback from Councillors on the previous report and will continue to work hard on incorporating their feedback so this report can meet the purpose of the Committee.

We are experiencing a very busy end to 2020 with firstly the return to Alert Level 2 and then Level 1. As an organisation, we continue to prepare and plan for future changes in alert levels including rostered staff to support the Hawke's Bay Civil Defence Management Group, including the provision of two senior managers to be relief Group Controllers.

Our focus remains strongly on how to support our district with its COVID-19 recovery. We are committed to working with the government to address rising unemployment numbers due to the crisis.

As such, Council has partnered with Ministry of Social Development to create local employment opportunities for those people who have been displaced, either temporarily or permanently, due to their place of employment being impacted by COVID-19 and/or the Government's response to it, through its "Jobs for Heretaunga" initiative. Guiding this initiative is Council's new Procurement Policy and Strategy that was adopted in May this year, and puts a heightened focus on achieving more than just competitive pricing, seeking a broader public value and getting the best result over the whole life of the goods, services or works.

With this in mind, Council has contracted the following local companies to carry out the roading work:

- Higgins (and subcontractors) – SH51
- Topline Contracting – Karamu and Bennett Rd footpaths
- Downer NZ, Fulton Hogan and Russell Roads – Various roading projects and iWay improvements.
- Dodge Contracting, ACL Civil, Proseal, McNatty Construction Ltd – Various new footpaths and guardrail projects.

These companies have confirmed that they will employ and train local people to fulfil these contractual arrangements.



To support the struggling events sector, the Ministry of Business Innovation and Employment announced on 1 September funding of just under \$10m for 200 events across New Zealand. It was fantastic that five iconic Hastings events have received this funding support including the Edible Fashion Awards, Hawke's Bay Arts Festival, the Hawke's Bay A&P Show, Christmas at the Park and the Horse of the Year Show. Providing we remain at Alert Level 1, Splash Planet is also on track to open this summer on 16 November.

These past few months have seen a number of major milestones in Council's journey to deliver safe drinking water to our community. In July, the Prime Minister announced a \$761m package for three waters investment over the next twelve months, with \$50m earmarked for Hawke's Bay. An invitation was also extended for councils to work with Government to co-design and support multi-regional three waters service delivery entities. Wairoa District Council, Napier City Council, Hastings District Council and Central Hawke's Bay District Council all signed the Government's memorandum of understanding, opting-in to the first phase of a partnership process to reform three waters service delivery arrangements and unlocking \$50m in immediate stimulus funding. As a result, the \$50m has been allocated as follows: Wairoa District Council \$11.04m; Napier City Council \$12.51m; Hastings District Council \$15.36m and Central Hawke's Bay District Council \$11m.

The design concepts for Waiaroha, the water treatment and storage facility on Southampton St East and Hastings St South, have gone out for community feedback. The proposal includes an indoor/outdoor education and cultural component, funded through the Government's Three Waters Services Reform programme, subject to Crown approval. This is a major component of the Hastings Drinking Water Strategy (2018) designed to increase the safety, capacity and resilience of our largest urban water supply. Running concurrently to this is the Frimley water treatment and storage facility and infrastructure project underway in Frimley Park. The first of Hastings District's eight small community drinking water supply upgrades has also been completed. The new Haumoana, Te Awanga, Parkhill water source and treatment facility was blessed in October, attended by Matahiwi Marae, near neighbours, councillors and the construction teams. Other areas included in this programme of work include Whirinaki/Esk; Clive; Waimarama, Te Pōhue; Waipātiki and Whakatu.

The Hastings place-based housing plan is progressing very well with staff working hard alongside the Ministry of Housing and Urban Development, Kāinga Ora, Te Puni Kōkiri, Ngāti Kahungunu, the Ministry of Social Development and other key local players to deliver much needed housing for our community. In August, Housing Minister Megan Woods and Associate Minister for Housing Nanaia Mahuta announced \$16m for infrastructure to support the development of new housing in Hastings. This is in addition to the \$12m Council has already set aside for housing infrastructure, bringing the total investment to \$28m. It has been great to mark the start of many new Kāinga Ora homes in our district – including the new Tarbet Street housing development in Flaxmere as well as the new homes on Kauri Street in Mahora in addition to the completion of new homes in Raureka.

The redevelopment of the Municipal Building in Hastings is progressing with earthquake strengthening work set to be completed by April next year, and planning is also underway for Stage 2 of the redevelopment. More funding applications will be submitted shortly after Council approved \$5.5m in funding to bring the precinct's overarching vision to life.

Earlier this year, Te Taiwhenua o Heretaunga with Te Taiwhenua o Te Whanganui a Orotū submitted an application to the Provincial Growth Fund (PGF) Marae Renovation Fund for the renovation of a cluster of 21 Marae in Heretaunga and Ahuriri. The application was supported by Te Puni Kōkiri and Council. I am pleased to report that Hawke's Bay will be receiving funds of \$9,623,529 that will benefit 51 Marae and create just over 260 jobs. Of this, Te Taiwhenua O Heretaunga will be receiving \$6,020,910 that will benefit 19 Marae and create 39 jobs.

As some of you may remember, in 2018 Council approved the Heretaunga Ararau-Te Reo Māori Policy and recently in August 2020, also approved the Heretaunga Ararau Te Reo Māori Action Plan. The purpose of the policy is to recognise the status of Te Reo Māori as a taonga of iwi Māori and to celebrate Te Reo Māori me ōna tikanga Māori. The action plan sets out how the policy will be implemented to achieve te reo Māori outcomes for Hastings city, Hastings district and for the Hastings District Council. This Plan was launched during Te Wiki O Te Reo Māori which was celebrated by Council in September.

I would like to acknowledge all of our hard working staff for the organisation's recent successes as outlined in this report. We remain attuned to the current strategic risks affecting our operational environment as we continue with dedication and commitment to deliver on all of Council's priorities.

Lastly, I am very proud to say Hastings is not only officially New Zealand's Most Beautiful Large Town - it is also the Keep New Zealand Beautiful Awards Supreme Winner 2020. This achievement is recognition of the amazing efforts of all of our people, from our volunteers, staff and contractors, to our councillors and everyone in all of our communities.



**Nigel Bickle**  
Chief Executive





Rural and Urban Works

Project	Comment
School Road Wastewater Rising Main	This contract is now complete.
Arataki Road Stormwater Improvement	This contract is now complete.
Park Road Wastewater Rising Main	This contract is now complete.
Montgomery Street/Place Drinking Water Renewal	This contract is now complete.
Beach Outfall Restoration	This contract is now complete.
Warwick Road Reconstruction	This contract includes significant 3 Waters infrastructure, including a section of the Eastern Interceptor wastewater trunk main. This tender was awarded to Higgins Contractors Ltd.
Te Aute Road New Drinking Water Main	This contract was negotiated with Drainways Contracting Ltd. The new main will provide the water required for firefighting for the Ryman development and improve network resilience.
Upcoming tenders	
Campbell/Porter/Middle Road – New drinking water main	This contract is for the construction of a new drinking water main from Duart Road, along Campbell Street, Porter Drive and Middle Road, ending at Breadalbane Road. A short section of new stormwater main will also be constructed as part of this contract between Busby Hill and Porter Drive. The intention is to award this contract in early December to enable work to start in January 2021.



## 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 first quarter of the 2020/21 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 first quarter of the 2020/21 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's 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. Commissioning of the Haumoana Plant has commenced. An opening ceremony to bless the Haumoana Plant and water supply was held on Saturday 17 October and it is planned that this plant will be supplying drinking water mid-November. Civil works are nearing completion at the Whirinaki/Esk site and mechanical installation is scheduled to commence on 19 October. Civil works have commenced at both the Waimarama and Te Pōhue sites. Resource consent has been granted for the Clive site and both bore construction and civil works are scheduled to commence in November. Land negotiations are proceeding at Waipātiki. Once the land and consent processes are complete for Waipātiki, 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.



Whirinaki site



Te Pōhue site preparations



Haumoana



Waimarama site works

HDC Urban Water Treatment Upgrades

FRIMLEY

A range of works are now being undertaken concurrently on the Frimley project, including the following:

Bore construction to commence in early November.

Reticulation works are still focussed on the Frimley Road and Nottingham Road area, involving pipe welding and drilling, as well as major connection works. The next phase includes similar work in the Hapuku Street section, prior to moving to Frimley Park.

The tank design and building consent process is now well advanced with tank delivery from the UK due towards the end of 2020.

Final design and tender documents are completed for the water treatment plant and procurement processes are underway.

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



Frimley Park Tank Excavation Works



## Duart Road Watermain Project

The purpose of the new water main is to provide water supply to the Iona development and strengthen network connections along the way that will benefit the wider network resilience.

There is some new stormwater infrastructure as well in the red bubble. The purpose of this new main is to remove public assets from private land.

The red line shows the extent of the works. The red oval is the work we expect to be most disruptive and will be undertaken as early as the contractor is able to start in the new year. This is a separate portion in the contract and has to be completed by 2 February 2021.

It has been recommended to the contractors that the connection into Duart Road which is represented by the orange bubble be completed during the April school holidays and that the work at the Lucknow School patrolled crossing, represented by the blue bubble be completed during the July school holidays.

Completion of the work is expected early September 2021.



OPERATIONS AND MONITORING REPORT | QUARTER 1, 2020-21

## Waiairoha

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

Public open day held on 12 September with extensive media coverage since that time. Specific engagement and contact with immediately affected neighbours undertaken in preparation for consent lodgement.



Further Iwi consultation programmed and planned through October.

Preparation of Change of Designation application documents have now been lodged.

Work continues on final design detail, development of contract documents and specifications with procurement to follow the Change of Designation process.

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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 first quarter of 2020-2021. The compliance report has been completed and submitted to Hawke’s Bay Regional Council.

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 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 requirements, a number of improvements have been made to the plant building. A good documentation framework has also been developed for the site.

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 Hawke’s Bay Regional Council. An investigation into the cause of the overflow was carried out swiftly which determined the cause of the overflow to be a defective section of pipe at one of the domestic pump stations. Repair work was carried out swiftly to return the pump station to service. The overflow was contained and did not enter the environment.

Stormwater

Stormwater Consent Compliance

Council holds a number of stormwater-related consents which are issued by Hawke’s Bay Regional Council, with conditions to manage and report on the condition and performance of the urban stormwater network.

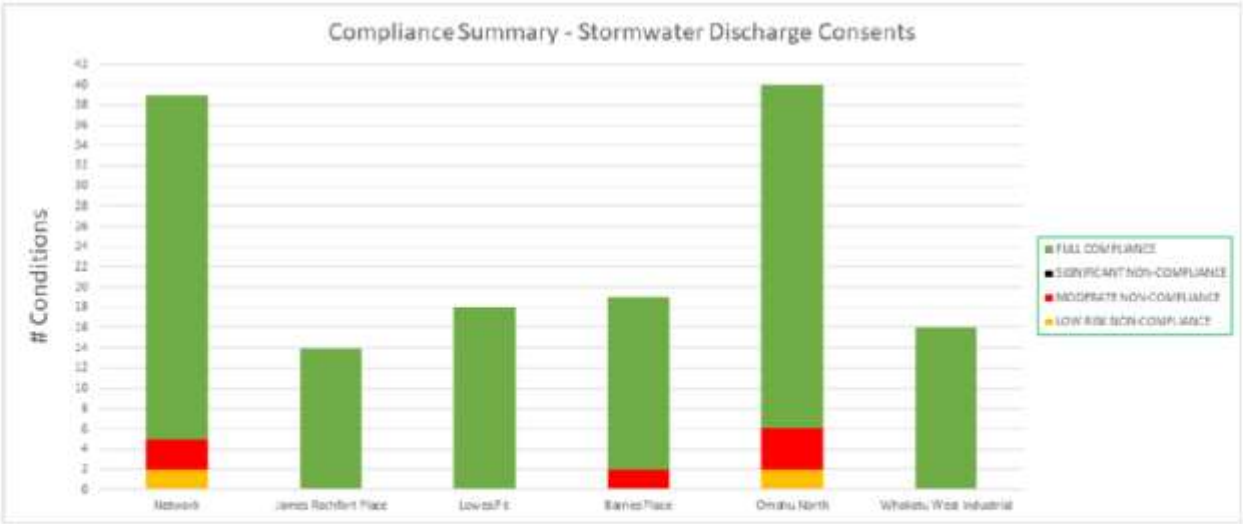
Annual compliance reports have been submitted to the Hawke’s Bay Regional Council for the following stormwater detention dams and related discharge consents:

Network consent, covering the urban areas of Hastings, Clive, Flaxmere and Havelock North

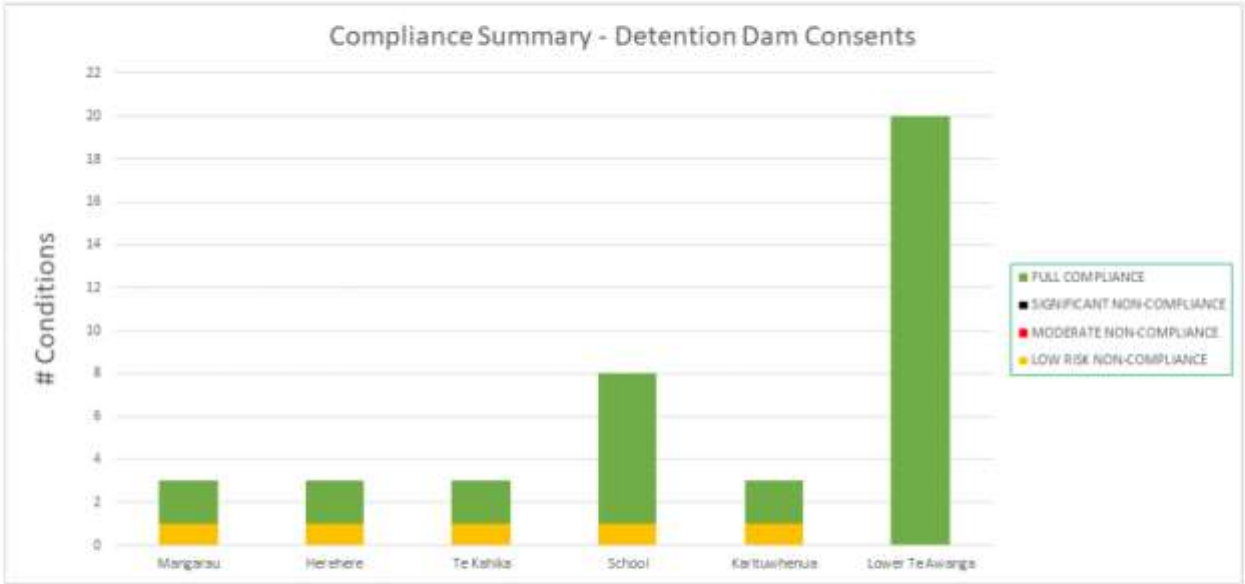
Omahu Road industrial discharges at Whakatū, Lowes Pit, Barnes Place, James Rochfort Place and the newly rezoned Omahu Road North Industrial area

Havelock North Detention Dams (five sites) and the Te Awanga/Clifton Detention dams.

Hawke’s Bay Regional Council have assessed the annual reports submitted in the 2019/20 compliance year and have now issued formal compliance reports outlining their assessment for compliance with the associated consent conditions. Hawke’s Bay Regional Council identified a number of low/moderate non-conformances, as shown in the graphs below:



The network and industrial non-conformances relate to on-site inspections, monitoring of on-site systems and stormwater quality sampling of high risk industrial sites not being completed, spill management where illegal discharges have entered the stormwater network, the updating of Catchment Management Plans and identification of properties at risk of flooding. Work is continuing to provide specialist resources to respond to on-site issues (spills, property inspections, monitoring of on-site treatment systems) and the development of flood models to identify flood risk properties.



The non-conformances relate to vegetation build up in the channels above/below the detention dams – this is a common occurrence especially in spring/summer when the inspections are undertaken. These are minor in nature and do not impact the structural integrity of the dam or limit the ability of the dam to operate during an extreme event. A review of the maintenance requirements is underway and we are working with the Hawke’s Bay Regional Council Works Group to take over the ongoing maintenance for these dams.



## 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.

Stormwater sampling has been carried out during three rain events to monitor the quality of the stormwater discharge from various catchments. Sample collection is now complete for James Rochfort Place with the focus moving onto Lowes Pit, Omaha North Industrial and Barnes Place.

A monitoring and sampling programme is currently being developed with the assistance of EOS Ecology to address the condition of the Riverslea Drain (downstream of Havelock Road) and the potential source of any contaminants that are discharging into the stormwater system, ultimately discharging into the Riverslea Drain. Any findings from this investigation/sample collection will be presented in the next quarterly report.

There have been recent instances of illegal discharges from properties adjacent to the main railway line which all discharge into the Ruahapia Stream. A plan is being developed to identify follow up actions to address these illegal discharges and how Council can prevent further discharges from occurring.

## Lowes Pit

Tonkin and Taylor in conjunction with Sustainable Community Outcomes Ltd (SCO) have been working with Council 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.

A recent workshop involving specialist engineers, planners and scientists from Council, Tonkin & Taylor, SCO, and Good Earth Matters took place in September to advance the programme of works to create a vertical wetland at the current Lowes Pit site. Initial work packages will focus on identification of the sources of pollution, the design of a 'first flush' diversion of contaminated stormwater into the

wastewater network and pipe end treatment (specific devices for contaminant removal) to ensure only treated stormwater is discharged into the proposed Lowes Pit wetland. The design of the vertical wetland will occur in parallel and will consider the consents needed to fill in the pit and the associated discharge into the wetland.

Work Package	Timing
Survey of pit and stormwater network, concept design	Oct 2020 – Jan 2021
Preliminary Design	Feb 2021 – May 2021
Consenting	May 2021 – Nov 2021
Detailed Design	May 2021 – Nov 2021

A construction strategy for the pit will be developed to address the volume and potential sources of suitable backfill material to fill in the pit.

## Stormwater Renewals Strategy

Council 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.

## 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, Eskdale

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 refers to 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 Council's rock revetment structure to the Clifton Boat Ramp. This involves approximately 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 the 20-21 August period 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.





## Waste

### Waste

#### Facilities

Omarunui Landfill – fully operational; a resource consent application has been lodged for the development of Area B – awaiting outcome.

Closed fill sites – no reported issues.

Henderson Road Refuse Transfer Station – fully operational.

Blackbridge Refuse Transfer Stations (Operated by Bin Hire Company) – Fully operational and opening hours increased to Thursday to Monday 8.00am to 4.30pm.

Rural recycling sites – operational. Pukehamoamo site temporarily closed mid-September due to ongoing contamination issues. Report to be presented to the Rural Community Board regarding process when sites are continually mistreated.

Martin Place Recycling Facility – Closed due to the cessation of the licence to occupy by the current landowner.

#### Kerbside Recycling and Rubbish Services

The new collection services started on 1 July and both are going very well.

There was a period of three weeks with an increased number of queries.

There was an initial spike in recycling volumes in July and this can be attributed to the post COVID-19 alert level restrictions.

The allocation of recycling crates is likely to have encouraged residents who have previously not participated to do so.

The average rubbish wheelie bin weight has been stable at 9kg per month, whilst participation has steadily increased.

Contamination of recycling and rubbish is low.

The infographic below provides more information.



### Local Waste Minimisation Fund

The 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 first recipient of the monthly Waste Minimisation Contestable Fund for small projects was Zeffer Cider. Zeffer were granted \$2,000 to help purchase bins, signage, stands and other materials to set up a waste station to help achieve their aims of diverting at least 70% of their waste at events.

Applications for the annual fund targeting medium to large projects, between \$2,000-\$20,000 in value, were welcomed in September 2020.

### HazMobile

The HazMobile collection was scheduled for 30 March 2020 but was postponed due to COVID-19 restrictions. It has been rescheduled for 15 November 2020. It will be a joint event with Napier City Council and promotion of the event will commence in October.

### Landfill Development

The team is working through the consent process for the development of the landfill and aiming to notify in mid November.

### Upcoming Work for the Waste Team

- Solid waste bylaw review
- Review of extent of kerbside services consultation
- Rates policy review regarding kerbside collection services
- Development of waste behaviour change education programmes
- Improvement to increase diversion at the Henderson Road Refuse Transfer Station.



## Cemeteries

<ul style="list-style-type: none"> <li>• Cremator front half of roof replaced during July 2020.</li> </ul>
<ul style="list-style-type: none"> <li>• HBRC consent for air discharge – cremation data, for the year 1 July 2019 – 30 June 2020, sent to HBRC and awaiting their response.</li> </ul>
<ul style="list-style-type: none"> <li>• Chapel times changed to allow an hour between services. This allows more time for cleaning between services and to set up chapel for the next service.</li> </ul>
<ul style="list-style-type: none"> <li>• Investigating purchasing an additional columbarium wall for Hastings cemetery as available slots are getting low.</li> </ul>
<ul style="list-style-type: none"> <li>• Cemetery management system (PlotBox) is working well but plot validation needs to be carried out and audited before going live with the website for public access.</li> </ul>
<ul style="list-style-type: none"> <li>• Mangarua extension plans drawn up and currently awaiting costings to allow us to see what can be done with the current budget.</li> </ul>
<ul style="list-style-type: none"> <li>• The cemeteries and crematorium long term renewal, maintenance and operational expenditure and revenue requirements were submitted for LTP consideration.</li> </ul>
<ul style="list-style-type: none"> <li>• Officers are investigating concepts to alter the access and parking at Hastings cemetery and looking at options to better manage some of the antisocial behaviour that occurs. These options will need to be considered in the LTP.</li> </ul>







## Transport

### Rural and Urban Works

Category	Project	Phase	Comment
Road Network	Princess/Victoria/Ellison Roads reconstruction	Construction	Construction at advanced stages. Works to be completed during October 2020.
	Warwick Road	Construction	This contract includes significant 3 waters infrastructure, including a section of the Eastern Interceptor wastewater trunk main. This tender was awarded to Higgins Contractors Ltd.
Growth	Breadalbane Avenue	Construction	Works is complete. Site clearance and lighting installations to be completed during October 2020.
	Omahu Henderson Roundabout	Construction	Enabling works complete. Tender was awarded to Higgins Contractors Ltd. Construction scheduled to commence early January 2021.
	Irongate Road, Stage 3 Roundabout	Tender	Enabling works is in progress. Project to progress to tender early in October 2020.
Walking and Cycling	Napier Road Cycleway	Construction	Construction works are progressing well. Scheduled completion date is end of January 2021.
Provincial Growth Fund	SH51/Waipatu Marae Safety Improvements	Construction	Higgins has been engaged for this project. Construction works commenced during September 2020 and are progressing well. Scheduled completion date is end of March 2021.
	Taihapa Road passing opportunities, Stages 1-4	Construction	Fulton Hogan has been engaged for this project. Construction works commenced during September 2020 and are progressing well. Scheduled completion date is mid December 2020.



iWay improvements	Construction	Downers has been engaged for this project. This project entails various maintenance type activities on our iWay's network. These works are scheduled to commence early October 2020.
Tuki Tuki Road Rural Area Wide Pavement Treatment	Construction	Russell Roads has been engaged for this project. The contractor commenced with drainage installations during September 2020. Scheduled completion date is mid December 2020.
Various footpaths	Construction	ACL Construction, Dodge Contracting and ProSeal and Topline Construction have been engaged to construct a number of footpaths under this programme. All the contractors have commenced with their projects during August and September and are progressing well. The first projects will be completed early October 2020. The majority of these footpaths will be completed by December 2020.

Walking and Cycling

iWay School Cycling and Scootering Education - schools have been understandably slow and careful with the return of external providers following the easing of COVID-19 restrictions, including our iWay instructors. This was exacerbated with the recent fluctuation back to Alert Level 2.

However, the feedback from the training we have been able to provide has been extremely positive around our new training regimes. The students are enjoying the fun, games-based skills training, as are the school staff (and instructors too.) As a result, schools are keen on more regular training – shorter sessions more often - to build on the students' enthusiasm. We are also getting approaches from schools outside our current programmes.

The investment we and our Sport Hawke's Bay partners made in programme and instructor development and training over the COVID-19 lockdown period is beginning to show dividends.



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.

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 by the end of this year.

Bridges

The bridge maintenance forecasting tool is underway.

The two tenders for this year's construction is set to be released in the coming weeks.

Mangatahi Bridge enabling works are well 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 - Physical works commenced in mid-June 2020. Higgins commenced with physical works on site on 21 September 2020. Initial works will include pot-holing for services and excavating test pits. Construction works began with the drainage works on the Southern side of SH51 from St Georges towards Elwood Road.

Taihape Road passing opportunities Stages 1-4 - Fulton Hogan commenced construction in mid-September with earthworks at RP41, the first layer of AP65 has been placed but heavy rain and little drainage has meant the pavement is saturated. Fulton Hogan crews are trying to establish additional drainage to control and drain water from the pavement layer.

Rural Area Wide Pavement Treatment Tukituki Road - Russell Roads began construction on 21 September with the installation of subsoil drainage to help control the water from the hill side above the road. The main works will be commence later in October to allow the subsoil drains to drain excess water from the soil.

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.

IWay Network Upgrades - Downers engagement has been finalised with the scope and pricing agreed. Engagement of redeployment resources has commenced with four staff employed to date and work ongoing with MSD to identify further

employees. Downers are preparing a program of works which will commence in early October 2020.

Footpaths works - ACL Construction, Dodge Contracting, ProSeal and Topline Construction have been engaged to construct a number of footpaths under this programme. All the contractors have commenced with their projects during August and September and are progressing well. The first projects will be completed early October 2020. The majority of these footpaths will be completed by December 2020.









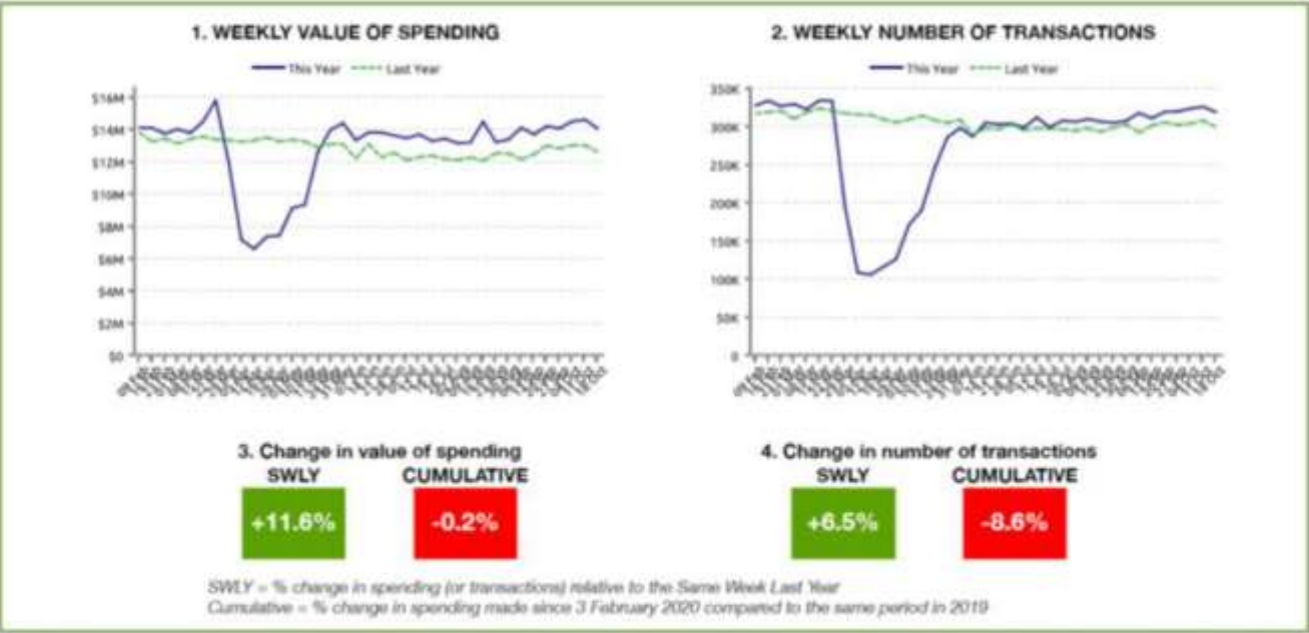
Hastings District



Retail Sales

As at 30 September 2020 Hastings retail spend is up 2% for the month – however there was a drop in both total number of transactions and average value by 4% and 7.6% respectively. There could be various factors impacting on these figures for Hastings – given September is usually a time of year where more spring events are held in the food, wine and festival space. It is positive regardless that total spend remains up versus last year given the current economic climate we are in.

WEEKLY CARD TRANSACTION MEASURE  
Hastings District  
Week ending 18 October 2020





## Gross Domestic Product

Hawke's Bay region provisional annual GDP was -0.90% for the year to 30 June 2020, although negative this was better than the -2.00% for total New Zealand.

## Drought

MPI report that the economic impact of the drought was a 0.3% reduction in GDP (-\$27 million) for Hawke's Bay.

## Employment

Job seeker numbers are up 5% in September, accommodation supplement support up 1% and COVID Income Relief Payments down 67% - with a total of 77 individuals on this support payment. It is also positive to see the 67% drop in COVID Income Relief Payments not reflected in the Job Seeker rise for the month – indicating those who have required support over the last few months have not moved to another benefit and have found or continued employment. There are 53 less jobs advertised vs last month across TradeMe and Seek – with total jobs available being 662 across these platforms. The regional unemployment rate as at 30 June was 4.10%

## Tourism

Many tourism businesses report better business than they had anticipated. The Hawke's Bay region topped the country in August for visitor spending with \$45 million injected into the visitor economy, up from \$41.5 million for August 2019.

## Horticulture

Labour shortages for the forthcoming season are a major concern. The industry is developing a plan to submit to Government to address the number of RSE workers required. Good spring weather conditions are being experienced for crops.

## Sheep and Beef

Good weather conditions has meant an excellent lambing season with good numbers and low death rate.

Industrial Development

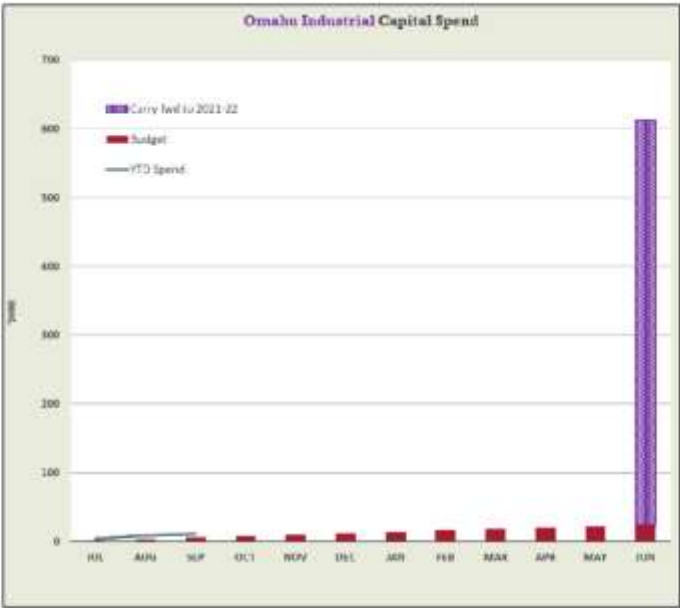
Food Innovation Hub (FOODEAST)

Officers are working to ensure the successful delivery of this project. Challenges around due diligence are currently being addressed. Funder commitments to be confirmed. Work continues of the final design,

Omahu Road (North) Industrial Zone

The water and sewer infrastructure in the zone is complete. Construction of a roundabout at Henderson Road is scheduled to start in January 2021. Work on a roundabout at Chatham Road is scheduled to begin in early 2022. Since the beginning of the year, five resource consent applications have issued and three building consent applications have issued or are processing for properties in the zone. Officers are working with additional businesses currently in the planning phase for further development.

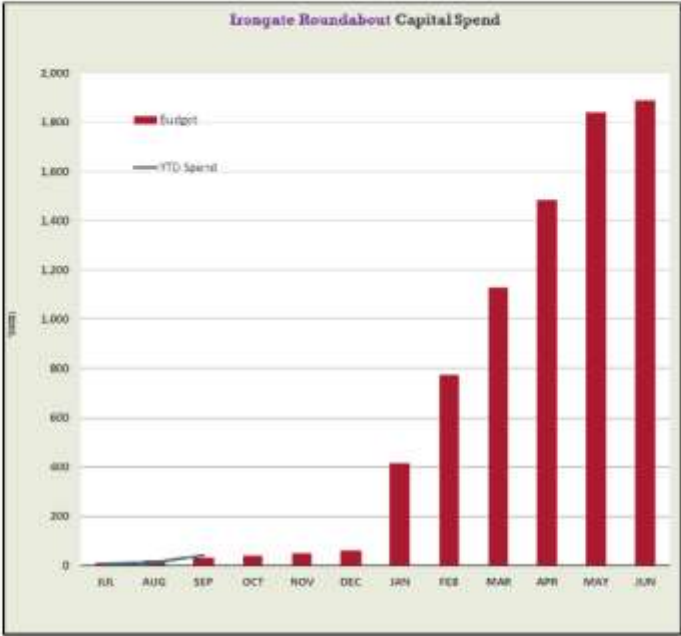
The projected carry forward for Omahu Road relates to wastewater works that have been previously budgeted for in relation to services for the full length of the Omahu Road Industrial area. This additional expenditure is dependent on some landowners signing up to the wastewater solution.



Irongate

Road works continue with the upcoming installation of the roundabout at Maraekakaho and Irongate Roads. Work is scheduled to begin early in the new year. Development and subdivision activity continue at pace.

Since the beginning of the year, four resource consent applications have issued and 12 building consent applications have issued or are processing for properties in the zone. A couple of recent land purchases will bring additional development to the zone.



## Resource Consents

	July-September 2020
Total resource consents received	164
Applications received that required further information from the applicant before they could proceed to decision	41%
<b>Themes/Notable Consents</b>	
Kāinga Ora housing: Three larger-scale comprehensive residential redevelopment received for 15, 24 and 16 dwellings respectively.	
Two private comprehensive residential developments comprising of 28 and 7 dwellings respectively.	
Three HDC water treatment plant resource consent applications.	
An earthworks consent for part of the Brookvale structure plan area.	
Two Certificates of compliance for rural broadband telecommunication facilities.	
<b>Other Comments</b>	
This year is on track to be the highest number of resource consents received since 2008.	
Resource consents received in 2008	634
Resource consents received in 2019	583
Resource consents expected in 2020	Over 600
Resource consents processed within statutory timeframes for 2019/2020 year	85%

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.

### Means of Managing

#### **Recruiting:**

We have successfully recruited another Environmental Planner (Consents) to help manage consent workloads.

Asset Management have been recruiting for additional Development Engineers.

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

Approximately 15 consents processed externally by consultants this year (out of approximately 445 received to end of September). 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

	July-September 2020
Amendments issued	94
Amendments % compliance	90.4%
Code compliance certificates issued	468
Issuing Code Compliance certificates within regulated time frame % compliance	98.1%
Building consents issued	530
Requests for additional information	387
Requests for additional information % of consents	74.9%
Building consent % compliance against statutory time frames	90.8%
Value of building work	\$126,610,408.14
Building consents accepted	480
New dwellings (included above)	149

### Comments:

Mr John Tait has been appointed as the new Building Consents Manager and started in September.

The value of building work has increased by approximately \$20 million on the same quarter last year (\$10 million attributed to one building consent).

Number of new dwellings have increased by 53 on the same quarter last year.

Three staff members have had their qualifications and experience recognised as meeting regulated requirements for building control officers.

### Consent timeframes

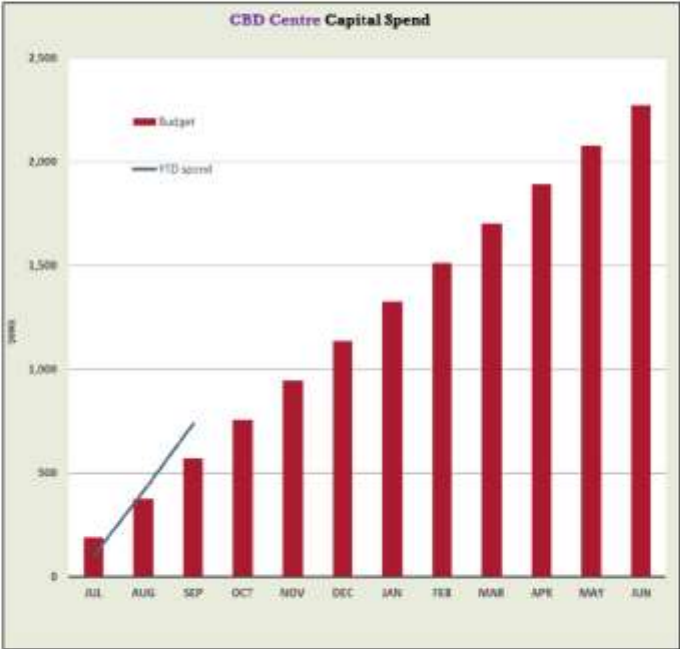
74% of the building team's consents were sent requests for further information during processing. This suggests that ¼ of our consents require rework as compliance has not been adequately demonstrated.



# Central Business District

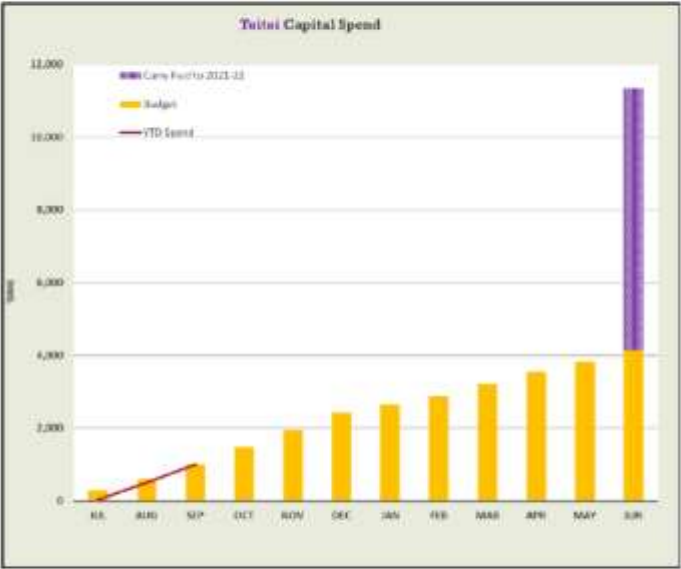
## Hastings CBD

There have been a lot of positive developments in the CBD including: confirmed Hastings Business Hub funding, Municipal Building funding for Stage 2 confirmed, Quest Hotel have confirmed their plans and Tribune building starting to open from November. Revitalisation plan developments in the East are scheduled to be completed by November.



The Municipal Building

During September, Council approved a further \$5.5m to complete Stage 2 (interior redevelopment) of Municipal Building. Building consent has been submitted during September for the final design.







## Housing Strategies

### Housing Strategies

#### Hastings Place-Based Plan

Kāinga Ora development programme is accelerating:

40 Houses to commence construction in Kauri Street.

Resource Consents for Tranches 4 and 5 which amount to 75 additional houses have been granted.

15 'infill' dwellings are in the process of building consent with construction completion scheduled for early next year.

HDC land sales progressing:

Three Flaxmere West sites sold to Kāinga Ora;

Reconsidering how Council develops 244 Flaxmere Avenue.

Tarbet Street subdivision well underway.

Engagement on Flaxmere Town Centre Development options commenced in October.

#### Medium Density Housing Strategy

On 22 September, the draft intensive design guide was brought to a Council workshop. Next steps include incorporating feedback and taking this to DP & Bylaws and to Council for adoption, and working on the Communications plan.

Key issues with this project remain slow take up and appetite for medium density developments.

#### Hastings Medium and Long Term Housing Strategy

Council officers, Kāinga Ora and the Ministry of Housing and Urban Development continue to work on the development of a medium and long term housing strategy for Hastings District. First draft of the strategy will be presented to the Governance Group at end of October.

#### Heretaunga Plains Urban Development Strategy

Officers are investigating opportunities to accelerate some HPUDS implementation actions and align with a programme review.





# Transitional, Emergency and Social Housing

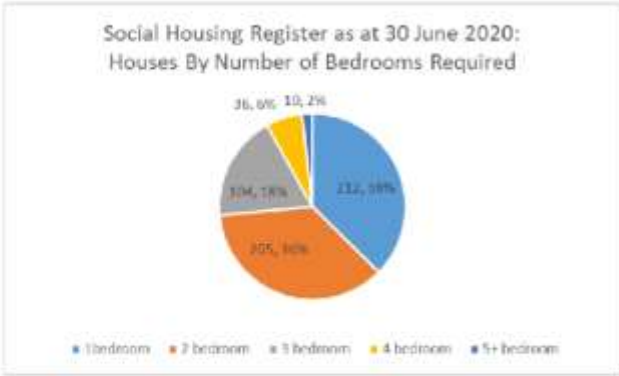
## Social Housing

As 30 June there were a record 567 applicants on the Ministry of Social Development Social Housing Register which continues the upward trend of the past five years. 417 (76%) of the applicants indicated a preference for 1 or 2 bedroom homes.

Council officers continue to work with the Ministry Housing and Urban Development and Kainga Ora to accelerate the development of affordable housing, rental and ownership, in the District.

Kainga Ora redevelopment programme continues with the recent commencement of new housing in Kauri Street and Kauri Place in Mahora where they will be building eight one-bedroom, 15 two-bedroom, 11 three-bedroom and 6 four-bedroom homes.

Development of Council land at Tarbet Street, Flaxmere is progressing on schedule with infrastructure work due to be completed by year end. Expressions of interest for development are being received.





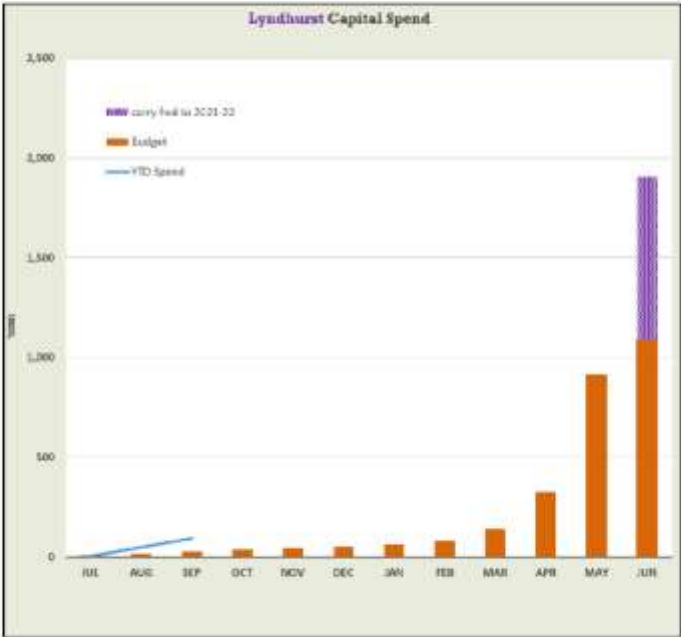
# Residential

## Housing Market

House prices remain steady at record highs over the September quarter while the number of new listings continue to fall.

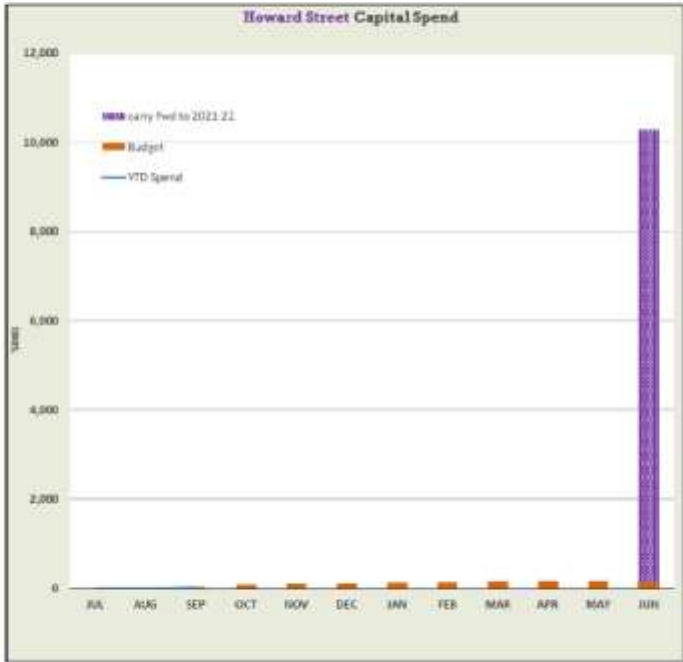
## Lyndhurst

Construction of the last portion of infrastructure, to service the remainder of the development area, is planned to commence in the fourth quarter of 2020. over the last 36 months ~185 lots have been created or sold with an additional ~130 in the pipeline.



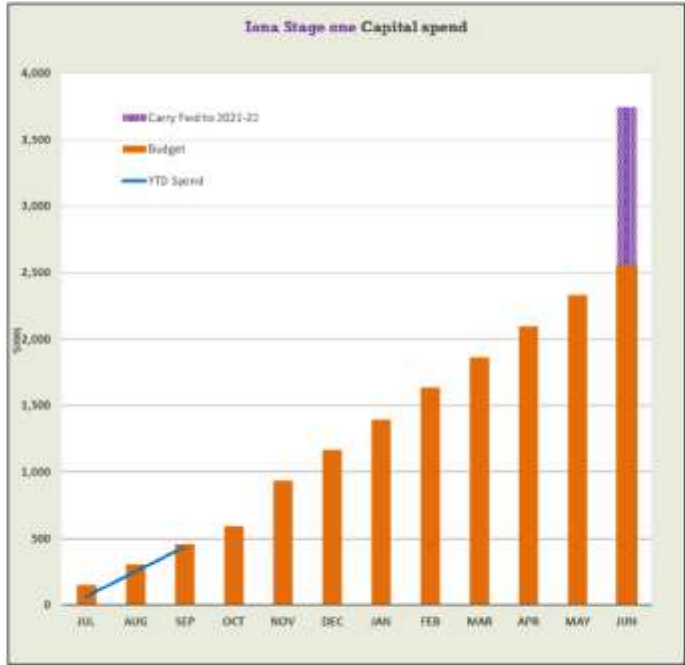
Howard Street

The design of the internal spine road is complete and a revised Internal Servicing Development Contribution (ISDC) adopted at \$20.6k. Pending the completion of land acquisition construction of the internal road is planned to commence ~mid 2021 to service ~270 lots.



Iona

The construction of Breadalbane Avenue is complete. This avenue forms part of the wider Iona development area. Development of new lots is expected to occur along Breadalbane Avenue in the coming quarters. Additionally, there is high developer interest in the main Iona area and officers are in dialogue with these interested parties.









## Parks, Reserves and Open Spaces

### Our Parks

<b>July</b>	<p>Community consultation on playground at St Aubyn Street Reserve.</p> <p>Community consultation on future look of Tamatea Reserve as an adjunct to Mahora Community Plan.</p> <p>Annual gap fill of trees and shrubs in streets and open spaces commenced.</p> <p>Natural area plantings with care groups commenced – 12,000 shrubs to be planted.</p>
<b>August</b>	<p>Sports again impacted by Covid-19 Alert Level 2 restrictions. Football continued with no spectators, junior rugby shutdown to avoid spectator issues.</p> <p>Annuals were planted and winter hanging baskets installed.</p> <p>Suntrap aerial sculpture repaired and reinstalled.</p> <p>CBD activations – Full spectrum at Civic Square.</p>
<b>Sept</b>	<p>Ebbett Park Project – Playground completed. Final work on new carpark and toilet underway in preparation for October opening.</p> <p>Construction of new half court for Whenua Takoha is in procurement phase.</p> <p>Working on Hoops in Parks proposal to help roll out new basketball courts.</p> <p>Keirunga Gardens Draft Reserve Management Plan - community engagement included with two public meetings on site, stakeholder meetings and on-line feedback.</p> <p>All winter sports teams were back in full swing.</p> <p>Working on Public Spaces By-Law review.</p> <p>Natural areas plantings with care groups nearly finished in Eskdale Park, Palmbrook, Tainui, Tauroa, Waipatiki, Cape Coast, Maraetotara, Keirunga and Waimarama reserves – 12,000 shrubs to be planted.</p> <p>Winter tree planting completed – approximately 250 trees planted.</p> <p>Spring turf renovations across sports fields commenced.</p> <p>Eskdale Park Community meeting held with approximately 200 attendees. Community invited to have their say on what they liked and disliked about the park and its future potential uses.</p> <p>Annual playground safety inspection completed.</p> <p>Meeting with variety of Havelock North sporting codes to discuss current space and accommodation issues.</p> <p>Clean-up of Mangaroa yard logs and stumps complete. Ongoing cemetery improvements continue.</p> <p>CBD activations – Filament at Albert Square and Lightboxes at Civic Square.</p>



CBD Activations

All CBD projects were reactivated and have progressed well.

Warren Street carpark complete

Karamu Road North Street held up by building work on The Tribune building.

Landmarks Square – new toilet near completion and landscape work on track for pre-Christmas completion

Heretaunga Eat Street is largely finished albeit waiting on-street umbrella delivery and final street furniture installation.

Building Projects	Maraetotara toilet – Complete - repair works are now complete and is open for public use.
	Haumoana Toilet: Complete and open to public.
	Heretaunga House exterior painting tenders have closed. Contract on hold due to earthquake proneness issues.
	Splash Planet - Geotechnical testing is complete – repair works have commenced and will be complete by end of October. Castle has been strengthened
	Hastings City Art Gallery roof upgrade continues with a November completion.
Looking Forward	The Draft Keirunga Gardens Reserve Management Plan to be notified to invite public submissions.
	Akina Park pop up irrigation deferred due to overseas supply holdup. Now likely to commence in January
	Ebbett Park playground, carpark and toilet on track for planned opening on October 28 <sup>th</sup> .
	CBD – Completion of current projects prior to Christmas.
	Anderson Park depot clearance in October.
	Frimley Pools repair underway in time for summer opening
	Preparation of Mangaroa cemetery extension works underway.

CBD art installations:



Lightboxes



Filament



Full Spectrum

Looking Forward - Public Spaces Events

13 – 28 Oct	Zirka Circus "The Amazing Dinosaur Discovery" – Havelock North Domain
17 Oct	Flaxmere Park Run – Flaxmere Park
25 Oct	Creating Space Whānau Day – Civic Square
31 Oct	Wāhine Fiesta – Waimarama Domain
6 Nov	Blast in the Park – Anderson Park
4 Dec	Iron Maori Duathlon / Aquathon – Frimley Park
6 Dec	Carols on the Village Green – Havelock North Domain



## Toitū

### Toitū

#### July

We moved to Level 1 on 8 June and MAMIL by Mark Hadlow was programmed for 1 July to celebrate our return to live theatre. As part of the Arts and Events Recovery Plan, we held Tutira Mail an open day on Saturday 11 July at the Library, Art Gallery and Toitū to encourage our community to come into the CBD and visit our facilities. We welcomed approximately 700 people throughout our spaces enjoying activities, performances and interactions. We held a free Matariki performance by Kahurangi Dance Theatre Company on Friday 17 July with 450 people in attendance.

#### August

On 12 August, we moved to Level 2 due to new community outbreaks. This meant venues in New Zealand, other than Auckland, were allowed a maximum of 100 people in an enclosed space at any time. This was an incredibly difficult time for everyone in the arts and events industry as this restriction made it incredibly difficult and expensive to hold any events. However, we still managed to hold a few events and postponed the rest, mainly until November. We held the Hawke's Bay Maori Economic Summit and the successful Hastings Civic Honour Awards over two sittings in Functions on Hastings and were able to hold smaller meetings.



#### September

The Blood Service based themselves in Functions on Hastings for four days in September; 300 people donated blood during this time. On 22 September, we moved back to Level 1 which meant that we were able to have events with unlimited patronage. Our first event following the return to Level 1 was the screening of 'This Town'. Council's Youth Potential Awards event was held in Functions on Hastings on 28 September. The end of September focussed on the filming of the virtual Waiata Maori Music Awards which streamed online on 9 October.

#### Future Bookings

October, November and December are going to be extremely busy months with Hawke's Bay Arts Festival in October and many shows and events booked.



## Libraries and the Hastings City Art Gallery

### Hastings City Art Gallery

The Gallery reroof project is now expected to be completed by mid-November.

Interest in the Gallery has been steady, with 3,678 visitors in the first quarter, despite being closed Sundays and Mondays until further recruitment is done.

### Exhibitions and Programmes

The Exhibitions Team have now put together an exhibitions programme through until the end of 2022, securing some notable artists. The focus through the first quarter has also been very much on the Gallery's flagship exhibition, *EAST 2020*, opening in late November. This will feature the work of 54 artists – representing a HUGE amount of work that has gone in from the team.

The Gallery has also hosted a number of exhibitions in the reporting period:

*Local Lockdown* – an exhibition of local artists' work created during or inspired by the lockdown period and curated by Hastings City Art Gallery Curator, Clayton Gibson

*Tika Tōnū* – an exhibition of 30 Ngāti Kahungunu artists' work, curated by Sandy Adsett

*Milk Run* (Derek Henderson); *Ahokore Ahikoarao: Keeping the home fires burning* (Eve Kireka) and *Lost, lost property* (Akiko Diegel)

Visits by schools have been high, with almost 3,000 contacts of the Ministry of Education target of 3,500 reached – and achieved in a single term, as opposed to the entire year. This reflects on the efforts of the Gallery Educator, as well as the exciting exhibition programme being delivered.

School holiday programmes have also been attended steadily, with more self-guided activities being offered as part of the Gallery's post lockdown response.



Hastings District Libraries

Visits to the Libraries numbered over 143,000 for the quarter, down 5.5% on the same period last year, which is assumed to be related to the return to COVID Level 2 and changes in use behaviour by the community post-lockdown. Visitor numbers are coming back up steadily. At the same time website use for the quarter was up 23% and total page views were up 6%. Strong use is still being made of digital content compared with the same time last year.

Recruitment of a number of vacant roles has been a big focus during the quarter, as the Libraries developed and began to implement the plan to restore impacted levels of service. This has been made possible thanks to external funding provided by the Department Internal Affairs through the National Library for up to two years. In mid-September the Libraries returned to pre-COVID Saturday hours, with two late night weekdays planned for mid-October. Programming, which was also impacted, is now beginning to be restored with select children's programming coming back for Term 4 and adult groups now meeting again regularly.

Staff are also involved in a number of projects, including Augmented Reality, Heretaunga Stories and preparation for a major conversion of the collection to radio frequency identification later this financial year.







## Splash Planet and Aquatics

### Splash Planet

Planning is on track to open on 16 November 2020 and will be open seven days a week until 8 February 2021.

Thereafter, Splash Planet will be open weekends only from 13 February 2021 until 5 April 2021.

### Clive Pool

Learn to swim numbers were once again affected by the return to COVID Alert Level 2. Classes were unable to be held in the small pool where instructors are in the water with students. This meant that numbers were down to 318 per week during that period.

Canoe Polo was also quiet with teams being affected by restrictions.

Attendance was 9,617 this quarter against last year at the same time being 14,029.

### Flaxmere Pool

Flaxmere was affected by the changes in COVID alert levels but due to a number of programmes and events, numbers were higher than expected. Flaxmere Pool offers Active Families, Green Prescription and Babies programmes held in conjunction with Sport HB.

The Hawke's Bay Poverty Bay Winter Championship and a Sundevils Swim were able to continue under COVID-19 Alert Level 2. This meant numbers had to be under 100 and this was managed well by staff and the clubs.

Canoe Polo bookings were as per usual at Flaxmere this quarter.

Attendance was 15,878 this quarter as against 16,550 for the same time last year.





## Community Centres and Sports Centres

### Flaxmere Community Centre

'Reptember' was held in September. This challenge offers different exercises for the month of September, 100 reps per exercise. It was a heated competition between the members and kept them motivated throughout the month.

Te Wiki o te Reo Maori (Maori language week) saw the foyer of the Community Centre turned into a marae. One side of the marae was acknowledging Flaxmere and the other side was acknowledging the different cultures that come through our centre. The marae itself (the Māori designs on it) represents the Hastings District and once everyone walks through the marae, it creates a place to connect as one. A big thanks to Irongate students for colouring in the kowhaiwhai panels as they represent the body of the marae. The community has provided fantastic feedback and has asked for it to stay in place.

September also saw Flaxmere Community Centre become an ACC accredited provider of the Strength and Balance "Sit-Fit" classes. Sit-Fit is focussed on increasing strength and balance which in turn results in reducing the risk of falls and fall-related injuries. Being an approved provider means that classes will be more likely to receive referrals through GPs, physiotherapists and other community organisations.



### Hastings Sports Centre

The Centre has been gathering momentum post COVID with the return of popular programmes such as Tumbling Tots; Sport HB Senior Programmes; Basketball HB afterschool tournament; YMCA holiday programme, HB Teams Chess Tournament & Vakameasina RSE Worker Training Programme. The EIT Carpentry Course is also being held at the Sports Centre during the school term.

### Camberley Community Centre

One of our highlights is the 'Kids can cook' programme. This class has been a hit right from the start with the kids expressing their creativity and learning how to cook a variety of different foods that they are interested in.



Another highlight is the strength and balance classes "Sit-Fit" with numbers of participants increasing weekly. It is fabulous to see our kaumātua getting involved! We have also become an ACC accredited provider of strength and balance classes.









Youth Development

Mahi for Youth

The Mahi for Youth programme has been operating with funding support from the Ministry of Business Innovation and Employment's (MBIE) He Poutama Rangatahi Fund since 2018. Since receiving further funding for another two years, we have successfully recruited two more Youth Connectors and an Employer Connector into the team. At the end of August, our two Youth Coordinators from Flaxmere and Camberley Community Centres were trained as Youth Connectors. They are now ready to support rangatahi that come through the two community centres seeking education, training and employment opportunities.

Since 2018:

347 rangatahi have engaged in the programme

127 have obtained employment

32 are in training

46 are active job seekers

142 are requiring further support to fully engage with the programme

The Mahi for Youth Pop-Up Shop in the Hastings CBD is operating five days a week and thanks to funding from MBIE we will be able to go mobile through the Mahi for Youth Caravan. Having a mobile youth employment approach ensures that we have presence at any event connecting to our community plans and at community events.



Youth Potential

The goal for the Youth Potential project is to provide positive pathways for rangatahi.

We support providers who work with our rangatahi through leadership and mentoring programmes that involve a range of activities including basketball, dance, music, caring for horses and chess.



The Youth Potential Awards are always a calendar highlight with this year's guest speaker, Israel Dagg. Held at ToiToi on 28 September, the night was filled with great speeches from previous recipients and Israel Dagg. It was supported by members of the Youth Council.

### Youth Council

The biggest achievement this year has been the appointment of two Youth Councillors to each of the Hastings District Council sub-committees – District Development, Eco-district, and Greater Communities. This means that the Youth Council is now engaged in the Council decision-making process.

Also, two youth councillors sit on the advisory panel for the new Waiaroha water project and there is Youth Council representation on the Active Transport Working Group.

Behind the scenes, the Youth Council has been working on a driver licensing and safety recommendation to NZTA. It has also been developing a Youth Hub webpage; a virtual place where various support networks, services and websites would be all available in one easy to navigate place. We're very excited to have this roll out soon!

In amongst the chaos of a COVID world, the Youth Council has still made significant progress and that momentum will put us in good stead for another successful year. Some of us will be staying on for a second term and we look forward to the opportunities that lie ahead.

If a local young person wants to get in touch with the Youth Council – whether they have an idea they want to share with us, a cool project they want us to sponsor or an event you they would like us to attend – we want to hear about it! We can be contacted on [hastingsyouth@hdc.govt.nz](mailto:hastingsyouth@hdc.govt.nz) or on our Facebook and Instagram pages.



## Community

### Neighbourhood Support Programme

We have 271 Neighbourhood Support Groups that involve approximately 3,235 households across the district.

We are currently working with residents in Whitby Crescent, Flaxmere, Lovedale Road, St Leonards and Hinau Street, Mahora to form three new groups with the aim of creating safer homes, neighbourhoods and reducing crime with the support of the Police and the local community.

COVID-19 has prompted communities to support each other more and there is going to be a more concerted effort from Neighbourhood Support and the Police to support our communities over the next six months. We also work closely with FENZ who have a focus on ensuring all homes in our community have smoke alarms.

### Safer Hastings

The recovery phase of COVID-19 has seen a continued demand for services from our partner agencies, particularly those working with older persons. Our Older Persons Focus group continues to meet and discussions are underway with Civil Defence Emergency Management to look at how the older persons "network of networks" can continue to add value outside of the response phase.

In August, our Disability Reference Group hosted a combined Hawke's Bay Disability meeting at Toitū. The group was given a tour of the facility and gave feedback to staff on the accessibility of the building for people with disabilities.

Injury prevention continues to be one of our top priorities with the moderate injury cost for Hastings ACC claims well above the national average. The home continues to be the main location of injuries with loss of balance, slipping and skidding, and lifting and carrying the main causes of the injuries.

The Safer Hastings coalition have submitted their annual governance survey to Safe Communities Foundation New Zealand.

The newly formed strategic group is meeting in October to review the strategic priorities and draft a new 2021-2022 implementation plan.

The Safer Hastings Community Safety Coordinator has been appointed to the Hawke's Bay Local Advisory Committee for Fire and Emergency New Zealand.



## Pou Ahurea

### Heretaunga Ararau Te Reo Māori Action Plan

Heretaunga-haukū-nui, Heretaunga-ara-rau, Heretaunga-hāro-o-te-kāhu, Heretaunga-raorao-haumako, Heretaunga-ringahora, Heretaunga takoto noa. Tihei Heretaunga!

In 2018, Council approved the Heretaunga Ararau-Te Reo Māori Policy and recently, in August 2020, also approved the Heretaunga Ararau Te Reo Māori Action Plan. The purpose of the policy is to recognise the status of te reo Māori as a taonga of iwi Māori and to celebrate te reo Māori me ōna tikanga Māori. The action plan sets out how the policy will be implemented to achieve te reo Māori outcomes for Hastings city, Hastings district and for the Hastings District Council. The action plan will be rolled out across Council services over the next quarter; copies of both documents can be obtained from ngā Pou Ahurea.

### Marae Development Fund

Council's Marae Development Fund received 10 applications from local Marae through Council's online Smart Grants funding system. Applicant marae provide 50% of the total project costs to which Council tops up the other 50%. Criteria allows for Marae to self-identify small restoration projects, replacement of necessary items (tables and chairs, warekai utilities) that support the tikanga to suitably manaaki manuhiri coming on to the marae. Grants are uplifted and spent within 12 months with a final report completing the term of agreement.

### Te Tū Marae ki Te Matau-a-Maui (Marae Provincial Growth Fund)

In July this year, Te Taiwhenua o Heretaunga with Te Taiwhenua o Te Whanganui a Orotū submitted an application to the Provincial Growth Fund Marae Renovation Fund for the renovation of a cluster of 21 Marae in Heretaunga and Ahuriri. The application was supported by Te Puni Kōkiri and Hastings District Council. The Provincial Growth Fund Marae Renovation Fund was established to identify a pipeline of shovel-ready projects to support the economy recover from Covid-19. The purpose of the fund will help to create employment opportunities, increase skills and renovate Marae by covering the costs of labour and construction of jobs such as grounds and landscape works, building repairs including electrical wiring, plumbing and painting.

The outcome of the application was announced by the Minister of Regional Economic Development and the Minister of Māori Development on 9 October. Hawke's Bay will be receiving funds of \$9,623,529 that will benefit 51 Marae and create 262.5 jobs. Of this, Te Taiwhenua O Heretaunga will be receiving \$6,020,910 that will benefit 19 Marae and create 39 jobs. This is great news for all involved and is the result of a successful collaboration between both Taiwhenua with input and guidance from Te Puni Kōkiri and Hastings District Council. Council Pou Ahurea will continue to support this project as members of the Steering Committee.

## Te Wiki o te Reo Māori 14 – 19 September 2020

Once again, the Hastings District Council celebrated Te Wiki o te Reo Māori with a number of initiatives aimed at elevating the significance and importance of te reo Māori, including its application and everyday relevance, both out in the community and in the work place.

The theme for 2020 was 'Kia Kaha te Reo Māori'. 'Kia Kaha' is well known throughout Aotearoa New Zealand as meaning to 'be strong'. So, when we look at 'Kia Kaha te Reo Māori' it means, 'Let's make the Māori language strong'; and how we do this or can do this is by simply speaking more te reo Māori – greetings, acknowledgements, phrases, proverbs and so on. Below is a brief overview of some of the activities and events that took place during the week:

He Kēmu Patapātai (a daily quiz on Info Kete with prizes).

Te Whakaaturanga ā-Rōpū Mahi (Group / Service Pod Displays with prizes for the best themed 'pods').

Te Whare Pukapuka - (Library ran a range of Te Reo Māori initiatives and activities).

Te Whare Toi o Heretaunga (Art Gallery displays - signage, interactive wall, workshops, booklets).

Tūtira Mai Ngā Iwi (100 staff members performed this famous waiata).

Heretaunga Ararau (Te Reo Māori Māori Action Plan launch).

Flags (Flying 50 flags celebrating / displaying local kiwaha / colloquialisms).

Hāngi (HDC staff enjoyed a feast in celebration of contributing to Te Wiki o te Reo Māori 2020).

Street Stencils (Te Wiki o Te Reo Māori etchings / signage were displayed throughout the Central Business District, community, parks & facilities).







## Marketing & Communications



# Media Communications

## Releases

25 media releases were issued during the quarter, covering a wide range of topics including public consultations on speed limits, gambling policy, and Waiaroha. Hot topics included the Cornwall Park aviary and Eskdale Park. The release of the review of the regions three-waters was picked up nationally by TV media as well as print and radio. The majority of media releases were covered by local print or digital media either briefly or in full.

## Media Coverage

Media coverage was predominantly balanced (71 per cent) with only 6 per cent negative and the remaining 24 per cent positive. The majority of negative mentions of Council related to opinion pieces on water storage projects, fertile land use for industrial growth, the Cornwall Park Aviary and the proposal of a MTB hub at Eskdale Park.

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

July	August	September
Whakatu land use/ Napier Port plans	Government funding announcements; Te Mata Mushrooms; 50m pool, regional halls, youth employment, housing, water infrastructure, Royston	Opening of Splash Planet
SHS maintenance and safety	Waiaroha	Funding shortfall for Municipal building
Speed limit review	Frimley Consent	Council purchase of St Johns plastic seat project
Water infrastructure projects	Ryman Village issued with Notices to Fix	Ryman Village building issues
Hastings city centre projects and installations	Blossom Festival postponement	RSE worker shortage looming – impact on hort sector
Flaxmere shopping centre up for sale	announcement of availability of housing	Frimley consent, park status, Waiaroha
Three-waters review & Govt. funding.		Lightboxes in the city centre
Dog attack on 2-yr-old.		

# Digital Communications

## Social Media

Council's social media continues to perform well, gaining 480 new likes on Facebook across the quarter. 300 posts including 48 videos were shared, driving around 178,000 engagements with the content including nearly 13,000 post clicks (e.g. to follow a link to further content).

Council has also begun to use LinkedIn more actively as part of a strategy to boost its profile at a corporate level and as a tool to encourage a positive reputation for employment.

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

Rank	Post	Engagements
1	Ice rink in Hastings city centre	6,215
2	Splash Planet recruiting for summer	4,800
3	Kerbside rubbish & recycling charges	4,541
4	HBCFCT gets funding for 50m pool	3,669
5	Damage to sports grounds	3,337

## Website

The HDC website averaged over 300,000 page views per month for the quarter with 82,815 new users. The most popular pages were:

Top news items	Speed limit change proposals to go out to consultation Outdoor dining areas on track for summer socialising Formal consultation starts next week on speed limits review Civic Honours Awards recipients announced Martin Place recycling centre to remain closed
Search terms (search was used by 5.48% of users)	Rates Dog registration District Plan Careers GIS
Popular pages	My Property Events Rates Collection Days Cemetery Database

## Events

With New Zealand moving to Alert Level 1 in June, we were beginning to see a resurgence of the event sector. However, this was short-lived with most of NZ

forced back into Level 2 in August resulting in several events being cancelled including the Hawke's Bay Marathon which was a significant contributor to the economy from tourism.

Council was able to host some events during the first quarter including the Civic Awards which were run in two sittings to meet Level 2 requirements.

Council-owned		
11-Jul	Titiro Mai Community Day	HDC Facilities
25-Jul	Fabulous Flaxmere Event	Flaxmere Park
27-Aug	Civic Honours Awards Ceremony	Toitoti - Opera House & FOH
6-Sep	Tongan Language Week	Council Chamber
28-Sep	Youth Potential Awards	Toitoti



Council sponsored (funded)		
1-10 Jul	Ice Skate Tour	CBD Mall
4-5 Jul	Targa HB Road Rally	Various rural roads
10-Jul	Mataniki Fireworks Display	Showgrounds HB Tomoana
25-Jul	Good Vibes Concert	HB Racecourse
	Winter Art Deco	CANCELLED
Sep	HB Tourism Awards	CANCELLED
17-18 Sep	Eventing the Future Conference	CANCELLED
Sep	Super Sixes Sports Tournament	CANCELLED
19-Sep	HB Racing Spring Carnival Raceday 1 - Tarzino Trophy Daffodil Raceday	HB Racecourse No public permitted
19-Sep	Hawke's Bay Marathon	CANCELLED
26 Sep	Hawke's Bay Hundy	Various
26-27 Sep	52nd Blossom Grand Prix	Roys Hill
26 Sep - 3 Oct	Ross Shield Tournament	CANCELLED

With the events season gearing up, the HB A&P show had to decide to reduce the event to competitors only. However, a return to Level 1 on 21 September has enabled some events that were teetering on cancellation to commit to proceeding, including the Blossom Parade and HB Arts Festival in October.

To support a struggling events sector, on 1 September the Ministry of Business, Innovation and Employment announced funding of just under \$10 million for 200 events across New Zealand from the Domestic Events Fund.

Five Hastings events received funding; the Edible Fashion Awards; Harcourts Hawke's Bay Arts Festival; Hawke's Bay A&P Show; Christmas at the Park; and Horse of the Year.

## Key Projects

### COVID-19

The Marketing & Communications team continue to support Council's response to the changing levels and the associated impact on Council services and operations. At this stage, the main focus is on supporting preparations for future level changes with internal communications, and the continued sharing of CDEM and DHB communication messaging as required. COVID-19 has created a significant workload for the HDC Events Manager due to uncertainty, additional health & safety requirements and the impact on sponsorship contracts and deliverables.

### Rubbish and Recycling Kerbside Services

Following a disrupted campaign due to COVID-19, the change to the kerbside service receptacles for rubbish and recycling was rolled out on 1 July. Every bin and crate was delivered with a handbook on how to use the new services, with supporting advertising and education messaging via print, radio and social media.

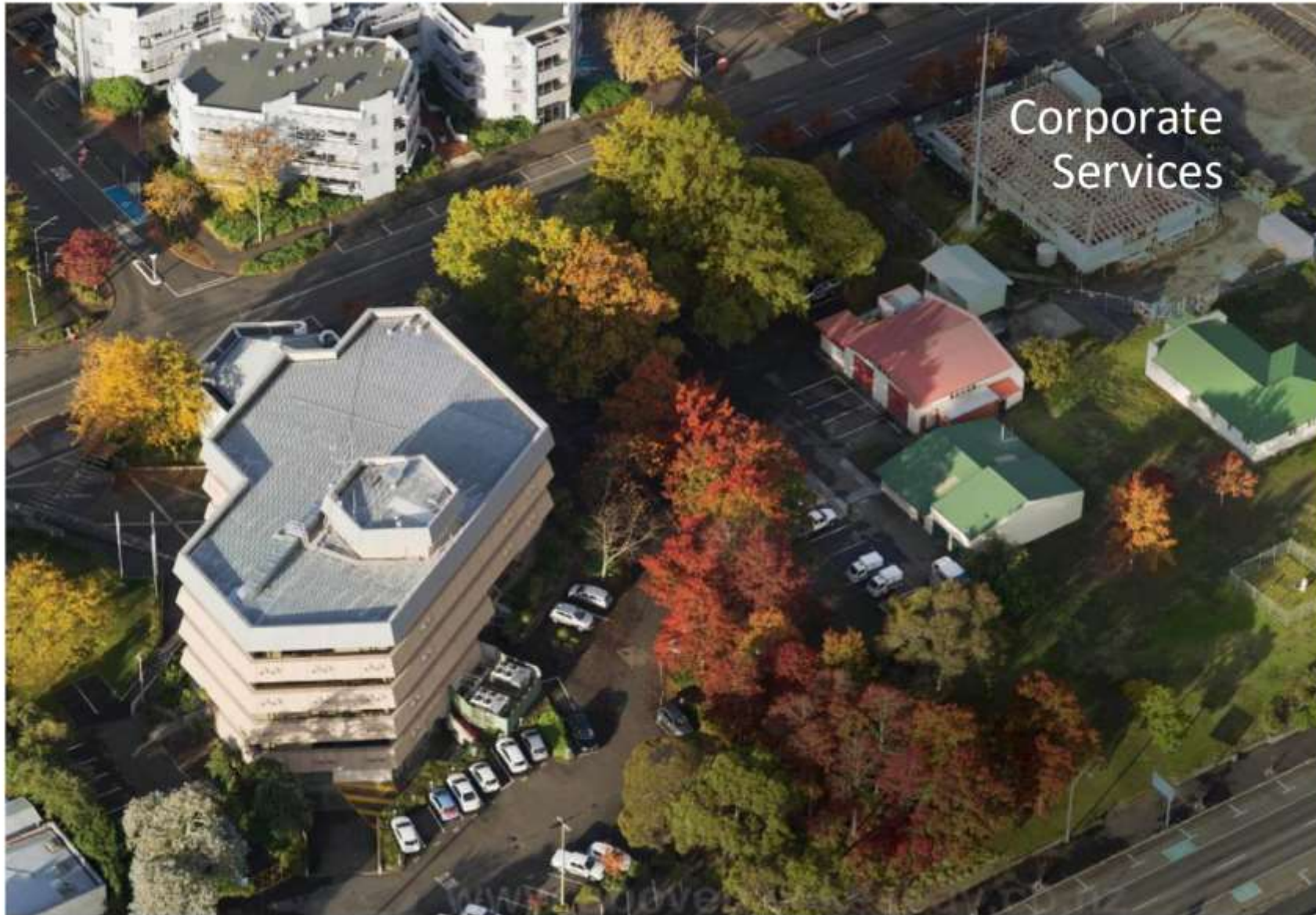
To date, despite the challenges in the pre-change-over messaging caused by COVID-19, the Solid Waste team have been pleased with the uptake and quality of materials presented in the early stages of the new service. The focus will now shift to education to achieve the WMMP objectives of reducing waste to landfill.

### Community Engagement Activities

Council undertook several community activities during the quarter, the majority linked to community consultation of proposed changes to speed limits across the district. The community was also invited to talk to staff and provide their input on Council's plans for Waiaroha (water storage and education facility), the management of Eskdale Park as part of planning for its future management, and a new playground in St Aubyn Street Reserve. The community team held a community hub event in Havelock North, and a meeting with Te Pohue residents was held to discuss the management of SH5 with Waka Kotahi NZ Transport Agency.

Date	Event	Location
4-Jul	Flaxmere Safer Speeds Community Meeting	Flaxmere Community Centre
8-Jul	Community open day - St Aubyn St Reserve Playground Plans	St Aubyn Street Reserve
15-Jul	Community open day - St Aubyn St Reserve Playground Plans	St Aubyn Street Reserve
15-Jul	Share your ideas for Tamatea St Reserve	Tamatea St Reserve
18-Jul	Tarbet Street Residential Subdivision Community Open Day	Tarbet Street
29-Jul	Lucknow Pop-up Community Hub	Lucknow School Havelock North
4-Aug	Speed Limits Review Drop-In Session: South of Havelock North	Havelock North Function & Community Centre
11-Aug	Employers Information Evening	Functions on Hastings @ Toitoti
5-Sep	Speed Limits Review Drop-In Session: Cape Coast and Tuki Tuki	Te Awanga Community Hall
6-Sep	Speed Limits Review Drop-In Session: Waipatu & Pākōwhai	Ellwood Function Centre
8-Sep	Speed Limits Review Drop-In Session: Hastings South	Hastings District Council - Te Kaunihera ā-Rohe o Heretaunga
9-Sep	Speed Limits Review Drop-In Session: Puketapu and surrounds	Puketapu
10-Sep	Speed Limits Review Drop-In Session: Twyford & Flaxmere/Ōmahu	Twyford & Raupare Memorial Hall
12-Sep	Waiaroha Open Day	Onsite at the corner of Southampton St and Hastings St South
17-Sep	Te Pōhūe Community Meeting	Te Pōhūe
24-Sep	Eskdale Park Community Meeting	Hukarere Girls School





## Customer Experience

### Customer Interaction Summary: 1 July – 30 September

As expected, the commencement of the new kerbside waste collection services generated increased demand as the community adjusted to the change. Although call volumes were high initially, the significant preparation resulted in a smooth transition with the number of enquiries decreasing within a few weeks of implementation. This success was achieved through the hard work and collaboration of multiple Council teams and external contractors.

The Dog Registration deadline on 31 July generated 1,000 visitors to the customer service centre that month, 300 less than in July 2019. Online registrations continue to grow with 68% of the 12,700 dogs registered online. This trend is reducing the number of face to face enquiries.

The Rates Rebate Scheme was established in 1973 by the Department of Internal Affairs, providing a rates subsidy to low-income homeowners. Each year after the first rates notice is received applicants descend on the customer service centre to apply. Although applications can be made right through until the 30 June 2021, most are made in the first quarter of the year, and as at the end of September a total of 1,031 applications have been processed.

The August change in COVID level meant the face to face duty planning and builder services were suspended with enquiries handled over the phone. The service centre reintroduced contact tracing of customers coming in to Council for meetings or general transactions.

In order to monitor trends and compare seasonal fluctuations, a summary of the various channels of enquiry over the past eighteen months is enclosed.

### HDC Contact Centre

The new contact centre phone system went live on the 8<sup>th</sup> September 2020. The transition was seamless, the team quickly adapting to the new software and different ways of working. The focus now moves to the testing of options for contact centre agents to work remotely and integrating email enquiries into the system.

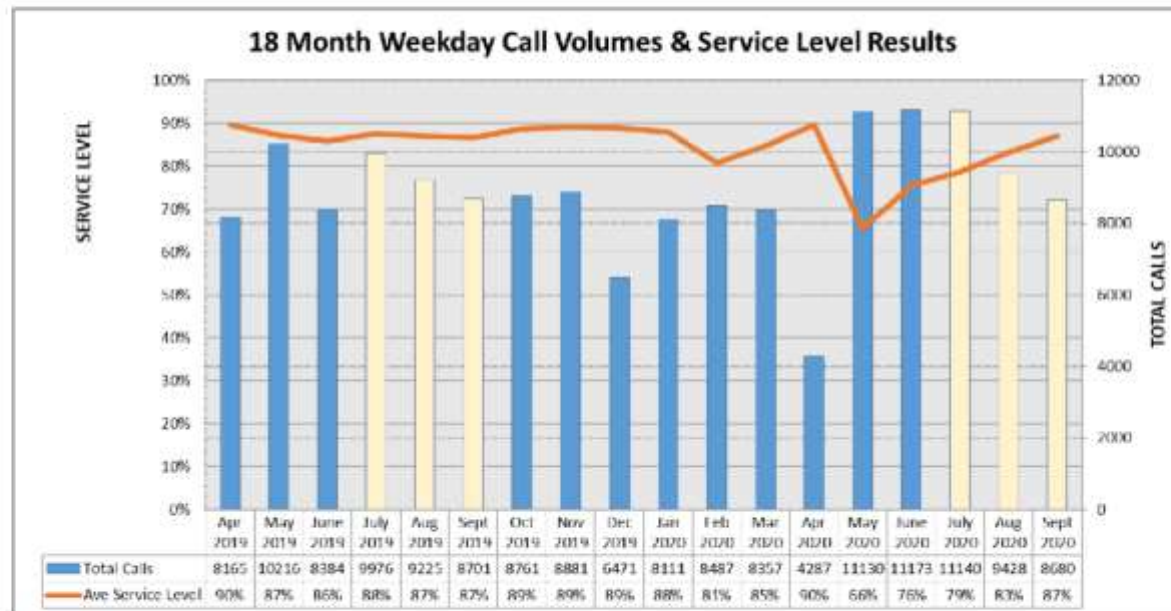
Call volumes are now trending down to pre COVID levels.

The highlights were:

July was the third consecutive month incoming calls exceeded 11,000. The sustained level of higher call volumes has certainly stretched the team's capacity, and the service level target of answering 80% of calls in 20 seconds not been achieved over that period. As call numbers trend down the call wait times are reducing and the majority of customers are being answered quickly.

The new kerbside waste collection service generated 2,151 waste calls in July. As the new service settled in the peak volumes have declined with 671 in August and 552 in September. On average we expect 300 waste calls per month, however since March the team have been handling approximately 1,200 calls on average each month, a huge increase over a sustained period.

Building related calls have exceeded 2,000 each month this quarter (typically ranging between 1,800 and 2,000) an indication of the busy building industry.



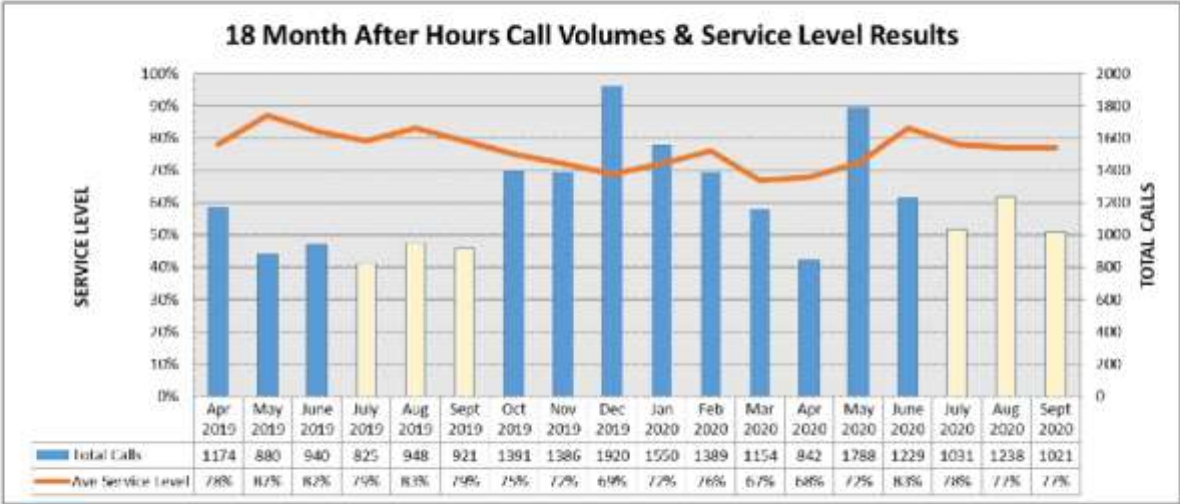
Note: the higher 2020 call volumes from May through to September compared to 2019.



After Hours Contact Centre

After-hours call numbers were up 22% on the same quarter in 2019. A combination of higher numbers of calls relating to waste, animals and noise driving the increase. The new contractors meant a number of process changes were introduced requiring amendments to the call handling protocols and procedures.

The after-hours service also aims to achieve the target of answering 80% of calls in 20 seconds, however the nature of the operation with lower call volumes and fluctuating demand overnight makes this a stretch target. Throughout the quarter the service level rate was consistently in the late 70s.



Emails to Customer Service

Enquiries received by email were higher than the same period in 2019. July in particular was much higher due the dog registration and waste related enquiries. The buoyant development market also has an influence with applications lodged on the HDC website received by the customer service team to action.

The new contact centre software also has the ability to channel email enquiries through the system and we are currently developing and designing the business rules for implementation. Once live there will be much more detailed information available to analyse the drivers of demand and provide a better understanding of the customer experience via this channel of communication.





Customer Service Centre (CSC)

The number of face to face enquiries continues to be lower than in 2019. July was significantly lower, the increased online applications, dog registrations and payment activity playing a part. August and September numbers were also down on the corresponding period in 2019, with the suspension of the face to face duty services at COVID Level 2 having an impact on that.

The rate rebate application numbers are on par with previous years indicating that the applicants, mostly in the over 65 age bracket felt comfortable visiting Council in person to make their application.



### Looking Forward

**Email Integration:** development and configuration of the email channel with implementation planned for December 2020.

**Remote Working:** testing the ability to have contact centre agents working remotely. The cloud based system provides flexibility, meaning the team could potentially work from home to answer phone calls and emails should another lockdown eventuate.

**Rate Rebate Home and Retirement Village visits:** this quarter the team visit those who genuinely are unable to make it into Council to make an application (approximately 30 each year). Now that residents in a retirement village can apply, visits are made to each facility to educate and help those that are eligible to make an application.




**Training and Development:** With phone calls now returning to pre-COVID levels the team are making the time to focus on training and development. This includes getting out in the trucks with the waste contractors to get an insight into the daily challenges they face. The experience will help enrich the conversations our team have with customers calling regarding the collection services.






**Underground Services Contract:** regardless of who the contractor is, change to the service processes and protocols will impact the customer services team. Preparation for the new contract will be ongoing until it begins in March 2021.




**Christmas/New Year Close Down:** planning is underway to ensure the team have a break over the holiday period and that the afterhours processes are agreed and in place well in advance.

## Information Management and Business Transformation (IMBT)



The IMBT team manage and support Council's technology systems and IT infrastructure. The following summarises key project innovations and operational improvements over the reporting quarter (July – September) under 'what's hot', challenges or delays under 'what's not', and new emerging considerations under 'what's new'.

What's Hot		
	Cyber Security	<p>The implementation of additional security tools across all Council devices commenced which provides increased control and monitoring over cyber threats.</p> <p>We had fantastic take-up and completion of our first security training module and in early November we will be releasing our second security training course to all staff.</p>
	Phone System	<p>Council have now replaced the outdated PABX phone system with a new cloud-based unified communications system – Mitel.</p> <p>The Customer Contact Centre has now gone live with the new system.</p> <p>This system provides Council with the flexibility to work anywhere including supporting home/remote working.</p>
	Public Wifi	<p>Take-up of the Hastings CBD free Wifi continues to grow with visitors and locals continuing to enjoy the benefits this service provides.</p> <p>Daily unique connections are now exceeding 500 and we would expect will continue to grow over the summer months.</p>

	<b>Project Phoenix</b>	The rebuild and upgrade of a new, future-proofed and optimised Geographic Information System (GIS) has commenced to better enable the GIS team to streamline workflows and provide more efficient business processing.
	<b>Records Management System</b>	<p>This project involves a significant upgrade to the foundation records system which was first implemented in 2003.</p> <p>Key goals include improving workforce productivity, providing a more integrated user experience, and reducing our compliance risk.</p> <p>Planning is now underway to manage this significant business &amp; change improvement project.</p>
 Microsoft Teams	<b>Teams Collaboration</b>	<p>The roll-out of the Microsoft Teams chat, meetings, calling and collaboration software as a replacement for the previous video chat software, Skype for Business, is nearing completion.</p> <p>This provides Council with an organisation-wide productivity tool to better support staff working remotely/from home enabling them to stay engaged with other team members.</p>
	<b>Electronic Document Signage</b>	<p>Council has now commenced the implementation of a secure signing platform for legal/contractual documents.</p> <p>The building processing team have adopted this platform for consents processing with wider adoption being planned.</p> <p>This enables a more efficient and timely process avoiding the need for manual signatures and the scanning of documents.</p>
	<b>Laptop Migrations</b>	<p>COVID lockdown provided some challenges with device and remote working flexibility. A key learning was ensuring staff had the technology to be able to work from anywhere.</p> <p>This project repurposes the additional capital hardware refresh budget to transition from desk PCs to portable (pick up and go) laptops that better enable staff to work from any location.</p> <p>The target to have completed this transition is November 2021. Transition to laptops is based on role priority and factors in zero wastage with our existing (still fit of purpose) PCs.</p>

What's Not		
	<b>Project Partner</b>	<p>This project replaces outdated and legacy software used for time capture and billing purposes.</p> <p>This project has been delayed as we are currently awaiting a new software version from the supplier that ensures integration with other key Council systems remain stable and robust.</p>
	<b>Team Workspace</b>	<p>The IMBT team have had to manage and continue to provide support to the organisation over a period when they were displaced from Heretaunga House.</p> <p>This has been challenging for all team members due to having staff working across multiple different locations.</p>
	<b>Rural Imagery Capture</b>	<p>The aerial mapping of our rural area was contracted out in 2018.</p> <p>This is a joint Council initiative including HBRC, Wairoa and CHB.</p> <p>This project has experienced significant time delays in the capture and delivery of the ortho imagery.</p> <p>This is a fixed-price contract so no additional costs will be incurred. The only Council risk at present is time delays in getting the final imagery.</p> <p>The supplier has been given formal 'notice' with regard to their contract performance and delivery.</p>



What's New		
	Email staff impersonation	<p>Emails impersonating staff or Councillors appear to be a new phishing attempt to obtain information.</p> <p>We have implemented additional email security controls to flag to staff where emails may be deemed suspicious with anything potentially suspicious being flagged with the following ...<i>"This message contains suspicious characteristics and has originated outside your organisation"</i></p> <p>Our number one defence continues to be vigilant staff.</p>
	Fibre Relocation – Waiaroha Water Treatment & Storage Facility	<p>The new water treatment plant requires the relocation of a significant and fundamental fibre network link.</p> <p>Due to the need for underground trenching, there are risks in damage to this essential network. Careful planning is now underway to manage the relocation.</p>

## Procurement

### Capability Index Self-assessment

Hastings District Council has recently completed the Procurement Capability Index (PCI) self-assessment created by New Zealand Government Procurement and Property (NZGPP). The capability assessment, whilst not mandatory for Local Government, is a mandatory requirement for Central Government.

The PCI provides a comprehensive picture and covers the complete procurement lifecycle and measures agency procurement capability across a range of categories. The self-assessment was completed by Angela Hirst (Procurement Partnerships Manager) and Des Parkinson (Stantec).

In 2018, Hastings District Council scored 1.34 for 'current state' out of a possible 4, this year the score had lifted to 2.13. The improvement is the result of some solid work and included the shift from 'value for money' to 'public value', adopting our updated Procurement Policy and Strategy, updating templates for staff, and the appointment of Wendy Beeke into the Procurement Advisor role. In the coming year we expect our score to rise again as work continues to increase procurement capability including the purchase of a Procurement and Contract Management Digital solution for the organisation.

# Risk and Assurance

The following Strategic Risks are included in the report as recent changes are considered noteworthy for the Committee to consider.

## 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 report.

Risk ID	Description	Residual Risk Level	Level of Control	Business Unit	Notes	Trend
1	Water Supply Contamination	High	Sufficient	Asset Management	Waiarohā project progressing to provide more effective water supply treatment and management.	↓
9	Procurement Failure	Medium	Limited	Strategy & Development	Regional collaboration on progressive procurement toolkit. Central Hawke's Bay District Council intend to use the toolkit for a current procurement activity as a pilot.	↓

## 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	The ongoing global presence of COVID-19 continues to present a high probability of further changes in COVID Alert Levels that will affect Council operations. A briefing has been given to managers with a request to ensure their teams continue to be prepared to operate under various alert levels. The intention is to make responding to alert levels a 'normal' business activity rather than each change being viewed as a crisis.	↑
15	Economic Downturn	Medium	Limited	Strategy & Development	COVID-19 forced border restrictions and a lack of RSE scheme workers coming into New Zealand creates some uncertainty about the future workforce for the region's horticulture/viticulture businesses in particular, as many of the fruits head into harvesting season.	↑

## Glossary of Acronyms, Terms and Māori Translations

Acronyms	
BAU	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
FENZ	Fire and Emergency New Zealand
FOH	Functions on Hastings, Taitai, Hawke's Bay Arts and Events Centre
HBAL	Hawke's Bay Airport Limited
HBCFCT	Hawke's Bay Community Fitness Centre Trust
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
RSE	Recognised Seasonal Employer



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
Columbarium Wall	A place for the respectful and usually public storage of urns, holding a deceased's cremated remains
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

Māori Translations	
Kaumātua	Elders in the Māori community
Manaaki	Hospitality
Taonga	Treasure
Tikanga	Formality/Custom
Wharekai	Dining hall



## Appendix 1: HDC Stantec Alliance Infrastructure Capital Programme

INVESTIGATION AND DESIGN PROJECTS

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

Appendix A

Updated 5 October 2020

Project Phases: Reports Investigation Design Build

Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Expected Finish	Quality	Time	Cost	Hold	Overall Project Status	AM Input Required	Issues/Comments	Actions
Corporate	Consulting Services	Craig Thew	DP	HDC Procurement Improvements	Report	Ongoing		1	1	1	1	OK		Social procurement toolkit development in progress. Digital Procurement and Contract Management System Business Case and procurement plan are approved. Buyers guide development in progress.	
Corporate	Internal	Craig Thew	DP	HDC ALLIANCE Roading HR - PreQual System Review	Management	Ongoing		1	1	1	1	OK		HDC to make final amendments to the manual. Met on 1 September to discuss the inclusion of progressive procurement in the prequalification requirements. How-To manual to be completed. Staff workshop to be scheduled.	
Major Projects	Upgrade	Graeme Hansen	GH	Eastbourne and Frimley Water Treatment Plant Upgrades	Design	73%		1	1	1	1	OK		Work continues concurrently on both the Eastbourne and Frimley projects in the major component sections. The resource consent decision for the Frimley project has been delivered in HDC's favour and a negotiated position has been settled with the only opposing submitter, that now allows all works to proceed. Tenders have been let for the reticulation and water supply bore contracts, with works commencing on both. Tender documents are substantially complete and will be used for tender negotiations during September for the Frimley Water treatment plant. Eastbourne works are concurrently being progressed with reticulation works being prepared for tender and design detail now being progressed for the full Waiaraha concept plans at the Eastbourne site. Resource consent applications will be lodged for Waiaraha in the coming weeks.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	AWPT Rural - Mt Eden Road	Design	100%		1	1	1	1	OK		Prelim design is complete. Stanec to send revised PCN for Detailed Design phase of works.	
Roading	AWPT Sealed	Marius Van Niekerk	MK	AWPT Rural - Te Mata Peak Road Stage 1 (850m)	Design	45%		1	1	1	1	OK		Geotechnical reporting and analysis is complete. Geotech retaining wall options investigations underway.	
Roading	AWPT Sealed	Marius Van Niekerk	MK	AWPT Rural - Te Mata Peak Road Stage 2 (1400m)	Investigation	0%		1	1	1	1	Hold		Stanec 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 Jervis Street)	Investigation	5%		1	1	1	1	Hold		Awaiting Client instruction to proceed.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	AWPT Urban - Simik Avenue	Design	50%		1	1	1	1	Hold	MVN	This work will be prioritized once Corridor Management Plan (CMP) has been approved by HDC. Tentative construction dates in 2021/22. Awaiting Client instruction to proceed.	Awaiting PDS.
Roading	AWPT Sealed	Marius Van Niekerk	DB	Karamu Road - Victoria Street to Alexandra Street	Design	10%		1	1	1	1	Hold	MVN	Works unlikely to proceed for several years. Awaiting Project Definition Sheet.	
Roading	AWPT Sealed	Marius Van Niekerk	DB	Kemlworth Road (Karamu Road to Railway)	Investigation	0%		1	1	1	1	Hold	MVN	Awaiting Project Definition Sheet.	Awaiting client instruction. To be considered in conjunction with status of North East Corridor.
Roading	Bridge Structural Maintenance	Anu Ieperuma	JD	6 Bridge Evaluations - Crystal no. 2 #303	Investigation	85%		1	1	1	1	OK		Rating evaluations being undertaken.	
Roading	Bridge Structural Maintenance	Anu Ieperuma	JD	6 Bridge Evaluations - St Georges #826	Investigation	65%		1	1	1	1	OK		Rating evaluations being undertaken.	
Roading	Bridge Structural Maintenance	Anu Ieperuma	JD	Bridge 302 Crystal No1 Strengthening Design	Investigation	50%		1	1	1	1	OK		Material testing results indicate bridge does not require strengthening. Scope changed to rating evaluation.	

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Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Expected Finish	Quality	Time	Cost	Overall Project Status	AM Input Required	Issues/Comments	Actions
Roadway	Bridge Structural Maintenance	Anu Iepetuma	JD	Bridge Strengthening - 222 Kaitapango Bridge	Design	60%		1	1	1	Caution		Boil retrieval for testing completed. Detailed site investigation to be undertaken from 27 October. Looking to tender 11 November for concrete slabs as separable portion 1. Following results from site investigation, the design will be confirmed for the truss and detailed design will be completed for separable portion 2.	
Roadway	Bridge Structural Maintenance	Anu Iepetuma	JD	HRMV BRIDGE ASSESSMENTS - Shadams Bridge	Investigation	100%		1	1	1	OK	AI	DoS with HDC.	Approve DoS
Roadway	Bridge Structural Maintenance	Anu Iepetuma	JD	HRMV Evaluation - 4 Bridges (2020-2021)	Investigation	75%		1	1	1	OK		Currently Bridge Heaps Gorge #119 is failing HRMV. Currently in review. McDonalds Bridge #504 material testing report due from WSP on 2 October. Results will be checked against current calculations. Bridge Poporangi #424 has been delivered 18 September. Moka Moka #114 is also failing.	
Roadway	Bridge Structural Maintenance	Anu Iepetuma	JD	HRMV Evaluation - Years 4-7	Investigation	10%		1	1	1	OK	AI	Three bridges have been approved to start evaluations. DoS with HDC to confirm further bridges.	Approve DoS
Roadway	Bridge Structural Maintenance	Anu Iepetuma	JD	VDAM BRIDGE WORKS - Taylors #253	Design	50%		1	1	1	Hold		Currently on hold while considering alternative options.	
Roadway	Expert Advice	Anu Iepetuma	JD	HRMV BRIDGE WORKS - Bridge Technical Advice	Management	Ongoing		1	1	1	OK			
Roadway	Growth Project	Sarah Kurawita	DB	Kaunui Road Cul de sac	Design	0%		1	1	1	Hold	SK	Work identified as non priority. HDC to confirm when design work can proceed.	Awaiting PDS. Define timeline for construction
Roadway	Way	Eynon Phillips	DB	Caroline Road cycleway - Mile 10 to Heathcote Ave	Investigation	5%		1	1	1	Hold		Identified as low priority (HDC 16022018). Awaiting Project Definition Sheet.	
Roadway	Safety Improvements	Eynon Phillips	PT	Minor Safety Project - Safer Roads to School	Report	90%		1	1	1	Hold		Waiting to do last school visit, pending approval from school.	
Roadway	Safety Improvements	Lachlan Crawford	GO	Minor Safety Project - 17-18 Speed Limit Review	Report	Ongoing		1	1	1	OK		Preparing submissions reports at present in anticipation for hearing.	
Roadway	Safety Improvements	Lachlan Crawford	PT	Te Aute Gilpin Intersection	Design	95%		1	1	1	OK		Waiting for test piling for Te Aute Gilpin which we are coordinating with other projects.	
Roadway	Safety Improvements		PT	HDC Minor Projects - Southern Cycle Link Study	Investigation	10%		1	1	1	OK		Workshop held on 30 September.	
Roadway	Subdivision Support	Sarah Kurawita	DB	Omahu Road - Chatham Roundabout	Design	50%		1	1	1	OK		Detailed Design work is continuing.	
Roadway		Sarah Kurawita	DB	Merewakaka York Roundabout	Design	50%		1	1	1	Deferred		Project has been deferred by HDC.	
Roadway/Stormwater	AWPT Sealed	Manus Van Niekirk/Matt Kneebone	DB	AWPT Urban - Mayfair Ave (including Elison and Victoria)	Investigation	10%		1	1	1	Hold	SVN	Investigation required. Confirm Scope with AM. Assign resource. Analysis of public feedback will be undertaken to determine next steps. Linked to Princess St project. On hold due to WW upgrade in Mayfair Ave. SW investigation is underway. Revisit FY 2021/22.	Awaiting PDS.
Roadway/Wastewater	Growth Project	Sarah Kurawita/ David MacKenzie	MK	Jonah Middle Road Development - Roadway	Design	50%		1	1	1	OK		Awaiting Client confirmation to proceed to Detailed Design.	
Roadway/ Water/ Stormwater/ Wastewater	AWPT Sealed	Manus Van Niekirk/Matt Kneebone/David MacKenzie	MS	Coordination Report - Danvers AWPT	Investigation	80%		1	1	1	OK		Finalized desktop report uploaded for review and sign off. On hold awaiting approval to proceed with site investigations.	
Roadway/ Water/ Stormwater/ Wastewater	Consulting Services	Manus Van Niekirk/Matt Kneebone/David MacKenzie	MS	Asset Management Projects Coordination Report 2019-24	Report	95%		1	1	1	OK		Karamu post investigations report issued week ending 2 October.	
Roadway/ Water/ Stormwater/ Wastewater	Growth Project	Sarah Kurawita/ Matt Kneebone/ David MacKenzie	CM	Howard Street Development	Design	90%		1	1	1	OK		Overall design package is complete. Final changes to made to Stormwater drawings to be made, then to be issued.	



Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Expected Finish	Quality	Time	Cost	Overall Project Status	All Input Required	Issues/Comments	Actions
Roadside Water/Stormwater/Wastewater		Marius Van Niekerk/Matt Kneebone/David MacKenzie	MS	Asset Management Site Investigation - Potting Contract	Investigation	Ongoing		1	1	1	OK		No further programmed works this month.	
Roadside Water/Stormwater/Wastewater		Marius Van Niekerk/Matt Kneebone/David MacKenzie	MS	Site Investigation Works for Asset Management Coordination Report	Investigation	Ongoing		1	1	1	Hold		On hold until next sites are released. Workshop required with all Asset Managers to agree on the next sites.	
Solid Waste	Landfill/Solid Waste Monitoring and Reporting	Martin Janis	KH	Onarua Landfill and Closed Landfills	Management	Ongoing		1	1	1	OK		Ongoing monitoring.	
Stormwater	Consulting Services	Matt Kneebone	DM	Hastings Stormwater Model Enhancements	Investigation	100%		1	1	1	OK	MM	Memo for the next stages submitted to HDC 28 May.	Confirm next stages of work.
Stormwater	Expert Advice	Matt Kneebone	MS	Karamu Road Stormwater Pumpstation	Investigation	100%		1	1	1	Complete		To be rescope in Stormwater Pumpstation master planning.	
Stormwater	SW New Works	Matt Kneebone	MS	CMP OPERATIONS - PSG, Technical Workshops, CMP Task Assistance	Report	Ongoing		1	1	1	OK		Whakatu to be complete by November 2020.	
Stormwater	SW New Works	Matt Kneebone	MW	Lyndhurst - Cooke Detention Pond	Design	30%		1	1	1	OK	MM	Meeting with HDC week commencing 5 October, to understand HDCs requirements in terms of hydraulic assessments (modelling) of the area and how it impacts the Cooke Detention Pond design.	MM to provide a copy of the Resource Consent for Lyndhurst Stage 2 to Starke.
Stormwater	SW New Works	Matt Kneebone	CB	Mangarau Hershore Erosion (Havelock Stream)	Investigation	80%		1	1	1	Hold	MM	Link to Dams Inspection Report, further work TBC. Awaiting Project Definition Sheet.	Confirm further work.
Stormwater	SW Renewal	Matt Kneebone	MS	Campbell Beddies Wall Stormwater	Design	20%		1	1	1	OK		PCN for Detailed Design signed and work is underway.	
Stormwater	SW Renewal	Matt Kneebone	MS	HDC Dams - Operations & Maintenance	Report	30%		1	1	1	OK	MM	Client feedback required.	Provide feedback.
Stormwater	SW Renewal	Matt Kneebone	MS	Stormwater - Kopanga Road	Design	100%		1	1	1	Hold	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	Complete		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	Hold		To be rescope in Stormwater Pumpstation master planning.	
Stormwater	SW Renewal	Matt Kneebone	MS	Stormwater Pump Stations - Sutton Ave and School Road	Investigation	95%		1	1	1	Complete		To be rescope in Stormwater Pumpstation master planning.	
Stormwater	SW Renewal	Matt Kneebone	CB	Stormwater Renewal / Criticality Strategy	Report	0%		1	1	1	Hold		This work is being outsourced to another company by HDC.	
Stormwater		Matt Kneebone	MS	Reynolds Road Stormwater	Design	100%		1	1	1	Complete			
Wastewater	Consulting Services	David MacKenzie	MS	Water Safety Plans - WWTP Bore	Report	0%		1	1	1	Hold		Starke to resource following Hastings Urban Water Safety Plan.	
Wastewater	WW	David MacKenzie	MS	AMP Assistance - Wastewater Renewals	Report	100%		1	1	1	Complete		Pumpstation Rising Mains, Urban Trunks and Inland Trunks deliverables delivered and signed off.	
Wastewater	WW New Works	David MacKenzie	MS	Eastern Interceptor Upgrade	Design	90%		1	1	1	OK		Construction of the first section of the Eastern Interceptor to commence 12 October (under Waterco reconstruction). Procurement for second stage lining has allowed for Contractor to procure pipe. Procurement plan to commence 9 December 2020.	
Wastewater	WW New Works	David MacKenzie	DM	Wastewater Flow Monitoring and Model Enhancement - Stage 4	Investigation	90%		1	1	1	OK	DM		Approve PCN once issued. Confirm where the Akura work budget should sit.
Wastewater	WW Renewals	David MacKenzie	MW	Odour/Septicity/Corrosion Study - Grab Sampling	Investigation	Ongoing		1	1	1	OK	DM	As above.	DM to confirm budget for 2021 FY.
Wastewater	WW Renewals	David MacKenzie	MW	Odour/Septicity/Corrosion Study - H2S Monitoring	Investigation	Ongoing		1	1	1	OK	DM	H2S annual report: attending to ongoing queries following internal review. Changes relate to HDC naming convention for trunk sewers and GIS discrepancies. Clarification around the number of deliverables posted to Teamwork. End of Year report due week commencing 5 October.	DM to confirm budget for 2021 FY.
Wastewater	WW Renewals	David MacKenzie	MW	WWTP Infrastructure Condition Investigation	Investigation	95%		1	1	1	OK		Risk Register and Stage 2 Report currently being finalised.	


Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Expected Finish	Quality	Time	Cost	Risk	Overall Project Status	AM Input Required	Issues/Comments	Action
Wastewater	WW Renewals	David MacKenzie	MW	WWTP Manifold	Investigation	30%		1	1	1	1	OK		A PCN is being progressed alongside the Outfalls project to bridge the common works between these projects. Focus on concrete outfall options which will dictate option around upgrade of steel manifold. The manifold re-procurement is still contingent upon the concrete section of the landside outfall - report being concluded. Progressing concrete land outfall pipe options so that the steel manifold option can be finalised, draft report for internal check/review due 9 October 2020	
Wastewater	WW Renewals	David MacKenzie	MW	2019/2021 SEWER RENEWALS - Renewals Planning	Investigation	40%		1	1	1	1	OK		Marokakaho renewal design underway. Mid-fairly PCN being prepared for options study.	
Wastewater	WW Renewals	David MacKenzie	MW	2019/2021 SEWER RENEWALS - Urban Trunks	Investigation	95%		1	1	1	1	OK		CCTV investigations to be carried out with Inland Trunks. Procurement plan with HDC for approval.	
Wastewater	WW Renewals	David MacKenzie	MW	CCTV Investigation Contract	Investigation	40%		1	1	1	1	OK		Marokakaho PCN with HDC (survey complete) and Mid-fairly PCN being prepared by Startec for optioneering	
Wastewater	WW Renewals	David MacKenzie	MW	Inland Trunk Sewer - Planning 2019	Investigation	100%		1	1	1	1	Complete		Final Plan has been uploaded to Teamworks 29 July, and accepted by DM.	
Wastewater	WW Renewals	David MacKenzie	MS	Rising Main Investigations - Site Investigations	Investigation	15%		1	1	1	1	OK		Three Rising Mains site investigations (Clive street, Hua Street, Tokomaru Drive) are complete. Condition assessment reports for Clive, Hua street and Tokomaru Drive samples expected 13 October. Tokomaru Drive re-CCTV complete, but not yet reviewed. Update to be provided once sampling results reviewed.	
Wastewater	WW Renewals	David MacKenzie	MS	Wastewater Pump Stations Renewal Planning	Investigation	95%		1	1	1	1	OK		PCN issued for PS investigations and reporting. Field work for Flaxmere, Clive St, Park Rd South completed.	
Wastewater	WW Renewals	David MacKenzie	MW	WWTP Outfall Condition Investigation - Submarine section Phase 2	Investigation	90%		1	1	1	1	OK		Draft risk assessment report issued. Workshop with other outfall aspects to be organised for October.	
Water	Consulting Services	Graeme Hansen	MS	Water Model Review & Strategy - Master Model (M06)	Investigation	90%		1	1	1	1	OK		Report to be drafted once Finley / Eastbourne model investigation work is complete	
Water	Consulting Services	Matt Kersel	CS	Water Operations Programming	Management	100%		1	1	1	1	Held	N/A		Awaiting HDC AM instruction
Water	Consulting Services	Matt Kersel	MS	Water Safety Plans - Clive	Report	0%		1	1	1	1	OK		Yet to commence	
Water	Consulting Services	Matt Kersel	MS	Water Safety Plans - Te Pahi	Report	0%		1	1	1	1	OK		Yet to commence	
Water	Consulting Services	Matt Kersel	MS	Water Safety Plans - Waimarama	Report	0%		1	1	1	1	OK		Yet to commence	
Water	Consulting Services	Matt Kersel	MS	Water Safety Plans - Wapatahi	Report	0%		1	1	1	1	OK		Yet to commence	
Water	Consulting Services	Matt Kersel	MS	Water Safety Plans - Whakatu	Report	0%		1	1	1	1	OK		Yet to commence	
Water	Consulting Services	Matt Kersel	MS	Water Safety Plans - Whinaki / Esk	Report	0%		1	1	1	1	OK		First and second workshops complete and reporting underway	
Water	Consulting Services		MS	Water Safety Plans - Te Awanga / Haumoana	Report	50%		1	1	1	1	OK		Risk workshops complete for Te Awanga, Haumoana. Improvement tables and reporting continuing.	
Water	WS New Works	Matt Kersel	RH	Waimarama Reservoir Seismic Assessment	Investigation	Ongoing		1	1	1	1	Held	N/A	Seismic assessment report has been issued for HDC comment. Geotech investigations to advance on approval from landowners regarding access.	HDC to liaise with landowners for site access.
Water	WS Renewals	Matt Kersel	MS	Water Renewals - Florence	Investigation	0%		1	1	1	1	OK		On6 with HDC.	
Water/ Stormwater/ Wastewater	Drinking Water New Works	Araucaria Boffa	MS	Meddie Road - Drinking Water	Design	80%		1	1	1	1	OK		Tender documents currently in review. Detailed Design complete.	
Water/ Stormwater/ Wastewater	Growth Project	Sarah Kunzwa/ Matt Kersel/ Matt Kneebone/ David MacKenzie	MW	Lynchum BWS Portion 3	Design	90%		1	1	1	1	OK		Schedule for pricing to be sent to the Contractor. Awaiting design information from developer.	
Water/ Stormwater/ Wastewater	WISWW	Matt Kersel/ Matt Kneebone/ David MacKenzie	DM	Flaxmere Urban Housing project	Investigation	5%		1	1	1	1	OK		Draft report delivered to HDC 2 October for review. Final review to be delivered 9 October following Client review.	

Asset	Account Code	HDC Asset Manager	Project Manager	Project Description	Phase	% of Phase Complete	Expected Finish	Quality	Time	Cost	HSL	Overall Project Status	AM Input Required	Issues/Comments	Actions
Water/ Stormwater/ Wastewater			MS	Coordination Report - Eastern Interceptor	Investigation	5%		1	1	1	1	OK			
Water/ Stormwater/ Wastewater	WISWWW	Matt Kneet/Matt Kneebone/David MacKenzie	MS	Generator Strategy (includes Backup Power Strategy)	Report	95%		1	1	1	1	Hold	MKn/MKn/OJ	No feedback received within the nominated review period (November 2018). Stattec unable to finalise draft. Task has been closed out from Stattec's side 17 April 2020.	Awaiting feedback.



2020/21 HDC/Stantec Alliance Infrastructure Capital Programme





CONSTRUCTION PROJECTS

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

Updated: 5 October 2020

Project Phases: Procurement Construction Defects Completed

Asset	Account Code	HDC Asset Manager	Project Manager	Contract Number	Contract Name	Phase	% of Phase Complete	Approved by	Approval Date	Quality	Time	Cost	Risk	Overall Project Status	Issues/Comments	Actions
Major Projects Upgrade		Graeme Hansen	GH	CON2019027	Landscapes Trail - Waimarama Road (Mad Mile) Health and Safety Improvements	Procurement	15%			1	1	1	1	OK	Craggy Range approvals all in place and now preparing tender documents and specification for tender in preparation for construction in October.	
Major Projects Upgrade		Graeme Hansen	GH	CON2019002	Small Community Treatment Upgrades	Construction	40%			1	1	1	1	OK	Civil construction now substantially complete for the Haumana site, with containerized WTP and reservoir construction complete and planned for commissioning on 17 October 2020. Work is advancing at the Esk/Whitaki site with foundation works complete and other site works progressing. Land and consent processes are complete for Clive and Waimarama, which are the next priority following Esk. Works have commenced at Waimarama site with earthworks complete and other civil works progressing. The Te Pohue project is also progressing to construction in accordance with programme and budget, with site earthworks now complete. Filtrec's Auckland operation currently remains on track for delivery of the WTP as per their original programme.	
Major Projects WS New Works		Graeme Hansen	WR	CON2020010	Frimley Park Water Treatment Plant and Reservoir Pipe	Construction	15%			1	1	1	1	OK	Nottingham Road connection sheet piling in, ready for thrust block pour and connection detail. Omaha connection finished and road reinstated. Welding 630 pipe in the park. Drilling 560 line continues.	
Major Projects WS New Works		Graeme Hansen	DP	CON2019001	Havelock North Booster Pump Station	Defects	5%			1	1	1	1	OK	Wet commissioning complete. Snags to be remedied.	
Roadway	AWPT Sealed	Marius Van Niekerk	DB	CON2017196	AWPT Rural - Rochefort Road (0 - 1.0 km)	Procurement	50%			1	1	1	1	Hold	HDC have put this project on hold until further notice. Revisit FY 2019/20 due to other priorities.	Awaiting PD6.
Roadway	AWPT Sealed	Marius Van Niekerk	DB	CON2019108	AWPT Urban - Princes Street Stage 2	Construction	80%			1	1	1	1	OK	Construction resumed 28 April 2020 and likely to be fully complete mid October.	
Roadway	AWPT Sealed	Marius Van Niekerk	DB	CON2019025	AWPT Rural - Middle Road Stage 2 (8.14 - 10.0 km)	Defects	95%	\$ 1,228,000.00	TSC	1	1	1	1	OK	Defects are complete.	
Roadway	AWPT Sealed	Marius Van Niekerk	DB	CON2019017	AWPT Rural - Kahurangi Road (8.47 - 10.65 km)	Defects	100%	\$ 2,600,000.00	TSC	1	1	1	1	Complete	Defects walkover completed, and Practical Completion has been issued.	
Roadway	Bridge Structural Maintenance	Anu Ilperuma	JD	CON2019064	MDAM BRIDGE WORKS - Moerangi #222	Construction	90%			1	1	1	1	OK	Additional beam section loss on Moerangi has been identified and design being issued to the contractor.	
Roadway	Bridge Structural Maintenance	Anu Ilperuma	JD	CON2019028	MDAM BRIDGE WORKS - Ohara (Big Hill #2) #417	Defects	15%	\$ 745,000.00	CE	1	1	1	1	OK	Deck slab joint defect has been resolved by adding waterproof sealant.	
Roadway	Growth Project	Sarah Kuruwita	DB	CON2020079	Irongate Road Stage 3 - Maraekakaho Roundabout	Procurement	20%			1	1	1	1	OK	Tender document has been prepared. PM to arrange meeting with HDC prior to going to Tender.	
Roadway	Growth Project	Sarah Kuruwita	MK	CON2019063	Artuckle Road Extension	Defects	0%	\$ 406,230		1	1	1	1	OK	Street lights are complete. Practical Completion has been issued September 2020.	

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Asset	Account Code	HDC Asset Manager	Project Manager	Contract Number	Contract Name	Phase	% of Phase Complete	Approved by	Approval Date	Quality	Value	Cost	YTD	Overall Project Status	Issues/Comments	Actions
Roadway	Way	Eynon Phillips	MK	COH2019113	Asper Road - Cycleway	Construction	38%			1	1	1	1	OK	Sealing on the south side of Larn road completed on the right hand side to CH2900. Southern end left hand side earthworks and subbase prep to CH800 completed. Basecourse being installed.	
Roadway	Subdivision Support	Sarah Kuruwila	DB	COH2020028	Onahu Road - Henderson Roundabout	Construction	0%			1	1	1	1	OK	Contract has been awarded, works to commence 12 January 2021. HDC / Starlec to confirm Strategy around public communication.	
Roadway/ Stormwater	Growth Project	Sarah Kuruwila/Matt Kneebone	DB	COH2018105	Irongate Road Stage 2 - Marakakaho to Cul de sac	Defects	100%	\$ 1,900,000	TSC	1	1	1	1	Complete	Practical Completion certificate has been issued. Minor defects to complete before Final Completion Certificate can be issued.	
Roadway/ Wastewater	Growth Project	Sarah Kuruwila/ David MacKenzie	MK	COH2019112	Iona/Middle Road Development - Breadalbane Avenue Development	Defects	0%			1	1	1	1	OK	Practical Completion issued 9 September.	
Roadway/ Water/ Stormwater/ Wastewater	AWPT Sealed	Sarah Kuruwila	DB	COH2020052	Warwick Road Reconstruction	Construction	0%			1	1	1	1	OK	Established onsite week commencing 21 September. Construction work is underway.	
Stormwater	SW New Works	Matt Kneebone	MS	COH2017060	Railway Road - Stormwater	Defects	99%		TSC	1	1	1	1	OK	Final completion certificate still to be issued. Two NTCs issued to Contractor to undertake minor lateral remedial works, still outstanding. Minor seal damage to be monitored and repaired.	
Stormwater	SW New Works	Matt Kneebone	MS	COH2018101	Marakakaho SW Extensions	Defects	100%	\$ 683,000.00	TSC	1	1	1	1	OK	Practical Completion back dated to July 2020. Retention and Covid Claims sent through to HDC for approval.	
Stormwater	SW New Works	Matt Kneebone	MS	COH2020008	Arataki Road SW	Defects	0%			1	1	1	1	OK	Practical Completion issued. In defects.	
Stormwater		Matt Kneebone	MS		Emerald Hill Stormwater	Procurement	100%			1	1	1	1	Complete	Draft procurement plan has been approved by HDC. Project now on hold until Client decides way forward.	
Wastewater	WW New Works	David MacKenzie	MS	COH2019061	Park Road South/Lyell Street - Pump Station Rising Main Rehabilitation	Defects	30%	\$ 2,600,000.00	Asset Manager TSC	1	1	1	1	OK	Practical Completion Certificate issued. In defects.	
Wastewater	WW New Works	David MacKenzie	MS	COH2019008	Park Road North/Walter Street/Avenue Road - Pump Station Rising Main	Defects	70%	\$ 2,041,914.00	TSC	1	1	1	1	OK	Practical Completion issued. In defects.	
Wastewater	WW Renewals	David MacKenzie	MW	COH2019067	WWTP Outfall - Emergency Beach Overflow	Construction	90%			1	1	1	1	OK	CCTV to be done to determine the extent of blockage and check the pipe is clear. Request made to contractor 24 July. CCTV and as-builts still due from Contractor. Contractor has now engaged Davies Waste who have scoped job and are planning dates to carry out the CCTV in early October.	
Wastewater	WW Renewals	David MacKenzie	MW	COH2019030	Inland Trunk Sewer - Number 1 Richmond Road Lining (incl Frimley Domestic Interceptor)	Defects	30%	\$ 3,100,000.00	TSC	1	1	1	1	OK	Lessons learnt workshop was held. Awaiting minutes from HDC.	
Wastewater	WW Renewals	David MacKenzie	MW	COH2019055	Inland Trunk Sewer - Karamu Stream Pipe Crossing Concrete Pier Repairs	Defects	100%			1	1	1	1	Complete	Practical completion has been issued, and backdated to May 2020.	

Asset	Account Code	HDC Asset Manager	Project Manager	Contract Number	Contract Name	Phase	% of Phase Complete	Approved by	Approval Date	Quality	Time	Cost	HS&S	Compliance	Overall Project Status	Issues/Comments	Actions
Wastewater	WW Renewals	David MacKenzie	MM	CON2019018	WWTP Outfall Diffuser Inspection and Maintenance	Construction	Ongoing	\$ 500,000.00	TSC	1	1	1	1		OK	Next inspection due November 2020. WWTP requested work be carried out earlier. Follow up with contractor to confirm.	
Wastewater	WW Renewals	David MacKenzie	MS	CON2019085	Rising Main Investigations - School Road / Olive Township	Defects	20%	\$ 1,100,000.00		1	1	1	1		OK	Practical Completion issued. In defects.	
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS		Omahu Road Industrial Bulk Water - Stormwater Pump Station	Defects	100%			1	1	1	1		Complete		
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS	CON2017046	Omahu Road Industrial Bulk Water Separable Portion 6 Flynn's	Defects	95%			1	1	1	1		OK	End of defects walkover to be scheduled.	
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS	CON2017046	Omahu Road Industrial Bulk Water Separable Portion 5 Far End	Defects	80%			1	1	1	1		OK	End of defects walkover to be scheduled.	
Wastewater/ Water	WS New Works	David MacKenzie/Matt Kersel	MS	CON2017046	Omahu Road Industrial Bulk Water Separable Portions 1-4	Defects	100%	\$ 3,600,000.00	TSC	1	1	1	1		Complete		
Water	Drinking Water New Works	Aronica Botha	MS	CON2020063	Te Aute - Drinking Water	Construction	30%			1	1	1	1		OK	Construction underway	
Water	Drinking Water New Works	Aronica Botha	MS	CON2020063	Anderson Park - Drinking Water	Construction	10%			1	1	1	1		OK	Construction underway	
Water	WS New Works	Matt Kersel	MS	CON2017109	Havelock North Trunk Water Main - MSGA	Defects	100%	\$ 8,000,000.00	TSC	1	1	1	1		Complete	NTC sent to complete contract.	
Water		Matt Kersel	CB		Bridge Pa Pump Station	Construction	99%			1	1	1	1		OK	O&M Manual being prepared by HDC (Radhaai Landon) site not operational yet.	Complete O&M Manual.
Water		Matt Kersel	MS	CON2020022	Eastbourne Diesel Storage Tank	Defects	0%			1	1	1	1		OK	Practical Completion issued. In defects.	
Water		Matt Kersel	MS	CON2019082	Montgomery Street Watermain Renewal	Defects	25%			1	1	1	1		OK	Practical Completion issued 24 June 2020.	
Water		Steve Cave	MS	CON2019107	Haukoana Pipe - Drinking Water	Construction	95%			1	1	1	1		OK	All work complete, including additional scope to contract. PC walkover complete. PC to be issued.	

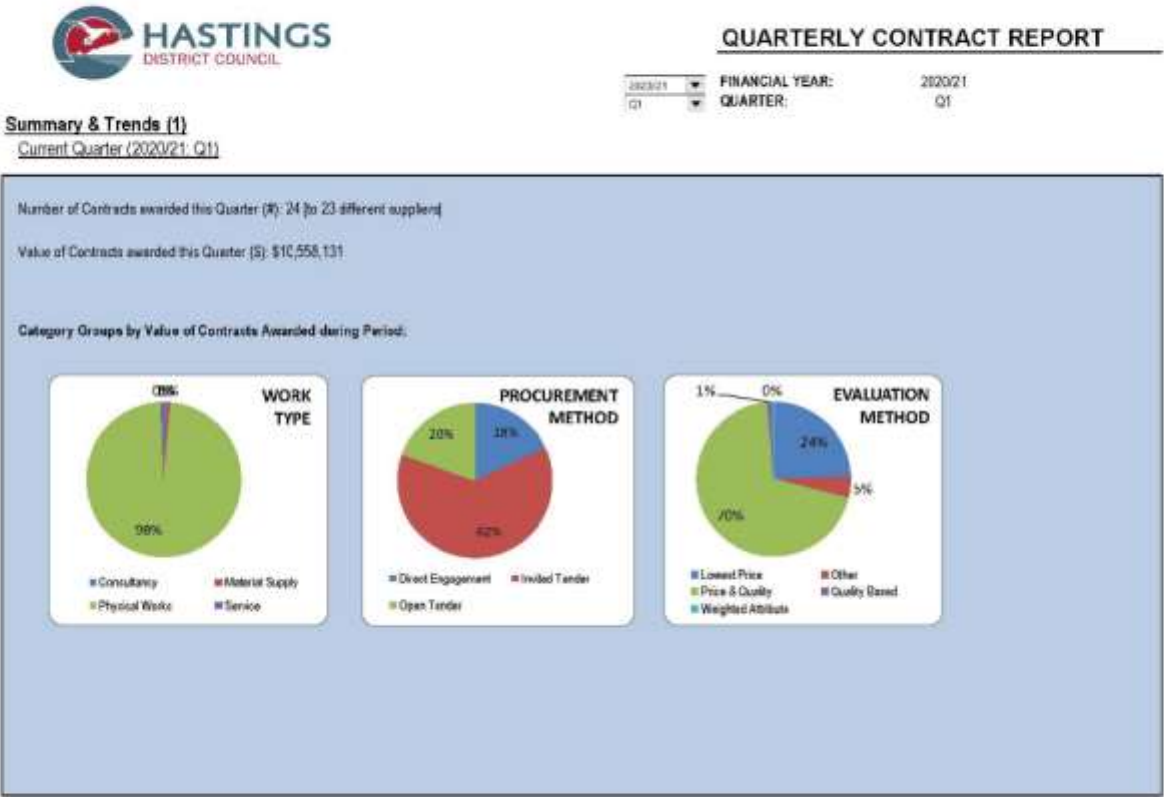






## Appendix 2: Schedule of Contracts Let

 <b>HASTINGS DISTRICT COUNCIL</b>												
2020/21 Q1 Contract Schedule				1. This table contains the main contracts, design and construction fees, supply of materials and equipment, which are different to the maintenance contracts and by others								
Index #	Month	Contract #	Contract Name	Contract Estimate	Tenders	Range of Tenders	Selected Tenderer	Accepted Tender Value	Other Costs [see note 1]	Total	Funds Allocated	Variance
1	Jul	CON2020091	Boro Swindell Reserve Toilet Extension - Architectural Design Services	\$4,000	1	\$3,900 to \$3,900	Civus Studio Architecture Limited	\$3,900	\$0	\$3,900	\$4,000	\$900
2	Jul	CON2020055	Jobs for Handicapped - Footpaths Work Package No. 3	\$160,000	1	\$160,000 to \$160,000	Sedge Contracting Ltd	\$160,000	\$0	\$160,000	\$160,000	\$0
3	Jul	CON2020057	Jobs for Handicapped - Footpaths Package No. 4	\$355,000	1	\$355,000 to \$355,000	AGL Civil	\$355,000	\$0	\$355,000	\$355,000	\$0
4	Jul	CON2020058	Jobs for Handicapped - Footpaths Package No. 2	\$135,000	1	\$135,000 to \$135,000	Procast	\$135,000	\$0	\$135,000	\$135,000	\$0
5	Jul	CON2020059	Jobs for Handicapped - SMSL Footpath Package No. 1	\$890,000	1	\$890,000 to \$890,000	Tagline Contracting Ltd	\$890,000	\$0	\$890,000	\$890,000	\$0
6	Jul	CON2020053	Civus WWT Process Control System and Network Upgrade	\$350,000	3	\$108,390 to \$130,848	AFI Ltd	\$145,210	\$199,075	\$344,285	\$350,000	\$6,717
7	Jul	CON2020058	Ormsby Road and Henderson Road Roundabout Construction	\$1,847,480	4	\$1,198,529 to \$1,864,583	Higgins Contractors Ltd	\$1,296,508	\$1,885,870	\$3,182,378	\$2,489,000	\$693,378
8	Jul	CON2020084	Landmarks Square Planter Boxes Supply	\$8,000	1	\$7,538 to \$7,538	Tilley Group Limited	\$7,538	\$0	\$7,538	\$8,000	\$464
9	Jul	CON2020045	Primary and Eastbourne Production Bore Installation	\$1,586,000	2	\$1,842,825 to \$2,288,540	Bryl's Bros	\$1,842,825	\$100,000	\$1,942,825	\$1,900,000	-\$42,825
10	Jul	CON2020062	Warren Street Carpark - Construction of Fence and Bio Retention Area	\$40,000	1	\$36,604 to \$36,604	Tony Construction Ltd	\$36,604	\$0	\$36,604	\$40,000	\$3,396
11	Jul	CON2020065	City Centre Activation Project	\$40,000	1	\$35,900 to \$35,900	Wesley Anderson Limited	\$35,900	\$0	\$35,900	\$39,000	\$3,095
12	Jul	CON2020066	Kauranga Gardens - Preparation of Conservation Plan for Heritage	\$20,000	2	\$17,455 to \$23,000	Matthews & Matthews Architects Ltd	\$17,455	\$0	\$17,455	\$20,000	\$2,545
13	Jul	CON2020054	Sports Ground Pop-up Irrigation - Aroha Park	\$360,000	8	\$222,434 to \$374,392	Thomson & Hinchey Ltd	\$222,434	\$0	\$222,434	\$237,000	\$14,566
14	Aug	CON2020063	Havelock Road - Te Aute Road New Watermain	\$1,768,450	1	\$1,312,745 to \$1,768,450	Drainways	\$1,312,745	\$320,311	\$1,633,056	\$1,790,000	\$156,944
15	Aug	CON2020071	Landmarks Square - Design and Build of Bespoke Furniture	\$87,000	1	\$85,378 to \$88,378	Ross Mollay Design	\$85,378	\$0	\$85,378	\$89,000	\$3,622
16	Aug	CON2020075	Whenua Takapu Park New Basketball Hoop and Goal	\$30,000	2	\$12,708 to \$12,708	Playground People Ltd	\$12,708	\$0	\$12,708	\$30,000	\$17,292
17	Aug	CON2020074	Henricus Street East 200 Block - Supply of Outdoor Umbrellas 8	\$120,000	1	Negotiated	Hastings New Zealand	\$108,850	\$0	\$108,850	\$120,000	\$11,150
18	Aug	CON2020052	Havelock Road Reconstruction	\$4,437,230	4	\$1,316,613 to \$4,074,536	Higgins Contractors Ltd	\$1,316,613	\$1,187,847	\$2,504,460	\$4,997,000	\$2,492,540
19	Aug	CON2020076	Splash Planet - Slide Tower Ground Remediation	\$480,000	1	Negotiated	Geosolutions International	\$352,448	\$420,000	\$772,448	\$850,000	\$77,552
20	Aug	CON2020077	Manawatu Civil Works	\$250,000	1	Negotiated	Drainways Contracting Ltd	\$225,435	\$0	\$225,435	\$250,000	-\$24,565
21	Sep	CON2020059	Te Pahi Water Treatment Plant - Bioelectrolysis	\$236,000	1	\$225,435 to \$225,435	Sail Contracting	\$225,435	\$0	\$225,435	\$236,000	\$10,565
22	Sep	CON2020070	Whenua Takapu Water Treatment Plant Civil Works	\$140,000	1	Negotiated	Hawke's Bay Regional Council Works Group	\$149,370	\$0	\$149,370	\$100,284	-\$49,086
23	Sep	CON2020083	Beckett Park On Park Fixing Works	\$68,000	4	\$68,182 to \$53,228	Wrightson Contracting Ltd	\$68,182	\$297,748	\$365,930	\$300,000	\$65,930
24	Sep	CON2020085	Primary Road Roll Out Channel Realignment	\$70,000	1	\$64,201 to \$64,201	Genoa Construction	\$64,201	\$0	\$64,201	\$99,000	\$34,799





### Summary & Trends (2)

2-Year Trend (2019/20 to 2020/21)

