
Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Operations and Monitoring Committee Meeting

Kaupapataka

Open Agenda

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

Te Wā:
Time: **1.00pm**

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

Te Hoapā:
Contact: **Democracy and Governance Services
P: 06 871 5000 | E: democracy@hdc.govt.nz**

Te Āpiha Matua:
Responsible
Officer: **Group Manager: Corporate - Bruce Allan**

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HASTINGS DISTRICT COUNCIL
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156
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TE KAUNIHERA Ā-ROHE O HERETAUNGA

Operations and Monitoring Committee – Terms of Reference

Fields of Activity

The purpose of the Operations and Monitoring Committee is to ensure consolidated and complete reporting and monitoring of all financial and non-financial information and performance measures against the Annual Plan, Long-Term Plan and Council Strategies, Goals and Priorities.

Membership

- (Mayor and 14 Councillors).
- Chair appointed by Council.
- Deputy Chair appointed by Council.
- 1 Heretaunga Takoto Noa Māori Standing Committee Member appointed by Council.

Quorum – 8 members

Delegated Powers

- 1) Authority to exercise all of Council's powers, functions and authorities (except where prohibited by law or otherwise delegated to another committee) in relation to all matters detailed in the Fields of Activity.
- 2) Authority to exercise all of Council's powers, functions and authorities (except where prohibited by law) at any time when the Chief Executive certifies in a report that;
 - the matter is of such urgency that it requires to be dealt with
 - the matter is required to be dealt with, prior to the next ordinary meeting of the Council.
- 3) Monitor the performance of Council in terms of the organisational targets set in the Long Term Plan and Annual Plan – both financial and nonfinancial.
- 4) Monitor operational performance and benchmarking.
- 5) Undertake quarterly financial performance reviews.
- 6) Develop the Draft Annual Report and carry forwards.
- 7) Monitor and review the performance of Council Controlled Organisations and other organisations that Council has an interest in.
- 8) Monitor and review tender and procurement processes.
- 9) Monitor major capital projects.
- 10) Recommend to Council on matters concerning project decisions where these are identified as a result of the committee's project monitoring responsibilities.
- 11) Writing off outstanding accounts for amounts exceeding \$6,000 and the remission of fees and charges of a similar sum.
- 12) Settlement of uninsured claims for compensation or damages where the amount exceeds the amounts delegated to the Chief Executive.
- 13) Guarantee loans for third parties such as local recreational organisations provided such guarantees are within the terms of Council policy.
- 14) Authority to exercise the Powers and Remedies of the General Conditions of Contract in respect of the Principal taking possession of, determining, or carrying out urgent repairs to works covered by the contract.
- 15) Grant of easement or right of way over Council property.
- 16) Approve insurance – if significant change to Council's current policy of insuring all its assets.

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Open Agenda

<i>Mematanga:</i> Membership:	<i>Koromatua</i> Chair: Councillor Geraldine Travers
	<i>Ngā KaiKaunihera</i> Mayor Sandra Hazlehurst Councillors: Councillors Bayden Barber, Alwyn Corban, Malcolm Dixon, Damon Harvey, Tania Kerr (Deputy Chair), Eileen Lawson, Simon Nixon, Henare O’Keefe, Peleti Oli, Ann Redstone, Wendy Schollum, Sophie Siers and Kevin Watkins Mike Paku - Heretaunga Takoto Noa Māori Standing Committee appointee
<i>Tokamatua:</i> Quorum:	8 members
<i>Apiha Matua</i> Officer Responsible:	Group Manager: Corporate – Bruce Allan (Lead) Group Manager: Asset Management - Craig Thew Group Manager: Strategy & Development – Craig Cameron Financial Controller – Aaron Wilson Chief Information Officer – Andrew Smith
<i>Te Rōpū Manapori me te Kāwanatanga</i> Democracy & Governance Services:	Christine Hilton (Extn 5633)

Te Rārangi Take

Order of Business

Apologies & Leave of Absence – Ngā Whakapāhatanga me te Wehenga ā-Hui

- 1.0** At the close of the agenda no apologies had been received.
 Leave of Absences had previously been granted to Councillor O'Keefe and Councillor Kerr

2.0 Conflict of Interest – He Ngākau Kōnatunatu

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Manager: Democracy and Governance (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

Confirmation of Minutes – Te Whakamana i Ngā Minitī

- 3.0** Minutes of the Operations & Monitoring Committee Meeting held Tuesday 21 July 2020.
(Previously circulated)

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16.0	Minor Items – <i>Ngā Take Iti</i>	
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Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Item 4

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Kevin Carter, Community Grants Advisor

Te Take:
Subject: Hastings City Business Association 2020 presentation and update

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The Purpose of this report is for the Hastings City Business Association to present their 2019/20 Annual Report (**Attachment 1**) and 2020/21 Annual Plan (**Attachment 2**) for the Council to receive and endorse.
- 1.2 The Hastings City Business Association (HCBA) is a Business Improvement District (BID) which is a partnership between a local authority and a defined local business community to develop projects and services that benefit the trading environment and which align with the local authority's objectives.
- 1.3 A BID is supported by a targeted rate, levied on and collected from non-residential properties within the defined boundary, as per the BID Policy.
- 1.4 In 2020/2021 the BID Targeted Rate was approximately \$289,000. In previous years the HCBA has also applied and been successful for other council grants and funding (around an additional \$55,000) to enable additional community events and activations. These additional events included the night markets, fitness boot camps and outdoor movie nights, the HCBA note that these events did not directly benefit their paying members, and some events directly detracted business away from them. The HCBA has not applied for these additional contestable funds this year.
- 1.5 The HCBA was provided with \$15,000 from the City Vibrancy Budget to support the Ice-skating tour.
- 1.6 The HCBA is ultimately accountable to its members and Board. It is also accountable to the Council for the use of the targeted rate and alignment with the BID Policy. It is important that when the HCBA

sets its Annual Plan that it is a consultative process with its members and Council, ensuring that the activities and actions planned are compatible and aligned with each organisations roles and responsibilities. For example, Council through its own Annual Plan and Long Term Plan has significant investments planned with infrastructure upgrades, activations and other initiatives. It is important that both Council and the HCBA are working together to ensure the investments made by each organisation are not duplicated or conflicting and are in fact complementary and supportive.

- 1.7 As per the HCBA 2019/20 Annual Report, the HCBA has achieved their 2019/20 KPIs set out in their BID Funding Agreement, supported by the additional community contestable funding of \$55,000, which they did not apply for or receive this year.
- 1.8 As directed by the HCBA Board and members the HCBA 2020/21 Business Plan, which have been adopted by the HCBA Board, focus more on the Economic Development and Marketing and less on Community Events. The HCBA are requesting a change to their KPIs as outlined in the table below:

Current Actions & KPI			Suggested Changes
MANAGEMENT AND ADMINISTRATION			
Current Action	Timeframe	Current KPI	Suggested Changes to KPI
HCBA Committee Meetings.	Monthly	Progress against business plan, budgets and KPIs reviewed.	Change timeframe to: bi-monthly meetings
Association reporting requirements met.	Annual	Annual audited financial statements are provided to members. Annual report to members via AGM.	No change
Council reporting requirements met.	Annual	Financial accountability Systems are in place, which enable Hastings City Business Association to demonstrate the Council's Contract for Services revenue has been spent in respect of the services purchased by council through this contract. Annual audited financial statements are provided to Council. Performance reports are provided including attendance and participation figures for events, and a summary of monthly promotion and marketing communications. Be available if required to make a presentation to council indicating the achievements and activities undertaken under this contract.	No change
To maintain the HCBA website and Facebook page as a portal to what's on and to promote promotions and events	On-going	Number of visits to website; all business listings maintained; Number of likes and posts on Facebook.	Minor Change: Change 'Facebook' to 'social media' to account for other platforms
ECONOMIC DEVELOPMENT AND MARKETING			
Current Action	Timeframe	Current KPI	Suggested Changes to KPI
To host and provide opportunities for members to workshop, meet and network together.	On-going	Minimum of 6 networking sessions held and number of businesses attending	Change to: Create digital training library utilising professional services within our membership, to provide free training to SME owners and staff. To create business connections within our membership.
Produce marketing collateral to keep members updated on activities and promote to wider audiences	As required	Minimum of 11 newsletters to members per annum; members up-to-date with developments as needed	No Change
Advertising / Media / Marketing. Run advertising campaigns via Radio, Social media etc to promote the CBD	On-going	70% member satisfaction of marketing campaigns (measured by member survey)	No Change
Retail Promotions, to run seasonal promotions to attract shoppers to Hastings City	Ongoing	70% of members reporting increased foot traffic during promotional period (measured by survey of members)	No Change
Run Christmas Events to ensure that Hastings City is the premier family Christmas destination in the Hawkes Bay	December	All Christmas Trees and decals distributed. Santa's wonderland activated. Number of people attending wonderland.	Change to: Deliver tables to stores for street sale, all advertising and street entertainment on the day. Include free gift wrapping. Additional shop on the day and go in to win \$500 CBD voucher Christmas cracker- purchase 12 items from CBD small local stores for giveaways on Hits breakfast show. Advertising and promotion of stores.




Produce and distribute Eat and Drink Guide	January	Guide produced. Costs offset by participating business advertising	Change to: E-book creation to highlight all Businesses within the association membership. To update and maintain the e-Book so it remains current. Promote the e- book at tourist sites within Hawkes Bay by way of scan station.
VIBRANCY & EVENTS			
Current Action	Timeframe	Current KPI	Suggested Changes to KPI
Promote the after-five experience by activating spaces in the evening such as Night Markets, cultural events and live music	On-going	Minimum 6 night markets. Visitor and stall holder numbers. Minimum 4 outdoor cinema nights. Visitor numbers.	Change to: Min 3 events each year <ul style="list-style-type: none"> • Members evening • Professional services evening • Community event such as Ice rink • Bay plaza family fun day
Activate the Albert Square and East side both partnering with external groups as well as our events	ongoing	Monthly entertainment booked Minimum 8 boot camp events.	Remove
Crate Escape	February	Activate Crate Escape in Albert Square. Numbers attending.	Minor change to location
Art Deco madness in the Mall and Hamper Auction	February	Visitor and stall holder numbers. Tables sold for Auction.	Remove
Maintain the existing strong effective relationship with the NZ police team both on the ground and at management level	Ongoing	Minimum 1 services open day event. Numbers attending.	Change to: Monthly meeting with CBD Police contact and provide crime prevention training to members min twice a year.
To plan and implement regular security workshops for retailers and front-line staff	Ongoing	Minimum 2 workshops. Number attending	No Change
Develop a strong partnership with City Assist, Community Patrol, HDC Security and exchange communication and resources	Ongoing	Positive relationships built and maintained. Minimum of 6 meetings with stakeholders pa.	No Change
Partner with Civil Defence to promote business resilience plans and communication strategies for emergencies	Ongoing	Positive relationships built and maintained. Minimum of 2 communications to members promoting resilience plans and strategies for emergencies.	No Change

- 1.9 Hastings District Council has also recently provided the HCBA with \$100,000 from the Covid Recovery Contingency Fund to support the design and implementation of a Marketing Plan (**Attachment 3**) to aid CBD recovery.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Council receives the report titled Hastings City Business Association 2020 presentation and update.
- B) That the Council receive the Hastings City Business Association Annual Report 2019/20.
- C) That the Council endorses the Hastings City Business Association Annual Plan 2020/21.

Attachments:

1 	Hastings City Business Association Annual Report 2019/20	COP-01-02-20-1035	Under Separate Cover
2 	Hastings City Business Association Annual Business Plan 2020/21	COP-01-02-20-1034	Under Separate Cover
3 	Hastings City Business Association Marketing Plan 2020	COP-01-02-20-1038	Under Separate Cover

Item 4

Thursday, 17 September 2020

Item 5

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Bruce Allan, Group Manager: Corporate

Te Take:
Subject: Horse of the Year Draft Statement of Intent and Annual Report

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to update the Committee on the performance of the Horse of the Year (Hawke's Bay) Limited (HOYHB) for the year ended 31 May 2020 and present to Council the Company's draft Statement of Intent for 2020/21.
- 1.2 HOYHB had a successful year and the attached Annual Report and financial statements shows a surplus of \$89,164, the best financial performance of the company since the show has been contracted to SMC to event manage.
- 1.3 The Chair of HOYHB and the Hastings District Council appointed director Mr Tim Aitken will be in attendance at the meeting to present the Statement of Intent and year end result and answer any questions.
- 1.4 This positive financial result for HOYHB has improved their financial position with working capital increasing from \$46,103 as at 31 May 2019 to \$139,019 this year, greatly improving the Companies financial resilience and ability to weather the difficult years, although there is still more work to be done to improve the financial sustainability of the Company.
- 1.5 Council has previously received a comprehensive Event report from the 2020 show. The purpose of this report is to present the audited financial accounts to Council.
- 1.6 The draft Statement of Intent (SOI) is the first SOI prepared with the event to be delivered in-house and forecasts an improved financial result primarily due to reduced operational costs. The draft SOI meets the needs as set out in the Shareholders Agreement.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Committee receives the report titled Horse of the Year Draft Statement of Intent and Annual Report.
- B) That the Committee receives the Horse of the Year (Hawkes Bay) Limited Financial Statements for the year ended 31 May 2020.
- C) That the Committee receives the Horse of the year (Hawkes Bay) Limited draft 2021 Statement of Intent with and feedback or requested changes delivered back to the Horse of the Year (Hawkes Bay) Limited Board.

Attachments:

1 ➡	HOY Statement of Intent for year ended 31 May 2021	EXT-10-20-20-105	Under Separate Cover
2 ➡	HOY Financial Statements for year ended 31 May 2020	EXT-10-20-20-106	Under Separate Cover

Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Item 6

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Aaron Wilson, Financial Controller

Te Take: **Draft Financial Year End Results - 30 June 2020**
Subject:

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to inform the Council of the unaudited accounting and rating result for the year ended 30 June 2020 and for the Council to approve the allocation of the rating result. It also seeks the approval from Council to carry forward project budgets. The Hastings District Rural Community Board has approved the recommendations submitted to it on 7th September 2020 relating to the year-end rating result for Rating Area 2.
- 1.2 The **rating result** is a deficit to budget. The deficit in RA1 is a consequence of interest rate savings and offset by increasing cost pressures within areas of Council along with a number of approved but unbudgeted spends in the financial year. RA2 has benefited from favourable budgeted rates remissions, penalties and rates revenues.
- 1.3 The unaudited rating result for the 2019/20 year is as follows:

Rating Area 1	\$(338,590)	<i>Deficit</i>
Rating Area 2	\$68,934	<i>Surplus</i>
Total for the District	\$(269,656)	<i>Deficit</i>

- 1.4 In addition to the Rating Result, Council also generated a surplus from the Landfill operation, the report recommends that these surpluses be allocated as follows:

Rating Result			
	Total	Rating Area 1	Rating Area 2
Surplus/Deficit on General Rate	(269,656)	(338,590)	68,934
Landfill Surplus	1,640,932	1,434,339	206,593
	1,371,276	1,095,749	275,527
Recommended Allocation			
Allocation on General Rate			
RA1 General Purpose Reserve (transfer from)	(338,590)	(338,590)	
RA2 Flood Reserve	60,559		60,559
Allocation to Rural Security Camera Trial	8,375		8,375
	- 269,656	- 338,590	68,934
Landfill Surplus			
Omarunui Landfill gas plant Debt	646,021	564,687	81,334
Contingency Reserve	869,652	869,652	
Capital Reserve	125,259		125,259
Total Allocation	1,371,276	1,095,749	275,527

- 1.5 The report also recommends that budget allocations proposed to be carried forward from 2019/20 to 2020/21 to enable project completion be approved.
- 1.6 Council is provided with quarterly financial reports during the year with the unaudited year-end result presented annually at the September Finance and Risk Committee meeting.
- 1.7 Officers' report on the operating financial result (operating surplus/deficit) as well as the rating result. The operating (accounting) financial result is reported on quarterly during the year and, at year end, a report is prepared on the rating result in addition to the accounting result.
- 1.8 The rating result differs from the accounting result in respect of non-cash items such as depreciation, gains or losses on interest rate swaps, vested assets, impairment of assets and investments and development contributions income which have no impact on setting rates and are therefore excluded from the rates calculations. The rating result is also affected by the extent of rates-funded carry forwards that are approved. The rating result reports on the variance of rates collected and net total expenditure (including capital and reserve transfers) for Council.
- 1.9 The Financial Reports attached to supplement this report include:
Attachment 1 – Interim Rating Result for the year ended 30 June 2020
Attachment 2 – Dash Board Summary of Financial Performance
Attachment 3 – Draft Unaudited Financial Statements
Attachment 4 – Carry Forwards 2020/21
- 1.10 The financial reports contain summarised information. **Please feel free to contact the report writer or the Group Manager: Corporate directly on any specific questions from the reports before the meeting.** This will ensure that complete answers can be given at the meeting on the detail that forms the basis for these reports.

2.0 CURRENT SITUATION

- 2.1 The start of the 2019/20 financial year saw a continuation of a strong Hawke's Bay economy with a number of Council areas that experienced operational cost pressures in responding to those strong economic conditions.
- 2.2 The last quarter of the current financial year was impacted by the arrival of the COVID-19 pandemic, which had a negative impact on the fees and charges and development contributions revenue streams. Fees and Charges had been well ahead of budget for the first three quarters of the financial year, which had been helping to offset the cost pressures up until then.
- 2.3 The net effect was revenues were back in line with budget, but the higher expenditure due to the strong demand for services in the first three quarters of the year remained, leading to a rating result that was a deficit of \$269k.

3.0 THE RATING RESULT

- 3.1 Council adopts strong financial management practices and prepares a balanced budget to deliver Council's desired programme, including high levels of fiscal tensioning and stretch targets.
- 3.2 This year the overall general rating result for 2019/20 is a deficit to budget as shown below by rating area.

Rating Area 1	\$ (338,570)	Deficit
Rating Area 2	\$ 68,934	Surplus
Total for the District	\$ (269,656)	Deficit

- 3.3 In addition to the general rating result, the Council's share of the available surplus from the Landfill operations is \$1.64m.
- 3.4 Council resolved last year to apply the 2018/19 landfill surplus of \$1.052m to the kerbside collections reserve in RA1 whilst allocating \$151k to the Emergency Flood reserve for RA 2. This now leaves the Council with a decision on how to allocate the 2019/20 Landfill surplus.
- 3.5 In addition to the above, which is after all necessary reserve transfers have been made, there are a number of significant activities where surpluses or deficits are ring fenced and/or transferred to reserves and include water supply, waste water and refuse & recycling.
- 3.6 In allocating surpluses and reserves, Council's prudent financial policy approach has traditionally focused on debt repayment or borrowing reduction. In Rating Area 2, priority has been given to replenishing the Rural Flood and Emergency Event Reserve.
- 3.7 Given Rating Area 1 is in a rates deficit position for 2019/20, a transfer from the RA1 General Purpose Reserve is required to offset this deficit of \$338,590.
- 3.8 In the 2019/20 year, Council resolved in conjunction with partners, Pioneer Energy to sell the Omarunui gas to energy plant to LMS Energy NZ Ltd. In 2014 an investment of \$744,000 was made into a Joint Limited Partnership with Pioneer Energy and was funded by way of a 25 year loan. The outstanding amount of the loan was \$646,000 as at 30 June 2020, and it is recommended that this remaining amount be repaid from the Landfill surplus of \$1.64m.
- 3.9 It is recommended that Council contribute all of the remaining RA1 share of the Landfill surplus, \$869,652, to the Contingency Reserve. There is significant operational risk to Council in 2021 and beyond due to the impacts of continued Covid-19 lockdowns, the continued pressure on the building and environmental consenting teams and the impact of closing Heretaunga House with

additional lease costs and the loss of lease revenues. Should Council decide to open Splash Planet for the 2020/21 summer season, an additional operational contingency may be required if Covid-19 levels were to increase over that time.

- 3.10 In determining priorities for the Rating Area 2 general rate surplus and Council's share of the Landfill surplus, the Rural Community Board have recommended the following allocations:

2019/20 RA2 Rating Surplus	Surplus
RA2 Surplus on General Rate	\$68,934
- Allocation to Rural Flood & Emergency Event Reserve	\$60,559
- Allocation to Rural Security Camera Trial	\$ 8,375

2019/20 Landfill Operating Surplus	Surplus
RA2 Surplus on Landfill Operations	\$206,593
- Allocation to RA2 Capital Reserve	\$125,259
- Omarunui Landfill Gas Plant Debt repayment	\$ 81,334

4.0 THE UNAUDITED ACCOUNTING RESULT

- 4.1 Draft Unaudited Operating Accounting Result compared to Annual Plan

Set out below is a summary of the 2019/20 financial year. Please note that this is not the same as the rating result.

Unaudited Operating Accounting Result	BUDGET COUNCIL \$'000	ACTUAL COUNCIL \$'000	Variance \$'000
Operating Revenue	130,425	142,477	12,052
Less: Operating Expenditure	126,023	135,846	(9,823)
Net Surplus/(Deficit)	4,402	6,631	2,229
Unrealised movement on Swaps	-	5,196	(5,196)
Net Surplus/(Deficit) after Swaps	4,402	1,435	(2,967)
Gain/(Loss) on Revaluations	67,470	35,901	(31,569)
Net Surplus after accounting gains and losses	71,872	37,336	(34,536)

- 4.2 The draft unaudited financial result for the year ended 30 June 2020 before gains or losses on revaluations and losses on interest rate swaps is a surplus of \$6.6m with a favourable variance to the budget of \$2.2m.
- 4.3 It is important to note that budget variances noted in the table above, refer to variances against the Annual Plan excluding carry forwards or any other budget adjustments as this is what Council is required to report against in the Annual Report. By comparison the attached dashboard reports include budgeted information that includes all budget adjustments including carry forwards from previous year.
- 4.4 The unrealised losses on interest rate swaps of \$5.1m is an accounting entry and reflects the potential cost to Council of replacing all of its interest rate swaps at the prevailing swap interest rates on 30 June 2020. Council is, however, extremely unlikely to be put in that situation and the loss is therefore recognised as an 'unrealised loss'.
- 4.5 Council has interest rate swaps in place to hedge against interest rate exposure by reducing uncertainty of future cashflows. This is in line with Councils prudent financial approach and meets

the requirements of Councils treasury policy. Market conditions have changed from several years ago when many of these swaps were taken out.

4.6 Heretaunga House Impairment:

- 4.7 Due to Heretaunga House being reassessed as an earthquake risk, the building is now not leased or used by Council. The decision to move out of the building was made at the end of June 2020, with further engineering and consultation reports to be commissioned to look at the options and costs around either repairing the building to an acceptable standard or rebuilding.
- 4.8 It is likely that this process will take at least two years, and in terms of the carrying value of this asset means that its value for the building, not including the land of \$5.2m is not a correct assessment of its fair value.
- 4.9 With little information to assess the actual value, officers have worked through a template of broader questions to get an indication of what the impairment should be, in order to reflect what an acceptable carrying value is.
- 4.10 With the length of time that the building will not be able to be used for its intended purpose, or leased, it has been decided that the building should be fully impaired down to zero, with the impairment taken to the asset reserve.

5.0 REVENUE

- 5.1 Revenue has a favourable variance to revised budget of \$5.38m. Whilst revenue finished the year favourably, the COVID-19 pandemic materially affected the overall level of revenue that would have been earned across a wide range of Council activities. The increase in revenue compared to budget is made up of the following activities:

- 5.2 Fees and Charges finished the year above budget by \$2.5m. This increased revenue has been achieved across a wide range of Council activities:

Water Meter revenue	\$572k
Council's share of Landfill revenue	\$829k
Environmental consents fees	\$252k
Building Consent fees	\$596k

These areas whilst driven by high volume activity are likely to have been even higher had there not been a significant contraction during lockdown. It should also be noted that in the activities of Environmental and Building Consents, increased expenditure was incurred to meet the higher levels of activity.

- 5.3 Subsidies and grants are \$837k unfavourable to revised budget, this is made up of lower NZTA subsidies that are reimbursements for capital work done. With COVID-19 pandemic impacting on the level of maintenance and renewals work that could be delivered, this has naturally flowed to subsidies available to be claimed.
- 5.4 There was also a number of one-off revenues received for insurance reimbursement (\$253k) and other projects.
- 5.5 Interest revenue earned is favourable to budget by \$478k due to investment of funding held for capital projects and prefunding of maturing debt.
- 5.6 Infrastructure vested assets are above budget by \$4.09m. Vested assets are infrastructure assets that have been constructed by developers and then vested to Council at the completion of the development.

6.0 EXPENDITURE

6.1 Operational Expenditure against revised budget before accounting adjustments is higher by \$5.2m. Key drivers are:

6.2 Direct COVID-19 Costs of \$491k have been incurred during the 2019/20, these have been funded by using the contingency reserve in order to reduce the impact on the rating requirement. These costs included:

- Building and facilities cleaning
- Lockdown preparation & implementation (facilities, tracks, parks, signage, barriers)
- Facilities servicing (eg toilets/bins)
- Security
- Safety (personal protective equipment)
- Shared council messaging/communications/ postage
- Health & Safety rapid response
- Video conferencing licensing
- Community & business support
- Civil defence emergency response

6.3 Personnel costs were \$2m unfavourable to budget with additional costs being incurred in order to meet higher than budgeted activity demand. Whilst the higher levels of activity has been somewhat reflected in the higher fees and charges revenue lines, Covid-19 has also had a significant impact by lessening the amount of revenue earned that would have helped offset these costs already incurred in the first three quarters of the year.

6.4 Contracted services are \$2.0m above budget. This is primarily in the areas of infrastructure where there have been and are large capital projects underway, with Planning and Regulatory and Parks also being impacted.

6.5 Legal fees are \$377k above budget mainly due to compliance costs across a range of cost centres within the regulatory areas of Council.

6.6 Depreciation is \$2.8m above budget due to the higher revaluation of assets at the end of the 2018/19 year.

6.7 Accounting adjustments of \$7.9m. This is made up of an unrealised loss on swaps along with the loss on disposal of infrastructural assets.

7.0 UNBUDGETED BUT APPROVED EXPENDITURE:

7.1 There have been a number of events and decisions made that have resulted in approved but unbudgeted expenditure. The added spend has directly impacted on the overall financial position for the 2019/20 year.

7.2 COVID-19 Pandemic:

7.3 The effect of COVID-19 on Council activities has been seen in both a direct cost impact, along with the impact of lost revenues across council those activities.

7.4 The Direct costs of \$491k as highlighted earlier in paragraph 6.2, covered a wide range of costs from safety and medical supplies, through to advertising and civil defence response. These costs were offset through the release of the contingency reserve fund, in order to reduce the impact on the rating requirement.

- 7.5 The second impact, was indirect and affected both Council's revenue streams as well as significant Council resources in terms of the time spent planning and executing strategies in order to meet government requirements, whilst ensuring that the needs of the community continued to be met.
- 7.6 Areas that were impacted in terms of their revenue ranged from Toitoti that had just opened with bookings needing to be cancelled, through to parking revenue, learn to swim activities and other community services that had to close.
- 7.7 Craggy Range Track
- 7.8 Since the original resource consent was granted incorrectly at the end of 2017, Council has been engaged in a process with stakeholder parties to understand and undertake remedial works to remove the Craggy Range track. The approved but unbudgeted costs for the current year 2019/20 was \$148k; total project spend over the life of the project up until June 2020 \$716k. This has now been completed.
- 7.9 Cape Kidnappers
- 7.10 Costs of \$217k associated investigation into the safety of Cape Kidnappers along with operational costs in providing security for Health the Safety concerns.
- 7.11 Opera House Insurance costs:
- 7.12 Unbudgeted costs for the opera house fire for the current year came in at \$289k. Of this \$259k was covered by insurance.

8.0 SUMMARY BY AREAS OF ACTIVITY OF COUNCIL

- 8.1 Economic Growth and Organisational Improvement
- 8.2 Economic Growth and Organisational Improvement (EGOI) Group had an overall group result of \$278k favourable to budget. The key drivers were in lower expenditure, with underspends in contracted services \$98k, and expert advice of \$142k. The Economic Development activity had a number of projects underway and committed at year end and \$159k of this favourable underspend has been requested to be carried forward.
- 8.3 Governance and Support Services
- 8.4 Included in this group of activities are the support services of Finance, HR, Democratic Support, Leadership and the Chief Executive's Office. There have been a number of cost pressures within this group, significantly within HR, primarily due to the increasing requirements of health and safety, along with additional resources required which have contributed to an operational overspend. In addition the impact of the unrealised loss on swaps of \$5.196m is reflected in this result.
- 8.5 Community Facilities & Programmes
- 8.6 This group of activities has an unfavourable variance against budget of \$823k primarily driven by a combination of higher personnel, and depreciation costs along with lower subsidies and grants revenue along with lower pools revenues due to COVID-19 in the last quarter. The higher costs in personnel relate to higher staffing numbers across the pools to cover health and safety requirements and rostering.
- 8.7 Planning & Regulatory Services
- 8.8 Planning and Regulatory Services had an overall group result of (\$1.1m) unfavourable to budget. Revenue was \$790k favourable to budget. Fees and charges across the group have been the main driver - building control \$505k along with environmental consents \$252k. In terms of revenue the parking area was particularly affected by the COVID-19 pandemic, due to the decision not to charge parking fees during the last quarter.
- 8.9 Higher expenditure of \$1.9m was required to meet the high levels of activity, particularly in the consenting areas. The consent area has faced and continues to face significant volume and

complexity pressures going forward and is likely to be an area exposed to ongoing financial risk. The 2020/21 Annual Plan increased fees and charges which will help.

8.10 Asset Management

- 8.11 Landfill revenue was favourable to budget by \$829K, with higher volumes contributing to the favourable revenue variance. This increased revenue has translated into a HDC share of the surplus of \$1.6m.
- 8.12 The surpluses generated from the Landfill are released to the shareholding Councils and it is up to the two Councils as to what they decide to do with those funds. In previous years, HDC has decided to repay landfill debt with those surpluses, however, with all landfill debt now repaid Council can decide how it wishes to allocated those funds.
- 8.13 Parks operational expenditure was \$235k unfavourable with the main driver being the impact of higher depreciation (\$580) due to additional assets such as Cornwall Park and other amenities. Offsetting this was additional revenue streams in development contributions and subsidies and grants.
- 8.14 Water Services: Council continues to respond to the water change programme with elevated expenditure supply activity through 2019/20 including both Capital and Operational expenditure. This activity is funded by way of a targeted rate and accounted for in a separate water account which is designed to either accumulate reserves or run in deficit depending on expenditure needs and Council decision making. This allows Council to spread the impact of “lumpy” expenditure in this activity.

Water Services		30 June 2020		
	YTD Actual	YTD Budget	Full Year Budget	Variance
Operating Expenditure				
Strategy & planning	374,553	950,000	950,000	575,447
Service assurance	1,084,439	1,036,000	1,036,000	(48,439)
Preventative maintenance				-
Distribution	241,333	304,000	304,000	62,667
Water source	68,797	124,300	124,300	55,503
Treatment	480,301	301,000	301,000	(179,301)
Other operational costs	18,610	17,000	20,000	(1,610)
	137,378	110,400	749,300	(26,978)
Reactive maintenance				-
Distribution	1,655,023	1,225,000	1,225,000	(430,023)
Water source	70,026	24,000	24,000	(46,026)
Treatment	34,103	75,000	75,000	40,897
Other operational costs	9,576	23,000	20,000	13,424
	1,768,729	1,347,000	1,344,000	(421,729)
Electricity	900,822	900,000	900,000	(822)
Other Costs	882,693	131,592	131,592	(751,101)
Total	5,820,277	5,110,892	5,110,892	(709,385)

- 8.15 Water services costs are overspent in terms of reactive maintenance due to cut out, point and service repair costs. In addition the other costs line is reflective of loss on disposal costs for infrastructure. Offsetting these higher costs are increased meter revenue lines due to increased water use as a result of the drought plus an additional rate charged for water.

9.0 CAPITAL EXPENDITURE

- 9.1 Capital spend to the year ended 30 June 2019 is \$76.5m compared to a full year budget of \$106m, which included \$40.3m carried forward into the 2019/20 year. Whilst budget was not achieved, capital spend for the year was impacted by the effect of the COVID-19 pandemic through the last

quarter of the year, however there were a number of significant projects either completed or progressing, including the Opera House, Municipal Building and the water supply projects. Despite the impacts of Covid-19, 2019/20 was still the biggest capital delivery year on record for Council.

Capital Year End Report 2019/20	YTD Actuals ('000)	YTD Budgets ('000)	YTD variance
Renewals	41,187,266	53,064,936	11,877,670
New Works	28,576,494	42,721,488	14,144,995
Growth	6,777,848	10,585,450	3,807,602
	76,541,608	106,371,875	29,830,267
SUMMARY			
RENEWALS			
Stormwater Services	278,254	905,000	626,746
Wastewater Services	9,524,421	12,983,250	3,458,829
Water Services	2,168,155	3,936,280	1,768,125
Transportation RA 1	13,931,293	15,463,560	1,532,267
Parks	990,186	1,043,453	53,267
Building services	2,281,995	2,185,405	(96,589)
Rest of Council	12,012,963	16,547,988	4,535,025
	41,187,266	53,064,936	11,877,670
NEW WORKS			
Stormwater Services	1,261,650	2,289,900	1,028,250
Wastewater Services	721,658	473,000	(248,658)
Water Services	13,358,878	18,504,814	5,145,936
Transportation	5,558,160	5,308,390	(249,770)
Parks	3,891,475	6,335,978	2,444,503
Building services	705,398	2,321,000	1,615,602
Rest of Council	3,079,275	7,488,407	4,409,132
	28,576,494	42,721,488	14,144,995
GROWTH			
Stormwater Services	790,171	1,957,000	1,166,829
Wastewater Services	1,469,956	3,332,000	1,862,044
Water Services	1,139,642	1,111,000	(28,642)
Transportation RA 1	2,402,499	2,702,500	300,001
Parks	975,580	1,482,950	507,370
	6,777,848	10,585,450	3,807,602

10.0 CARRY FORWARD SCHEDULE

- 10.1 Included in **Attachment 4** is a Schedule of Projects and budget amounts that officers have requested to be carried forward to the 2020/21 year. Management has reviewed these requests and also compared them to project budgets in the 20/21 year to ensure that the appropriate amount is being carried forward.
- 10.2 The level of carry forwards requested at \$32.1m is lower than last year's carry forwards of \$40.3m. Whilst this number when compared to last year has decreased, prioritisation of what projects are already "in train" have been looked at closely, with those not likely to be delivered in 2020/21 to be rebudgeted within the next two years.

- 10.3 The level of carry forwards from rates funding is \$1.31m (\$1.43m last year). While the table provides a summary of the major carry forward items, the \$146k of rates carry forwards classified as other is made up of a number of smaller carry forward projects across Council groups.
- 10.4 Included in the Loan Funded carry forwards is \$5.5m for the major drinking water project. In addition, there is a range of carry forwards across a number of Council activities, from the Municipal Strengthen (\$2.2m) through to the CBD & Suburban Developments of \$1.09m.
- 10.5 The following table is a summary of 2019/20 Carry Forwards recommended for approval. Details of all these projects are included in **Attachment 4**.

2019-20 Carry Forward Summary				
Growth			\$	\$
Lyndhurst			1,348,383	
Iona/Middle			1,273,000	
Breadlebane			646,000	
Omahu industrial			612,000	
Howard street			294,000	
Arataki extension			219,000	
Medium density			125,000	
Northwood reserve			37,000	
				4,554,383
Rate Funded				
Transportation projects			491,464	
Water Consultancy			380,000	
Economic development projects			159,400	
Parks projects			153,600	
Other			146,500	
				1,330,964
Loan Funded (includes NZTA subsidised)				
Major Drinking water project			5,508,000	
Landfill			2,458,685	
Municiple Strengthen			2,250,000	
CBD & Suburban Developments			1,095,366	
Sewer Rising Mains			951,000	
Outfall			867,000	
Reservoir Upgrades			776,000	
Omahu roundabout			700,000	
Warwick road			676,000	
Town Clock			500,000	
Cranford Hospice			500,000	
Cemetery			460,000	
New Toilets			450,000	
HCAG			375,000	
Raureka RMP			307,000	
Other			4,178,600	
				22,052,651
Reserves/Loan/Subsidy				
Roading			1,197,936	
Building projects-HCAG			1,109,360	
Building projects-Other			747,210	
IT projects - Document management System			518,338	
IT projects - Other			203,763	
Cemetery			248,400	
Karamu master plan			150,000	
Other			60,400	
				4,235,407
Total Carry Forwards				32,173,405

11.0 EXTERNAL DEBT

- 11.1 Total net borrowing as at the end of June 2020 is \$150.7m, an increase from last year (\$106.2m). This is in line with projected debt in the 2018-28 Long Term Plan (LTP) which had forecast debt levels of \$152.8m at this time. Committed borrowing facilities in place are \$165.7m, along with

\$14m in term deposits, providing headroom of \$29.7m. The liquidity ratio is at 119% in line with the policy minimum of 110%.

	30 June 20	30-Jun-19
		\$'000
Facilities at start of year	121,240	87,740
New/matured facilities (net)	54,500	55,500
Loan Repayments	(10,000)	(22,000)
Term Deposits	14,000	
Facilities at end of year	179,740	121,240
Borrowing at start of year	106,240	77,740
New Loans Drawn	54,500	50,500
Loan Repayments	(10,000)	(22,000)
Net borrowings at end of period	150,740	106,240
Plus unutilised facilities	15000	15,000
Term Deposits	14000	
Total borrowing facilities available	179,740	121,240
Liquidity Ratio	119%	114%

12.0 ALLOCATION OF RATING SURPLUS

12.1 Council's Treasury Policy states the following on the allocation of surpluses:

"The funds from all asset sales and operating surpluses will be applied to the reduction of debt and/or a reduction in borrowing requirements, unless the Council specifically directs that the funds will be put to another use."

12.2 Whilst Rating Area 2 currently has debt of \$1.285m, incurred for capital works, the specific resolution by Council to build the Rural Flood and Emergency Event Reserve up to a level of \$2m is considered a prudent one given the recent flood events and contribution to the Drought Relief Fund this year.

12.3 In determining priorities for the Rating Area 2 general rate surplus and Council's share of the Landfill surplus, the Rural Community Board recommends the following allocations:

- Contribute \$60,559 of the RA2 General surplus to the RA2 Flood and Emergency Event Reserve.
- Contribute \$8,375 of the RA2 General surplus to the Rural Security Camera Trial.

12.4 There are very few options for Council in terms of funding the Rating Area 1 deficit of \$338,590 with only the use of an appropriate reserve or future increases in rates to recover the deficit. It is recommended that the deficit be funded from the RA1 General Purpose Reserve and is the result of increasing cost pressures faced by the high levels of demand especially in the regulatory area along with a number of unforeseen and unbudgeted but approved spends across Council as outlined earlier in this report. Changes to the fees and charges regime for Building and environmental consents will reduce the likelihood of further deficits in future years.

Landfill additional surplus allocation

- 12.5 Subsequent surpluses have been applied Landfill debt repayment (which has since been repaid), and applied to the water supply targeted rate account post the Havelock North water crisis and also stormwater debt repayment.
- 12.6 Council resolved last year to apply the 2018/19 landfill surplus of \$1.052m to the kerbside collections reserve in RA1 whilst allocating \$151k to the Emergency Flood reserve for RA 2. This now leaves the Council with a decision on how to allocate the 2019/20 Landfill surplus.
- 12.7 It is recommended that Council contribute \$646,021 from the Landfill surplus to repay the loan on the Omarunui Gas to energy plant following the sale of this plant earlier in 2020.
- 12.8 It is recommended that Council contribute all of the remaining RA1 share of the Landfill surplus, \$869,652, to the Contingency Reserve.
- 12.9 It has also been recommended that the remaining RA2 share of the Landfill surplus, \$125,259, be transferred to the Capital Reserve.
- 12.10 The recommendation of this report, taking into consideration the recommendations to the Hastings District Rural Community Board, is to allocate the rating surplus/deficit as per the table below:

Rating Result			
	Total	Rating Area 1	Rating Area 2
Surplus/Deficit on General Rate	(269,656)	(338,590)	68,934
Landfill Surplus	1,640,932	1,434,339	206,593
	1,371,276	1,095,749	275,527
Recomended Allocation			
Allocation on General Rate			
RA1 General Purpose Reserve (transfer from)	(338,590)	(338,590)	
RA2 Flood Reserve	60,559		60,559
Allocation to Rural Security Camera Trial	8,375		8,375
	- 269,656	- 338,590	68,934
Landfill Surplus			
Omarunui Landfill gas plant Debt	646,021	564,687	81,334
Contingency Reserve	869,652	869,652	
Capital Reserve	125,259		125,259
Total Allocation	1,371,276	1,095,749	275,527

13.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Council/Committee receives the report titled Draft Financial Year End Results - 30 June 2020
- B) That the funds arising from the Rating Area 2 surplus for the 2019/20 financial year, as recommended by the Hastings Rural Community Board, be allocated as follows:

Rating Area 2 Surplus Allocations		
		Rating Area 2
Surplus/Deficit on General Rate		68,934
Landfill Surplus		206,593
		275,527
Recommended Allocation		
Allocation on General Rate		
RA2 Flood Reserve		60,559
Allocation to Rural Security Camera Trial		8,375
		68,934
Landfill Surplus		
Capital Reserve		125,259
Omarunui Landfill gas plant Debt		81,334
Total Allocation		275,527

C) That the rating allocation be allocated as per the following table:

Rating Result	Total	Rating Area 1	Rating Area 2
Surplus/Deficit on General Rate	(269,656)	(338,590)	68,934
Landfill Surplus	1,640,932	1,434,339	206,593
	1,371,276	1,095,749	275,527
Recommended Allocation			
Allocation on General Rate			
RA1 General Purpose Reserve (transfer from)	(338,590)	(338,590)	
RA2 Flood Reserve	60,559		60,559
Allocation to Rural Security Camera Trial	8,375		8,375
	- 269,656	- 338,590	68,934
Landfill Surplus			
Omarunui Landfill gas plant Debt	646,021	564,687	81,334
Contingency Reserve	869,652	869,652	
Capital Reserve	125,259		125,259
Total Allocation	1,371,276	1,095,749	275,527

D) That the budgets as per the schedule of Carry Forwards funded by rates and loans be approved to be carried forward to the 2020/21 financial year.

Attachments:

1	Download	Interim Rating Result	FIN-09-01-20-189
2	Download	Draft Financial Statements 2020	FIN-09-01-20-190
3	Download	Dashboard Year End	FIN-09-01-20-192
4	Download	Carry Forwards Requests 2020/21	Fin-09-01-20-191

GENERAL RATE 2019/20 YEAR-END ANALYSIS BY RATING GROUPS		Rating Area One		
Activity	Budgeted Net Cost	Actual Net Cost	C/Forwards to 20/21	19/20 Result Surplus(deficit)
Corporate and Customer Services	3,284,609	2,945,302	0	339,306.60
Rural Community Board	5,001	4,765	0	235.61
Finance Services	938,303	935,847	0	2,456.13
Community Facilities and Programmes	12,721,485	13,093,438	76,166	-448,118.06
Planning and Regulatory Services	5,544,295	6,225,832	0	-681,537.34
Economic Growth & Organisation Improvement	4,790,673	4,317,296	165,828	307,549.82
Parks and Property Management	10,734,036	10,498,394	143,278	92,365
Transportation	10,788,181	9,906,296	118,924	762,961
Landfill	-26,409	-85,348	0	58,939
Stormwater	2,811,004	2,637,320	0	173,684
Water Services	0	-13,190	0	13,191
Recycling Depot & Trsfr Stn	695,799	957,030	0	-261,231
Contingency Fund	40,000	40,000	0	0
Gross Requirement	52,326,979	51,462,983	504,195	359,801
Surplus on General Rate				359,801
Plus Other Revenue & Expenditure Adjustments				
Other Expenditure	42,199.75	437,414.47	0.00	-395,215
General Purpose Reserve (Surplus Allocation)	0.00	0.00	0.00	0
Petrol Tax	-444,016.04	-459,138.86	0.00	15,123
Wastewater Levy to Reserves (UAGC)	0.00	0.00	0.00	0
Wastewater Targeted Rate to Reserves	0.00	0.00	0.00	0
Wastewater Levy to Reserves	0.00	0.00	0.00	0
2018/19 Brought Forwards	-2,357,017.70	-2,357,017.70	0.00	0
	-2,758,833.99	-2,378,742.09	0.00	-380,092
Rates Revenue Surplus				
Provn for Doubtful Debts	0.00	0.00	0.00	0
Rates Penalties	-269,400.00	-274,794.50	0.00	5,394
Rate Remissions	146,278.00	315,790.92	0.00	-169,513
Rates Revenue (after Remissions)	-70,502,772.74	-70,385,947.15	0.00	-116,826
Less extra rates levied for Separate Rates & UAC's	0.00	0.00	0.00	-37,355
Rates Revenue Surplus	-70,625,894.74	-70,344,950.73	0.00	-318,299
Total General Rates Surplus				-338,590

Item 6

Attachment 1

GENERAL RATE 2019/20 YEAR-END ANALYSIS BY RATING GROUPS		Rating Area Two		
Activity	Budgeted	Actual	C/Forwards to 20/21	19/20 Result
	Net Cost	Net Cost		Surplus(deficit)
Corporate and Customer Services	485,894	434,413	0	51,481
Rural Community Board	43,599	41,545	0	2,054
Finance Services	127,254	126,901	0	354
Community Facilities and Programmes	1,235,175	1,270,547	8,334	-43,706
Planning and Regulatory Services	1,168,089	1,342,513	0	-174,424
Economic Growth & Organisation Improvement	953,254	883,228	21,572	48,453
Parks and Property Management	773,293	756,317	10,322	6,654
Transportation	6,432,980	6,084,830	390,540	-42,389
Landfill	-3,804	-12,293	0	8,489
Stormwater	72,988	21,026	20,000	31,962
Water Services	0	0	0	0
Recycling Depot & Trsfir Stn	50,126	68,946	0	-18,819
Contingency Fund	10,000	10,000	0	0
Gross Requirement	11,348,849	11,027,972	450,769	-129,891
Surplus on General Rate				-129,891
Plus Other Revenue & Expenditure Adjustments				
Other Expenditure	0.00	0.00	0.00	0.00
General Purpose Reserve (Surplus Allocation)	0.00	0.00	0.00	0.00
Petrol Tax	-75,983.96	-78,571.91	0.00	2,587.95
Wastewater Levy to Reserves (UAGC)	0.00	0.00	0.00	0.00
Wastewater Targeted Rate to Reserves	0.00	0.00	0.00	0.00
Wastewater Levy to Reserves	0.00	0.00	0.00	0.00
2018/19 Brought Forwards	-236,583.66	-236,583.66	0.00	0.00
	-312,567.62	-315,155.57	0.00	2,587.95
Rates Revenue Surplus				
Provn for Doubtful Debts	35,000.00	-10,051.57	0.00	45,051.57
Rates Penalties	-30,600.00	-80,320.74	0.00	29,720.74
Rate Remissions	71,722.00	7,505.35	0.00	64,216.65
Rates Revenue (after Remissions)	-11,062,993.07	-11,416,309.06	0.00	353,315.99
Less extra rates levied for Separate Rates & UAC's	0.00	0.00	0.00	-296,067.28
Rates Revenue Surplus	-10,986,871.07	-11,479,176.02	0.00	196,237.67
Total General Rates Surplus				68,934

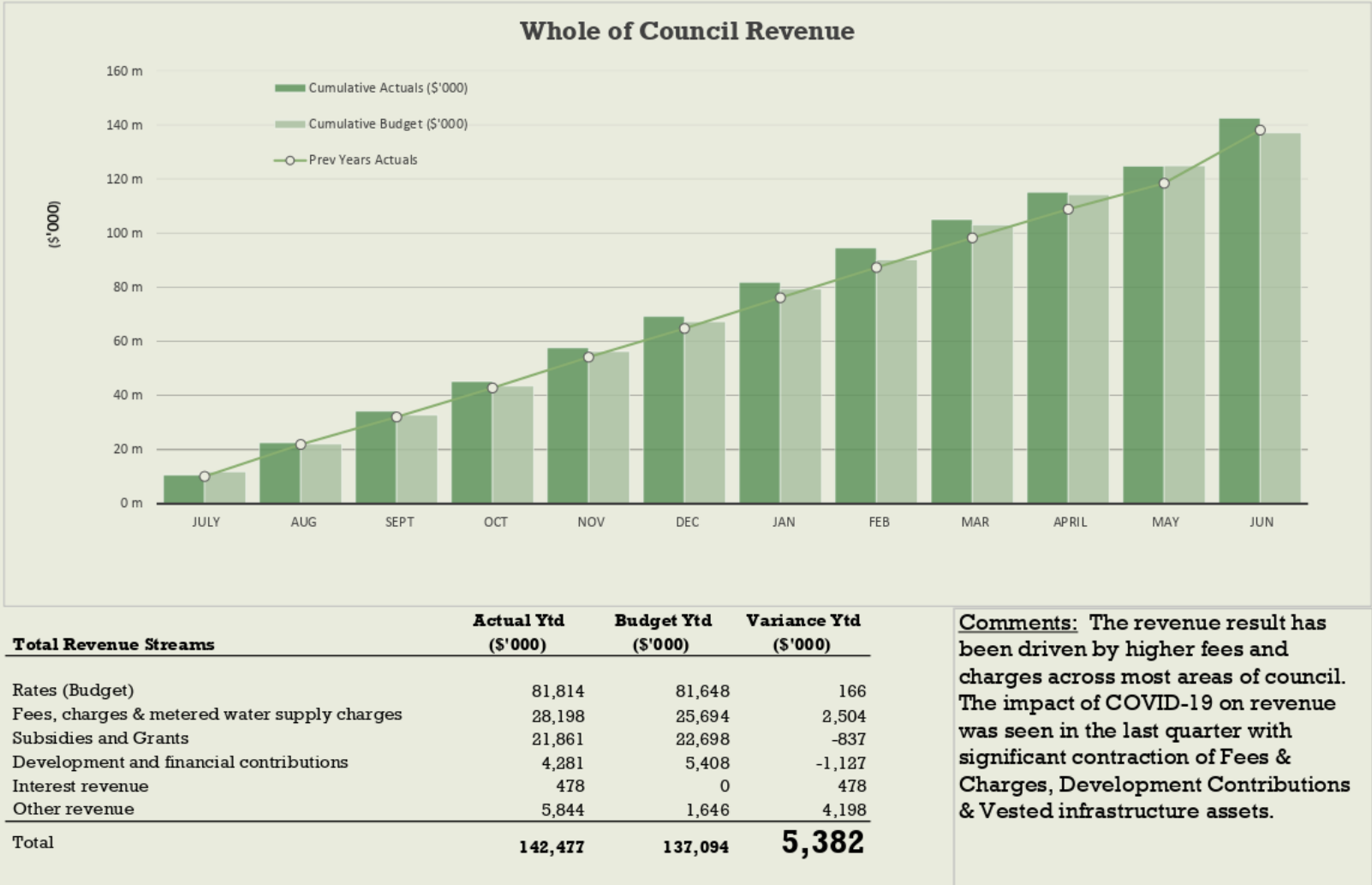
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Attachment 1

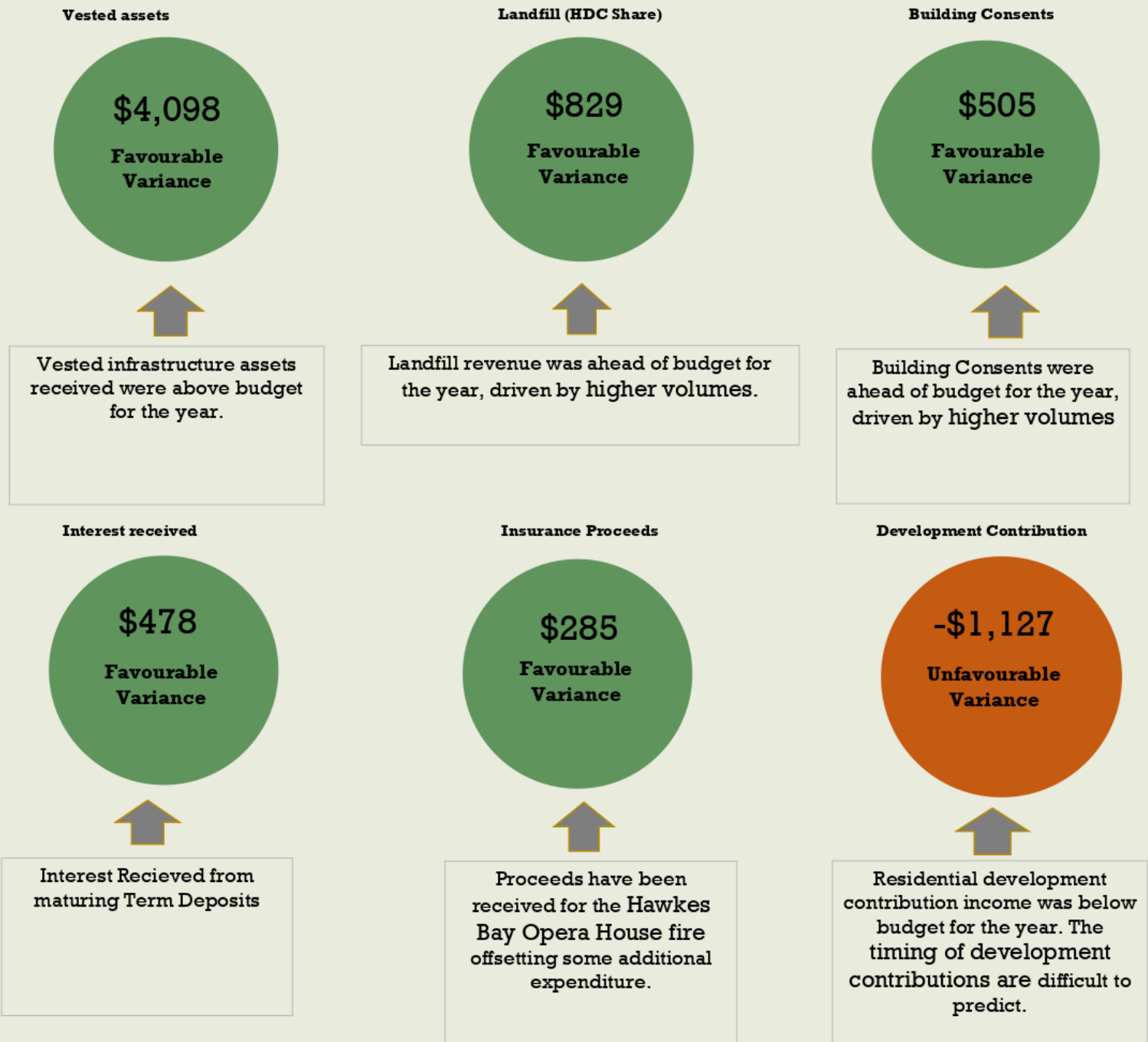
\$'000		Notes	BUDGET COUNCIL 2020 \$'000	ACTUAL COUNCIL 2020 \$'000
STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR ENDED :				
Revenue				
77,347	Rates, excluding metered water supply charges	3	82,165	81,814
26,487	Fees, charges and metered water supply charges (i)		24,839	28,198
20,161	Subsidies and Grants (ii)		16,364	21,772
6,989	Development and financial contributions		5,408	4,281
134	Donations		3	90
534	Interest revenue (iii)	4	0	478
1,154	Other revenue (iv)	5	646	746
4,976	Vested infrastructural assets (v)		1,000	5,098
137,781	TOTAL REVENUE		130,425	142,477
Expenses				
89,763	Operational costs (vi)	6	87,040	95,911
34,085	Depreciation and amortisation expense	7	32,150	34,944
4,605	Finance Costs (vii)		6,833	4,991
128,453	TOTAL EXPENSES		126,023	135,846
7,088	Unrealised Loss on Swaps (viii)			5,196
2,240	Surplus/ (deficit) before tax		4,403	1,435
-	- IncomeTax expense	8	-	-
2,240	Surplus/(deficit) after tax		4,403	1,435
Other comprehensive revenue and expense:				
42,549	Gain/Loss on infrastructural revaluations		67,470	41,152
-	- Gain/Loss on land and building revaluations		-	(5,223)
31	Gain/Loss on other revaluations		-	(28)
-	- Financial assets at fair value through other comprehensive revenue		-	-
42,580			67,470	35,901
44,820	Total other comprehensive revenue and expense		71,873	37,336

ACTUAL COUNCIL 2019 \$'000	Notes	BUDGET COUNCIL 2020 \$'000	ACTUAL COUNCIL 2020 \$'000
STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020			
ASSETS			
Current assets			
2,939	Cash & cash equivalents	1,265	(254)
12,455	Receivables	9	10,434
55	Inventory	10	108
31	Short Term Investments	-	14,180
15,480	Total current assets	11,807	24,764
Non-current assets			
-	Derivative financial instruments	16	-
1,747	Investments in associates	11 (a)	1,066
Other financial assets			
16	Investments in CCO's and similar entities	11 (b)	941
2,460	Investment in other entities	11 (b)	1,568
4,223	Total other financial assets	3,575	4,250
237,622	Plant, property and equipment	12	219,598
1,955,062	Infrastructural assets	12	1,858,890
60	Biological Assets	12	60
155	Intangible assets	12	963
2,197,123	Total non-current assets	2,082,268	2,276,142
2,212,603	Total assets	2,094,076	2,300,906
LIABILITIES			
Current liabilities			
23,578	Payables and deferred revenue (i)	13	16,538
2,444	Employee entitlements	14	2,241
2,186	Derivative financial instruments	16	-
10,000	Borrowings and other financial liabilities (ii)	15	12,530
38,208	Total current liabilities	31,309	45,095
Non-current liabilities			
800	Provisions & Other Non-current Liabilities	13	659
349	Employee entitlements	14	480
11,380	Derivative financial instruments	16	13,500
96,240	Borrowings and other financial liabilities (iii)	15	115,301
108,769	Total non-current liabilities	129,940	152,851
146,977	Total liabilities	161,249	197,946
2,065,626	Net assets (assets minus liabilities)	1,932,827	2,102,959
Equity			
1,238,844	Accumulated funds	17	1,133,055
3,648	Restricted Reserves	18	3,182
823,134	Revaluation Reserves	19	796,589
2,065,626	Total equity	1,932,827	2,102,959

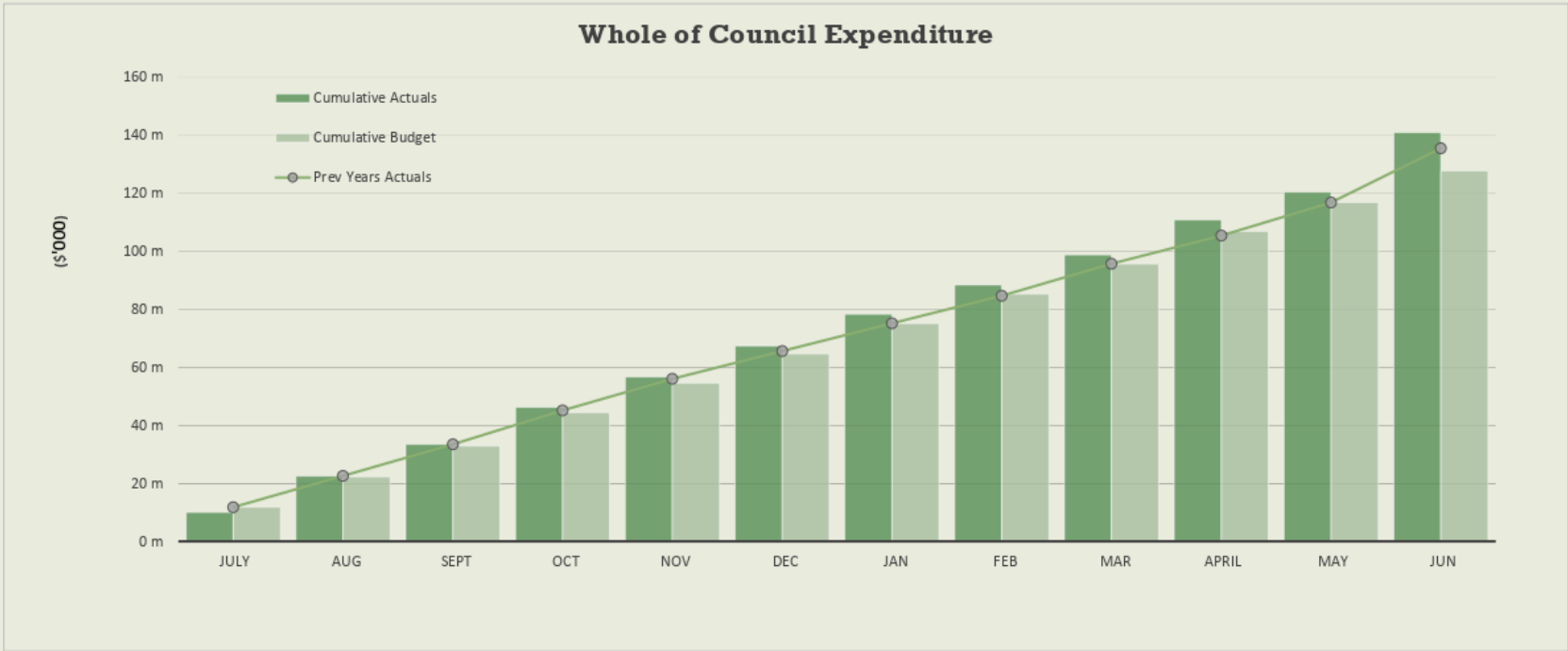
Hastings District Council Quarterly Dashboard as at
30 June 2020



How we are doing by key revenue streams (\$'000)



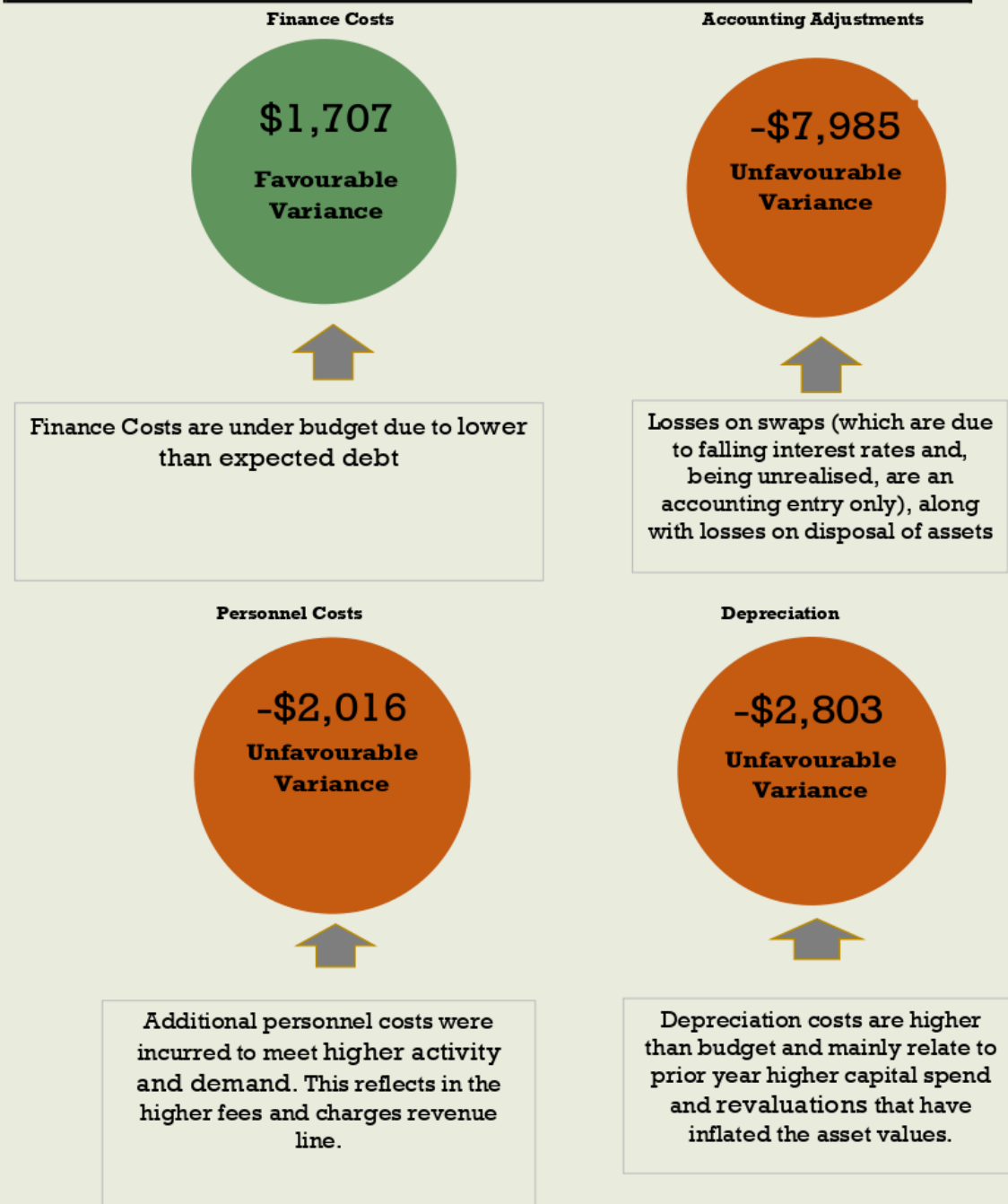
Hastings District Council Quarterly Dashboard as at
30 June 2020



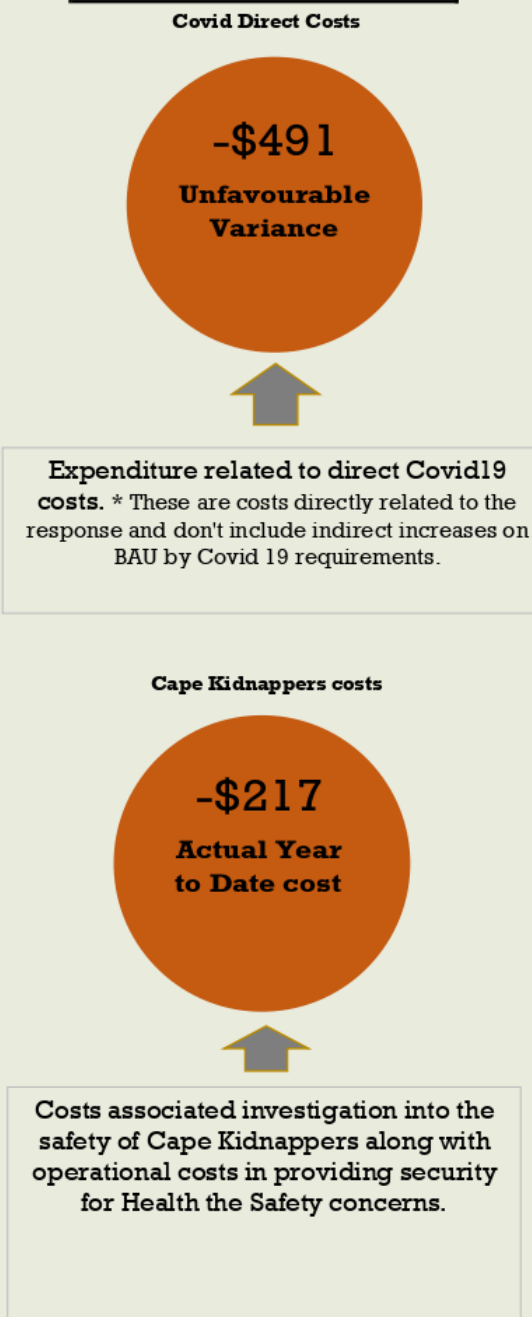
Total Expenditure	Actual Ytd (\$'000)	Budget Ytd (\$'000)	Variance Ytd (\$'000)
Personnel Costs	37,200	35,185	-2,016
Depreciation	34,944	32,141	-2,803
Finance Costs	5,100	6,807	1,707
Other Operating Costs	55,676	53,523	-2,153
Total Operating Expenditure	132,921	127,656	-5,265
Accounting Adjustments	7,985	0	-7,985
Total after Accounting Adjustments	140,905	127,656	-13,249

Comments: Higher expenditure is driven by increased operational cost stemming from higher demand across Council activities, and higher than budgeted depreciation.

How we are doing by key expenditure categories (\$'000)



Items of special interest (\$'000)



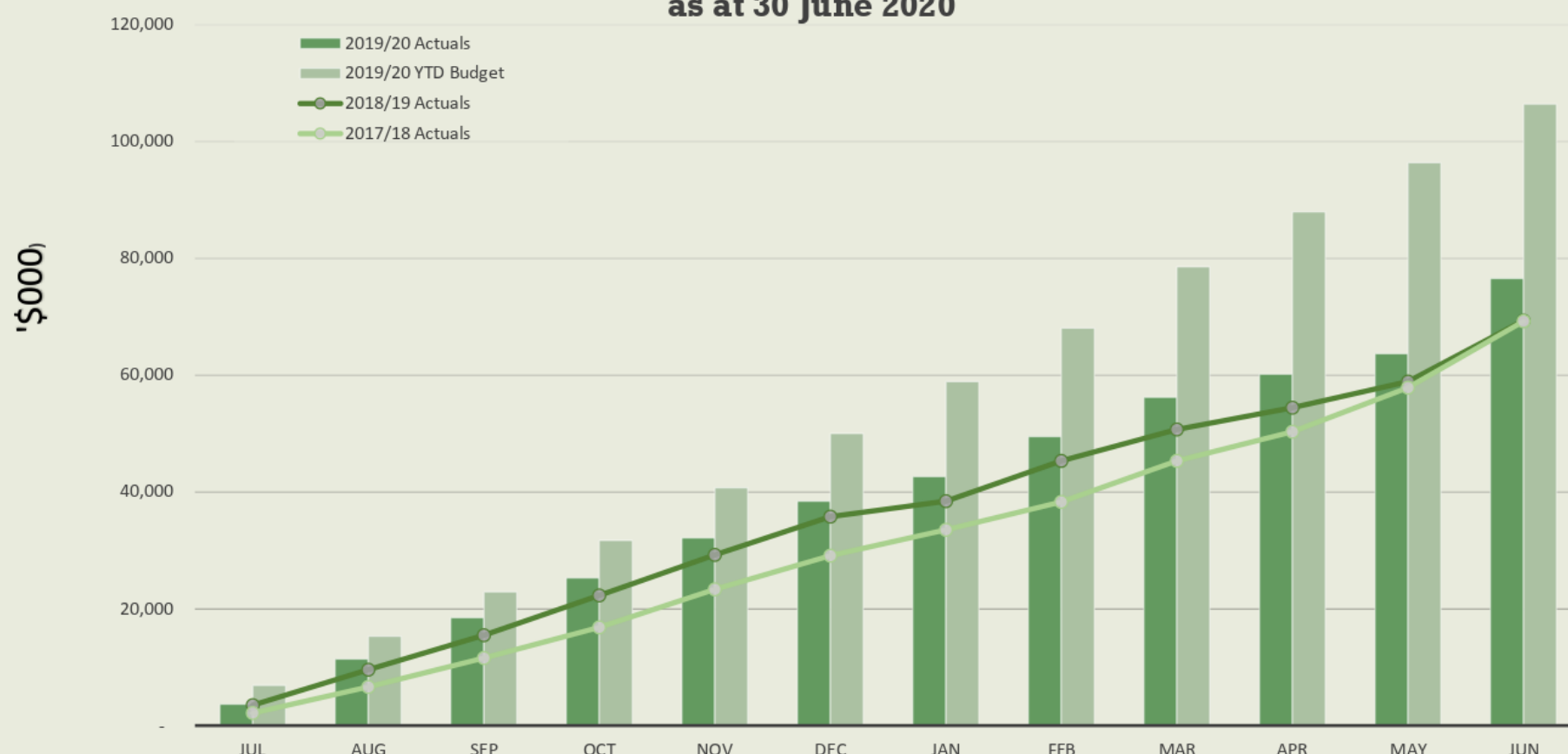
Hastings District Council Statement of Comprehensive Revenue and Expense as at 30 June 2020

Previous YTD Actuals (\$'000)	Description	YTD Actuals (\$'000)	YTD Budgets (\$'000)	YTD Variance (\$'000)	Full Year Budget (\$'000)
	Revenue				
77,347	Rates	81,814	81,648	166	81,648
26,487	Fees, charges & metered water supply	28,198	25,694	2,504	25,694
20,295	Subsidies and Grants	21,861	22,698	(837)	22,698
6,989	Development and financial contributions	4,281	5,408	(1,127)	5,408
534	Interest revenue	478	-	478	-
6,130	Other revenue	5,844	1,646	4,198	1,646
137,782	Total Revenue	142,477	137,094	5,382	137,094
	Expenditure				
35,394	Personnel Costs	37,200	35,185	(2,016)	35,185
34,085	Depreciation & Amortisation Expense	34,944	32,141	(2,803)	32,141
4,781	Finance Costs	5,100	6,807	1,707	6,807
52,408	Other Operating Costs	55,676	53,523	(2,153)	53,523
126,668	Total Expenditure	132,921	127,656	(5,265)	127,656
11,113	SURPLUS/(DEFICIT)	9,556	9,438	118	9,438
8,837	Accounting Adjustments	7,985	-	(7,985)	-
(8,837)	SURPLUS/(DEFICIT) after Accounting Adjustments	1,572	9,438	(7,867)	9,438

Hastings District Council Funding Impact Statement As At: 30 June 2020

Previous YTD Actuals (\$'000)	Description	YTD Actuals (\$'000)	YTD Budgets (\$'000)	YTD Variance (\$'000)	Full Year Budget (\$'000)
	Operations - Funding Source				
83,793	Rates	88,632	88,452	180	81,648
7,716	Subsidies and Grants	6,615	6,949	(334)	6,949
26,105	Fees, charges metered water supply	27,897	25,294	2,603	25,294
693	Interest and dividend revenue	604	126	478	126
940	Other revenue	839	920	(81)	920
119,247	Total Operating Funding	124,586	121,741	2,846	114,937
	Operations - Use of Funding				
35,394	Personnel Costs	37,200	35,185	(2,016)	35,185
45,438	Supplier Costs	48,232	46,698	(1,535)	46,698
4,836	Finance Costs	5,147	6,833	1,686	6,833
6,666	Other Operating Costs	7,196	5,942	(1,255)	5,942
92,334	Total Use of Operating Funding	97,776	94,656	(3,119)	94,656
26,913	Operating Funding Surplus/(Deficit)	26,811	27,084	(274)	20,280
	Capital - Funding Source				
12,579	Capital Subsidies grants	15,246	15,749	(503)	15,749
6,795	Development financial contributions	4,201	5,138	(937)	5,138
27,341	Debt - Increase or (decrease)	29,552	56,000	(26,448)	56,000
2,070	Sale of Assets	786	422	364	422
195	Other Capital Funding	81	270	(190)	270
48,980	Total Capital Funding	49,865	77,579	(27,714)	77,579
	Capital - Use of Funding				
10,379	To meet additional demand (Growth)	7,315	10,814	(3,498)	10,814
25,432	To improve the level of service (New Works)	28,032	42,378	(14,347)	42,378
34,314	To replace existing assets (Renewals)	41,056	53,479	(12,423)	53,479
-508	To Increase or (decrease) reserves	(6,392)	(8,374)	1,982	(8,374)
-5,679	Adjustment to reserves	(6,698)	(5,984)	(714)	819
5,171	To Increase or (decrease) reserves	306	(2,390)	2,695	(9,193)
596	To Increase or (decrease) Investments	(33)	383	(415)	383
75,892	Total use of Capital Funding	76,676	104,663	(27,987)	97,860
(26,913)	Capital Funding Surplus/(Deficit)	(26,811)	(27,084)	273	(20,280)
	TOTAL FUNDING BALANCE	-	-	-	-

Whole of Council Capital Spend as at 30 June 2020



Key projects	Actual Ytd (\$'000)	Budget Ytd (\$'000)	Var Ytd (\$'000)	Total Budget (\$'000)
Renewal Projects				
Opera house	9.2 m	11.6 m	2.5 m	11.6 m
Streetlight LED Upgrade	0.7 m	0.9 m	0.2 m	0.9 m
Wastewater Rising mains	4.3 m	5.5 m	1.2 m	5.5 m
Trunk Sewer	3.4 m	3.6 m	0.2 m	3.6 m
Outfall	0.2 m	1.2 m	1.0 m	1.2 m
-				
New Works projects				
Drinking water project	12.1 m	17.7 m	5.6 m	17.7 m
CBD Upgrades Hastings	1.2 m	0.6 m	-0.6 m	0.6 m
CBD Redevelopment	0.7 m	1.8 m	1.1 m	1.8 m
-				
Growth projects				
Omahu	1.7 m	2.0 m	0.2 m	2.0 m
Lyndhurst	1.3 m	2.4 m	1.2 m	2.4 m
Irongate	1.4 m	1.1 m	-0.3 m	1.1 m
Iona/Middle	0.6 m	2.5 m	1.9 m	2.5 m
Howard	0.5 m	0.6 m	0.1 m	0.6 m

Capital - Commentary

Capital spend to 30 June 2020 is \$76.5m compared to \$106.3m budgeted for the full year. The full year budget includes \$40.3m of approved carry forwards from 2018/19. Although capital spend is below budget, it remains at a historical high with a number of significant projects progressing, including the Opera House, Municipal Building, Drinking Water and sewer projects. Covid lockdown and impacts stalled capital development through the last quarter.

Statement of Comprehensive Revenue & Expense - Commentary

Revenue Variances

Revenue is \$5.3m favourable to budget for the 2019/20 year, but included \$4.1m non operational revenue from vested infrastructure assets. Higher fees & charges revenue were received across most Council activities until the final quarter. Interest revenue was also high. Development Contributions were low due to timing of when contributions are received from developers. The Covid 19 lockdown impacted on most revenue streams through the final quarter.

Expenditure Variances

Expenditure is \$13.2m above budget (unfavourable) for the year although \$7.9m of this was due to unrealised interest rate swaps along with loss on disposal of infrastructure assets. Key cost drivers are depreciation (\$2.8m), and until the Covid 19 lockdown demand pressure meeting legislative requirements within a strong local economy. Direct Covid costs of \$0.4m were incurred, preparing and managing both Council and Community facilities through lockdown.

Result

Until the lockdown Council faced pressure from increasing activity levels. Revenue has increased through user charges but not always to the extent that increased expenditure is fully offset. Savings in interest costs has also helped mitigate cost pressures. Operational budgets came under pressure in the final quarter as Covid reduced revenue and increased costs.

CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
CORPORATE									
Central Administration Building									
Generator - Admin Building	70,000	18,422	51,578	0	-	-	-	-	-
Security Review	0	200	-200	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
Branch Office Building - Heretaunga House New									
Heretaunga House - Building	73,000	0	73,000	0	-	-	-	-	-
Security Review	0	2,143	-2,143	0	-	-	-	-	-
Heretaunga House fall out	0	33,703	-33,703	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
Hastings I-Site Visitor Centre									
I-Site shelving refurb	50,000	0	50,000	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
Business Support									
MFD Replacements	4,000	10	3,990	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									

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CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (Incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Emergency Management Civil EMO facility extension	715,000	488,973	226,027	0	-	-	-	-	-
Funding TOTAL				0	0	0	0	0	0
Closed Circuit TV Security Review	0	92,105	-92,105	0	-	-	-	-	-
Funding TOTAL				0	0	0	0	0	0
PEOPLE AND CAPABILITY									
CHIEF EXECUTIVE OFFICE									
Corporate Services Policy									
Funding TOTAL				0	0	0	0	0	0

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CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Leadership									
<i>Funding</i> TOTAL				0	0	0	0	0	0
Strategic Culture & Heritage									
Hapu Environmental Management	120,000	0	120,000	0	-	-	-	-	-
Maori Language & Arts week	10,000	1,726	8,274	0	-	-	-	-	-
<i>Funding</i> TOTAL				0	0	0	0	0	0
Contingency Fund									
<i>Funding</i> TOTAL				0	0	0	0	0	0
COMMUNITY WELLBEING AND									
Community Services Administration									
<i>Funding</i> TOTAL				0	0	0	0	0	0

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Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Swimming Pools									
Security Review	145,000	0	145,000	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
Hastings Sports Centre									
Hastings Sports Centre Security	87,000	0	87,000	87,000	87,000	-	-	-	-
TOTAL				87,000	-87,000	0	0	0	0
Funding									
Halls									
Rural Halls Mtce Fund	20,000	15,941	4,059	0	-	-	-	-	-
Marae Development Fund	75,000	33,616	41,384	0	-	-	-	-	-
Te Awanga Hall	20,000	0	20,000	20,000	-	-	20,000	-	-
Rural Halls earthquake strengthen	30,000	0	30,000	0	-	-	-	-	-
TOTAL				20,000	0	0	-20,000	0	0
Funding									
Hastings City Art Gallery									
HCAG - Heating, Ventilation & AC	100,000	0	100,000	100,000	100,000	-	-	-	-
HCAG - Air Conditioning Unit	375,000	0	375,000	375,000	375,000	-	-	-	-
Security Review	90,000	1,375	88,625	0	-	-	-	-	-
TOTAL				475,000	-475,000	0	0	0	0
Funding									

CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Hastings District Library									
Facility Security H&S Review	150,000	0	150,000	64,500	-	-	64,500	-	-
TOTAL				64,500	0	0	-64,500	0	0
Funding									
Social Development									
Civic Pride	50,000	6,371	43,629	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
Cemeteries									
New Beams	6,000	0	6,000	0	-	-	-	-	-
New Shed	12,000	0	12,000	0	-	-	-	-	-
Signage	15,000	0	15,000	0	-	-	-	-	-
New Cemetery setup	460,000	0	460,000	460,000	211,600	-	-	248,400	-
TOTAL				460,000	-211,600	0	0	-248,400	0
Funding									
Crematorium									
Generator	55,864	4,631	51,233	45,000	-	-	-	45,000	-
Niche Wall	19,400	0	19,400	19,400	-	-	-	19,400	-
Cremator Refracting	52,000	24,796	27,204	26,000	-	-	-	26,000	-
TOTAL				90,400	0	0	0	-90,400	0
Funding									

CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Community Assistance									
Cycleways Support	100,000	0	100,000	100,000	100,000	-	-	-	-
Guthrie-Smith Trust	10,000	10,000	0	0	-	-	-	-	-
Winter Solstice Event	10,000	10,000	0	0	-	-	-	-	-
Hastings art and culture trust	10,000	0	10,000	0	-	-	-	-	-
Heretaunga Croquet Club	30,000	0	30,000	0	-	-	-	-	-
Cranford Hospice	500,000	0	500,000	500,000	500,000	-	-	-	-
TOTAL				600,000	-600,000	0	0	0	0
Funding									
Toitot - Opera House									
Municiple Strengthen	7,250,000	4,886,134	2,363,866	2,250,000	2,250,000	-	-	-	-
TOTAL				2,250,000	-2,250,000	0	0	0	0
Funding									
Splash Planet									
Security Review	100,000	0	100,000	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
PLANNING & REGULATORY									
Environmental Management									
TOTAL				0	0	0	0	0	0
Funding									

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Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Environmental Policy									
Structure Plan Developments	110,000	0	110,000	0	-	-	-	-	-
Wahi Taonga Review	50,000	4,275	45,725	0	-	-	-	-	-
Karamu (Eastside) Masterplan	70,000	0	70,000	70,000	-	-	-	70,000	-
TOTAL				70,000	0	0	0	-70,000	0
Funding									
Building Compliance									
Earthquake Prone Building Policy	50,000	556	49,444	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
STRATEGY AND DEVELOPMENT									
Economic Growth & Organisation Improvement Admin									
CBD Vibrancy Plan	50,000	46,579	3,421	0	-	-	-	-	-
Karamu (Eastside) Masterplan	130,000	229,455	-99,455	0	-	-	-	-	-
Security Review	0	4,000	-4,000	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
Economic Development									
Financial Incentives	100,000	0	100,000	100,000	-	-	100,000	-	-

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Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Great Things Grow Here (GTGH)	156,000	99,672	56,328	29,400	-	-	29,400	-	-
Business Hub Operational costs	15,000	12,567	2,433	0	-	-	-	-	-
China NZ year of Tourism 2019	59,951	25,915	34,036	30,000	-	-	30,000	-	-
TOTAL				159,400	0	0	-159,400	0	0
Funding									
MARKETING AND									
Hastings Events									
Events Fund	87,000	70,675	16,325	28,000	-	-	28,000	-	-
Hawkes Bay Marathon	28,000	25,000	3,000	0	-	-	-	-	-
Hastings art and culture trust	3,000	0	3,000	0	-	-	-	-	-
Lighting of Osmanthus	15,000	6,073	8,927	0	-	-	-	-	-
TOTAL				28,000	0	0	-28,000	0	0
Funding									
WASTE MANAGEMENT									
Waste Minimisation									
Waste Survey	8,000	0	8,000	0	-	-	-	-	-
HazMobile	53,640	11,740	41,900	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									

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Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Omarunui Regional Landfill Site									
Landfill Valley Development A & D	1,727,300	1,137,523	589,776	181,488	181,488	-	-	-	-
Landfill Valley Development B & C	2,558,682	126,760	2,431,902	2,277,197	2,277,197	-	-	-	-
TOTAL				2,458,685	-2,458,685	0	0	0	0
Funding									
PARKS MANAGEMENT									
Passive Parks									
Playgrounds New Projects	75,000	11,517	63,483	63,000	-	-	63,000	-	-
Lyndhurst - Playground	83,000	5,907	77,093	77,000	-	77,000	-	-	-
RSP Trust Cash Contribution	500,000	250,000	250,000	250,000	250,000	-	-	-	-
Playground Upgrades	100,000	55,781	44,219	44,000	-	-	44,000	-	-
Lyndhurst - Neighbourhood	604,000	575,908	28,092	28,000	-	28,000	-	-	-
Lyndhurst - Reserve Development	173,950	8,567	165,383	165,383	-	165,383	-	-	-
Entry Statement Funding	30,000	0	30,000	30,000	-	-	30,000	-	-
All Parks Revegetation inc Dune	10,000	3,396	6,604	5,000	-	-	5,000	-	-
All Parks Irrigation Upgrading	435,000	388,376	46,624	46,000	46,000	-	-	-	-
Northwood Reserve	422,000	385,198	36,802	37,000	-	37,000	-	-	-
Lyndhurst - Stage 2 Reserve	200,000	0	200,000	200,000	-	200,000	-	-	-
Various New Toilets	548,057	125,217	422,840	450,000	450,000	-	-	-	-
Keirunga Gardens RMP	50,000	25,272	24,728	107,000	107,000	-	-	-	-
Cornwall Park RMP	241,345	40,113	201,232	200,000	200,000	-	-	-	-
Waipatiki RMP Implementation	10,000	3,345	6,655	6,600	-	-	6,600	-	-
Te Mata Peak - Bike Track	144,000	185	143,815	144,000	144,000	-	-	-	-

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CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Duart House RMP	40,000	25,057	14,943	15,000	15,000	-	-	-	-
Sports Grounds RMP	10,000	10,000	0	0	-	-	-	-	-
CBD & Suburban Re-Development- Misc Parks	1,750,766	655,400	1,095,366	1,095,366	1,095,366	-	-	-	-
Waimarama RMP implementation	26,000	37,248	-11,248	0	-	-	-	-	-
Maraetotara Falls	40,357	7,826	32,531	0	-	-	-	-	-
Romanes drive Development	98,000	0	98,000	98,000	98,000	-	-	-	-
Flaxmere Local parks RMP	10,000	9,874	126	0	-	-	-	-	-
Raureka local Parks RMP	383,200	75,843	307,357	307,000	307,000	-	-	-	-
Raureka Parks BBQ	5,000	0	5,000	5,000	-	-	5,000	-	-
Te Mata Park Land purchase	320,000	320,000	0	0	-	-	-	-	-
Funding TOTAL				3,373,349	-2,712,366	-507,383	-153,600	0	0
	0	-3,337,396		0					
TRANSPORTATION									
Rating Area 1: Transportation-									
Various Maintenance Seals	2,094,060	1,500,330	593,730	0	-	-	-	-	-
Various Minor Safety	0	24,775	-24,775	0	-	-	-	-	-
Class 1 Bridge strengthening	40,000	0	40,000	0	-	-	-	-	-
North Eastern Connector	30,000	0	30,000	30,000	13,800	-	-	-	16,200
Accelerated LED programme	870,000	690,926	179,074	0	-	-	-	-	-
North Eastern Area Wide CMP	200,000	12,413	187,587	200,000	92,000	-	-	-	108,000

CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Omahu Road roundabout -	938,000	245,101	692,899	700,000	322,000	-	-	-	378,000
Pedestrian Improvements	370,100	295,122	74,978	0	-	-	-	-	-
High Risk Urban Intersections	167,500	176,339	-8,839	0	-	-	-	-	-
High Risk DRA1 Rural Roads	333,900	463,916	-130,016	0	-	-	-	-	-
High Risk Urban roads	122,500	74,839	47,661	0	-	-	-	-	-
Te Mata Peak road Stage 1	50,000	50,868	-868	72,000	-	-	33,120	-	38,880
MC- Collector	0	172,872	-172,872	0	-	-	-	-	-
Eastbourne street east (Russell to	574,445	504,928	69,517	0	-	-	-	-	-
Alexandra street - Riverslea to	0	18,247	-18,247	0	-	-	-	-	-
MC - Napier Road Cycleway	709,100	555,635	153,465	0	-	-	-	-	-
MC - Southland Drain Cycleway	116,000	119,969	-3,969	0	-	-	-	-	-
MC - Roundabout Improvements	24,800	11,292	13,508	15,400	-	-	7,084	-	8,316
Princes-Victoria-Ellison	1,248,000	686,658	561,342	0	-	-	-	-	-
Warwick Road	0	123,915	-123,915	0	-	-	-	-	-
RAMM	165,000	83,490	81,510	0	-	-	-	-	-
SMS - Safety Audits	10,500	1,596	8,904	5,000	-	-	2,300	-	2,700
dTIMS Enhancements	6,200	166	6,034	5,000	-	-	2,300	-	2,700
Structures Maintenance	334,000	166,121	167,879	62,000	-	-	28,520	-	33,480
HB Regional Transportation Study/	170,000	8,046	161,954	0	-	-	-	-	-
MC-Monitoring & Evaluation -	21,000	0	21,000	0	-	-	-	-	-
Annual Data Collection									
MC-Transport Planning &	207,000	87,957	119,043	60,000	-	-	27,600	-	32,400
TOTAL				1,149,400	-427,800	0	-100,924	0	-620,676
Funding									

CARRY FORWARD REQUEST REPORT

Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Rating Area 1: Transportation- UnSubsidised									
RAMM	16,352	0	16,352	0	-	-	-	-	-
Co-ordination report	50,000	124,448	-74,448	0	-	-	-	-	-
Tauroa-Te mata Peak CMP	0	52,918	-52,918	18,000	-	-	18,000	-	-
Subdivision Support - Development Response	104,000	122,673	-18,673	0	-	-	-	-	-
Havelock North - Medium Density Housing strategy	10,000	0	10,000	10,000	-	10,000	-	-	-
Hastings - Medium Density	5,000	0	5,000	0	-	-	-	-	-
Iona-Middle Road	50,000	79,410	-29,410	0	-	-	-	-	-
Howard Street	97,000	141,205	-44,205	0	-	-	-	-	-
Breadalbane Avenue Urbanisation	790,000	152,645	637,355	549,000	-	549,000	-	-	-
Irongate Stage 3 Roundabout	189,000	327,157	-138,157	0	-	-	-	-	-
TOTAL				577,000	0	-559,000	-18,000	0	0
Funding									
Rating Area 2: Transportation									
RAMM	226,521	166,576	59,945	20,000	-	-	9,200	-	10,800
SMS - Safety Audits	3,200	10,410	-7,210	0	-	-	-	-	-
dTIMS Enhancements	8,500	360	8,140	5,000	-	-	2,300	-	2,700
Structures Maintenance	545,950	536,797	9,153	0	-	-	-	-	-
Various Maintenance Seals	1,750,000	1,189,816	560,184	550,000	-	-	253,000	-	297,000
Various Minor Safety	206,290	25,673	180,617	0	-	-	-	-	-
Various Structural Component	490,000	220,599	269,401	274,000	-	-	126,040	-	147,960

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Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Class 1 Bridge strengthening	1,162,800	1,103,046	59,754	220,000	101,200	-	-	-	118,800
Associated Improvements -	71,000	112,810	-41,810	0	-	-	-	-	-
LED Street light upgrades	6,000	0	6,000	0	-	-	-	-	-
Kahuranaki road (Rochford)	179,000	1,593,836	-1,414,836	0	-	-	-	-	-
Middle road (Mutiny)	159,000	1,295,267	-1,136,267	0	-	-	-	-	-
High Risk DRA1 Rural Roads	0	2,918	-2,918	0	-	-	-	-	-
High Risk DRA2 Rural Roads	288,600	322,596	-33,996	0	-	-	-	-	-
Turamoe Bridge	0	18,647	-18,647	0	-	-	-	-	-
Kereru Road No 1	87,000	101,204	-14,204	0	-	-	-	-	-
TOTAL				1,069,000	-101,200	0	-390,540	0	-577,260
Funding									
WATER SERVICES									
Stormwater - Rating Area 1									
Asset Data Capture	20,000	26,778	-6,778	0	-	-	-	-	-
Stormwater Resource Consent	20,000	0	20,000	15,000	15,000	-	-	-	-
Bledisloe St - Bledisloe PI to	121,000	0	121,000	121,000	121,000	-	-	-	-
Telemetry Base & New Repeater	40,000	13,495	26,505	26,000	26,000	-	-	-	-
Emerald Hill	90,000	6,752	83,248	83,000	83,000	-	-	-	-
Reynolds Road	10,000	6,069	3,931	0	-	-	-	-	-
Co-ordination report	60,000	1,052	58,948	58,000	58,000	-	-	-	-
Kopunga Road	330,000	69,518	260,482	260,000	260,000	-	-	-	-
Havelock North Dam Break	55,000	0	55,000	55,000	55,000	-	-	-	-
Charlton Rd - Te Awanga	46,000	30,874	15,126	15,000	15,000	-	-	-	-
Gordon Rd - Puriri to Kennedy	20,000	0	20,000	20,000	20,000	-	-	-	-

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Maraekakaho Rd - Kaiapo to	500,000	372,637	127,363	125,000	125,000	-	-	-	-
Te Kahika Stream- Tainui to	75,000	0	75,000	75,000	75,000	-	-	-	-
Lyndhurst - Cooke Stormwater Detention Pond	249,000	57,448	191,552	190,000	-	190,000	-	-	-
Lyndhurst - Contamination/ Testing	50,000	2,051	47,949	47,000	-	47,000	-	-	-
Arataki Dev: Subdivision support	350,000	183,972	166,028	166,000	-	166,000	-	-	-
Network Modelling and Analysis	50,000	53,133	-3,133	0	-	-	-	-	-
Advanced Investigations	130,000	37,403	92,597	90,000	90,000	-	-	-	-
Hastings - Medium Density Collection Network Planned	115,000	0	115,000	115,000	-	115,000	-	-	-
Collection Network Reactive	0	0	0	0	-	-	-	-	-
Iona-Middle Road	100,000	57,380	42,620	40,000	40,000	-	-	-	-
Howard Street	285,000	0	285,000	285,000	-	285,000	-	-	-
Northwood Stormwater	100,000	154,372	-54,372	0	-	-	-	-	-
Brookvale Road Development	60,000	60,359	-359	0	-	-	-	-	-
Lowes Pit	10,000	0	10,000	10,000	-	10,000	-	-	-
Breadalbane Avenue Urbanisation	206,000	43,488	162,512	162,000	162,000	-	-	-	-
Alexandra street - Riverslea to	15,000	14,549	451	0	-	-	-	-	-
Lyndhurst Bulk Services - Portion 2	4,900	0	4,900	0	-	-	-	-	-
Lyndhurst Bulk Services - Portion 3	8,612	11,047	-2,435	0	-	-	-	-	-
Princes-Victoria-Ellison	655,388	227,555	427,833	425,000	-	425,000	-	-	-
Havelock North Streams - Toop	35,000	34,844	156	0	-	-	-	-	-
Warwick Road	90,000	11,948	78,052	78,000	78,000	-	-	-	-
Jarvis Road	284,000	26,233	257,767	257,000	257,000	-	-	-	-
Havelock North Streams	100,000	0	100,000	100,000	100,000	-	-	-	-
Funding	50,000	4,255	45,745	44,000	44,000	-	-	-	-
TOTAL				2,862,000	-1,624,000	-1,238,000	0	0	0

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Projects not completed by 30 June 2020

Project Description	Revised Budget (Incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Sewers - Rating Area 1									
Simla - Te Mata to Greenwood	200,000	19,317	180,683	180,000	-	180,000	-	-	-
Telemetry Base & New Repeater	28,000	18,984	9,017	8,000	-	8,000	-	-	-
Pump Station Upgrade and System Storage Improvements	50,000	7,949	42,051	40,000	-	40,000	-	-	-
Nikau Street	67,000	0	67,000	0	-	-	-	-	-
Pumpstation Renewal	54,000	35,746	18,254	0	-	-	-	-	-
Pumpstation Renewal	115,000	104,577	10,423	10,000	-	10,000	-	-	-
Various resulting from CCTV	60,000	32,155	27,845	25,000	-	25,000	-	-	-
Omahu stage I	1,612,000	858,043	753,957	612,000	-	-	612,000	-	-
Advanced Investigations	210,000	129,139	80,861	80,000	-	80,000	-	-	-
Model Build	172,000	92,214	79,786	79,000	-	79,000	-	-	-
Collection Network Planned	47,000	46,783	217	0	-	-	-	-	-
Collection Network Reactive	83,000	82,912	88	0	-	-	-	-	-
Park - Rising Main Renewal	657,000	656,416	584	0	-	-	-	-	-
Rising Main Renewals	100,000	81,420	18,580	23,000	-	23,000	-	-	-
Iona-Middle Road	720,000	31,612	688,388	688,000	-	-	688,000	-	-
Howard Street	400,000	107,876	292,124	294,000	-	-	294,000	-	-
Farndon Pump station Renewal	2,000	1,098	902	0	-	-	-	-	-
Flow Monitoring Improvements	50,000	25,979	24,021	24,000	-	24,000	-	-	-
Urban Trunk Sewer Renewals	100,000	0	100,000	100,000	-	100,000	-	-	-
Eastern Interceptor Upper Section	357,000	155,706	201,294	201,000	-	201,000	-	-	-
Clive Rising Main Renewal	1,600,000	1,222,391	377,609	377,000	-	377,000	-	-	-
Lyell Street Rising Main	2,800,000	2,225,157	574,843	574,000	-	574,000	-	-	-
Breadalbane Avenue Urbanisation	250,000	152,551	97,449	97,000	-	-	97,000	-	-
Alexandra street - Riverslea to	10,000	8,960	1,040	0	-	-	-	-	-
Lyndhurst Bulk Services - Portion 2	5,000	6,860	-1,860	0	-	-	-	-	-
Lyndhurst Bulk Services - Portion 3	345,000	308,452	36,548	36,000	-	-	36,000	-	-
Princes-Victoria-Ellison	105,000	22,514	82,486	82,000	-	82,000	-	-	-
Wastewater CCTV investigations	79,000	58,692	20,308	20,000	-	20,000	-	-	-

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Projects not completed by 30 June 2020

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Ryman Health Care Facility	0	12,114	-12,114	0	-	-	-	-	-
Warwick Road	417,500	20,258	397,242	397,000	397,000	-	-	-	-
Stage 1A Water	5,000	0	5,000	0	-	-	-	-	-
TOTAL				3,947,000	-2,220,000	-1,727,000	0	0	0
Funding									
Sewers - Rating Area 2									
Waipatiki Renewals	8,000	0	8,000	8,000	-	-	8,000	-	-
TOTAL				8,000	0	0	-8,000	0	0
Funding									
Effluent Disposal									
PLC Renewals	266,000	139,425	126,575	129,000	129,000	-	-	-	-
Outfall -Diffuser	6,000	777	5,223	0	-	-	-	-	-
Trunk Sewers	3,280,000	3,210,959	69,041	79,000	79,000	-	-	-	-
Outfall - Submarine section	82,000	82,499	-499	0	-	-	-	-	-
Outfall - Emergency Beach	622,000	76,614	545,386	545,000	545,000	-	-	-	-
Groyne Renewals	366,000	22,424	343,576	250,000	250,000	-	-	-	-
Urban Trunk Sewer Renewals	67,250	65,284	1,966	0	-	-	-	-	-
Outfall – Landbased Section	100,000	27,684	72,316	72,000	72,000	-	-	-	-
TOTAL				1,075,000	-1,075,000	0	0	0	0
Funding									

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Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Wastewater Treatment Facilities									
WWTP Infrastructure Renewals	225,000	284,840	-59,840	0	-	-	-	-	-
Pipework/Chambers Renewals	25,000	24,982	18	0	-	-	-	-	-
Industrial Screen Renewal	220,000	227,138	-7,138	0	-	-	-	-	-
Domestic Screen Renewal	59,000	86,937	-27,937	0	-	-	-	-	-
TOTAL				0	0	0	0	0	0
Funding									
WATER MANAGEMENT									
Water Services Administration									
Karamu (Eastside) Masterplan	50,000	0	50,000	50,000	-	-	-	50,000	-
TOTAL				50,000	0	0	0	-50,000	0
Funding									
DRINKING WATER SERVICES									
Sewers - Rating Area 2									
Waipatiki Renewals	8,000	0	8,000	8,000	-	-	8,000	-	-
TOTAL				8,000	0	0	-8,000	0	0
Funding									

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Water Supply - Hastings & Havelock									
Asset Data Capture	50,000	2,623	47,377	30,000	-	-	30,000	-	-
Water Conservation & Demand	30,000	20,614	9,386	0	-	-	-	-	-
Network Modelling and Analysis	100,000	57,073	42,927	30,000	-	-	30,000	-	-
Water Safety Plans	110,000	92,537	17,463	30,000	-	-	30,000	-	-
Backflow Prevention Strategy	110,000	0	110,000	100,000	-	-	100,000	-	-
Source Protection Zone	200,000	92,244	107,756	75,000	-	-	75,000	-	-
Source Protection Management	100,000	25,739	74,261	80,000	-	-	80,000	-	-
Operations Manual Development	100,000	23,505	76,495	35,000	-	-	35,000	-	-
Te Pohue Drinking water upgrade	0	7	-7	0	-	-	-	-	-
Leak detection	25,000	0	25,000	25,000	25,000	-	-	-	-
Replace Connection	314,000	314,660	-660	0	-	-	-	-	-
Brookvale Bores Consent	40,000	594	39,406	39,000	39,000	-	-	-	-
Montgomery PI - Full length	500,000	472,353	27,647	25,000	25,000	-	-	-	-
Telemetry Base & New Repeater	40,000	34,688	5,312	5,000	5,000	-	-	-	-
Ridermain & Connection Renewals	25,000	23,422	1,578	0	-	-	-	-	-
Omahu Road roundabout -	15,000	14,613	387	0	-	-	-	-	-
Pan Pac Stream Crossing	100,000	0	100,000	100,000	100,000	-	-	-	-
Arataki Development	43,000	0	43,000	43,000	-	43,000	-	-	-
Lyndhurst Development Stage II	365,000	149,755	215,246	180,000	-	180,000	-	-	-
Consent Compliance	60,000	47,303	12,697	10,000	10,000	-	-	-	-
Havelock Hills - Storage &	0	0	0	0	-	-	-	-	-
Planned Renewals	84,280	58,789	25,491	25,000	25,000	-	-	-	-
Reactive Renewals	400,000	40,336	359,664	359,000	359,000	-	-	-	-
Howard Street - Internal	0	75,904	-75,904	0	-	-	-	-	-
Iona / Middle	435,000	145,000	290,000	300,000	-	300,000	-	-	-
Eastbourne Pump station	152,000	24,810	127,190	127,000	127,000	-	-	-	-
Princes-Victoria-Ellison	420,000	180,831	239,169	239,000	239,000	-	-	-	-
Reservoir Upgrades	1,025,000	236,953	788,047	776,000	776,000	-	-	-	-

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Warwick Road	75,000	52,277	22,723	22,000	22,000	-	-	-	-
	4,918,280	2,186,629	2,731,651	2,655,000	1,752,000	523,000	380,000	-	-
Major Drinking water projects									
Whirinaki Pump Station & Stage 1A Wilson Road - UV	1,192,000	764,235	427,765	512,000	512,000	-	-	-	-
Treatment Upgrades - Clive	89,000	0	89,000	89,000	89,000	-	-	-	-
New Bore, Rising Main & Reservoir - Haumoana	1,200,000	441,939	758,061	650,000	650,000	-	-	-	-
Stage 1A Havelock North Booster Pump station	1,400,000	1,089,796	310,204	0	-	-	-	-	-
Haumoana Treatment	3,935,000	3,800,384	134,616	96,000	96,000	-	-	-	-
Treatment Upgrades - Whakatu	1,390,000	1,099,492	290,508	455,000	455,000	-	-	-	-
Treatment Upgrades - Waipatu	800,000	105,528	694,472	432,000	432,000	-	-	-	-
Lutra consultant management	100,000	498	99,502	99,000	99,000	-	-	-	-
Treatment Upgrades - Waipataki	200,000	87,115	112,885	105,000	105,000	-	-	-	-
Treatment Upgrades - Waimarama	550,000	433,348	116,652	100,000	100,000	-	-	-	-
Eastbourne/Frimley project	250,000	133,166	116,834	100,000	100,000	-	-	-	-
Water Central	100,000	51,069	48,931	40,000	40,000	-	-	-	-
Stage 1B Eastbourne Treatment, Storage & BPS	150,000	71,725	78,275	78,000	78,000	-	-	-	-
Stage 1B Eastbourne Reticulation, Upgrades & New Bore	2,455,000	1,144,488	1,310,512	1,420,000	1,420,000	-	-	-	-
Stage 1C Frimley Reticulation	250,000	60,191	189,809	180,000	180,000	-	-	-	-
Stage 1C Frimley New Bore Field	190,000	17,631	172,369	137,000	137,000	-	-	-	-
Stage 1C Frimley Treatment,	950,000	36,078	913,922	900,000	900,000	-	-	-	-
Te Pohue Drinking water upgrade	1,560,000	1,839,384	-279,384	0	-	-	-	-	-
	250,000	210,447	39,553	115,000	115,000	-	-	-	-
	17,011,000	11,386,515	5,624,485	5,508,000	5,508,000	-	-	-	-

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Funding TOTAL				8,163,000	-7,260,000	-523,000	-380,000	0	0
Total Carry forwards				29,044,734	-21,502,651	-4,554,383	-1,330,964	-458,800	-1,197,936
0									
Information Services									
Document Management System	560,350	42,012	518,338	518,338	-	-	-	518,338	-
PABX Upgrade	253,000	152,251	100,749	100,000	-	-	-	100,000	-
Opera House Digital Upgrade	66,000	65,779	221	0	-	-	-	-	-
Recreation Booking system	11,000	10,800	200	0	-	-	-	-	-
Server Infrastructure	70,000	39,796	30,204	30,000	-	-	-	30,000	-
Technology One systems	88,000	87,300	700	0	-	-	-	-	-
General	110,000	36,237	73,763	73,763	-	-	-	73,763	-
Funding TOTAL				722,101	0	0	0	-722,101	0
PROPERTY MANAGEMENT									
Flaxmere Community Centre	51,531	19,239	32,292	17,800	-	-	-	17,800	-
Duart House	57,490	7,497	49,994	50,000	50,000	-	-	-	-
Havelock North Community Centre	46,195	19,990	26,205	33,700	-	-	-	33,700	-
Waterworld	332,647	300,943	31,704	0	-	-	-	-	-
Havelock North Swimming Pool	68,045	17,033	51,012	10,000	-	-	-	10,000	-
Clive Swimming Pool	46,290	73,715	-27,425	4,000	-	-	-	4,000	-

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Central Office Building	247,260	104,029	143,231	167,500	-	-	-	167,500	-
Cornwall Park Playcentre	23,800	1,017	22,783	0	-	-	-	-	-
Cambridge Flats	85,645	39,691	45,954	0	-	-	-	-	-
Kereru Flats	205,960	59,929	146,031	0	-	-	-	-	-
Oakleigh Flats	321,960	8,451	313,509	0	-	-	-	-	-
Parkhaven Flats	97,919	48,505	49,414	0	-	-	-	-	-
Tui Flats	41,547	77,248	-35,700	0	-	-	-	-	-
Swansea Flats	200,637	142,219	58,418	0	-	-	-	-	-
Anderson Park Flats	33,809	0	33,809	0	-	-	-	-	-
Hastings Library	18,650	40,819	-22,169	0	-	-	-	-	-
Havelock North Library	6,180	9,928	-3,748	0	-	-	-	-	-
Mangoroa Cemetery	26,160	11,610	14,550	0	-	-	-	-	-
Hastings Art Gallery	1,120,120	727,786	392,334	1,109,360	-	-	-	1,109,360	-
Frimley Park Depot	530	0	530	0	-	-	-	-	-
Anderson Sportsground Depot	10,650	4,050	6,600	0	-	-	-	-	-
Mall Toilet Block & Taxi Shelter	15,790	3,161	12,629	12,610	-	-	-	12,610	-
Windsor Sportsground Toilets	160,000	176,736	-16,736	0	-	-	-	-	-
Clive Toilet	6,200	0	6,200	5,600	-	-	-	5,600	-
Haumoana Domain Toilets	1,620	152,623	-151,003	0	-	-	-	-	-
Cornwall Cricket Changing Room	181,200	251,023	-69,823	0	-	-	-	-	-
Guthrie Sportsground Changing	7,590	3,004	4,587	0	-	-	-	-	-
Hastings Town Clock	501,510	359	501,151	500,000	500,000	-	-	-	-
Central Fire Depot	460	0	460	0	-	-	-	-	-
Splash Planet	287,960	163,979	123,981	237,000	-	-	-	237,000	-
Heretaunga House	437,840	328,529	109,311	259,000	-	-	-	259,000	-
TOTAL				2,406,570	-550,000	0	0	-1,856,570	0
Funding									

Item 6

Attachment 4

CARRY FORWARD REQUEST REPORT **Projects not completed by 30 June 2020**

Project Description	Revised Budget (incl Brought Forwards)	Expenditure	Balance Unspent	Carry Forward into 2020-21	Loans	Loan Growth	Rates	Reserves /Other	Subsidy
Total Carry forwards				32,173,405	-22,052,651	-4,554,383	-1,330,964	-3,037,471	-1,197,936

Item 6

Attachment 4

Thursday, 17 September 2020

Item 7

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Lex Verhoeven, Strategy Manager

Te Take:
**Subject: Non-Financial Performance Report for the Year Ended 30 June
2020**

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to update the Committee on achievement against its non-financial performance management framework as contained within the 2018-2028 Long Term Plan.
- 1.2 This issue arises from the legislative requirement to report against Council's performance management framework within its Annual Report.
- 1.3 This report is for information only, and contains unaudited information. The audited version will be incorporated in the Council's Annual Report for Council adoption on 15 October 2020.
- 1.4 A summary of Council performance is contained at the beginning of Attachment 1, and provides a high level overview of performance. Generally the Council performance has met its targets as set out in its performance framework, noting that in the majority of cases where targets were not met these were impacted by disruption as a result of the COVID-19 pandemic.
- 1.5 The Council's Performance Management Framework has 3 levels as follows:
 - **Future Aspirations** (what we are trying to achieve over time – trends and shifts)
 - **Today's Commitments** (levels of service we have committed to the community)
 - **Smart Business** (internally focused on continuous improvement)

- 1.6 The Performance Management Framework forms part of the 2018-2028 Long Term Plan which the Council is legally required to report against annually. This is the second year of reporting against the 2018-2028 plan.
- 1.7 Level Two (Today's Commitments) is the primary focus of this report. It captures the performance information contained within the Long Term Plan and has three separate reporting components as follows:
- (1) Levels of Service
 - (2) Customer Experience
 - (3) Key Actions
- 1.8 In regard to the 65 level of service measures within the Long Term Plan, 76% of those able to be measured in 2019/20 were either fully or substantially achieved. Of those not achieved the key reasons were:
- Disruption caused by the COVID-19 pandemic;
 - Minor infringements in the stormwater and sewerage activities;
 - Impacts of the new water operating and legislative environment on some measures (i.e. Protozoa treatment) which will be addressed upon completion of Council's water investment and upgrade programme;
 - Some measures which span financial years.
- 1.9 In regard to the 7 customer experience measures 3 were fully achieved, 1 was not measured and the 3 measures not achieved were all impacted from COVID-19 disruption to some degree (such as building inspectors unable to go on site).
- 1.10 In regard to the 27 key actions contained in the Long Term Plan these are either on track or have been completed. Attachment 1 contains the full performance framework.
- 1.11 This report is for information only and once audited will form part of the Council's Annual Report. An assessment of options is not necessary.
- 1.12 Council will receive and adopt the Council's Annual Report on 15 October 2020.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Council/Committee receives the report titled Non-Financial Performance Report for the Year Ended 30 June 2020.

Attachments:

1 	Annual Report (PDF for agenda)	CG-16-4-00041	Under Separate Cover
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Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Item 8

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Bruce Allan, Group Manager: Corporate

Te Take:
Subject: Performance and Monitoring Report


1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to present to Council the Performance and Monitoring Report for the quarter ended 30 June 2020, however it does pick up on information and activities that have occurred post the quarter end that are important to have been brought to Council's attention.
- 1.2 The Performance and Monitoring report is attached as **Attachment 1** and is a comprehensive overview of Council's activities.
- 1.3 There is a large amount of information presented in the Performance and Monitoring and Officers would recommend to Councillors that if they have questions that they would like answered during the meeting that those questions be put to the writer of this report prior to the meeting so that they can be satisfactorily answered in the meeting.
- 1.4 The financial report for the year ended June 2020 is reported separately on this agenda as are the unaudited non-financial measures that are incorporated in the Annual Report.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Committee receives the report titled Performance and Monitoring Report.

Attachments:

1 	Operations and Monitoring Report - September 2020	CG-16-4-00046	Document 3
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Thursday, 17 September 2020

Item 9

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Bruce Allan, Group Manager: Corporate

Te Take:
Subject: Hastings Covid-19 Recovery Plan Update

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to provide the Committee with an update on progress being made implementing the actions that have been identified from the issues or opportunities outlined in the Economic and Community recovery programmes.
- 1.2 This was last reported to Council in July and this is an update on progress since that report and is not intended to repeat commentary already provided.
- 1.3 This report also seeks approval for the allocation of \$90,000 from the Covid-19 Recovery Contingency Fund to activate a Hawke's Bay Business Hub-Hastings opportunity for the period from October 2020 to June 2021 and that any ongoing support will be considered as part of Councils 2021-31 Long Term Plan deliberations following an assessment of effectiveness and need.
- 1.4 This report notes also that if this allocation is made from the Covid-19 Recovery Contingency Fund, \$410,000 will be left available for Council to utilise in their efforts to support the recovery of the Hastings District. It is recommended that Council develops a plan for the utilisation of these funds that will best support the Hastings District with a focus to be applied to supporting the business community.

2.0 Recommendations – Ngā Tūtohunga

- A) That the Committee receives the report titled Hastings Covid-19 Recovery Plan Update
- B) That the Committee approves the allocation of \$90,000 from Council's Covid-19 Recovery Contingency Fund towards the activation of a Hawke's Bay Business Hub-Hastings for the

period from October 2020 to June 2021 and that any ongoing support will be considered as part of Councils 2021-31 Long Term Plan deliberations.

- C) That a plan for the utilisation of the balance of the Covid-19 Recovery Contingency Fund is developed and reported back to Council for approval with a focus to be on supporting the business community of the Hastings District.

3.0 Background – *Te Horopaki*

- 3.1 Council has adopted a Hastings District Council Covid-19 Recovery Plan which included issues or opportunities outlined in the Economic and Community recovery programmes. A programme of actions have been identified to deliver on those issues or opportunities and dashboard reporting has been developed to assist with management and Council overview of those actions. Attached as **Attachment 1** is the Economic Recovery programme dashboard. The Community Recovery programme dashboard is attached as **Attachment 2**.
- 3.2 Highlights since the last update on the Recovery programme include:
- 3.2.1 The Infrastructure Delivery Programme is continuing to be closely monitored and will require continued careful judgement around the priorities of Council's spend, mindful of the capacity of the construction market to deliver what is programmed. Priority will be given to the Water Supply upgrade programme and time limited funding received from Central Government for the delivery of infrastructure and jobs.
- 3.2.2 Council continues to explore external funding opportunities as part of the governments Covid stimulus package. Funding confirmed since the last update includes:
- \$130m announced for Hawkes Bay as part of the Covid Response and Recovery Fund and Recovery Fund with allocations announced to-date including:
 - \$20m towards an inland port at Whakatu being the first project to be announced from this funding allocation.
 - \$11.5m towards a co-funding opportunity for housing in Hastings
 - \$19.5m to Te Mata Mushrooms
 - \$32m to the Hawkes Bay Community Fitness Centre Trust for a 50 metre swimming pool and complex
 - \$6.4m to the Pettigrew Green Arena for court expansions
 - \$50m signalled for Hawkes Bay three waters with the allocation to Hastings of \$15.36m. Council has signed the MOU with the Crown which was required to secure this funding opportunity.
 - He Poutama Rangatahi (HPR) extension
 - \$985,000 to extend and expand Council's Youth Employment Connector approach.
 - This will enable the recruitment of 3 further FTE's and the opportunity go mobile through a Caravan.
 - Camberley Wellbeing Hub:
 - Project team formed to progress the Hub.

4.0 Discussion – Te Matapakitanga

4.1 Hawkes Bay Business Hub - Hastings

- 4.2 The Hastings District Council Covid-19 Recovery Plan which was adopted by Council in May 2020 has included in the Economic Recovery Programme an opportunity to investigate options for enhanced delivery of business support services to Hastings businesses and more specifically to “work in partnership with stakeholders to develop and implement a Business Hub in Hastings to support business recovery at Alert Level 2”.
- 4.3 This Programme aligns with the Matariki action plan Pou 4.1(a) to deliver an aligned ‘one front door’ hub and spoke model of service delivery for all businesses and key sectors that want to grow.
- 4.4 The goal is to deliver a space in Hastings that is connected to the Hawke’s Bay Business Hub (HBBH) network. The network supports the Attract, Build and Connect philosophy for businesses and delivers referrals, co-working spaces and a place to meet. A business connector role will be established at the HBBH-Hastings to manage enquiries and support services.

Hawke’s Bay Business Hub support services:

- Regional Business Partners (RBP)
 - Business HB Food & Beverage & Tech. sector support
 - Co-starters
 - Callaghan Innovation
 - NZ Trade & Enterprise
 - HB Chamber of Commerce
 - Export NZ
 - Business Central
- 4.5 There are a large number of small business’s in Hastings that could benefit from the creation of a HBBH hub. The following table outlines the number and sizes of business in Hastings.

• Business units by size in Hastings 2019

Size	Hastings District	
	Business unit count	% of total
0	6,645	67.1%
1 to 5	1,887	19.1%
6 to 9	495	5.0%
10 to 19	441	4.5%
20 to 49	273	2.8%
50 to 99	87	0.9%
100 and over	69	0.7%

- 4.6 During COVID-19 and to date 368 Hastings businesses have engaged with the RBP support service in Napier. Hastings has 9,903 businesses and there is an opportunity to provide greater support as part of the Economic Recovery Programme.
- 4.7 Businesses seeking support are likely to be those with less than 10 employees, 9,027 Hastings businesses have less than 10 employees.
- 4.8 Future impacts from COVID-19 and potential job losses will result in demand for support from the community to establish businesses in Hastings. This demand will be delivered by the HBBH-Hastings.

4.9 The Proposal

- 4.10 To activate the HBBH-Hastings in October 2020 to June 2021 an initial investment of \$90,000 from the COVID-19 Recovery Contingency Fund is requested. A review of services will be undertaken to determine the value of the HBBH-Hastings.

- 4.11 A suitable interim location has been identified at 209 Queen Street East in the Tribune Precinct and is available from mid- September 2020 and will be 40m² in size plus extra meeting rooms available. In time there is an opportunity to move to the corner site –Karamu Road & Queen Street in March 2021.

4.12 COVID-19 Recovery Contingency Fund

- 4.13 The revised 2020/21 budget and Annual Plan was formulated in late April 2020 during the Covid-19 lockdown period and as such there was much uncertainty about the impacts of this lockdown and how long it would last. To help provide for this uncertainty, Council created two contingency funds.

Covid-19 Recovery Contingency - \$1,000,000

This fund requires a council resolution to be allocated

Covid-19 Operational Contingency - \$500,000

The Chief Executive has delegation to allocate this fund to meet operational costs impacted by the Covid-19 pandemic.

- 4.14 To date the following allocations have been made to the Covid-19 Recovery Contingency Fund:

Hastings District Arts Culture and Events Recovery Plan	\$300,000
Hastings Urban Centres Recovery Fund	\$150,000
Delegation to the Civic and Administration Committee to make small allocations in support of Councils goal of supporting the Covid-19 recovery	\$50,000
Total Allocation to-date	\$500,000
HB Business Hub – Hastings (<i>subject to approval</i>)	\$90,000
Total available for allocation	\$410,000

- 4.15 At the time the Covid-19 Recovery Plan was developed and adopted by Council, there were many uncertainties about how the local, national and international economies would recover. On the surface with New Zealand exiting lockdown and operating at Level 1 restrictions much earlier than had been anticipated it looked like the Hastings and Hawkes economy was recovering better than had been expected. However with the government wage subsidy scheme no longer receiving applications, cracks in the economy may begin to appear more visible.

- 4.16 It is recommended to Council that in order to achieve the best value from the remaining \$410,000 in the Contingency Fund, that Council develop a strategy to support business through this difficult time, taking into account the ever changing impacts on the local economy. By supporting business, Council will be supporting the retention of jobs and the overall wellbeing of our community. It is reasonable.

5.0 **Options – Ngā Kōwhiringa**

Hawkes Bay Business Hub – Hastings – Option assessment.

Option One - Recommended Option - Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga

- 5.1 Agree to fund \$90,000 towards the activation of HBBH-Hastings as an initial investment in trialling this opportunity.

Advantages

- The concept of a HBBH-Hastings has been identified in the HDC Recovery Plan as an action and it aligns with Matariki Pou 4.1(a).
- A suitable location has been identified that has the necessary profile to support this opportunity to be successful.
- Council established a Covid-19 Recovery Contingency which has available funds to support this initiative. This initiative is in line with the purpose of that fund.

Disadvantages

- The need for a HBBH – Hastings is at this stage unproven and may in fact not be required, particularly given such a service is currently available in Napier.

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhuetanga o nāiane

5.2 Decline the request for funding the activation of HBBH-Hastings as an initial investment in trialling this opportunity.

- While there is a reasonably unknown need for an initiative of this nature, Hastings does have a large number of small business that could utilise such a service. Given the funding availability, this option is not supported and the initiative warrants a trial to gauge success and any potential extension of the service.

6.0 Next steps – *Te Anga Whakamua*

6.1 Subject to the Committee approving the request for the HBBH – Hastings, the next steps in initiating the HBBH – Hastings are as follows:

1. Lease interim site at 209 Queen Street East in the Tribune Precinct
 - Available from mid- September 2020 (currently Hansen Developments Offices)
 - 40m² plus extra meeting rooms available
 - Move to the corner site –Karamu Road & Queen Street March 2021.
2. Recruit and train activator/connector personnel to cover relevant operations of the Hastings operation.
3. Connector functions
 - Meet and greet Hastings businesses at the H.B. Business Hub -Hastings
 - Connect the businesses with support agencies
 - Book meeting times, rooms etc
 - Manage the space and activities
 - Coordinate hot-desking for support agencies HDC Economic Development team, etc
 - Access to all forums, programmes and activities in the Business Hub network.
4. Marketing and advertising programme to promote the H.B. Business Hub in Hastings.

Attachments:

- | | | |
|----|--|---------------|
| 1↓ | Economic Recovery Programme as at July 2020 | PRJ20-23-0059 |
| 2↓ | Community Recovery Programme as at July 2020 | PRJ20-23-0060 |

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the economic, social and cultural wellbeings of communities in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

N/A

Sustainability - *Te Toitūtanga*

N/A

Financial considerations - *Ngā Whakaarohanga Ahumoni*

Covered in the report.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This decision/report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto / ā-waho*

N/A

Risks

Opportunity:<Enter text> :

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
[State the benefit, opportunity, innovation of the outcome & whether it benefits; Safety (public/ staff/ contractors), Finances, Service Delivery, Legal compliance, Reputation.]	[State the significant risks or threats (4 or 5 max) to the objective & whether they affect; Safety (public/ staff/ contractors), Finances, Service Delivery, Legal compliance, Reputation.]

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

N/A

Item 9

ECONOMIC RECOVERY PROGRAMME STATUS AS AT JULY 2020													
ISSUE OR OPPORTUNITY	PROJECT MANAGER	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	COMMENTS	Outcomes
Business Support. In partnership with SHB investigate options for enhanced delivery of business support services to Hastings businesses.	LN/KH	Strategy & Development	Business case to investigate demand for a Hub in Hastings.	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢	🟡	Matukiri Pou 4 meeting 7 July discussed a Hub and spoke delivery model for business support organisations based at the Business Hub in Napier. Other Councils in the region are also interested in this approach.	Businesses have access to enhanced support services.
Employment services. Partner with government, Maori and business associations to support an integrated employment service in Hastings.	LN/KH	Strategy & Development	Run Regional talent attraction strategy to address skill shortage.	On Hold	🟢	🟢	🟢	🟢	🟢	🔴	🔴	Regional Talent - Strategy written. Funding required. Working through resourcing requirements with other public and private partners and business associations as required to move this project forward.	Increased employment levels.
HB Food Innovation Hub Ensure successful delivery of the HB Food Innovation Hub.	LN/TG	Strategy & Development	Deliver establishment phase including governance structure, site, preliminary design and financial modelling.	On Track	🟢	🟢	🟢	🟢	🟢	🟢	🟢	Due diligence on site acquisition. Funder commitments to be confirmed. Confirm final design and tender process.	Increased food GRP, business investment, and net new employment opportunities.
		Strategy & Development	Deliver construction phase by end of 2021	Actively Being Managed	🟢	🟡	🟡	🟢	🟢	🟢	🟢		Increased food GRP, business investment, and net new employment opportunities.
Council Policy Council to review policy settings to determine opportunities to add value to recovery initiatives within our fiscal envelope.	DP	Strategy & Development	Rescope of the KMP and set new direction.	Actively Being Managed	🟢	🟡	🟡	🟢	🟢	🟢	🟡	KMP Rescoping commenced. Councilors to be briefed in due course.	Report to Council with recommendations.
	MC	Strategy & Development	Investigate opportunities to accelerate some HPUDS implementation actions and align with programmed review	Actively Being Managed	🟢	🟡	🟡	🟡	🟡	🟡	🟡	HPUDS acceleration being assessed as part of wider priority work program.	
	AH	Corporate	Review development contributions policy for intensification projects	On Track	🟢	🟢	🟢	🟢	🟢	🟢	🟢	DC Policy Review for intensification being assessed as part of wider priority work program.	
	IS	Strategy & Development	Continue to progress Regional Industrial Land Strategy (RILS) Assessment	Actively Being Managed	🟢	🟡	🟡	🟡	🟡	🟡	🟡	RILS - land resource study completed, next phase being scoped.	
	LN/KH	Strategy & Development	Review Financial Incentives Policy to support economic development.	Actively Being Managed	🟢	🟢	🟡	🟢	🟢	🟢	🟢	Incentives Policy - Currently being scoped.	
Business and Consumer Confidence Ensure ongoing positive public engagement and communications to support growing business and consumer confidence.	NF/KH	Strategy & Development	Delivery of Marketing and Comms & Great Things Grow Here for economic development outcomes.	On Track	🟢	🟢	🟢	🟢	🟢	🟢	🟢	Working with partner agencies supporting GTGH.	Effective delivery of communications strategy. Effective engagement with partner agencies.
	NF/KH	Strategy & Development	Continue to share shop local campaigns and other economic recovery initiatives to build confidence.	On Track	🟢	🟢	🟢	🟢	🟢	🟢	🟢	New success stories continually being promoted via GTGH.	
	NF/KH	Strategy & Development	Continue to share business success stories to build confidence.	On Track	🟢	🟢	🟢	🟢	🟢	🟢	🟢		
	KH	Strategy & Development	Attend and contribute to Hastings City Centre Forum meetings to grow business and build confidence.	On Track	🟢	🟢	🟢	🟢	🟢	🟢	🟢	Process to reignite the City Forum commenced.	
Council Capital Investment Deliver Council's circa \$350M capital investment programme for 2020/21.	CT	Asset Management	Delivery of programme as per Annual Plan 2020/21.	Actively Being Managed	🟢	🟡	🟡	🟡	🟡	🟡	🟡	Capital programme being actively managed to ensure successful delivery over the next 12 months.	Programme delivered with carried forwards into 2020/2021 only under exceptional circumstances.
External funding for Council capital investment. Secure external funding for Council works that align with our recovery objectives.	RD	Asset Management	Support Crown Infrastructure Water Package for HDC to get funding to deliver strategic SW asset works (regional) - total package is \$315M.	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢	🟡	CP packages submitted, awaiting decisions. Planning for impacts on capital delivery programme ongoing.	External funding secured, job created, projects delivered.
	BM	Strategy & Development	Continue to explore Central Government funding opportunities e.g. PGF, that align with strategic objectives/needs and recovery objectives.	Actively Being Managed	🟢	🟢	🟡	🟢	🟢	🟢	🟡	\$8.5m confirmed from tranche 1 of PGF applications and in the process of being started. Tranche 2 application awaiting decision making (Inc Muni), planning for impacts on capital delivery programme ongoing.	Creating shovel ready jobs.

ISSUE OR OPPORTUNITY	PROJECT MANAGER	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	COMMENTS	Outcomes
	BM	Strategy & Development	Submit Municipal Building funding application to PGF to stimulate work that aligns with recovery objectives.	Consent								Funding application submitted to PGF as part of stage 2.	Lower the cost to Council for interior redevelopment of the Municipal Building. Create construction related employment for 12 month period followed by permanent jobs in arts and crafts and related activities.
Progressive Procurement. Council has adopted a new Procurement Policy and strategy. The biggest change is the incorporation of public value to achieve broader outcomes for our community.	AH	Corporate	Replace the current procurement manual with a buyers guide to reflect our new public value focus. Develop a progressive procurement tool kit.	On Track								Work has commenced to integrate progressive procurement principles and practices into Council's procurement policies and practices. Progressive procurement practices being applied to all PGF funded redeployment projects.	Council realises additional economic, cultural, social and environment outcomes in addition to achieving a good price on procurement activities.
	JG/RS	Corporate	Partner with Iwi and hapū to support Maori business. Support PGF Marae renovation fund application and if successful project management support.	Actively Being Managed								PGF application submitted and awaiting decision. PGF advise more detail required for work programme by individual marae.	Immediate creation of jobs. Upgraded marae.
Urban Development. Continue Council's approach to facilitating residential, industrial and commercial development opportunities.	SF	Strategy & Development	Howard Street - Focus is on land acquisition for road, SW services and ISDC.	Consent								The ISDC is now adopted. Next step is land acquisition for the stormwater detention area and internal road. A number of large developers are seeking to acquire land throughout the Howard Street development area.	Increased supply of land for housing development.
	SF	Strategy & Development	Lyndhurst Stage 2 – Focus is on completion of Bulk Water Services (BWS) for whole development area.	Actively Being Managed								Confirmed Bulk Water Services (BWS) alignment by landowners due by 10th July. Council to enter into development agreements and anticipate site establishment in late September 2020.	Increased supply of land for housing development.
	SF	Strategy & Development	Lyndhurst Stage 2 – Planning for another 100 Greenfield lots in progress. One of these sites has resource consent granted.	Actively Being Managed								Three large landowners are looking to develop in the short term. Officers are working through consenting requirements with landowners.	Increased supply of land for housing development.
	SF	Strategy & Development	Lyndhurst Stage 2 – Arbuttle Road upgrade nearing completion. Homes actively being built in the area.	On Track								Arbuttle Road is complete. This road provides overland flow for one of the main landowners. Arbuttle Road is the main entry point for the 3Tuahine development.	Increased supply of land for housing development.
	SF	Strategy & Development	Breadalbane Avenue – Road upgrade nearing completion.	Actively Being Managed								A number of resource consent applications have been received. The road upgrade is nearing completion. This is the first development area to proceed within the 'lona' development area.	Increased supply of land for housing development.
	SF	Strategy & Development	Brookvale development area resource consent application for Stage 3 expected mid-2020.	Consent								Earthworks consent for the first stage has been lodged and is awaiting a decision. The landowner is seeking to develop following earthworks.	Increased supply of land for housing development.
	JB	Strategy & Development	Subdivision of land in Irongate going ahead. The subdivision plan will bring further industrial lots to the market.	On Track								Development activity in Irongate ongoing. Work continues to support landowners and developers through Council processes.	Bring industrial zoned, serviced land to the District to support economic development.
	JB	Strategy & Development	Henderson Road roundabout at Omaha Road works are scheduled to start at the beginning of August 2020.	On Track								Completion of the drinking and waste water infrastructure for Omaha Rd North industrial zone has been completed. Road works in the zone remain including the construction of two roundabouts to ease the additional traffic expected within the zone.	Provide necessary infrastructure for the successful development of industrial activity within the Omaha Rd North zone.
	JB	Strategy & Development	Irongate Road roundabout works scheduled to begin in the second quarter of the 20/21 financial year.	On Track								Stage 3 of the transport works to be completed on Irongate Rd. Ongoing management of budget and costs to complete the project.	Provide necessary infrastructure for the successful development of industrial activity within the Irongate zone.
	MC	Strategy & Development	Promote, enable and broker Medium Density Housing Developments/inner city living.	Consent								Work continues on the Medium – Long term Strategy. Medium density housing uptake driven by current market drivers/offers which are focused on traditional housing. Council opportunity to showcase next generation pilot JV. Meetings of the Governance Board will commence July 2020 having had its terms of reference confirmed. Stocktake of medium density housing strategy implementation underway.	60 plus Government Houses are delivered by 30 June 2021, with a further 250 plus in the pipeline.
Hastings Housing Plan Accelerate the delivery of homes to our people.	DB	Strategy & Development	Collaborate with Kainga Ora and Ministry of Urban Developments to identify and progress opportunities for affordable housing.	Actively Being Managed								Work continues on the Hastings Housing Plan with regular monthly meetings with the Project Control Group still occurring. 62 Kainga Ora Houses are scheduled for completion by March 2021.	
	DB	Strategy & Development	Collaborate with Maori partners – Iwi, PTSGs, TToH to support the development of affordable housing.	On Track								HDC continues to work with various agency's notably KO, TPK and TToH to progress housing consents.	Iwi, PTSGs and TToH commence their housing programmes.
	DB	Strategy & Development	Support the housing developments of the private sector.	On Track								Customer service ethos to provide support to the developer and construction sectors.	Five-year building pipeline developed.

ISSUE OR OPPORTUNITY	PROJECT MANAGER	GROUP	KEY ACTION	Overall Project Status	Planning	Cash	Time	Quality	Relationships	Resources	External Factors	COMMENTS	Outcomes
Key account services Council continues to provide key account services to support economic recovery and growth.		Strategy & Development	Support new build activities to support economic recovery and facilitate quality outcomes.	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Ongoing investment into key account services to help facilitate quality outcomes and strategic intent.	Council regarded highly for ease of doing business.
Hastings Urban Centre Facilitate private and public sector capital investment into Hastings CBD.	EO	Asset Management	Deliver the Council capital investment programme for Hastings CBD revitalisation plan.	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		CBD Revitalisation Programme Delivery ongoing. Heretaunga East Street now underway. Council Retreat held 30 June to inform direction for LTP workshops in July. This may influence forward programme and plan.	Increased employment, patronage, visitation, business retail and hospitality spend.
	EO	Asset Management	Review and confirm the Vibrancy and Activation plan	On Track	🟢	🟢	🟢	🟢	🟢	🟢		\$150,000 Hastings Urban Centres Recovery Plan allocated across all three urban centres. 'Who is Hastings' marketing plan with video and competitions from early July.	Increased employment, patronage, visitation, business retail and hospitality spend.
	QH	Strategy & Development	Continue to collaborate with business associations to activate and stimulate our urban centres.	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Monthly City Centre Forum Meeting initiated to share progress on various CBD related projects and initiatives with key stakeholders and foster positive and productive long-term relationships.	
	NF/KM	Strategy & Development	Deliver Hastings business & talent attraction video for economic development outcomes.	On Track	🟢	🟢	🟢	🟢	🟢	🟢		Business and talent attraction video in progress, due end of July 2020.	
Flaxmere Urban Centre Facilitate private and public sector capital investment into Flaxmere CBD.	DB	Corporate	Initiate Flaxmere Town Centre Redevelopment (residential, commercial and amenity)	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Urban design review completed and findings presented to Council. Next step is to engage the community.	Increased employment, village patronage and visitation, business retail and hospitality spend.
Havelock North Urban Centre Facilitate private and public sector capital investment into Havelock North CBD.	LN/KH	Strategy & Development	Continue to deliver key account services to support private sector investment.	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Officers continue to work with various developers and investors focusing on the Hastings District including Commercial and Residential development areas and opportunities.	Increased employment, patronage, visitation, business retail and hospitality spend.
		Strategy & Development	Deliver Council growth infrastructure to the Havelock North.	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢			
Promotion and Marketing Support the promotion of our local business to business activity	LN/KH	Strategy & Development	Run 40th Anniversary Gullin Sister City Event March 2021	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Gullin City Anniversary - Planning in progress, awaiting border control/opening plans as a result of CV19.	
	NF/KH	Strategy & Development	HDC Marketing & Comm's & Great Things Grow Here continue promotion of business	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Continue active promotion of success stories.	Increased Pay mark spend data. Increased foot traffic. Increased bookings.
Primary sector support (COVID-19 and Drought) Maintain strong relationships with all primary sectors and their industry organisations to protect our productive land and enable the advocating of their priorities to government.	MC	Strategy & Development	Support the horticulture sector in relation to its RSE scheme	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Not sure what support is needed. Discuss PM assignment.	Council is positively viewed by primary sector businesses as supportive in advocating their needs and receptive to submissions for Council services.
	MC	Strategy & Development	Maintain Primary Producers Round Table forum	Actively Being Managed	🟢	🟢	🟢	🟢	🟢	🟢		Meetings held with Primary producers 2x per year, currently assessing the need to increase the frequency of these meetings. Mid-Year meeting to be arranged.	Council is positively viewed by primary sector businesses as supportive in advocating their needs and receptive to submissions for Council services.
	MC	Strategy & Development	Liaise with the primary sector regarding HPUDS and land development.	Caution	🟡	🟢	🟢	🟢	🟢	🟢		No activity to liaise on a present. HPUDS Review scheduled 2021-2022 following submission of projections release. Joint Council project needs resourcing.	
Regulatory Services Achieve efficient and effective Resource Management Act and Building Act planning processes.	RO	Planning & Regulatory Services	Work with Planning and Regulatory Services to apply a customer service ethos to regulatory processes.	On Track	🟢	🟢	🟢	🟢	🟢	🟢		Discussions to be held with J O's and Planning and Regulatory Services.	All services are delivered in an efficient, effective and customer focused manner.
Help Business Cash Flow Take actions to support business cash flow during economic recovery.	AW	Corporate	Council provides prompt weekly payment to suppliers.	On Track	🟢	🟢	🟢	🟢	🟢	🟢		Contractor payments 3 x per month, ongoing.	Negative impact of COVID-19 on business cash flow reduced.
	AW	Corporate	Continue to review Council's fees and charging model where they impact upon successful recovery.	On Track	🟢	🟢	🟢	🟢	🟢	🟢		Rents were reviewed and reduced and fourth quarter rates penalties were remitted.	Negative impact of COVID-19 on business cash flow reduced.

COMMUNITY RECOVERY PROGRAMME STATUS AS AT JULY 2020											
ISSUE OR OPPORTUNITY	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	Outcomes
YOUTH COUNCIL		• Youth Council representatives are part of the Economic and Community pillars	On Track	✓	✓	✓	✓	✓	✓	✓	Completed - Groups no longer meeting
		• Review and implement Annual Plan and amend actions and approaches where appropriate	On Track	✓	✓	✓	✓	✓	✓	✓	Completed
		• A virtual hub is developed with key links and information for young people.	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓	Awaiting information from the Youth Council
YOUTH EMPLOYMENT (links to Economic Recovery Plan - Employment Services)		• Develop in partnership with MSD a joint redeployment programme	On Track	✓	✓	✓	✓	✓	✓	✓	Completed
		• Develop a plan to mobilise the Employment team (Caravan) to identified communities and businesses	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓	Currently looking for appropriately sized caravan
		• Implement social procurement	On Track	✓	✓	✓	✓	✓	✓	✓	
		• Develop and/or support/promote virtual job boards	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓	Not started
YOUTH POTENTIAL		• Review existing approach and identify opportunities	On Track	✓	✓	✓	✓	✓	✓	✓	Completed
		• Contracts for service are linked to recovery priorities (e.g. resilience, wellbeing and employment)	On Track	✓	✓	✓	✓	✓	✓	✓	
		• Promote one to one mentoring as an alternative to group sessions (due to COVID-19 conditions).	On Track	✓	✓	✓	✓	✓	✓	✓	This action was developed prior to Level 1 shift being known so no longer required
SENIOR HOUSING		• Continue welfare checks and support the social wellbeing of our residents	On Track	✓	✓	✓	✓	✓	✓	✓	Ongoing
SOCIAL CONNECTION		• Develop and implement a social connection project to address social isolation in the community	On Track	✓	✓	✓	✓	✓	✓	✓	
RURAL SUPPORT NETWORKS		• Support actions of the RCB	On Track	✓	✓	✓	✓	✓	✓	✓	
		• Community Outreach Mobile approach	On Track	✓	✓	✓	✓	✓	✓	✓	
		• Support the recovery actions of the RAG	On Track	✓	✓	✓	✓	✓	✓	✓	
		• Supporting the application for the large Rural Hall Government Fund	On Track	✓	✓	✓	✓	✓	✓	✓	
		• Develop and implement a Safer Hastings Implementation Plan focused on key priority areas: Family Harm, Mental Health & Wellbeing, Suicide Prevention, Addiction-related harm	On Track	✓	✓	✓	✓	✓	✓	✓	Safer Hastings Strategic meeting planned for July
SAFER HASTINGS Develop and implement a Safer Hastings Recovery Plan focused on the key areas of recovery including family harm, suicide prevention, mental health & wellbeing, addiction-related harm.		• Advocate for and support the implementation of the HBDHB Psychosocial and Family Interventions Plans	On Track	✓	✓	✓	✓	✓	✓	✓	Coordinated virtual FVIP hui with HBDHB & regional safe community partners, now planning local hui. Working with Suicide Prevention Coordinator on new interagency working model
		• Advocate for and support approaches to the reduction of addiction-related harm.	On Track	✓	✓	✓	✓	✓	✓	✓	Have become a strategic partner for the HB Smokefree coalition. Safer Hastings Addiction related harm focus group to meet in July

ISSUE OR OPPORTUNITY	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	Outcomes	COMMENTS
NEIGHBOURHOOD SUPPORT PROGRAMME 'Leverage this programme to promote recovery & resilience. Continued focus on crime prevention. Explore how this network can support recovery and STREET BY STREET PROGRAMME - ENGAGE 'Adapt Street-by-Street programme delivery and refine focus on recovery & resilience. Targets high-ARTS CULTURE & EVENTS Toi-tū Strategy & regional identity, creativity & sustainability		• Review current approach in line with national Neighbourhood Support priorities and identify opportunities	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Adopt Community Outreach Mobile approach	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		
		Hastings City Arts, Culture & Event working group with a nominated member from HDC funded arts organisations to:	On Track					✓	✓			
		• Collaborate with the lead for the implementation of the Toi-tū Strategy within the community and HDC Facilities	On Track					✓	✓			
		• Create practical deliverables developed from the Toi-tū Strategy across community facilities	On Track					✓	✓			
		• Advocate for Heretaunga artists through the artists register and create partnership opportunities	On Track					✓	✓			
		• Ensure a representative for Arts, Culture and Events working group is involved on large infrastructure projects throughout the consultation and strategic processes	On Track					✓	✓			
SAFETY & WELLBEING TO ENSURE CONFIDENCE & TRUST IN OUR FACILITIES & EVENTS 'H&S plans/SOP manual		Hastings City Arts, Culture & Event working group with a nominated member from HDC funded arts organisations to:	On Track					✓	✓			
		• Work with HDC H&S team to create in-depth SOP manual for facilities & events being held in the city	On Track					✓	✓			
		• Map new capacities for indoor and outdoor events under level 1 & 2 restrictions in and around the city	On Track					✓	✓			
		• Fully understand all restrictions on food, beverage and retail sales	On Track					✓	✓	✓		
		• Create a SOPS manual for Covid-19 risk mitigation activities specific to events so potential users perceive HDC as a trusted brand	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Create an event assessment form for every event	On Track	✓	✓	✓	✓	✓	✓	✓		
UNDERSTAND MAORI NEEDS & TE AO MAORI APPROACHES TO ENGAGE WITH COMMUNITY 'Engage iwi and iwi Arts & Culture leaders, Understand te ao Māori models i.e. Manaakitanga		Hastings City Arts, Culture & Event working group with a nominated member from HDC funded arts organisations to:	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Commit to establish cultural competency in tikanga Māori to weave te ao Māori throughout	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Consult and implement appropriate te ao Māori models	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Set up frameworks to ensure advisors are included at all stages of projects	On Track	✓	✓	✓	✓	✓	✓	✓		
ENSURE COMMUNITY ARTS SUPPORTERS AND ARTS ORGANISATIONS ARE ENGAGED 'Regular comms via HDC & arts facilities, Artist &		Upcoming Events	On Track	✓	✓	✓	✓	✓	✓	✓		
		Hastings City Arts, Culture & Event working group with a nominated member from HDC funded arts organisations to:	On Track	✓	✓	✓	✓	✓	✓	✓		

ISSUE OR OPPORTUNITY	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	Outcomes	COMMENTS
organisation register & survey, Virtual Events		• Collaborate to create opportunities for local artists to present work or participate in established events on a local and national level	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop multiple funding models (commission, match funding, shared risk etc) to encourage development of local work	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Explore new payment models that allow community greater access to events (Koha or pay what you think it's worth)	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Explore funding opportunities that provide the ability to present a diverse range of events at accessible	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Establish mentoring programming for under 25s with the aim to produce work	On Track	✓	✓	✓	✓	✓	✓	✓		
ENLIVENED & ACTIVATED CITY CENTRE 'Commission artists, Arts installations, Community participation in installations		Upcoming Events	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop a cohesive and complimentary range of activations and activities to enliven the city centre	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Liaise with HC Business Assoc on their Escape Room container project and ice rink	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Collaborate with Arts Inc Heretaunga to support in delivery of arts events in and around the city centre	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Work with contract partners to ensure cohesion around events and that dates compliment and don't overlap where possible	On Track	✓	✓	✓	✓	✓	✓	✓		
DIVERSE RANGE OF EVENTS IN OUR FACILITIES WHICH ARE ACCESSIBLE TO THE WHOLE COMMUNITY 'Taitoi presents, Community Concert, Comms engagement consistent		• Upcoming Events	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Focus on the development of diverse range of events by local artists created for our community	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Engage national artists to bring accessible and diverse events to the community	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Create events that re-imagine the event, community and connection experience	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop marketing and comms campaigns designed to outline and encourage safe event venue experience protocols	On Track	✓	✓	✓	✓	✓	✓	✓		
YOUTH ENGAGEMENT 'Creative Learning Programme, Online learning platforms		• Upcoming Events	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Focus on the development of diverse range of events by local artists created for our community	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Engage national artists to bring accessible and diverse events to the community	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Create events that re-imagine the event, community and connection experience	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop marketing and comms campaigns designed to outline and encourage safe event venue experience protocols	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Upcoming Events	On Track	✓	✓	✓	✓	✓	✓	✓		

Item 9

Attachment 2

ISSUE OR OPPORTUNITY	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	Outcomes	COMMENTS
DIVERSE RANGE OF REGIONAL, DISTRICT & COMMUNITY EVENTS THAT ARE ACCESSIBLE TO THE ENTIRE COMMUNITY 'Collaborate with local		• Create a partnership proposal designed to secure hosting rights for multiple repeat events offering value through volume	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Target major charity/awards events to secure single contract hosting rights to multiple events from 2021 onwards. Start with the 2020 postponements/cancellations	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop an MOU focussed on innovative, diverse and accessible arts, culture and events in the city	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop a participation strategy focused on community wellbeing and social connection	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop frameworks or directory that can assist or support consents and H&S plans processes	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop marketing and comms campaigns designed to outline and encourage safe event experience protocols	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop a H&S plans to incorporate new COVID19 restrictions into indoor and outdoor community event experiences	On Track	✓	✓	✓	✓	✓	✓	✓		
CIVIC PRIDE 'Continue to celebrate Hastings and Hastings Heroes. Develop and implement Hastings Proud campaign celebrating COVID-19 recovery in Hastings District.		• Upcoming Events	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Develop a one-year action plan that identifies a Civic Pride promotional programme internally and externally	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Development of the Arts, Culture and Events (ACE) Recovery Plan	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Deliver the actions identified in the ACE Recovery Plan.	On Track	✓	✓	✓	✓	✓	✓	✓		
ARTS & CULTURE RECOVERY STRATEGY 'Develop an Arts & Culture Recovery Strategy. Partner with iwl, the Arts and Literacy community and performers to profile a strong cultural experience that celebrates and tells COMMUNITY FACILITIES & PUBLIC SPACES 'Develop facilities plan to adapt services to enable access under COVID-19 alert levels 1 & 2. Develop and action communications		• Development of the Arts, Culture and Events (ACE) Recovery Plan	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Deliver the actions identified in the ACE Recovery Plan.	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		
		• Partner with key agencies to develop an Employment Hub in Hastings	Closed	✓	✓	✓	✓	✓	✓	✓		Action not required.
		• Develop Wellness Hubs in Camberley, Flaxmere, Hastings and Havelock North	On Track	✓	✓	✓	✓	✓	✓	✓		Camberley underway.
		• Develop criteria and application process	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Appoint Rapid Response Grant Sub Committee and seek approval from Council for delegation of funds	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Develop Communication Plan	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
RAPID RELIEF FUND '£100k Rapid Relief Fund established for community grants to address impacts of emergency		• Assess applications and distribute funds	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Align community grants to address impacts of responding to COVID-19	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Project outcomes are linked to recovery priorities (e.g resilience, wellbeing and employment).	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Align operational funding to address impacts of COVID-19	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
			On Track	✓	✓	✓	✓	✓	✓	✓		Completed
COMMUNITY GRANTS FUND 'Investigate alternative allocation of the community grants fund with an objective to update criteria to focus on recovery efforts and groups impacted by COVID-19. OPERATIONAL BUDGETS 'Review budgeted operational spend ensuring alignment with COVID-			On Track	✓	✓	✓	✓	✓	✓	✓		
			On Track	✓	✓	✓	✓	✓	✓	✓		

ISSUE OR OPPORTUNITY	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	Outcomes	COMMENTS
COMMUNITY PLANS 'Review Community Plans as a way to understand COVID-19 impacts and integrate solutions from Recovery Plan to incorporate COVID-19 response initiatives.		• Develop key messaging for community plan groups; our plans moving forward (recovery focus) utilising Community Plan newsletter	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Stocktake actions in Community Plans to identify what can be delivered under COVID-19 in relation to Whānau Pounamu	On Track	✓	✓	✓	✓	✓	✓	✓		Completed
		• Understand committed actions in the Community Plan budget and if required advocate to Council for appropriate financial support	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Set up a Wellbeing Hub and a base at Camberley Community Centre.	On Track	✓	✓	✓	✓	✓	✓	✓		
HOMELESSNESS 'Support public and private sector initiatives to reduce homelessness in Hastings.		• Support Housing First and their approach to housing the homeless	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Work with Housing First to look for housing opportunities in Hastings	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Support other homeless housing initiatives.	On Track	✓	✓	✓	✓	✓	✓	✓		Meeting held with Hastings Church and Housing First to look at a Shelter and develop the homeless pathway
WELLBEING HUBS 'Complete needs-analysis for the establishment of wellbeing hubs to provide factual information, resources & services to the community.		• Establish Wellbeing Hubs in identified communities (virtual and physical)	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Establish safe spaces where people feel they can discuss mental wellbeing openly and access support	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		
		• Adopt a Te Whare Tape Whā approach where individuals' health is multi-dimensional, interconnected, and promotes self-care, and is shaped by the complex interaction between their environment, individual life circumstances and experiences, and their physical physiology and resilience levels	On Track	✓	✓	✓	✓	✓	✓	✓		
		• Ensure mental health and wellbeing has been woven into Community Plans and Strategy and encourage organisations/agencies supporting the Wellbeing Hubs to adopt or review their wellbeing plans	On Track	✓	✓	✓	✓	✓	✓	✓		
MARAE DEVELOPMENT FUND 'Pathway for Marae to submit to Council under the Marae Development Fund policy and guidelines and further develop		• Support the Marae Development Fund	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		

ISSUE OR OPPORTUNITY	GROUP	KEY ACTION	Overall Project Status	Planning	Costs	Time	Quality	Relationships	Resources	External Factors	Outcomes	COMMENTS
Marae aspirations.		• Align the Marae Development Fund to address and support the capacity of marae to meet the impacts of responding to COVID-19	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		HDC (with TP&K) have supported TToH and TToTW to develop a PGF Marae Renovation application to meet the impacts of COVID-19. Both Taiwhenua are governing the PGF application and redeployment / renovation application with the project if successful looking to run for up to one year; 20 - 22 marae @ 2 - 3 weeks worth of mahi / renovation each (equating to approximately one year). The PGF application while supporting resilience, wellbeing and employment is also reflective of the 'Three V's': - volume (jobs / redeployment opportunities), visibility (community presence) and velocity (speed / shovel ready work).
		• Outcomes are linked to recovery priorities (e.g. resilience, wellbeing and employment).	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		
MONITORING & EVALUATION: Survey community to benchmark levels of wellbeing in the Hastings Districts		• Survey community to benchmark levels of wellbeing in the Hastings Districts	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		
		• Measure outcomes of the implementation of the Hastings District Council Community Wellbeing Plan	Actively Being Managed	✓	✓	✓	✓	✓	✓	✓		

Thursday, 17 September 2020

Item 10

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Bart Leslie, Parks Landscape and Projects Officer

Te Take:
Subject: Tree Removal Programme 2020-2030

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 Over twenty years ago Council embarked on a widespread tree planting programme under the Landmarks banner. While this initiative transformed Hastings streets and parks, some of the effects of inappropriate and poor tree selection, now need addressing.
- 1.2 This report seeks to respond to community requests to remove a number of nuisance trees and to amend the Tree Removal Policy to allow a more streamlined and cost effective tree removal process in the future.
- 1.3 There are currently multiple requests from members of the community and Council's asset managers to remove nuisance trees that do not strictly meet the requirements of the Tree Removal Policy. Officers therefore request Council's consideration and approval to remove these trees over the next ten years.
- 1.4 In order to streamline the tree removal process in the future, officers also request that the Tree Removal Policy be amended to allow officers to proceed with tree removals where private property and assets are suffering on-going damage. This approach is consistent with the aims of good asset management.
- 1.5 This decision contributes to the purpose of local government by primarily promoting environmental and social wellbeing and more specifically through the Council's strategic objective of providing safe, fit for purpose services and good quality local infrastructure that contributes to public health and safety.
- 1.6 This reports recommends that Council adopt Option 1 and resolves to remove the trees identified in Attachment 1- Proposed Tree Removal Programme – 2020-2030, and Attachment 2 - Proposed 10

year Tree Removal Sequence – (Nuisance and damaging trees) and to amend Attachment 3 -Tree Removal Policy to allow removal where they cause **“structural damage to private property and community infrastructure”**.

2.0 Recommendations – Ngā Tūtohunga

- A) That the Committee receives the report titled Tree Removal Programme 2020-2030
- B) That the Committee approve the recommended tree removals within the next ten years.
- C) That Council amends the Tree Removal Policy, **Note 4**, to include: removal of trees where they cause **“structural damage to private property and community infrastructure”**.

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3.0 Background – Te Horopaki

- 3.1 Council receives many calls annually, seeking the removal of trees. Most requests are dealt with routinely where officers have delegated authority to approve tree removal under the Tree Removal Policy. (Attachment 3: Tree Removal Policy).
- 3.2 In the late 1990s Council, under the Landmarks banner, embarked on an extensive tree planting programme to enhance streetscape amenity and build civic pride. While this achieved the significant greening of the district’s public spaces, the planting of poor and inappropriate tree species in a number of locations now presents ongoing issues that will need addressing in the future.
- 3.3 The Tree Removal Policy generally aims to protect trees where possible and sets out clear criteria and parameters for removing trees. Where removal requests do not automatically allow officers to approve removal, or there is a degree of uncertainty, officers refer the requests to Council for final consideration. The list before Council contains a number of tree removal requests that either necessitate need Council approval or are of a significance, that officers seek Council guidance.
- 3.4 Two key issues make it necessary to elevate the requests to seek Council consent to remove these trees. Firstly, the trees contained in this report are generally in good health and officers are reluctant to approve their felling due to the impact on a local landscape. Secondly, as there has been heighten public interest in protecting trees in recent years, officers are typically erring on the side of caution and not instigating any tree removal that might not fully comply with the policy.
- 3.5 Officers believe it is only a matter of time before the impact of these trees on the local and private infrastructure and the adverse nuisance effects to neighbouring properties, will attract greater public attention and require costlier removal action.
- 3.6 This report seeks provide a clear picture of the issues that lie ahead in regard to these nuisance trees. It seeks to also prioritise a tree removal programme that responds to growing infrastructure damage, growing ratepayer complaints and to recommend a staged removal and replacement programme that can be included in the Draft Long Term Plan (LTP).
- 3.7 As Council is currently drafting the LTP, it is the right time to consider these issues and to consider making affordable funding streams available over the life of the plan.
- 3.8 There are currently multiple requests with officers that require Council consideration. The problematic trees are listed in Attachment 1 - Proposed Tree Removal Programme.
- 3.9 This report considers the respective merits of these largely community raised requests and proposes a priority listing and funding stream for an increased and prioritised tree removal programme. Officers are seeking clear direction on dealing with these problem trees that are creating nuisance and cost issues for both the community and Council.

4.0 Discussion – *Te Matapakitanga*

- 4.1 Council has over 25,000 trees and typically 50-100 are removed annually under the provisions of the Tree Removal Policy as they are dead, dying, or dangerous or have a major impact on essential services. Typically Council also plants in excess of 200 specimen trees per annum.
- 4.2 Council receives a number of requests to remove trees in reserves, streets and public places, due to concerns over safety, shading, litter drop, leaves and damage to public and private infrastructure such as footpaths, fences, dwellings. The typical offending trees include, melia, gleditsia, elms, liquidambar, oak and robinia species, to name a few.
- 4.3 However, when the tree is deemed healthy, officers typically take a conservative approach and look to remedy any nuisance issues in the first instance, therefore avoiding a removal action. This often means the immediate problem is deferred and repeat and costly remedial work is later required on nearby infrastructure or the trees themselves.
- 4.4 To complicate matters, with an increased public awareness of climate change and sustainability, the removal of trees in public places is currently a widely debated topic and public criticism of Council can be swift. Officers have therefore take a more and more cautious approach to requests for tree removal requests that do not clearly meet the Tree Removal Policy.
- 4.5 The Tree Removal Policy states as follows:
1. *No tree shall be removed from any Council owned land, or any land for which Council is the administering authority under the Reserves Act 1977, unless:*
 - a. *The reason for removal is anticipated by the Tree Removal Flowchart; or*
 - b. *Approved by a Council resolution.*
- 4.6 As per the above policy, the request for the removal of a healthy tree needs to be carefully considered, especially as requests for tree removal of healthy trees are reasonably frequent and the impact on the environment of complete tree removal can be very noticeable.
- 4.7 Council needs to do its utmost to ensure that its decision making is clear and robust, so that any action will not set an unwelcome precedent, but also ensure that public safety and nuisance issues are appropriately considered.
- 4.8 A number of trees, particularly in streets, have become increasingly problematic for a range of reasons including the following:
- Inappropriate tree selection - the current list of tree removal requests are largely due to poor species selection for the location, particularly in urban streets. For example melia, oak and gleditsia trees can be problematic in urban streetscapes as they grow very quickly to a large size in the Hawke's Bay and have aggressive root systems which often result in costly ongoing footpath damage, and slip and trip hazards.
 - Lack of root containment – many trees planted over 25 years ago often had little or no root containment. Aggressive root growth is increasingly leading to asset damage on public and private land, including roads and footpaths and walls and fences. The most common outcome is injury due to tripping.
 - A number of species have proven to be inappropriate. These include: robinia, melia, alnus, maple, Liquidambar and some varieties of Elm. Some species such Maple drop large numbers of seedlings throughout front yards. Some species such as robinia and some varieties of elm also produce sucker growth which can spread into private property causing ratepayers unwanted nuisance and costs.
 - Other inappropriate larger trees such as oaks cause considerable maintenance issues for adjacent residents including damage to private property, overloading gutters and drains.

- Over planting - some streets also have an overabundance of trees with trees located only with five metres apart. This often results in excessive shade, leaf fall and debris and nuisance for residents. Often this issue can be remedied by thinning the overall number of trees where they are closely planted.

4.9 The requests are separated into three broad areas:

Streets

There are a number of streets that contain healthy but problematic trees which are causing considerable ongoing nuisance issues such as excessive shading, leaf and debris or damage to Council and/or adjacent private property. Officers seek approval to progressively remove these trees to protect neighbours' assets and to avoid ongoing costly repair to Council infrastructure.

Officers also suggest that the trees can be replaced with an appropriate number of new tree species that will grow to a scale appropriate to the area.

Street meetings will be held to discuss and street wide removal plans and to decide on replacement species.

Parks

The nuisance trees in parks tend to be those planted too close to neighbouring houses so as to cause shading of the dropping of leaves and plant litter.

The park trees that are also very problematic are often wilding pest species in our natural reserves. When left uncontrolled they steadily grow and soon become expensive to eradicate. These trees are also often located in proposed native revegetation areas and need to be removed prior to care groups stepping in to do their good work. Officers seek approval to be able to get on with the essential clearing of unwanted pest species such as willow, poplar, pine and gum, where they are part of an approved revegetation project. These would include the Havelock North natural reserves and Palmbrook reserve. The removal work will be aligned to occur as part of the respective revegetation programmes.

Cemeteries

The tree removal in the cemeteries is largely centred on the fact that a number of old large scale trees are located too close to grave sites, and the existing path networks. In addition, there are some very large trees that are planted very close together and some rationalisation would improve the overcrowded landscape and help enhance these locations.

- 4.10 Attachments 1 and 2, identify the location of all the offending trees and outlines reasons for seeking their removal. Attachment 2 indicates the proposed 10 year sequence for the removal of the approximately 460 trees.
- 4.11 The proposed programme is not an exhaustive list of trees for removal as other removals will arise from time to time due to unforeseen failures or the impacts of events such as storms. It does however indicate in a proactive manner, a work stream that is steadily building and will need to be addressed in the coming 10 years.
- 4.12 Tree Removal Policy – Recommended Amendment.
Many of these requests are for the removal of trees that cause ongoing damage to private and public assets. These requests are typically valid, but do not satisfactorily respond to remedial action, as they are often the wrong trees that are in the wrong place. One of the most pressing issues of concern to residents is when a tree progressively damages their assets. This typically happen on fences, walls and paths. The ratepayer wants Council to front the costs of asset repair and often the repair can be more costly than removal.
- 4.13 Officers suggest a minor amendment be made to the Tree Removal Policy to allow easier removal of those trees that are clearly impacting on neighbours' and community assets and infrastructure. By inserting additional text to Note 4 in the Tree Removal Policy, as follows: to include removal of trees

where they cause “**damage to private property and community infrastructure**”. This will enable officers to quickly resolve these contentious issues without the added delay and cost of reporting to Council.

5.0 Options – Ngā Kōwhiringa

Option One - Recommended Option - Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga

Option 1, Council approve the progressive removal of the trees included in Attachments 1 and 2 and the proposed amendment of Attachment 3 - Tree Removal Policy, note 4. As follows: “to allow for the removal of trees where they cause **“damage to private property and community infrastructure”**”.

Advantages

- The proposed removal of the listed trees will acknowledge the concerns of the residents and ratepayers and the nuisance impacts of these trees.
- The removal of the priority listed trees will avoid future complaints and costly ongoing maintenance requirements due to their nuisance and damaging effects.
- The progressive removal of the listed trees will allow Council to respond to concerns and issues caused by the trees in a quicker, systematic and affordable fashion.
- That where street trees are removed and replaced, street meetings will be held to ascertain the need to replace trees and what the replacement species might be. This will help ensure wider community buy in is achieved

Disadvantages

- Removal may result in the loss of some healthy trees which may draw some adverse comment from those who seek protection of all trees.
- Where trees are removed, the streetscapes will look somewhat depleted until the replacement trees grow sufficiently to create a new streetscape.

5.1 Option Two is to retain and maintain the trees requested for removal.

Advantages

- Retention of currently healthy trees will meet with the concerns of some who do not wish to see trees felled.
- The Tree Removal Policy will be strictly adhered to.

Disadvantages

- Retention will not acknowledge the concerns of the residents of the impact that these trees have on residents and nearby assets.
- Council will continue to receive future complaints and have to carry out ongoing maintenance and tree inspections.
- The trees will continue to grow and will increasingly impact nearby houses, and create increased litter fall and damage to infrastructure.
- Increased costs for ongoing repairs of built assets including footpaths, kerb and channel and front boundary fences.
- The eventual costs for removal will increase as the trees grow.
- The health and safety of the community will be at risk due to increasing slip and hazards

6.0 Next steps – *Te Anga Whakamua*

- 6.1 Once Council has made a recommendation with regard to the removal of trees, officers will programme the tree removal or maintenance work accordingly and advise the immediately affected property owners of the planned removal.

Attachments:

1↓	Proposed Tree Removal Programme 2020 - 2030	CG-16-4-00044
2↓	Proposed 10 Year Tree Removal Sequence - Nuisance and Damaging Trees	CG-16-4-00045
3↓	Tree Removal Policy with proposed amendment	CFM-15-1-5-20-443

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal protects and promotes the wellbeing of communities in the present and for the future through the provision of good quality open spaces.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

There are no known impacts for Tangata Whenua.:

Sustainability - *Te Toitūtanga*

The prudent maintenance of trees within the District helps ensure the sustainable management of these natural resources. There are a number of problematic trees within the Hastings District that require replacement with more suitable plantings. Therefore there are considered to be no major implications for sustainability.

It is also noted that the loss of approximately 40 trees annually is relatively insignificant given the magnitude of Council's annual tree planting and revegetation programmes. For example in excess of 300 new park and street trees were planted as part of last year's planting season. Council is certainly responding to requests to increase tree stock across the District for positive environmental impact and sustainability.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

It is estimated that the cost to remove the recommended trees is approximately \$1.0m over ten years. It is proposed that this additional funding be included in the Proposed 2021-2031 LTP that is subject to public submission alongside Council's other priorities.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This report has been assessed under the Council's Significance and Engagement Policy as being of minor significance in terms of financial thresholds. The \$1.0 cost of removal does not trigger any of Council's financial significance thresholds. It is proposed that this additional funding be included in the Proposed 2021-2031 LTP that is subject to public submission alongside Council's other priorities.

While the removal of trees has the potential to impact on the community. Officers will undertake street wide meetings to ensure majority support is gained for removal and any replacement species.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto / ā-waho*

will undertake street wide meetings to ensure widespread support is gained for removal and any replacement species.

Risks

Opportunity: An enhanced and safer environment due to improved public assets, particularly in residential streets:

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
<p>Residents will have a positive attitude knowing that their concerns have been listened to</p> <p>Safer streets with less detritus and tripping hazards</p> <p>Reduced ongoing asset maintenance costs as work is undertaken quicker.</p> <p>Reduced long term tree management costs</p> <p>Improved Council reputation</p>	<p>Some may object to removal of healthy trees</p> <p>May see upsurge in further requests for tree removals by the community.</p>

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

There are no implications for the rural community board.

CFM-15-1-5-20-442

PROPOSED TREE REMOVAL PROGRAMME 2020-2030											
Hastings											
Location	Tree type	Total Present	Age of Tree	Total Number to be removed	Number to be removed in each stage	Condition of Tree	Proposed Number of new trees	Reasons	Course of Action - Recommended	Meets current policy	Will meet revised policy in future
Avenue Road	Melia azaderach	11	25	11	3	Poor	10	Nuisance trees. Ongoing damage to Council infrastructure. Year round leaf and debris drop and trip hazard	3 trees to be removed in current FY. Continue replacement of worst remaining trees as damage occurs. Replace with flowering cherries.	Yes	
Buller Street	Gleditsia	10	20	10	10	Good	10	Nuisance trees. Ongoing complaints about excessive amount of seed pods, excessive limb and sucker growth in grass verges and private property. 10 trees already removed due to significant nuisance issues and overplanting.	10 more trees to be removed in current FY. Street meeting to be held discuss new tree species.	Yes	
Charles Street	Kowhai	8	20	8	3	Poor	8	Poor performing trees. Existing kowhai are coming to the end of their usable life. Replacement of dying existing trees with cherries already underway.	3 trees to be removed in current FY as they are nearly dead. Continue to replace trees as they reach more than 50% dead. Replace with more cherries to match existing replacement species.	Yes	
Caroline Road	Melia azaderach	25	25	25	5	Average	20	Nuisance tree. Ongoing damage to footpaths. Year round leaf and debris	5 trees removed in next FY. Remaining trees to be removed as damage occurs. Street meeting to discuss new tree species.	Yes	
Clive Street	Liquidambar styraciflua	34	30	34	5	Good, average	28	Liquidambar are not a good long term street tree species selection as they get too big and drop significant amounts of spikey seed pods and debris. Regular complaints (2-3 pa).	5 trees removed in next FY. Remaining trees to be replaced with dwarf variety to avoid ongoing issues with debris and damage to asset. Street meeting to be held discuss new tree species.	No	Yes
Gordon Road	Melia azaderach	56	25-30	56	6	Good	45	Nuisance tree. Ongoing damage to footpaths. Year round leaf and debris	6 trees to be removed in current FY. Continue staged replacement of existing trees with Prunus awanui.	Yes	
Hastings District Council car park	Eucalyptus sp	3	35	3		Average	1	Trees are losing limbs and dropping leaf & debris on vehicle, and damaging infrastructure and throughout car park. Inappropriate tree species for car parks.	1 tree removed next FY. Recommend replacing trees to be replaced with Rata.	No	Yes
Heml Street	Albizia julibrissin	41	20	5	3	Good	0	Trees too closely planted at complainants end and have become a nuisance with debris. Concern at one end of street only.	3 trees to be removed in current FY. Remove closely planted trees to achieve more appropriate number of trees. Two complaints - Street meeting to discuss wider removal programme.	No	Yes
Karamu Road South	Various	50+	30+	3	3	Average	0	Trees present significant growing risk to high voltage power supply lines.	3 trees to be removed in current FY. No replacement required.	Yes	
Lascelles Street	Alnus glutinosa	15	30	15	8	Good	8	Most residents request total removal. Nuisance trees are excessively large and drop sticky residue, leaf and debris damaging infrastructure and private property. Suckering into front yards.	8 trees removed in current FY. Remove and replace with more desirable species. Street meeting to discuss new tree species	Yes	
Marekakaho Road	Ginkgo (female)	6	20-30	6	2	Average	6	Foul smelling odour from fruit near residential dwellings. Ongoing footpath damage.	2 trees removed in current FY. Replace with male cultivar of the same species in root containers to avoid foul smelling fruit and footpath damage.	Yes	
Orchard Road	Cupressus sp.	8	40+	8	1	Average, Poor	8	Nuisance trees. History of annual limb failure resulting in damage to vehicles parked nearby. Limb failure has changed wind loading with canopies so likelihood of further failure increases with time.	1 tree removed in next FY to reduce likelihood of further risk to private property (vehicles). Replace with alternative species.	No	Yes
Outram Road	Melia azaderach	45	25	45	5	Poor- Good	40	Nuisance tree. Ongoing likely damage to footpaths. Year round leaf and debris	5 trees to be removed in next FY. Remaining trees to be removed as damage occurs. Street meeting to discuss new tree species	No	Yes
Southampton Street	Quercus palustris	5	40+	5	2	Good	5	Trees are located within narrow grass strips with no root containment. Ongoing footpath damage. Neighbours complaints. Significant leaf and debris in elderly resident's property/s.	1 or 2 trees removed in current FY. Remaining trees removed as damage occurs. Replace with smaller scale street trees in pits to avoid ongoing issues. Street meeting to discuss new tree species	No	Yes
Flaxmere									Course of Action		
Ardrossan Avenue	Malus 'Profusion' Crabapple	4	20	4	1	Average	4	A lot of fruit dropped on footpath and road in large quantities creating slip hazard; also several trees have already died in recent years.	4 trees to be removed in current FY. Replace offending species of Malus with alternative species of Malus which already exists elsewhere in the street to remove ongoing fruit mess issue.	Yes	
Dundee Drive	Gleditsia	8	40	8	1	Average	9	These mature trees line only one side of the street & provide significant amenity to the street. Ongoing footpath damage.	1 tree to be removed in current FY. Remaining trees to be removed as damage occurs. Replace with existing Koelreuteria in pits to match species in rest of the street.	No	Yes
Yarmouth Road	Gleditsia	23	40	23	3	Average	23	Ongoing footpath damage, complaints about seed pods, excessive growth & sucker growth in grass verges	No trees removed in current FY. Street meeting to discuss new tree species	No	Yes
Havelock North											
Fairview Place	Claret Ash	27	20	27	5	Good & Average	25	Poor species selection given very narrow verges with no root containment. Likely damage in future as trees grow. Recommend replacement with smaller scale species as damage occurs	No trees removed in current FY. Removal to commence as damage occurs. Staged replacement of Ash trees with alternative species with root protection to deter damage. Proactive approach to potential future issues. Street meeting to discuss new tree species	No	Yes
Hikanui Drive	Quercus sp	2	20	2	2	Good	0	Poor species selection given the exposed site in a narrow grass verge with no root direction. Ongoing complaints from adjacent resident.	2 trees to be removed in current FY. Remove trees before they damage neighbouring service laterals and driveway. No replacement trees required.	No	Yes
Kingsgate Subdivision street	Robinia pseudoacacia	60	30	60	6	Average & Poor	60	Robinia is a problematic selection as they are relatively short lived and prone to disease, die back and limb failure. Regular complaints and concern about dead wood.	6 trees to be removed in next FY. Continue replacement of problematic species with prunus awanui to match others already in street as a result of renewal.	No	Yes
Napier Road	Melia azaderach	6	25-30	6	1	Good	6	Nuisance tree. Ongoing damage to footpaths. Year round leaf and debris.	1 tree to be removed in current FY. Council has already provided approval to remove these trees in the past. Continue replacement with Bradford Pear trees to continue avenue planting further along Napier Road.	Yes	
Palmbrook Avenue	Phoenix Palm	2	30	2		Good	2	Replace problematic phoenix Palms with Queen palms to retain the palm theme of Palmbrook. Regular complaints and requests to remove trees due to impacts of pigeons roosting in palms and associated mess on nearby properties.	2 Phoenix palms to be removed in current FY. Repair road and kerb damage, and replace with 2 new Queen palms in root containers.	Yes	
Russell Robertson Drive	Ulmus carpinifolia	85	25	6	3	Good	3	Some very large trees have grown too quickly in narrow grass verges with no root containment. Damage to infrastructure, pipes and trip hazard. Some suckering of roots into front yards. Multiple complaints near troublesome spots.	3 trees recommended to be removed in current FY. There have been complaints about footpath damage. There are some residents who support the retention of the trees. Initial removals only where proven ongoing infrastructure damage is occurring. Ongoing canopy reduction will slow growth to allow usable life of trees to be extended. A full street meeting will be held to obtain a full street solution.	No	Yes
Other											
Bill Mathewson Park	Ginkgo (female)	1	20-30	1		Good	1	Foul smelling odour from fruit near residential dwellings.	1 tree to remove in next FY. No replacement required.	Yes	
Frimley Park	Various	100+	various	12	12	Good, average, poor	20	Trees required to be removed in order to install new water infrastructure as approved by Council.	12 trees to be removed in current FY to meet water plant development. A new landscape plan has been developed to mitigate the visual impact.	No	
Hastings Cemetery	Various	75+	various	20	5		10	Inappropriate trees in poor condition.	5 trees removed in current FY. Tree removal and replacement to be included in a proposed master plan to rejuvenate the cemetery.	No	Yes
Havelock North Cemetery	Various exotic and native species	60	various	30	5	Average & good	10	Trees causing significant damage to graves as planted too close with no root protection.	5 trees to be removed in current FY. Remove trees where they are closer than 1m and damaging graves. Replacement to be considered in master plan process.	No	Yes
Mangaroa Cemetery	Gleditsia, Melia, Fir	100+	15-30	20	5	Good, average	0	Trees planted too close to graves causing damaging.	5 trees removed in next FY. Progressively remove trees that are too close to graves.	No	Yes
Shrimpton Road	Phoenix Palm	3	50+	2	1	Good	2	Complaints of significant bird nuisance as roosting in palms. Remove problematic phoenix palms	1 Phoenix palm to be removed in current FY. Recommend replace with pohutakawa as per initial consultation with surrounding residents. Street meeting to discuss new tree species	No	Yes
Total				457	106						

Trim ref: CFM-15-1-5-20-441

PROPOSED 10 YEAR REMOVAL SEQUENCE - NUISANCE AND DAMAGING TREES

Hastings													
FY to remove	0	1	2	3	4	5	6	7	8	9	10	Meets	Will meet
Location													
Avenue Road	3		3		3	2						11	
Buller Street	10											10	
Charles Street	3		3		2							8	
Caroline Road		5		5		5		5		5		25	
Clive Street		5	5	5	5		5		5		4		34
Gordon Road		6	6	6	6	6	6	6	6	8		56	
Hastings District Council car park		1	1	1									3
Hemi Street	3		2										5
Karamu Rd South	3											3	
Lascelles Street		8	7									15	
Maraekakaho Road	2		2		2							6	
Orchard Road		1	1	1	1	1	1	1	1				8
Outram Road		5		5	5	5	5	5	5	5	5		45
Southampton Street	1	2	2										5
Flaxmere													
Ardrossan Avenue		4										4	
Dundee Drive	1	1	2	2	2								8
Yarmouth Road		3	3	3	2	2	2	2	2	2	2		23
Havelock North													
Fairview Place					2	3	4	4	4	5	5	27	
Hikanui Drive	2												2
Kingsgate Subdivision streets		6	6	6	6	6	6	6	6	6	6		60
Napier Road	1		1		1		1		1		1	6	
Palmbrook Avenue	2											2	
Russell Robertson Drive	3	3										6	
Other													
Bill Mathewson Park		1										1	
Frimley Park	12												12
Hastings Cemetery	5		5			5		5					20
Havelock North Cemetery	5		5	5	5		5		5				30
Mangaroa Cemetery		4		4		4		4		4			20
Shrimpton Road	1		1									2	
Total	56	55	54	43	42	39	35	38	35	35	23	182	275

Item 10

Attachment 2



Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Item 11

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:	Mala Bishop, Licensing Inspector
From:	Tony Stothart, Team Leader Environmental Health and Liquor Licensing
	Nigel Bickle, Chief Executive

Te Take:	
Subject:	Application for a temporary alcohol ban

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to obtain a decision from the Committee on putting in place a temporary alcohol ban in relation to the Spring Racing Carnival on 17 October 2020 between 7.00am and 11.00pm.
- 1.2 This issue arises from a request from the New Zealand Police that a temporary alcohol ban be created.
- 1.3 A decision to amend a bylaw would ordinarily be made by full Council. In order to amend the bylaw to implement the alcohol ban in time for the spring carnival Operations and Monitoring Committee is being asked to confirm the appointment in line with paragraph 2) of its delegated powers as follows:-
 - 2) *Authority to exercise all of Council's powers, functions and authorities (except where prohibited by law) at any time when the Chief Executive certifies in a report that;*
 - *the matter is required to be dealt with, prior to the next ordinary meeting of the Council.*
- 1.4 The Chief Executive certifies that a decision is necessary to allow for a decision on the amendment of the bylaw in time for the spring carnival.

2.0 Recommendations – Ngā Tūtohunga

- A) That the Committee receives the report titled Application for a temporary alcohol ban.
- B) In accordance with clause 4.3.2 of the Hastings District Council Consolidated Bylaw, Chapter 4 Alcohol Bans, the Committee declares that alcohol may not be consumed, brought into or possessed in the following areas including streets, roads and footpaths (as shown in the map titled “Spring Carnival Alcohol Ban Area 2020” in Attachment 1 of this report) on 17 October 2020, between 7.00am and 11.00pm:
 - The entire lengths of Knight Street and Prospect Road.
 - Market Street South from Southampton Street to the Racecourse entrance.
 - King Street South from Southampton Street to Prospect Road.
 - Nelson Street South from Southampton Street to Knight Street.
 - Southland Road between Southampton Street and Gordon Road
 - Henry Street between Charles Street and Southland Road

3.0 Background – Te Horopaki

- 3.1 An application has been received from the New Zealand Police for a temporary alcohol ban in relation the Spring Racing Carnival on 17 October 2020 (Attachment 2).
- 3.2 The following hours, and area are requested for the ban:
 - Hours
Between the hours of 7.00am and 11.00pm
 - Area
 - The entire lengths of Knight Street and Prospect Road.
 - Market Street South from Southampton Street to the Racecourse entrance.
 - King Street South from Southampton Street to Prospect Road.
 - Nelson Street South from Southampton Street to Knight Street.
 - Southland Road between Southampton Street and Gordon Road.
 - Henry Street between Charles Street and Southland Road
- 3.3 The request arises from Police concerns about preloading (i.e. the consumption of alcohol prior to entering the venue) and the general consumption of alcohol by some patrons in the vicinity of the racecourse, leading to alcohol related disorder issues.
- 3.4 The purpose of the request is to help minimise alcohol related disorder issues.
- 3.5 The ban would only apply to public places i.e. the road and footpath (up to the boundary of private properties) within the proposed alcohol ban area.

4.0 CURRENT SITUATION

- 4.1 Normally this event would be covered by a temporary alcohol ban under schedule E of Chapter 4 of the Hastings District Council Bylaws. This schedule prohibits the consumption, bringing into, or possession of alcohol within the ban area on the first Saturday in October between 7.00am and 11.00pm. However this year, the event is occurring on the third Saturday in October and is not covered under the schedule.

5.0 Discussion – Te Matapakitanga

- 5.1 The Spring Racing Carnival is a large annual one day event which typically attracts over 5000 patrons.

- 5.2 The event normally operates under a special licence. This allows for additional bar areas to be set up within the racecourse.
- 5.3 An alcohol management plan has been submitted as part of this year's special licence application. The plan sets out a number of measures designed to help ensure a safe environment exists for patrons at the racecourse. Actions outlined in the management plan include:
- Bag searches and intoxication checks at the gate.
 - Security staff to help prevent patrons bringing alcohol into the venue.
 - I/D checkpoints at the entrances points to each licensed area.
 - Limits on the amounts of alcoholic drinks that can be purchased at any one time.
- 5.4 The above measures together with the proposed temporary alcohol ban are aimed at reducing alcohol disorder issues associated with the event.
- 5.5 The application for the temporary alcohol ban is supported by the Hawke's Bay Racing Centre.

6.0 Options – Ngā Kōwhiringa

Option One - Recommended Option - Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga

- 6.1 Adopt the Police request for a temporary alcohol ban either wholly (i.e. agree to all the roads and times applied for) or in part (i.e. agree to some of the roads and/ or times applied for).

Advantages

The locality of the proposed ban is within the environs of the racecourse. It abuts the existing Hastings permanent alcohol ban zone and is an area where patrons can park and easily walk to the event from. The proposed ban will provide an additional tool to assist Police in dealing with alcohol related disorder issues.

Disadvantages

The Committee may feel that the hours and/ or roads applied for are too extensive. Should the Committee decide this, it will also need to consider what hours and/ or roads are appropriate should it decide to partially adopt the Police request.

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhuetanga o nāianeī

- 6.2 Deny the Police request.

Advantages

There would be a cost saving to Council of about \$500 associated with advertising the ban.

Disadvantages

The Police have previously advised that a number of arrests made at earlier Spring Carnival events were attributed to people preloading in the vicinity of the racecourse and those areas not covered by the existing Hastings alcohol ban. Denying the request may result in an increase in issues associated with preloading.

7.0 Next steps – Te Anga Whakamua

- 7.1 Should the Committee grant the request for the temporary alcohol ban the following actions will be taken:
- The Committee resolution will be publicly notified
 - Temporary signage will be installed in the area covered by the alcohol ban.

Attachments:

1↓	Spring Carnival Alcohol Ban Area 2020	REG-14-2-20-175
2↓	Police application for a temporary Alcohol Ban for the Spring Carnival 2020	REG-14-2-20-174

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

Reducing public nuisance and threats to public health and safety.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

N/A:

Sustainability - *Te Toitūtanga*

N/A:

Financial considerations - *Ngā Whakaarohanga Ahumoni*

It is estimated that the cost of implementation for the recommendation is about \$500. This will be funded from existing budgets:

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This proposal is not of significance that would trigger Councils' thresholds under its Significance & Engagement Policy.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto / ā-waho*

The proposed alcohol ban area is normally covered by the Hastings District Council Consolidated Bylaw. The bylaw went through an extensive public consultation prior to being adopted.

Risks

Opportunity: To help minimise alcohol related disorder issues.

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
A reduction of preloading and the general consumption of alcohol by some patrons in the vicinity of the racecourse.	Care must be taken when exercising the power in 4.3.2 of the bylaw to by resolution impose a temporary alcohol ban, as the standard bylaw making process involves carrying out public consultation. However, as the proposed alcohol ban area is normally covered by the Hastings District Council Consolidated Bylaw (that went through an extensive public consultation prior to being adopted) and is of limited duration, this risk should be mitigated.

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

N/A:

Spring Carnival Alcohol Ban Area 2020

Alcohol Ban Area

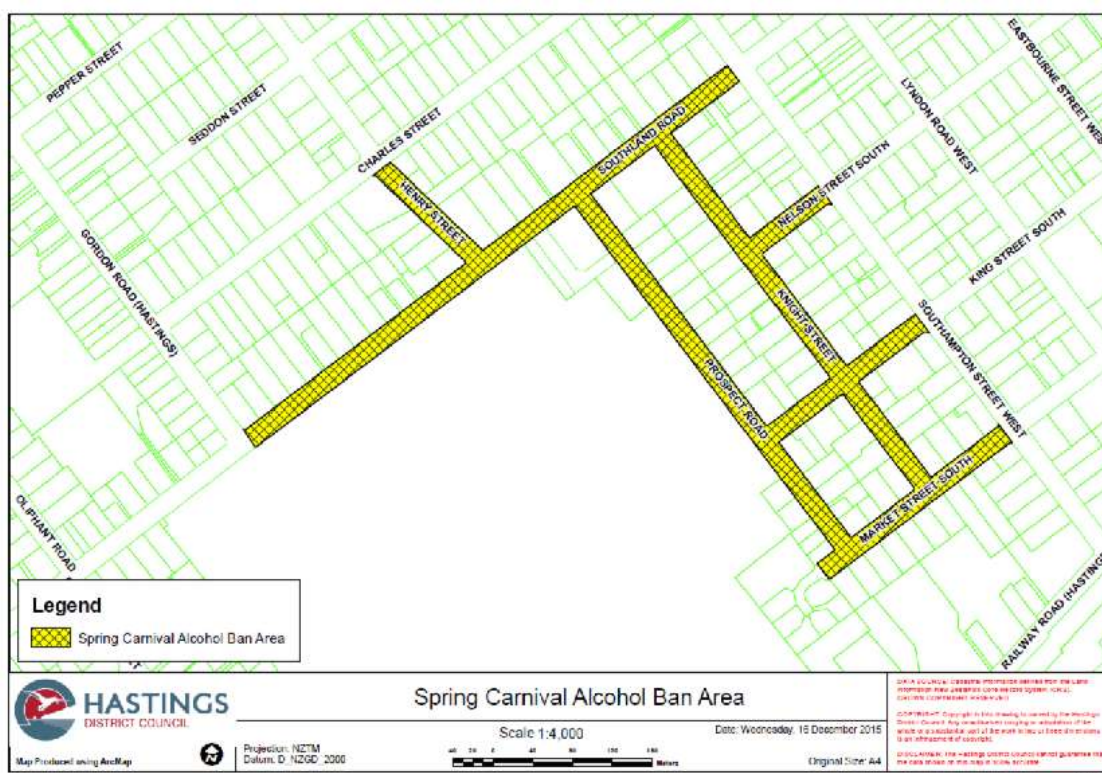
All public places highlighted in yellow on the Spring Carnival Alcohol Ban Plan A, including streets, roads and footpaths.

- The entire lengths of Knight Street and Prospect Road.
- Market Street South from Southampton Street to the Racecourse entrance.
- King Street South from Southampton Street to Prospect Road.
- Nelson Street South from Southampton Street to Knight Street.
- Southland Road between Southampton Street and Gordon Road.
- Henry Street between Charles Street and Southland Road

Specified Period

Saturday 17 October 2020 between 7.00am and 11.00pm

Plan A: Spring Carnival Alcohol Ban



REG-14-2-20-175

From: [Mala Bishop](#)
To: [Tony J. Stothart](#)
Subject: HPRM: FW: Spring Carnival Alcohol Ban
Date: Monday, 7 September 2020 8:14:49 AM

From: BAUERFEIND, Karl [mailto:Karl.Bauerfeind@police.govt.nz]

Sent: Saturday, 5 September 2020 10:41 AM

To: Mala Bishop <malab@hdc.govt.nz>

Cc: WYLIE, Raymond <Raymond.Wylie@police.govt.nz>

Subject: Spring Carnival Alcohol Ban

Hi Mala

Police would like to apply for a temporary alcohol ban in relation the Spring Racing Carnival on 17 October 2020.

- The following hours, and area are requested for the ban:
 - Between the hours of 7.00am and 11.00pm
- Area
 - The entire lengths of Knight Street and Prospect Road.
 - Market Street South from Southampton Street to the Racecourse entrance.
 - King Street South from Southampton Street to Prospect Road.
 - Nelson Street South from Southampton Street to Knight Street.
 - Southland Road between Southampton Street and Gordon Road.
 - Henry Street between Charles Street and Southland Road
- Police have concerns and have witnessed preloading (i.e. the consumption of alcohol prior to entering the venue) in previous events and the general consumption of alcohol by some patrons in the vicinity of the racecourse, leading to alcohol related disorder issues.
- The purpose of the request is to help minimise alcohol related disorder issues that lead to violence and breaches of the peace in the residential area surrounding the venue.
- Alcohol bans have been used for previous Spring Carnival events and have been very beneficial in reducing disorder and breaches of the peace by providing police with an additional tool for helping to deal with these matters.
- Having this tool gives police the ability to take a preventative approach to these issue and set the tone for the event going forward.

I am away for 3 weeks on from now so can any further queries in relation to the alcohol ban please be directed to Sgt Ray Wylie.

Thanks

Karl

Senior Sergeant Karl Bauerfeind
Operations & Events | Eastern District | New Zealand Police
P 06 8310751 Extn: 67051 **M** 211923658 | **E**
Karl.Bauerfeind@police.govt.nz
Hastings Police Station, 205 Railway Road, Hastings 4122

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[@NZPolice](#)

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Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Item 12

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Jennie Kuzman, Health and Safety Manager

Te Take:
Subject: Health & Safety Quarterly Report: 1 April to 30 June 2020


1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to inform and update the Committee about Health and Safety at Hastings District Council.
- 1.2 The Health and Safety at Work Act 2015 (HSWA) requires HSWA Officers (Elected members and the Chief Executive) to exercise due diligence by taking reasonable steps to understand the organisation's operations and Health and Safety risks, and to ensure that they are managed so that Council meets its legal obligations.
- 1.3 The attached report for the final quarter of the 2019/2020 financial year (Attachment 1) provides information to enable Elected Members to undertake due diligence, by providing leading and lagging statistical information in relation to Health and Safety for the period 1 April to 30 June 2020.
- 1.4 This will be the final quarterly report provided in this format. Going forward, an updated and streamlined report template will be utilised, which will also provide information on proactive health and safety risk management initiatives.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Operations and Monitoring Committee receives the report titled Health & Safety Quarterly Report: 1 April to 30 June 2020.

Attachments:

- | | | | |
|---|--|------------------|-------------------------|
| 1  | Human Resources (NO PERSONAL INFORMATION) -
Health and Safety - Injury Reporting & Recording -
Information - HDC Quarterly Health and Safety
Report - Quarter 4 - 2019/2020 | HR-03-8-2-20-168 | Under Separate
Cover |
|---|--|------------------|-------------------------|

Thursday, 17 September 2020

Item 13

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: John Payne, Regulatory Solutions Manager

Te Take:
Subject: Animal Control Annual Report 2019/2020

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to update the committee on the dog control statistics for the annual Dog Control Report for the year 1 July 2019 to 30 June 2020:
- Section 10A of the Dog Control Act 1996 requires Council adopt and publish an annual report on the administration of Council's Dog Control Policy and Practises
- 1.2 This report contributes to the purpose of local government by primarily promoting regulatory performance and more specifically through the Council's strategic objective of community safety.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That the Committee receives the report titled Animal Control Annual Report 2019/2020.
- B) That the Committee adopts the report.

3.0 Background – *Te Horopaki*

- 3.1 Annually Council adopts the animal control statistics Report. The report must include information relating to:
- The number of registered dogs
 - The number and type of dog and dog owner classifications

- The number infringements
- The number and nature of dog related complaints:

4.0 Discussion – *Te Matapakitanga*

- 4.1 The effects of Covid-19 are obvious when analysing some of the data. Complaint numbers are down by 220 despite dog numbers being up. During lock down dogs were less inclined to roam or bark, however it will be interesting to see if there has been an increase in ACC figures relating to attacks. Research suggests that more than eighty percent of dog attacks are by the victims' family dog. The injury requires medical attention but the incident is not reported to Council.

We continue to see steady growth in the dog population 2.1 percent.

There was an unprecedented spate of stock attacks experienced in the district. This was touched on in the previous report as the attacks started in June 2019. Where dogs were caught, owners identified and there was sufficient evidence to gain a conviction, legal proceedings were undertaken.

Legal costs	\$29,000
Reparation awarded to stock owners	\$8,000
Fines	\$4,200

Reparation in some cases was not ordered because arrangements had been made between the offender and the stock owners' insurance company. There have been 10 destruction orders made, however in some cases the offending dogs were destroyed before the case was prosecuted.

5.0 Options – *Ngā Kōwhiringa*

There are no options with regard to this report as it is information only.

6.0 Next steps – *Te Anga Whakamua*

- 6.1 Once the report is adopted it must be:
- Publically notified (Website & Newspaper)
 - A copy is sent to the Secretary for Local Government

Attachments:

1 [↓](#) Annual Report Animal Control 2019/2020

REG-1-14-20-99

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hāpori*

This proposal promotes regulatory compliance wellbeing of communities in the present and for the future by reducing public nuisance and threats to public health and safety.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

N/A:

Sustainability - *Te Toitūtanga*

N/A:

Financial considerations - *Ngā Whakaarohanga Ahumoni*

Nil:

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This report has been assessed under the Council's Significance and Engagement Policy and does not trigger the threshold of Council's Significance and Engagement Policy.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto / ā-waho*

Not required as the report is information only:

Risks: Legal - *Ngā Tūraru: Ngā Ture*

N/A

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
[State the benefit, opportunity, innovation of the outcome & whether it benefits; Safety (public/ staff/ contractors), Finances, Service Delivery, Legal compliance, Reputation.]	[State the significant risks or threats (4 or 5 max) to the objective & whether they affect; Safety (public/ staff/ contractors), Finances, Service Delivery, Legal compliance, Reputation.]

Rural Community Board – *Te Poari Tuawhenua-ā-Hāpori*

Damage to stock from stray dogs:

10A Report 2019/2020

**Report on the Administration of
Hastings District Council's
Policy and Practices in Relation to the
Control of Dogs for the year
1 July 2019 to 30 June 2020**

Pursuant to:
(Section 10A of the Dog Control Act 1996)

REG-1-14-20-99



1. Background

The policy is made under section 10 of the Dog Control Act 1996. Council adopted the “Dog Control” Policy 6 August 2009. The policy underwent a review and public consultation in conjunction with the Dogs Bylaw and was submitted to Council for adoption on 25 August 2016. The policy is currently under a five year review in conjunction with the Consolidated Bylaw 2016 as required under section 158 of the Local Government Act 1974 and section 10AA of the Dog Control Act 1996.

The purpose of the policy is to provide a framework for the care and control of dogs throughout Hastings District with regard to:

- a) *“the need to minimise danger, distress and nuisance to the community generally; and*
- b) *the need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults; and*
- c) *the importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs; and*
- d) *the exercise and recreational needs of dogs and their owners”*

The anticipated outcomes of the policy are:

- 1. Minimising the potential for danger, distress and nuisance to the community from dogs;
- 2. Promoting responsible dog ownership;
- 3. Promoting effective dog control, particularly in public places where children or families are present;
- 4. Minimising the risk of intimidation and attacks by dogs;
- 5. Promoting positive interaction between dog owners and members of the community;
- 6. Providing for the exercise and recreational needs of dogs and their owners.

Section 10A of the Dog Control Act 1996 requires Territorial Authorities to publically report each financial year on the administration of their dog control policy and practices.

2. Dog Prohibited Areas

Dogs are prohibited from the following areas:

- 1. Hastings District Council Civic Building
- 2. Hastings District Council Public Libraries

3. Hastings District Council Swimming Pools
4. Children's playing areas under the control of Hastings District Council
5. All areas under the control of Hastings District Council set aside for organised games or sports and all other areas zoned as sports parks in the Hastings District
6. Rangaiika Beach at Ocean Beach / Cape Kidnappers.

Prohibited areas are established to prevent conflict with other users, or areas with sensitive ecological value. Very few complaints are received regarding non-compliance as the majority of dog owners are responsible people and comply with the requirements.

3 Dog Exercise and Leash Control

There are currently areas where dogs are required to be leashed and areas where they may free run (under control of the owner). Council does not provide specific dog exercise areas. The majority of dog owners are responsible and considerate.

Council has the philosophy that dogs which have easy access to open spaces and are exercised regularly are less likely to display anti-social behaviour such as aggression and excessive barking. To achieve this, there is a limited number of dog prohibited areas and leash control areas other than areas of high public usage or biodiversity significance.

4 Dog Aggression

A focus is on encouraging dog owners to understand the true nature of dogs, to recognise the potential that all dogs have and to comply with their obligations under the Dog Control legislation, in particular Section 5(f) –

to take all reasonable steps to ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person.

All complaints of aggression reported to Council are given priority and are thoroughly investigated. Action ranges from written warning, infringements, menacing dog classification, dangerous dog classification or prosecution.

5 Dog Control Statistics

Year	% increase	Registered	Impound	Claimed
19/20	2.1%	12,769	947	69.8%
18/19	1.6%	12,640	1,131	64%

NB: Impounded does not include dogs relinquished

The increase in the number of dogs is simply in line with the increase in growth in the area.

The decrease in the number of impounded dogs is also attributed to Covid-19.

The claim rate is a reflection of the number of dogs suitable for adoption.

Complaints	18/19	19/20
Person Attacked	52	67
Person Rushed	90	129
Animal Attacked	135	147
Roaming	2,033	1,701
Barking	604	487
Fouling	2	6
Other	262	194
Total	3,178	2954

Complaint numbers are down however complaints of aggression are slightly up. The Person attacked & rushed records can fluctuate without any justified reason.

Animal attack records reflect an unprecedented spate of stock attacks experienced in the district from July 2019 to June 2020.

Roaming dog and barking dog complaints are down because of Covid-19

Other complaints are made up of several miscellaneous topics like unleashed dogs in leash control areas, reported unregistered dogs, dangerous dogs, unmuzzled etc.

Owner Classification	18/19	19/20
Probationary owners s21	0	0
Disqualified owners s25	5	9
Menacing s33A 1b(i) – (Behaviour)	27	25
Menacing s33A 1b(ii) – (Breed Characteristics)	0	0
Menacing s33C – (Government listed breeds)	190	181
Dangerous s31 (1)(a) – (Conviction under s57)	0	1
Dangerous s31 (1)(b) – (Sworn evidence)	11	10
Dangerous s31 (1)(c) – (Owner admits in writing)	22	19

	Infringements	Prosecutions
19/20	204	49
18/19	691	15

As mentioned above, there was an unprecedented spate of stock attacks. Several of these incidents resulted in summary prosecution involving multiple dogs and multiple offences. Of the 49 charges there were only 19 dogs involved and 15 people were prosecuted.

Offence	Attack Stock	Attack Person	Rushing	Failing to Control	Unreg	Unmuz
Number	13	4	3	19	9	1

Infringement offences are down as staff shortage and Covid-19 prevented processing unregistered dogs, hence the lower percentage of registration compliance.

Registration categories

Category	18/19	19/20
Urban	6,828	7,126
Rural	6,524	6,518
Other	16	16
Total	13,368	13,660

6 Fees

Dog registration fees are set by Council resolution.

Dog registration fees, fines and impound fees are used to fund dog control.

A reduced dog registration fee is offered to those who register their dogs before 1 August and a reduced fee is offered to those owners on the Selected Owner Scheme.

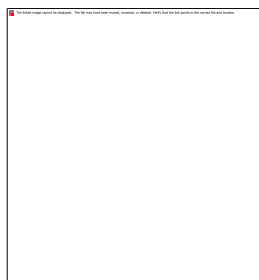
27% of the dog control activity is funded from the general fund in recognition of the public good benefit.

7 Education

Education is offered to all offenders by way of one-on-one consultation and a series of educational brochures are available.

Dog bite prevention and responsible dog ownership addresses are undertaken free of charge to schools, kindergartens and any other community groups. This training is also offered contractors and internally to HDC staff.

A copy of Council's dog control policy is available on our website together with other educational material.



Thursday, 17 September 2020

Item 14

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Paula Murdoch, Manager, Libraries & Art Gallery

Te Take:
Subject: Update on levels of service: Libraries & Art Gallery

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to update Council on progress to restore the Libraries' and the Art Gallery's levels of service.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That the Council/Committee receives the report titled Update on levels of service: Libraries & Art Gallery.

3.0 Background – *Te Horopaki*

- 3.1 Following COVID-19 level 4 lockdown in March 2020, the Art Gallery and Libraries were closed to the public, but engaged with audiences by providing online services via website and social media presences.
- 3.2 **LIBRARIES**
- 3.2.1 The Hastings Library opened to the public in very limited capacity from 14 May 2020 at level 2, initially with visitors able only to pick up pre-ordered material – either holds that individuals had selected themselves online, or a staff-selected "Pick & Mix" option. These services were extended to the Havelock North and Flaxmere Libraries the following week.

- 3.2.2 Website use and use of ebooks and eaudiobooks increased – much of Hawke’s Bay found time to research family history, with Ancestry showing a 700% increase in use during lockdown.
- 3.2.3 On Monday 25 May and under level 1, all libraries opened for the public to enter the premises. The first visitor to the Hastings Library was a man who wanted to use the computers to look for a job, having had no access for two months.
- 3.2.4 Services offered at this point were only being delivered onsite, with book deliveries to Housebound clients being the only offsite exception.
- 3.2.5 Library hours were initially limited to Monday-Friday 10am-5.30pm and Saturdays 10am-12pm. This has now been extended to 9am-5.30pm weekdays (except Mondays) and 10am-2pm Saturdays. A table of Libraries hours is below for comparison:

Day	Pre COVID hours (155 hours/week)	Current post COVID hours (136.5 hours/week)	Soon to be new normal (148.5 hours/week)
Monday	10am-6pm (all sites)	10am-5.30pm	10am-5.30pm
Tuesday	9am-8pm (Hastings) 9am-6pm (HNL&FXL)	9am-5.30pm	9am-7pm (Hastings) 9am-5.30pm (HNL & FXL)
Wednesday	9am-6pm (all sites)	9am-5.30pm	9am-5.30pm
Thursday	9am-6pm (all sites)	9am-5.30pm	9am-7pm (Hastings) 9am-5.30pm (HNL & FXL)
Friday	9am-6pm (all sites)	9am-5.30pm	9am-5.30pm
Saturday	10am-4pm (all sites)	10am-2pm	10am-4pm
Sunday	1-4pm (Hastings only)	Closed	1-4pm (Hastings only)

- 3.2.6 Other levels of service such as in-person programmes, outreach, events and activities were not being delivered, meaning that the service to the Prison, school holiday programmes and community outreach visits were unable to resume. Bookings for use of library spaces by community groups and organisations were also unable to be taken.
- 3.2.7 Due to reduced staffing numbers, this continued to be the case under level one as there were insufficient numbers of staff to expand to pre-COVID hours. This is currently being addressed as outlined below.

3.3 ART GALLERY

- 3.3.1 The Art Gallery opened to the public on Wednesday 27 May. Opening hours were limited to Wednesday-Saturdays only, but were increased to include Tuesdays from 21 July. A table of current Gallery hours is below for comparison:

Day	Pre COVID hours (45.5 hours/week)	Current post COVID hours (32.5 hours/week)
Monday	10am-4.30pm	Closed
Tuesday	10am-4.30pm	10am-4.30pm
Wednesday	10am-4.30pm	10am-4.30pm
Thursday	10am-4.30pm	10am-4.30pm
Friday	10am-4.30pm	10am-4.30pm
Saturday	10am-4.30pm	10am-4.30pm
Sunday	10am-4.30pm	Closed

- 3.3.2 Other levels of service have been reduced, with some programmes and the Youth Art Ambassador Programme (YAAP) have been discontinued until the next financial year.
- 3.3.3 The immediate post-lockdown saw an increase in Gallery visitation – almost reaching pre-COVID weekly numbers while only open four days a week. Without school visits happening at this stage, this increase was entirely due to walk-in visitors. On days when the Gallery was not open to the public, people would frequently turn up at the Gallery expecting it to be open.

3.3.4 The schools programme is once again underway to boost numbers further, with many new schools from right across the region now engaging with the LEOTC programme. Capacity in this space is being reached.

4.0 Discussion – *Te Matapakitanga*

4.1 LIBRARIES

4.1.1 Plans are underway to increase levels of service over time, but the need to ensure that there are enough staff available to deliver services first. Once staff are recruited and trained, levels of service can be expanded.

4.1.2 In June 2020 a \$60m funding package for libraries was announced by the Minister for Internal Affairs. Some of the package funds roles and Council has applied for various packages to support roles it needs to fill to increase levels of service.

4.2 Phase one has been completed, with recruitment of roles to cover front of house duties, enabling planning to begin for programmes and outreach to begin. The Spring and Summer school holiday programmes are in planning and development, but will involve fewer onsite and staff-facilitated events for now, but online and self-directed activities will be provided.

4.3 The approach adopted is as follows:

Phase	Focus	Completion date	Status
Phase 1: Increase staffing levels	Enable existing hours to be maintained		
1A: Customer service staff	Programmes & outreach planning with limited delivery	By mid September 2020	On track – recruitment underway
1B: Specialist engagement staff	Audience/community engagement	From November 2020	Funding yet to be received from central government
Phase 2: Increase hours	Increase hours to a new normal at all sites		
2A: Expand Saturday hours (10am-4pm)		By mid September 2020	On track – recruitment underway
2B: Late nights (2x7pm closes)		From mid October 2020	
2C: Sunday opening (Hastings only)		By February 2021	Funding yet to be received from central government

4.4 Increasing Saturday hours is the first priority as the community has repeatedly expressed dissatisfaction with a four hour opening period on Saturday.

4.5 It is proposed to introduce two weekday 7pm closes at the Hastings Library only from mid-October, timed to coincide with the fourth term for senior high school students' study needs.

4.6 Due to consistently low numbers on the premises at 6pm, it is not proposed to return to weekday 6pm closing at any of the libraries. All sites currently close at 5.30pm and this is working well both operationally and from a customer satisfaction perspective.

4.7 A small surplus of hours results which could be reallocated potentially to Sundays or to weekdays if that were desired. Both these options were requested in the stakeholder engagement undertaken in late 2019 and would need to be funded at a cost of approximately \$15.2k annually (Sundays) or \$4.6k for an additional weekday. Additional budget may be required for Kaitiaki.

- 4.8 Historically the Gallery and Library opening hours on a Sunday have not been well aligned and feedback on this has been received via stakeholder engagement work done in late 2019. If Council wished to align these hours better, extending the Sunday hours to 10-4pm may be a more logical option than creating a third (or even fourth) weekday late closure. Extending Sunday hours to include the morning would also ensure more efficient deployment of Kaitiaki who currently only cover the Gallery on Sunday mornings.
- 4.9 Sunday hours at the Library are busy, but ensuring that the operational model is robust before extending this is addressed is crucial, particularly as the holiday season approaches.
- 4.10 **ART GALLERY**
- 4.11 The Gallery will operate a Monday-Saturday model from mid October, timed for close to completion of the reroof project.
- 4.12 The Gallery will delay a return to seven day opening pending the Hastings Library extending its hours to include Sunday in early 2021. Sundays at the Gallery are historically a day with reasonable visitor numbers, often these are weekend visitors to the CBD.

5.0 Options – *Ngā Kōwhiringa*

- 5.1 This is an update report and no options are presented.

6.0 Next steps – *Te Anga Whakamua*

- 6.1 A pathway to move forward has been developed for both the Hastings City Art Gallery and Hastings District Libraries, with staffing being key to delivering these service level changes. Community interest in aligning Gallery and Library hours has been noted and the issue of longer hours of opening for the Library have been raised. Budget is available to resume most pre-COVID hours.
- 6.2 Alignment of Gallery and Hastings Library hours is unresolved but will need addressing and funding if the two facilities are to operate in a more coordinated fashion.

Attachments:

There are no attachments for this report.

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the social, cultural and economic wellbeing of communities in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

This proposal benefits Māori by improving access to ensure recreational, informational, arts & cultural and democratic expectations can be met.

Sustainability - *Te Toitūtanga*

These services contribute to sustainable practices by managing resources for the entire community and enabling arts & culture to be valued and supported.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

Financial implications relate only to any decision by Council to extend Sunday hours of opening at the Hastings Library, where an additional \$17k of unbudgeted expenditure would be required.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto / ā-waho*

External consultation has been completed in late 2019.

Risks

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

This report does not impact on the rural Community Board, although services provided by the Library and Art Gallery are available to our Rural Community as well.

Thursday, 17 September 2020

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Operations &
Monitoring Committee Meeting**

Item 15

Te Rārangi Take

Report to Operations and Monitoring Committee

Nā:
From: Jackie Evans, Manager: Democracy and Governance

Te Take:
**Subject: Requests Received Under the Local Government Official
Information and Meetings Act (LGOIMA) Update**

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to inform the Council of the number of requests under the Local Government Official Information Act (LGOIMA) 1987 received in July and August of 2020.
- 1.2 This issue arises from the provision of accurate reporting information to enable effective governance.
- 1.3 This is an administrative report to ensure that the Council is aware of the number and types of information requests received and to provide assurance the Council meeting its legislative obligations in relation to the Local Government Official Information and Meetings Act (LGOIMA).
- 1.4 This report concludes by recommending that the report be noted.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That the Committee receives the report titled Requests Received Under the Local Government Official Information and Meetings Act (LGOIMA) Update.
- B) That the LGOIMA requests received in July and August of 2020 as set out in Attachment 1 (IRB-2-01-20-2060) of the report be noted.

3.0 Background – *Te Horopaki*

- 3.1 The LGOIMA allows people to request official information held by local government agencies. It contains rules for how such requests should be handled, and provides a right to complain to the Ombudsman in certain situations. The LGOIMA also has provisions governing the conduct of meetings.

Principle of Availability

- 3.2 The principle of whether any official information is to be made available shall be determined, except where this Act otherwise expressly requires, in accordance with the purposes of this Act and the principle that the information shall be made available unless there is good reason for withholding it.

3.3 Purpose of the Act

- 3.4 The key purposes of the LGOIMA are to:

- Progressively increase the availability of official information held by agencies, and promote the open and public transaction of business at meetings, in order to:
- enable more effective public participation in decision making;
- promote the accountability of members and officials;
- so enhance respect for the law and promote good local government;
- protect official information and the deliberations of local authorities to the extent consistent with the public interest and the preservation of personal privacy.

- 3.5 City, district and regional councils, council controlled organisations and community boards are subject to LGOIMA and official information means any information held by an agency subject to the LGOIMA.

- 3.6 It is not limited to documentary material, and includes material held in any format such as:

- written documents, reports, memoranda, letters, notes, emails and draft documents;
- non-written documentary information, such as material stored on or generated by computers, including databases, video or tape recordings;
- information which is known to an agency, but which has not yet been recorded in writing or otherwise (including knowledge of a particular matter held by an officer, employee or member of an agency in their official capacity);
- documents and manuals which set out the policies, principles, rules or guidelines for decision making by an agency; and
- the reasons for any decisions that have been made about a person.

- 3.7 It does not matter where the information originated, or where it is currently located, as long as it is held by the agency. For example, the information could have been created by a third party and sent to the agency. The information could be held in the memory of an employee of the agency.

What does a LGOIMA request look like?

- 3.8 There is no set way in which a request must be made. A LGOIMA request is made in any case when a person asks an agency for access to specified official information. In particular:

- a request can be made in any form and communicated by any means, including orally;
- the requester does not need to refer to the LGOIMA; and
- the request can be made to any person in the agency.

- 3.9 The Council deals with in excess of 14,000 service requests on average each month from written requests, telephone calls and face to face contact. The LGOIMA requests dealt with in this report are specific requests for information logged under formal LGOIMA procedure, which sometimes require collation of information from different sources and/or assessment about the release of the information requested.

Key Timeframes

- 3.10 An agency must make a decision and communicate it to the requester 'as soon as reasonably practicable' and no later than 20 working days after the day on which the request was received.
- 3.11 The agency's primary legal obligation is to notify the requester of the decision on the request 'as soon as reasonably practicable' and without undue delay. The reference to 20 working days is not the de facto goal but the maximum unless it is extended appropriately in accordance with the Act. Failure to comply with time limit may be the subject of a complaint to the ombudsman.
- 3.12 The Act provides for timeframes and extensions as there is a recognition that organisations have their own work programmes and that official information requests should not unduly interfere with that programme.

4.0 Discussion – *Te Matapakitanga*

Current Situation

- 4.1 Council has requested that official information requests be notified via a monthly report.

5.0 Options – *Ngā Kōwhiringa*

Not applicable

Attachments:

- 1 [↓](#) LGOIMA Report to Council - July, August 2020 IRB-2-01-20-2060

Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

N/A

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

N/A

Sustainability - Te Toitūtanga

N/A

Financial considerations - Ngā Whakaarohanga Ahumoni

N/A

Significance and Engagement - Te Hiranga me te Tūhonotanga

N/A

Consultation – internal and/or external - Whakawhiti Whakaaro-ā-roto / ā-waho

N/A

Risks: Legal - Ngā Tūraruru: Ngā Ture

Opportunity: N/A

REWARD – Te Utu	RISK – Te Tūraruru
[State the benefit, opportunity, innovation of the outcome & whether it benefits; Safety (public/ staff/ contractors), Finances, Service Delivery, Legal compliance, Reputation.]	[State the significant risks or threats (4 or 5 max) to the objective & whether they affect; Safety (public/ staff/ contractors), Finances, Service Delivery, Legal compliance, Reputation.]

Rural Community Board – Te Poari Tuawhenua-ā-Hapori

N/A

LGOIMA – Report to Council – July and August 2020

	Requests Received	Responses to requests	Responses with information fully released	Responses with information partially withheld	Responses with information fully withheld	Average number of working days to respond	Requests resulting in a complaint to Ombudsman
July – August	23	21	12	8	1	7	0

Requests - received since those last reported to Council

Completed		
Outstanding		
Month	From	Subject
July	Local Democracy Reporter – Stuff	Artworks owned by Hastings District Council
	C Ward	Property enquiry
	Evalueserve	Number of public serving staff prior and post COVID-19
	Stuff/Dominion Post	Emails/correspondence between HDC and Department of Conservation – QRA Cape Kidnappers
	Stuff	Correspondence between Mayor and NZTA – SH 5, Napier/Taupo Rd
	D Petersen	Noise enquiry
	J Roil	Resource Consent
	D & T Bergloff-Howes	Proposed MTB Hub at Eskdale Park

	NZ Taxpayers Union	Iwi engagement/consultation costs
	Forest & Bird	Unauthorised vegetation clearance reported to Council
	F Pratt	Dog enquiry
August	Voyagers NZ	Code of Conduct – Council Members & Staff
	P Fowler	Change to school bus route Kahuranaki Road
	NZ Police	Property enquiry
	NZ Taxpayers Union	L Yule expenses and China trip 2014
	A Wilson	Dog enquiry
	NZ Taxpayers Union	Rates Revenue – Draft Annual Plan 2020/21
	B Absolom	Dog enquiry
	NZ Police	Payment enquiry
	D & T Bergloff-Howes	Further information Mountain Bike Hub, Eskdale Park
	NZ Police	Payment enquiry
	R Gaddum	Fertile Soils Developments on Heretaunga Plains
	NZ Taxpayers Union	2019 Ratepayers' Report – Rates

Item 15

Attachment 1