



NOTICE OF A MEETING OF THE

OPERATIONS & MONITORING COMMITTEE

to be held on Thursday, 4 April 2019 at 9:30am
in the Council Chamber, Rotorua Lakes Council

Chairperson: Cr Sturt

Members: Cr Tapsell (Deputy Chair) Mayor Chadwick Cr Bentley
Cr Donaldson Cr Gould Cr Hunt
Cr Kent Cr Kumar Cr Maxwell
Cr Raukawa-Tait Mr Biasiny-Tule Mr Waru
Mr Stanton Mr Martin

Quorum: 8

A G E N D A

**1. NGĀ WHAKAPAAHA
APOLOGIES**

**2. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST**

Members need 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 review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Corporate Planning & Governance Manager (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

Section 46A of the Local Government Official Information and Meetings Act 1987 states:

- (7) An item that is not on the agenda for a meeting may be dealt with at the meeting if –
- (a) the local authority by resolution so decides, and
 - (b) the presiding member explains at the meeting at a time when it is open to the public, -
 - (i) the reason why the item is not on the agenda; and
 - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.
- (7A) Where an item is not on the agenda for a meeting, -
- (a) that item may be discussed at the meeting if –
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
 - (b) No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

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4. TE WHAKAŪ I NGĀ MENETI CONFIRMATION OF MINUTES

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5. PŪRONGO KAIMAHI STAFF REPORTS

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ended 28 February 2019 13
- RECOMMENDATION 2: Operational report for February to March 2019 16

OPERATIONS AND MONITORING COMMITTEE DELEGATIONS

Type of Committee	Committee
Subordinate to	Council
Subordinate Committees	
Legislative Basis	Schedule 7 clause 30 (1) (a), Local Government Act 2002.
Purpose	The purpose of the Operations and Monitoring Committee is to assist the Council 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 strategic goals/priorities.
Reference	01-15-226
Membership	<p>Councillor Sturt (Chair) Councillor Tapsell (Deputy Chair)</p> <p>The Mayor and all councillors 2 Te Tatau o Te Arawa members 1 Lakes Community Board member 1 Rural Community Board member</p> <p>Full voting rights for all members</p>
Quorum	8
Meeting frequency	Monthly
Delegations	<p>The Committee's role is recommendatory only.¹ It is authorised to take the actions precedent to the exercise by the Council of its statutory responsibilities, duties and powers, by:</p> <ul style="list-style-type: none"> • Monitoring and reporting on the performance of the Council in terms of the organisational targets set in the Long Term Plan and Annual Plan – both financial and non-financial; • Monitoring and reporting on operational performance and benchmarking; • Undertaking quarterly reviews and reporting on Council's financial performance; • Monitoring, reviewing and reporting on the performance of council controlled organisations; • Monitoring, reviewing and reporting on Council's tender and procurement processes; • Monitoring, reviewing and reporting on the performance and management of Council contracts; • Monitoring, reviewing and reporting on the performance and management of major capital projects (including considering and making recommendations on issues that may arise);

¹ Council is authorised to delegate anything precedent to the exercise of Council's powers, duties and functions - Schedule 7, clause 32 of the Local Government Act 2002

	<ul style="list-style-type: none"> • Providing oversight and making recommendations in respect of proposals to exercise the powers and remedies of the General Conditions of Contract (by Council as “Principal”) – including taking possession of, determining, or carrying out urgent repairs to works covered by the contract; • Considering and making recommendations on outstanding accounts and the remission of fees and charges, for amounts exceeding \$6,000; • Considering and making recommendations as to the settlement of uninsured claims for compensation or damages where the amount exceeds the amounts delegated to council officers; • Considering and making recommendations on requests for Council to guarantee third party loans; • Considering and making recommendations on proposals and requests for the grant of easements or rights of way over Council property; • Considering and making recommendations in respect of proposals to which will or are likely to significantly vary the levels and/or terms of insurance for Council assets; <p>Such other functions as the Council may direct from time to time.²</p>
Relevant Statutes	All the duties and responsibilities listed above must be carried out in accordance with the relevant legislation.
Limits to Delegations	<p>The Committee does not have the delegated authority to make decisions for and on behalf of the Council. All matters requiring a decision of Council must be referred, by way of recommendation, to the Council for final consideration and determination.</p> <p>In the event that the Council resolves not to approve or adopt a Committee recommendation, the item shall be returned to the Committee via the Chief Executive for review and subsequent referral to the Council for further consideration and determination.</p>

² A committee is subject in all things to the control of the local authority, and must carry out all general and special directions of the Council given in relation to the committee - see Schedule 7, clause 30(3) of the Local Government Act 2002.

MINUTES OF PREVIOUS MEETING

ROTORUA LAKES COUNCIL

Minutes

**Operations & Monitoring Committee meeting
held Thursday, 7 March 2019 at 9:30am
in the Council Chamber, Rotorua Lakes Council**

- MEMBERS PRESENT: Cr Sturt (Chairperson)
Cr Tapsell (Deputy Chair), Mayor Chadwick, Cr Bentley, Cr Donaldson,
Cr Gould, Cr Hunt, Cr Kent, Cr Kumar, Cr Maxwell, Cr Raukawa-Tait,
Mr Biasiny-Tule (Te Tatau o Te Arawa), Mr Stanton (Lakes Community Board)
and Mr Martin (Rural Community Board).
- APOLOGIES: Mr Waru
- IN ATTENDANCE: S Trumper, Rural Community Board
- STAFF PRESENT: G Williams, Chief Executive; G Rangī, Kaiwhakahaere Maori Kaiwhakahaere
Maori/Group Manager Maori; T Collé, Chief Financial Officer; H Weston,
General Manager Operations; S Michael, General Manager Infrastructure;
O Hopkins, Corporate Planning & Governance Manager; R Pitkethley, Sport,
Recreation and Environment Manager (part); S Kelly, Recreation Planner and
Advisor (part); M Bell, Corporate Planning Co-ordinator; R Bird, Manager
Organisational Development & Capability (part); L Richards, Strategy Advisor
Social Development (part); M Hancock, Senior Strategic Advisor – Economic
(part); R Rangitauri, Senior Communications Advisor; C Peden, Governance
Support Advisor.

The Chairperson welcomed members, members of the public and staff to the meeting.

**1. NGĀ WHAKAPAAHA
APOLOGIES**

Resolved:

That the apologies from Mr Waru be accepted.

Mayor Chadwick/Cr Hunt
CARRIED

ATTENDANCE: Cr Raukawa-Tait joined the meeting at 9.37am.

**2. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST**

Cr Donaldson declared an interest in the Crankworx item and would not take part in discussion or voting.

**3. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE
URGENT ITEMS NOT ON THE AGENDA**

None.

**4. TE WHAKAŪ I NGĀ MENETI
CONFIRMATION OF MINUTES**

4.1 MINUTES OF THE OPERATIONS & MONITORING COMMITTEE MEETING 7 FEBRUARY 2019

Resolved:

That the minutes of the Operations & Monitoring Committee meeting held 7 February 2019 be confirmed as a true and correct record, with the following correction:

- **under 5.2 – the presentation about the CBD safety campaign referred to ‘Sergeant Dennis Murphy’ – he is ‘Senior Sergeant Denis Murphy’.**

Cr Kent/Cr Tapsell
SP&F 19/03/08
CARRIED

**5. NGĀ TĀPAETANGA
PRESENTATIONS**

5.1 Te Aka Mauri update – Jane Gilbert, Kaihautū Te Aka Mauri, Library Director

Following an introductory video clip, Jane Gilbert (Library Director) and Nick Saville-Wood (Project Director, Lakes DHB) spoke to a Powerpoint presentation (Attachment 1), accompanied by Bridget Wilson, Manager Children’s Health Hub.

Resolved

That the presentation be received.

Cr Hunt/Cr Maxwell
CARRIED

5.2 Crankworx update

Ariki Tibble, Malcolm Thomas and Cr Donaldson spoke to a Powerpoint presentation (Attachment 2).

Resolved:

That the presentation be received.

Cr Gould/Cr Kumar
CARRIED

ATTENDANCE: Mayor Chadwick left the meeting at 10.20am.

The meeting adjourned at 10.37am and reconvened at 10.44am.

**6. PŪRONGO KAIMAHI
STAFF REPORTS**

- 6.1 RECOMMENDATION 1: Financial Performance for the 7 months ended 31 January 2019 01-65-052

Thomas Collé spoke to a Powerpoint presentation titled 'Financial performance 7 months ended 31 January 2019' (Attachment 2).

Resolved:

That the report "Financial performance for the seven months ended 31 January 2019" be received.

Cr Donaldson/Mr Stanton
SP&F 19/03/09
CARRIED

- 6.2 RECOMMENDATION 2: Operational report for October 2018 to February 2019 01-65-052

Resolved:

That the report "Operational Report for October 2018 to February 2019" be received.

Cr Raukawa-Tait/Cr Kumar
SP&F 19/03/10
CARRIED

ATTENDANCE: Mayor Chadwick re-joined the meeting at 11.35am.

The meeting adjourned for lunch at 12.28pm and reconvened at 1pm.

- 6.3 RECOMMENDATION 3: Operational and Financial update for Council from Rotorua Airport Limited 01-15-226

Rotorua Airport chief executive, Mark Gibb, spoke to a Powerpoint presentation titled 'Rotorua Airport – FY19 Q2 Performance Update' (Attachment 3).

Resolved:

That the report 'Operational and Financial Updates for Council from Rotorua Airport Limited' be received.

Cr Gould/Cr Donaldson
SP&F 19/03/11
CARRIED

**7. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO EXCLUDE THE PUBLIC**

Resolved:

That the committee move into public excluded session.

Cr Hunt/Cr Maxwell
CARRIED

Cr Bentley, Cr Kumar and Mr Martin requested that their votes against this decision be recorded.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
CONFIDENTIAL MINUTES of previous meeting held 7 February 2019	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
RECOMMENDATION 4: Crankworx 2019 Support	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) Section 7(2)(i)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.”

Confidential minutes now released

**KŌRERO MUNA
PUBLIC EXCLUDED**

**8. NGĀ TAKE MATATAPU
CONFIDENTIAL ITEMS**

**8.1 PŪRONGO KAIMAHI (Haere tonu)
STAFF REPORTS (CONT.)**

RECOMMENDATION 4: Crankworx Rotorua 2019 support

1-05-033-14

Cr Donaldson had previously declared an interest in this item, and withdrew from the table during discussion and voting.

Resolved:

- 1. That the report titled 'Crankworx Rotorua 2019 support' be received.**

Cr Hunt/Cr Kumar
CARRIED

- 2. That the Committee recommends to Council that Mountain Bike Events Limited receive an additional \$75,000 funding support for the 2019 Crankworx Rotorua event to bring it back into line with funding levels in 2015-2017.**

- 3. That this report and minutes not be made publicly available until after 29 March 2019.**

Cr Hunt/Cr Maxwell
SP&F19/03/12
CARRIED

**8.2 TE WHAKAŪ I NGĀ MENETI (NGĀ TAKE MATATAPU)
CONFIRMATION OF MINUTES (Confidential items)**

Confidential minutes of Operations & Monitoring Committee meeting held 7 February 2019

Resolved:

That the confidential minutes of the Operations & Monitoring Committee meeting held 7 February 2019 be confirmed as true and correct.

Cr Gould/Cr Tapsell
CARRIED

Resolved:

That the committee move out of public excluded session.

Mr Stanton/Cr Hunt
CARRIED

OPEN SESSION

Meeting closed at 2.45pm

To be confirmed at the Operations & Monitoring Committee meeting on 4 April 2019

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Chairperson

Note 1: Rotorua Lakes Council is the operating name of Rotorua District Council

Note 2: Attachments to these minutes are available on request or on Council's website www.rotorualc.nz

STAFF REPORTS

ROTORUA LAKES COUNCIL

Mayor
Chairperson and Members
OPERATIONS AND MONITORING COMMITTEE

FINANCIAL PERFORMANCE FOR THE EIGHT MONTHS ENDED 28 FEBRUARY 2019

Report prepared by: Pete Kearney, Business Advisory Manager

Report reviewed by: Justine Wilmoth, Financial Controller / Thomas Colle, CFO

Report approved by: Geoff Williams, Chief Executive

**1. TE PUTAKE
PURPOSE**

The purpose of this report is to provide information on Council's financial performance for the eight months ended 28 February 2019.

**2. TŪTOHUNGA
RECOMMENDATION 1**

That the report "Financial performance for the eight months ended 28 February 2019" be received.

**3. MATAPAKI
DISCUSSION**

For the month ending 28 February 2019

\$'000	Actual	Year to date Budget	Variance	FY Annual Plan
Revenue				
Rates	63,212	61,965	1,247	92,517
Fees and Charges	9,150	9,725	(575)	14,669
Subsidies & Grants	3,748	2,831	917	4,065
Investment Income	402	506	(104)	759
Total Revenue	76,512	75,027	1,485	112,011
Less Expenditure				
Operating Expenses	34,385	34,180	(205)	49,340
Staff Expenses	17,980	18,220	239	27,688
Utilities Expenses	3,307	2,199	(1,107)	3,224
Administration Expenses	2,093	2,247	154	3,106
Finance Expenses	5,512	5,671	159	8,547
Depreciation	15,839	15,831	(8)	23,746
Total expenditure	79,115	78,348	(767)	115,651
Operating Surplus / (Deficit)	(2,603)	(3,320)	718	(3,640)

Year to date Operating result:

Performance year to date remains positive with Council tracking ahead of budget by \$718,000.

Overall revenue continues to perform well against budget driven by rates capture, particularly water (unusually hot summer) and an improvement in general rates and collection of rates arrears. Council remains optimistic in the roll out of parking technology providing an uplift in fee revenue towards the later part of this financial year, however, the delay in implementation has seen a current shortfall in parking/prosecution fees of ~\$560,000. This is partially offset by demand for Council services e.g. Health Inspection Certificates (up more than \$200,000). Subsidies and Grants revenues are up on budget due to maximum efficiency in funding applications e.g. NZTA.

Operating expenses are \$205,000 above budget materially driven by:

- maintenance and repair work spread across:
 - a. EEC driven by roof fixes, building cleaning and plumbing, preparation and painting of the arena;
 - b. Aquatic centre driven by various equipment upgrades;
 - c. Museum for repairs to the chillers and damaged sculptures;
 - d. various maintenance works covering Waste Water due to aging infrastructure (e.g. Blowers); and
 - e. the necessity for Council to bring forward works in order to improve/upgrade pensioner housing;
- enhanced security for the Customer Services team;
- legal costs driven largely by the Environment court; and
- follow on costs for Emergency Management as a result of the extraordinary April flood event.

Partially offset by:

- increased rigour applied to contractor spend resulting in favourable variance;
- favourable Advertising spend due to business saving initiatives (use of online platforms and reduction in external communications) and due to a slowdown in anticipated events held by the Events Centre and impact of continued SHMPAC closure;
- favourable cost spread across lower Water Supply monitoring costs (Other Services Provided);
- reduction in purchases of Materials and Consumables (driven largely by Operations); and
- balance spread across numerous individually immaterial items.

Staff expenses are marginally, 1.3%, favourable to budget as staff vacancies have been absorbed internally where possible.

Electricity pricing remains unfavourable by ~\$1,156,410 at the end of February driven by the severe spike in spot prices in the later part of 2018 and Council believes these higher spot prices can be viewed as the “new normal”. The Finance team is actively working with and challenging our energy provider to mitigate this risk in the future by exploring options to provide an increased level of cost certainty at certain peak price times.

Capital Expenditure for the eight months:

Capital expenditure to achieve the Council’s long term vision was \$32.5m as at the end of February (up \$4.6m from January materially driven across the Sewage network), partially offset by \$9.1m of Capital subsidies. Current project expenditure is 42% of the FY budget of \$77.6m. Costs are expected to be ~\$60m by year end and for a variety of reasons some of the project spend for the 2018/2019 year will defer to 2019/2020. Council is currently reviewing and prioritising this in order to minimise borrowings.

LTP Activity (\$000)	YTD Actual	FY Budget	% Budget Spent
Sewerage & Sewage	13,517	26,400	51%
Roading & Footpaths	8,177	12,260	67%
Community Leadership	3,145	5,413	58%
Water Supplies	2,663	5,420	49%
Sports, Recreation & Environment	2,437	13,138	19%
Arts & Culture	1,571	11,160	14%
Stormwater & Land Drainage	767	3,650	21%
Planning and Regulatory	178	0	n.a
District Development	72	140	52%
	32,527	77,580	42%

Overall cash flow for the eight months:

Council cash balance is high due to timing of Council's Rates run.

Cash Flow Summary (\$000):	Year to date			FY
	Actual	Budget	Variance	Annual Plan
Operating surplus (deficit)	(2,603)	(3,302)	699	(3,640)
- Depreciation	15,839	15,831	8	23,746
- Change in working capital & provisions	(4,984)	(6,500)	1,516	856
- Capital subsidies received	9,127	12,000	(2,873)	26,541
- Capital expenditure	(32,527)	(34,570)	2,043	(77,580)
- Loans (Drawn)/(Repaid)	28,000	30,000	(2,000)	30,230
Increase (decrease) in cash balances	12,852	13,459	(607)	153
Opening cash balance	242	242	0	1,000
Movement	12,852	13,459	(607)	153
Closing cash balance	13,094	13,701	(607)	1,153

Expenditure review is continually monitored to ensure borrowing is minimised.

4. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are not considered significant in accordance with the Council's Significance and Engagement Policy.

ROTORUA LAKES COUNCIL

Mayor
Chairperson and Members
OPERATIONS AND MONITORING COMMITTEE

OPERATIONAL REPORT FOR FEBRUARY TO MARCH 2019

Report prepared by: Geoff Williams, Chief Executive

**1. TE PUTAKE
PURPOSE**

The agreed purpose of the report is to provide:

- briefings on matters under consideration prior to any decision being needed by Council;
- an opportunity to discuss the purpose and nature of developments at an early stage;
- progress updates on key initiatives; and
- briefings on issues and matters arising from decisions made.

**2. HE TŪTOHUNGA
RECOMMENDATION 2**

That the report “Operational Report for February to March 2019” be received.

**3. TE TĀHUHU
BACKGROUND**

The report has five sections with reports and updates from:

- Operations group
- Mana Hautū Māori
- Strategy group
- Infrastructure group
- Business Support group

It is envisaged some matters will need to be considered in public excluded. The intention however is to maintain as much as possible in open meeting.

The operations update report will not replace any existing reports to Council, such as the monthly report on organisational performance presented by the Chief Financial Officer.

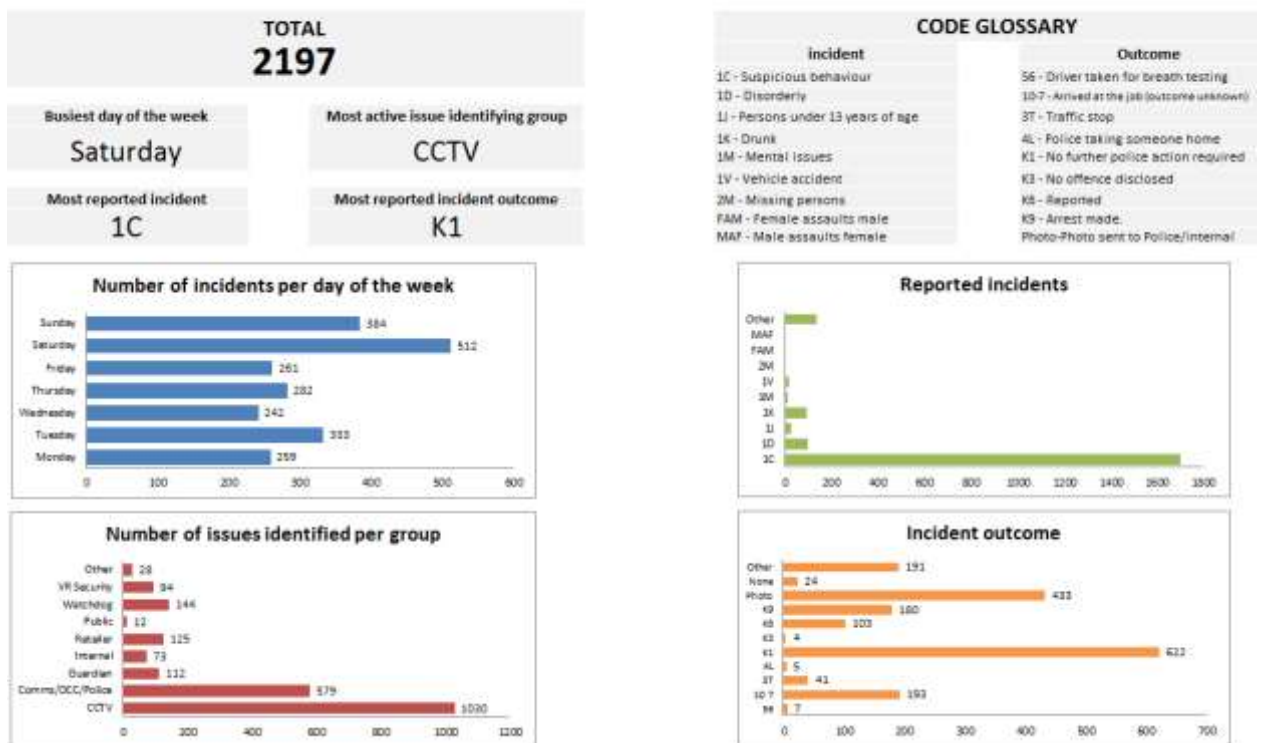
4. KĀHUI MAHI - OPERATIONS GROUP

4.1 HUNGA: TIAKI HAPORI COMMUNITY AND REGULATORY SERVICES

This division contains the functions of: alcohol licensing, animal control, food licensing, general bylaws, noise control, parking services, safe city guardians including CCTV and resource management act compliance. Each report will focus on some statistical reporting on one of the functions (by graph) including an area of interest.

4.1.1 CCTV Incidents Recorded – 1 July 2018 to 3 March 2019

COMMUNITY AND REGULATORY CCTV ACTIVITIES - 2018/2019



These graphs represent the number of incidents recorded via our CCTV operations centre for the period stated. The graphs shows that the busiest day of the week is Saturday, the highest type of incident reported is suspicious behaviour and that the majority of identified issues are being picked up and reported via the CCTV operations centre.

The figures in the graphs are painting a picture of an active intervention strategy that is delivery results. What they are showing are the benefits of monitored CCTV screens for picking up and cutting off suspicious behaviour before it advances, and for picking up actual offences.

4.1.2 Rotorua Lakes Local Alcohol Policy

Council has been notified via legal counsel, that the Alcohol Regulatory and Licensing Authority met on 18 February , where they considered the appeals lodged and the agreed memorandum for all parties to those appeals. They accepted the position of all parties and the resubmitted Provisional Local Alcohol Policy and have advised that this has now been adopted. This has been a lengthy process but is now resolved. Whilst some elements were reduced via the negotiations as reported to Council previously, this now sets the scene going forward for the next six years.

4.2 OHU: WHAKAWHANAKE PLANNING AND DEVELOPMENT SOLUTIONS

This division contains the district planning, Resource Management Act consenting, building inspections and consenting, and business support functions.

Consenting Activity (this report covers the period 1 to 28 February 2019)

Building Consents

- The total value of building consents issued for the financial year to date is \$87,550,000.
- The number of new dwellings consented for the financial year to date is 86.
- 14 new dwellings were consented in February 2019.
- Approximately 20 dwellings are currently being processed.
- The Rotorua Housing Accord aspirational target for the 2018/19 financial year is 200 total dwellings consented.

Subdivision Consents

- The number of consented (residential / lifestyle) lots issued for the financial year to date is 71.
- The number of potential additional lots issued during February 2019 is 9 lifestyle lots.
- We are currently processing subdivision consents for a combined total of approximately 200 lots.
- The Rotorua Housing Accord aspirational target for the 2018/19 financial year is 250 total sections consented.

4.3 OHU: MAHI TOI ARTS & CULTURE

4.3.1 Project Updates

Museum

- During this last period the Museum's Resource Consent has been issued.
- Work is continuing with the developed design phase.
- In the process of contracting engineers and mechanical services designs to construction phase.
- Asbestos has been found in three areas of the Museum; we are now working with consultants for the safe removal.
- Testing of the lightweight tile is continuing by BRANZ NZ.
- The architects DPA and structural engineers GDC are now working through the 3D model (BIM) to mitigate conflict of design.
- Heritage protection plan is underway for construction phase.
- Update of the Bathhouse conservation plan is underway.
- Design for new building for housing HIVAC chillers to mitigate H2S corrosion has been completed.
- New HIVAC design allows for the whole building to take advantage of the geothermal bore for heating, previously only used in the southern extension.
- Programme still on track to start enabling works in July but funding now critical with current time line now at risk.
- About to go to tender for ECI, but cannot contract through to construction at this point.

4.3.2 Museum Volunteer programmes

During February 250 people participated in guided tours of Government Gardens. A total 1,778 have taken these tours year to date, and 6,371 tours since the Museum closure in November 2016.

4.3.3 Markets, Festivals and Events

- **Inner City Activations:** During February, in addition to the weekly markets, 7 inner city music activations took place at Te Manawa. Activations to the end of March also include yoga & visual & creative arts. From April and through the winter period the programme will be revised to focus on weekends & holidays
- **Markets:** Have operated consistently over the summer with the fine weather. Where possible, market activations & entertainment have aligned with wider city events or community & cultural events, like the recent successful Chinese New Year. This will continue with Rotorua Fringe Festival in April & May Music Month
- **March events:** Children's Weekend, & Lakeside concert Waiata Ma
- **April events:** supporting the programme delivery for the first Rotorua Fringe Festival (6 – 13 April), and ANZAC Day commemorations in the SportsDrome.

4.3.4 Creative Communities Rotorua

- 28 applications were received for the latest round (6 March) of Creative Communities funding.

4.3.5 Hunga: Whare Pukapuka (Mātauranga) Te Aka Mauri

Visit to Napier Library

Te Aka Mauri hosted staff from the Napier Library towards the end of last year and they were very impressed with the building and concept along with the library service delivery. Napier Libraries are about to embark on major change and have invited Business Development and Support Lead and Customer Experience Lead to Napier to further discuss management and the 'Te Aka Mauri Journey'.

Awards

- Te Aka Mauri is a finalist in the SOLGM BERL Award for Collaborative Action this year. This award recognises outstanding results that have been achieved through local authorities working with other government agencies.
- Te Aka Mauri Children's Library and Health Hub has been short-listed for an NZIA (NZ Institute of Architects) Waikato Bay of Plenty Branch Award.

Mātauranga Māori

Anahera Sadler (Kaiurungi Mātauranga Māori) attended the International Indigenous Librarians Forum (ILLF) in Auckland from 5-9 February 2019. The purpose of this forum was to provide a "focused exploration of the significant issues facing libraries and institutions that care for indigenous and cultural information". It was an opportunity to meet with indigenous librarians & information management workers to discuss, debate & describe their experience of working within the industry & their visions, hopes & expectations for the future.

Wellness series

During March we launched a new series entitled Rotorua Library Wellness Series. With this series we invite customers to korero with specialists in different types of wellness so that they are empowered to make healthy choices. The following talks (free of charge) and held at 5.30pm each Thursday:

- Financial wellness - Thursday 14 March with Rotorua Budget Advisory Service.
- Wellness of your home – Thursday 21 March with the Healthy Homes Service.
- Worker wellness – Thursday 28 March with Frances & Max Harre, authors of the book "Work Passion Power".

TEDxRotoruaLibraryLive

Rotorua Library has been granted a license to showcase a selection of the world famous TED Talks. With TEDxRotoruaLibraryLive, we are excited to share the latest ideas from TED.com with the Rotorua community. The first of these will feature on our Community Pride Screen on Saturday 20 and Sunday 21 April.

4.3.6 Hunga: Whare Ahurei ki Paepaehākumanu Energy Events Centre & Business Events

- **Magic v Pulse game** - held on 4 March with over 1100 in attendance. It was the Magic's only home game here in Rotorua & their third home game since the season started. The team were pleased with the venue and the service.
- **BEKO tournament** – held 3 March and utilising the same set up as the Magic. It was a great opportunity for our young and upcoming players with around 200 in attendance.
- **Great NZ Quilt Show** - held 8 – 10 March. A transferred event booking from the Sir Howard Morrison Performing Arts Centre.

4.3.7 Hunga: Te Runanga Teahouse

- **Band Rotunda** -used for three wedding ceremonies during February & the Sunday event Music in the Band Rotunda.
- **Teahouse** - hosted a number of school talks and was one of the exclusive venues for the Ronald McDonald Supper Club Fundraiser.
- Unfortunately the annual Art in The Park event was cancelled due to severe weather.

4.3.8 Performing Arts

- **Lakeside Concert – 9 March 2019** - Arts and Culture undertook a focussed media promotion of the concert and compiled a post-show survey; supplying relevant information for future programming. The night was a huge success.
- **Music at the Band Rotunda** – finished in March and proved popular with numbers attending at 150 plus each Sunday.

4.3.9 Further Events

- **2019 programming:-** PLAY ON
- **Rotorua Fringe Festival** – to be held 6-13 April. This will take place at various venues throughout the CBD & Rotorua is included on the national Fringe network following Auckland, Wellington and Dunedin. It has been programmed to coincide with the 23rd IUHPE World Conference on Health Promotion held at the EEC over 7-11 April.
- **NZ Music Month-** to be held 1-31 May. Bookings are underway with activations at Te Manawa, the Night Market & other venues around the CBD.
- **Matariki Secondary Schools Play Writing competition (Te Reo Māori & English)** – 24 June – 3 July. Funding of \$5K has been confirmed by Te Puni Kokiri and will contribute towards facilitation of the workshops.
- **Rotorua Indigenous Arts Festival** – to be held 1 - 29 September. Arts and Culture are partnering with Te Puia, Steam-box (Rotorua Indigenous Film Festival) & TE IHI Indigenous theatre festival & the Council Te Amorangi unit to create a month long programme of indigenous events. Meetings are underway to discuss purpose, key objectives, success and long-term vision for the festival moving forward.



Pictured: **The Harmonic Reasonators** on as a part of the **FRINGE Festival April 11, 2019.**

4.3.10 Education

- **Brave Hearts Exhibition** - featured in Jean Batten Square with 540 students visiting during the exhibition period. Feedback from teachers & student's was extremely positive.
- **Steam and Settlers Museum programmes (Hannah's Bay)** – programmes run upon request for senior geography students from outside Rotorua studying the impacts of tourism development and a local primary school wanting to learn about the nature of science, and how scientists work using hands -on natural history items from the museum collection.
- **Children's Art House** - has been cleaned and the resources sorted with the assistance of the Children's Art House Trust.
- **MakerSpace technology based programmes** – High interest and confirmed bookings received from teachers right through until July. The teachers have particular interest in coding, robotics & the new after-school competition which will be based at the Aquatic Centre; called Aquabots. This new competition will revolve around building a robot made of PVC pipe and then competing in a range of underwater tasks.

You can see what it is like here <https://www.youtube.com/watch?v=p77tyqJjsIs> and find more information on the competition itself here <https://ministryofinspiration.org/nz-aquabots-2/>



4.3.11 Public Art

- **Tarawera Road watertank mural** - is to be repainted and planning for vegetation that allows good visibility.
- **PaknSave wall mural (Te Ngae Road)** - is almost complete and has received good feedback.
- **Galleria art exhibition** - currently featuring historic aerial photographs of the city by White's Aviation.

4.3.12 Hunga: Whare Taonga o Rotorua Museum Te Whare Taonga o Te Arawa

Community Engagement

Toi Ohomai Institute of Technology Level 7 visual art, textile & interior design students - were hosted on 7 March by the Collections Team. This was an informal introduction to our collection with an assignment to interpret an object from the collection. Following this staff accepted an invitation to the campus to see the student creations.

Rotorua Museum Art Awards –are to be held at the Energy Events Centre allowing for focus on the awards event and the exhibition opening. The Salon de Refuses will be exhibited at the Art & Culture pop-up gallery space.

Rotorua Embroiderer's Guild's AGM – held on 20 February with guest speaker Rosemary Deane. Rosemary took embroidered items from the Museum and talked about the collection care and preservation of family treasures at home.

Research

Interviews – An informal interview was held with John Perry in February by Ann Somerville & Andrew Warner regarding the Museum's institutional archive and about their time working together at the Museum. A second interview was held with Barry Dabb and covered John's rationale for developing the art collection in the years of the Rotorua Art Gallery and subsequently the Rotorua Museum of Art & History, along with his relationships with various artists. Both interviews were filmed and the audio recordings are currently being abstracted.



Other projects

Te Arawa Soldiers Memorial – following the recent unveiling, further work will be carried out at the memorial for lighting improvements and the addition of a name plate for each pou.

**4.4 OHU: MAHI RĒHIA
SPORT, RECREATION AND ENVIRONMENT**

This division has responsibility for Council-owned and operated open spaces and sport and recreational facilities including the Aquatic Centre, International Stadium, parks and reserves, lakeside reserves and their associated structures.

4.4.1 Capital Projects

Programme	Background	Project	Progress
Open Space & Recreation (1) Reserve Improvements	Open Space reserves across the district are heavily used and there are a number of capital improvement projects each year to lift the level of service in specific reserves.	<u>Kuirau Park</u>	A REOI for the design of the geothermal children’s aquatic playspace has been completed and evaluations are underway to decide how to progress a more detailed design tender. Awaiting geotechnical reports on the market space and skate park site. Opus have commenced design work for the Market Space
		<u>Skate Park</u>	The REOI process for the design and build of the skate park has been evaluated and some excellent designers, including international companies, have expressed interest. Once the geotech is complete an RFP will go out to seek more detailed proposals.
		<u>Sanatorium Reserve</u>	Weed control continues with Wildlands. A meeting with stakeholders was held to see what users would like in the reserve and feedback will help to develop the draft concept plan.

Programme	Background	Project	Progress
(2) Access Improvements	Access to recreational areas is important to increase participation and improve service to meet user needs	<u>Waipa Heavy Traffic (HT) Bypass & Car park</u>	Some additional work on pathways continues within the car park and the BMX development by Rotorua BMX is progressing very well.
		<u>Walkways</u>	The Reeme St Reserve dual pathway is to be completed by late March.
		<u>Reporoa Reserve driveway upgrade</u>	Contract due to be awarded late March to establish a new concrete drive to provide access to the community health building.
(3) Playgrounds	The Council has a renewal programme to upgrade playgrounds as required and create new playgrounds when city growth necessitates addition to the network.	<u>Rosewood Reserve (Barnard Rd)</u>	Tender to renew the paths, fencing, playground edging and safety surface at Rosewood Reserve is due to be awarded in late March.
(4) Public Toilets	The LTP has identified a number of new toilet requirements across reserves and the inner city and resourced improving the level of service in existing structures.	<u>Government Gardens</u>	Toilet design is being revised to ensure it is complementary to the existing area and is to be discussed with the Ngati Whakaue Gifted Reserves Committee in early April.
Sports Development (5) Sports field Improvements	Maintaining sports fields to meet winter sports code demand is an essential service to provide the necessary playing surfaces for encouraging participation and supporting sports clubs and codes.	<u>Sports Field Demand and Supply Investigation</u>	This study has identified that some lighting work on Puketawhero Park would increase opportunities for training and other codes would be able to use the fields over the winter.

Programme	Background	Project	Progress
		<u>Westbrook Sport & Recreation Precinct Masterplan</u>	A RFP for consultant expertise to develop a masterplan for the wider sports area and Stadium in Westbrook has been awarded to SGL Consultants/BOON. Work will commence in late March and is anticipated to take six months. SportNZ are contributing to this project.
(7) Sports Facilities	Sports grounds provide important activity areas so need to be of the necessary quality and have supporting infrastructure to facilitate use.	<u>Car park Improvements</u>	Opus appointed as project managers to complete improvements to car parks at Smallbone and Puketawhero Parks. The Puketawhero spectator fence is due for renewal and tenders go out at the end of March
Lakes Infrastructure (8) Lakeside reserve improvements	Lakeside reserves are important spaces for locals and visitors to appreciate the lakes. They provide a showcase area and have strong local community ownership.	<u>Toilet Block refurbishments</u>	Matahi Spit toilet design work is finalised and contractors are being sought for the job. Tenders have been awarded for Boyes Beach Toilet block replacement with construction to occur during April and May. Upgrade work on the Acacia Road toilet block is due to commence in May.
		<u>Gisborne Point West (Komuhumu) Boat Ramp, Rotoiti</u>	Final draft of boat ramp design and the assessment of environmental effects has been circulated to key affected parties for feedback prior to submitting the application with BOP Regional Council.
(9) Access Improvements	Access to the lakes via boat ramps and jetties are	<u>Acacia Rd Boat Ramp & Jetty upgrade, Lake Okareka</u>	Tender for the upgrade of the Acacia Road boat ramp & jetty has been

Programme	Background	Project	Progress
	important infrastructure to support recreational use of these natural assets.		awarded with work due to commence in May 2019.
		<u>Ohau Channel Boat Ramp Car Park</u>	Tender due to be released in mid-March for improvements to the Ohau Channel boat ramp car park.
		<u>Floating Jetty Investigations</u>	Awaiting a report on the options for using a Tasmanian designed floating pontoon at Lake Rotoma.



Work on the forest improvements has begun at the Tarawera Road intersection with Long Mile Road

4.4.2 Hunga: Whare Kauhoe Aquatic Centre

The hot weather continued into March which resulted in the Centre being well utilised by the community for recreation and swimming. The facility celebrated the French Bastille Day which included on-going promotions and a fun day and the facility fully supported RLC’s Children’s Day weekend.

The schools learn-to-swim, Making the Difference and Unison Water Safety programmes are in full swing with in excess of 1,000 students attending these programmes over the first two week of March. The Swim Magic swim school numbers continue to grow with Term 1 enrolment numbers now at 1,196, the highest to date at the Centre and this continues to be the biggest Swim Magic swim school that CLM manage.

Significant capital work planning has been undertaken during this period at the Aquatic Centre including investigation into roof purlins and HVAC, costings for renovation of the outdoor pool and geotech testing for future development areas. The project steering group and the designers CREATE have produced design options and these were well received by elected members, a stakeholder forum workshop, CLM staff and the general public. Public feedback from the proposed initial drawings was very positive especially about the Bombing ‘Manu’ pool.

4.4.3 International Stadium

During the first three months of 2019 the Stadium hosted New Zealand’s three biggest Touch tournaments including the IPS, New Zealand Junior Nationals and New Zealand Senior Nationals tournaments. These tournaments were a great success with excellent feedback from Touch NZ, participants and spectators. Overall we hosted over 3,000 competitors and 10,000 spectators. We will continue to foster this relationship with indications that we will be hosting a minimum of three tournaments in 2020, including the New Zealand Secondary Schools which is to be the first time in Rotorua.



Maintenance on the Stadium No. 1 field restarted in March and is to continue for the next 4–6 weeks with completion in time for the winter season. Stadium staff have attended the Ungerbok software and process mapping training sessions to increase team capability in managing field bookings. These software system improvements will quicken the booking process and ensure that sports clubs/event organiser information is stored within the system which will speed up allocation, charging and payment processes.

4.4.4 Sports Development

Council officers met with the three preferred suppliers for the Westbrook Master Plan to evaluate their proposals and the decision was made to award the contract to the BOON/SGL consortium. This group has specialised in stadium and playing field planning work across Australasia. This investigation will require a site analysis, community engagement, landscaping, facilities, and master planning. Sport NZ has partnered with Council in this work and will contribute via expertise and funding.

The field lighting project at Puketawhero is now underway with lights to be installed around the No.5 field. This will allow Rotorua United to have a lit training field at Puketawhero Park and take some off

the pressure of the poorer quality fields at Neil Hunt Park. This is a great result for code sharing training fields across our network.

The summer sports continue across our network with cricket utilising spaces at Ray Boord, Smallbone, Neil Hunt and Puarenga while touch continues at Ray Boord and Westbrook. Football has grown significantly this summer with large social competitions at Neil Hunt Park occurring weekly.

4.4.5 Major Sport and Recreation Events

The city hosted a number of large tournaments/events during this period utilising our forests, stadium, hockey and EEC venues for the off road half marathon, NZ Senior Touch Nationals, New Zealand National Masters Hockey tournament and WAIBOP Magic v Pulse game.

Crankworx is one of the city's largest events and was held during the week of 18th to 24th March. This seven day MTB event included activity at the Wattles (Tarawera Road, Tokorangi Forest), Skyline and Waipa Valley. The Dual Slalom at the Wattles and most of the Toa EWS Enduro race in the Waipa Valley/Whakarewarewa Forest were open for public viewing and there were two "locals free" days at Skyline Skyrides. A wide variety of other city activations and events were included in this international event.

The below larger events were held in the city during March period including:

- Senior Touch Nationals (1 – 3 March) – 90 teams, 1,600 participants and 2,000 spectators
- National Masters Tournament (2 – 9 March) – 700 participants
- Off-Road Half Marathon (3 March) – 1,216 participants
- WBOP Magic v Pulse (4 March) – 1,100 spectators
- Walking Festival (16/17 March)
- Ocean Swim (16/17 March) – new amphibian event added making it a 2-day event.
- Crankworx (19 – 24 March)
- NZ Secondary Schools Waka Ama Championships (24 – 30 March)
- Waka Ama Festival (24 – 31 March)
- Rotorua Invitational Secondary Schools Hockey Tournament (29 – 31 March)

The main sport and recreation events coming up in early April include the:

- Xterra (6 April)
- Giant Gravity Enduro Race 4 (13th April)
- Rotorua Marathon (4th May)

Other major events recently secured or under proposal include:

- GODZone Adventure Race November 2020 (publicly announced 16 March 2019 – Mayor attended announcement in Akaroa)
- New Zealand Maori v Fiji (under proposal) for 21 July 2019 at the Stadium.
- OXFAM Walking Festival (under proposal) 2020.

4.4.6 Open Spaces

Open Space work over the last month has focused on park and reserve audits and renewals of assets including the reopening of the Utuhina walkway by realigning bridges affected after last year's flooding. Playground repairs and fence/bollard replacements have been required across the city due to a high level of vandalism in the last few months. A lot of preliminary work has also been done for a range of structure renewals that will be tendered for April and May improvements. Staff are also working on the Open Spaces Asset Management System to ensure we have accurate records of

assets and their condition to improve planning and lift the quality of parks asset to improve the overall open-space experience.

The arboriculture contractor team from Asplundh has continued to assess trees across the district and as at 8 March a total of 4000 trees had been inspected. This work will continue until inspections of 6000 trees have been undertaken.

4.4.7 Recreation and Environment Partnerships and Engagement

A successful Community Open Day was held with the Fordlands community. The feedback received will be used to inform priorities for improvements within this community for the neighbourhood reinvigoration project. Additional engagement with this community is scheduled for mid-March and early-April. Council staff are also working with Sunset Primary School to assist them with their projects to redevelop their playground and establish bikes and schools in conjunction with the Child Equity Programme.

The draft Hannah's Bay/Waikawau Reserve Management Plan was approved at the 14 March SP&F Meeting for formal public consultation. Consultation will run from 1 April to 31 May 2019. The Reserve Management Plan was developed in partnership with Ngāti Uenukukōpako and Ngāti Te Roro o te Rangi.

Another successful Children's Day weekend co-ordinated by Council staff across a number of venues was held beginning of March to celebrate Childrens Day with attendance exceeding expectations and great feedback received.

Council staff supported the Tatau Ponamu Collective with their community day at Hannahs Bay Reserve around the Eastside Predator-Free Programme.

5. MANA HAUTŪ MĀORI

5.1 Engagement with Te Arawa

Te Amorangi Unit supports engagement with Te Arawa across a range of Council functions. In this period, Te Amorangi work includes ongoing support on projects and meetings including:

- **Lakefront development** - cultural impact assessment is underway with assistance from Te Arawa Lakes Trust. Direct discussions are also continuing with Te Arawa Lakes Trust, the Gifted Reserves Protocol committee, Ōhinemutu working party, Te Komiti Nui o Ngāti Whakaue, the Waka Taua Trust and Mokoia Island Trustees.
- **Whakarewarewa forest development** - ongoing work with CNI Iwi Holdings Ltd and mana whenua iwi for both forests (Te Komiti Nui o Ngati Whakaue and Tūhourangi Tribal Authority).
- **Resource consenting and tender processes** – providing support for the Rotoiti/Rotomā sewage scheme, Rotorua Wastewater Treatment Plant and water take consents (Te Puna o Pekehaua).

5.2 Te Ahurei position

Late last year, Monty Morrison signalled his intention to retire as Kaitiaki Ahurei. Council have been fortunate to have strong support from Te Tatau o Te Arawa and Te Arawa Lakes Trust in looking to find the right person to fulfil the Ahurei position. Advertising for the role has commenced and Monty Morrison will continue to support Council through the transition period.

6. KĀHUI RAUTAKI - STRATEGY GROUP

6.1 OHU: TAUNAKI CORPORATE PLANNING AND GOVERNANCE

6.1.1 2019 Local Authority Election

Local Government New Zealand (LGNZ) represents councils across the country and with the Society of Local Government Managers (SOLGM) is leading a national campaign to encourage the best candidates to stand and to increase voter turnout at the October 2019 local elections. We will be actively supporting and promoting the campaign VOTE 2019 focussing around three phases:

- (1) Enrol to vote
- (2) Encourage candidates to stand
- (3) Encourage voting

LGNZ have now updated their website- www.lgnz.co.nz "Vote 2019 local authority elections"

Section 27 of the Local Electoral Act 2001 (LEA) allows a council to make a decision on the electoral system (FPP or STV) two years out from the next local election and that the decision covers the next two local government elections.(e.g. a decision in 2017 covers the 2019 and 2022 local elections). Section 31 of the Local Electoral Regulations 2001 (LER) allows council to make a decision on the order of candidates' names on voting documents. (alphabetical order, pseudo-random order or random order). At the Council meeting on 24 August 2017 the following recommendations from the Strategy Policy & Finance Committee were adopted:

Electoral Systems

1. That Council adopt 'First Past the Post' for the next two local elections (2019 and 2022).
2. That Council adopt the random option for candidate names on voting documents for the upcoming by-election and the following two local elections (2019 and 2022).

6.2 OHU: RAUTAKI STRATEGY

6.2.1 Key Projects

Key projects in the 2018-28 Long-Term Plan (LTP) are aimed at continuing Rotorua's progress, aligned with the 2030 vision and The Rotorua Way. Among projects planned across the 10-year plan are several "Big Moves" projects: development of a world-class lakefront; further enhancement of access to the forest; further upgrades to Kuirau Park; and a social housing proposal. See updates below:

Lakefront Redevelopment

The first contract with MBIE (fund the business case and detailed design of stage 1) is complete and the final invoice is paid. This marks the completion of the first Provincial Growth Fund contract. The second contract for the physical works and design of stages 2-5 has commenced.

All lake bed structures must have a resource consent from BOP Regional Council, permission from Te Arawa Lakes Trust as owner of the lake bed, and permission from LINZ as owner of the Crown-owned stratum. Applications are been prepared for these and are expected to be submitted by mid-April. The applications to BOP Regional Council and Te Arawa Lakes Trust will include the cultural impact assessment, ecological assessment and visual impact assessment.

Request for proposals for the construction of Stage 1 (eastern section of the boardwalk and lake edge) have been issued to the contractors (selected through the EOI process) and we expect to receive their proposals in April. The preferred supplier is to be appointed following approval of the resource consent and license to occupy the lake bed.

Discussions continue with stakeholders such as the RSA, accessibility groups, waka ama and those who use the lakefront for events.

Whakarewarewa and Tokorangi Forest

On 28 February, local contractor Campbell Infrastructure commenced the works on Long Mile Road. Works started with the safety improvements to Tarawera Road and completion is expected by late April. Following this, works are to progress down Long Mile Road.

The resource consent for the forest hub 2 development was lodged in March with support from mana whenua, Timberlands and CNI. Approval for the resource consent is expected in early April. The construction contract for the forest hub 2 development has been awarded to local contractor Higgins and works are expected to commence early May.

The forest loop plan has been approved by the forest recreation management group and planning for construction has commenced.

A draft plan for the connecting trail through Government Gardens and Sanatorium Reserve to Long Mile Road has been developed and is to be considered by the Gifted Reserves Protocol Committee in early April. This area forms a link to the two major developments (key projects), which was included within the Whakarewarewa forest project as an improvement.

7. KĀHUI TŪĀPAPA - INFRASTRUCTURE GROUP (4 February – 3 March 2019)

7.1 OHU: WAKA TRANSPORT

7.1.1 Updates on current NZTA-owned and led projects:

Council works with the New Zealand Transport Agency (NZTA) to provide input into state highway projects on behalf of the community. In turn, NZTA is a key stakeholder in terms of roading programmes on local roads for which Council has primary responsibility with the Agency providing substantial funding, on average, about half of the cost through subsidies.

The Connect Rotorua programme of works being delivered by NZTA is progressing as follows:

- Tender for interim Stage 1 improvements on Sala – Iles (including intersections) evaluated and this work is expected to start June (\$15m investment).
- NZTA senior staff are responding to a request for the accelerated installation of a roundabout at Rotorua Airport (subject to bespoke funding arrangements being agreed).
- Minor improvements to Owhata roundabout is underway
- Work on the detailed business case for the proposed 4-laning from Iles Road to Rotorua Airport is progressing and NZTA is considering this as a funding priority evaluation for their next National Long Term Plan.
- The Central Corridor, Amohau Street (current state highway status to be revoked), is progressing through to local engagement and design finalisation 2019 with tenders anticipated for the \$11m

project in mid to late 2019. RLC are accessing the asset condition to ensure that the corridor condition will meet the demands going forward.

- Commencing the drafting of a Network Operating Plan with NZTA to identify the investment business case for the corridor between Sala Road and Waipa Valley. This is commencing in May 2019.
- A capital business case for the Ngongotaha Roundabout (in excess of \$1m) has been submitted by NZTA Board for funding.

**7.2 OHU: MAHI MATUA
CAPITAL PROGRAMMES**

Programme	Background	Project	Progress
(1) Transport Road Rehabilitation (road foundation rebuilds)	Road rehabilitation is required when the underlying pavement structural layers are failing and the resultant maintenance costs are increasing. On average some 0.2% of our network requires foundation strengthening per year.	<u>Tarewa Road</u> <u>Nicholson Road</u> <u>Waikite Valley Road</u>	All 3 projects are now underway and will be completed by the end of the financial year.
(2) Annual Road Re-Seals Programme Council reseals about 8% of sealed roads per annum.	Re-surfacing of roads is a very important component of Asset Management that ensures road surfaces provide a suitable running surface and foundation waterproofing for underlying structural layers that protect them from failure, due to water penetration.	<u>Road Re-seals</u>	Chip seal sites have been completed. The remaining 2018/19 programme will be completed by the 4 April after agreement with affected businesses on a programme for asphaltic concrete replacement in Rangiuru and Pukaki Streets.
(3) Roading Minor Improvements Programme	These are small scale upgrades which do not require a detailed business case and generally target safety objectives but also can include resilience, efficiency or mode share projects.	<u>This year's projects include:</u> <ul style="list-style-type: none"> • <u>Tarewa Road</u> traffic calming • Realignment of <u>Campbell/Thomas</u> intersection to prevent large vehicles hitting the adjacent bridge. • Preventative maintenance projects in <u>Paradise Valley</u> and 	Tarewa Road is underway due for completion in May. The preventative maintenance projects to be tendered shortly and completed by the end of this financial year. These include sites in Paradise Valley Road and Parsons Road.

Programme	Background	Project	Progress
		<u>Parsons Road</u> where gradual erosion is threatening the road.	The design phase of the Thomas/Campbell intersection will be completed this year with construction proposed next year.
(4) Emergency Roading Works	Emergency works are subject to an additional funding by NZTA where the transport corridor has been compromised by some event. The funding application has been approved by NZTA.	<ul style="list-style-type: none"> • <u>Tarawera Rd</u> under-slips • <u>Paradise Valley Road underslip</u> • A number of other sites around the district e.g.; <u>Mountain Rd, Waiotapu Loop Road</u> and others. 	<p>Works on the Tarawera Road under-slip are nearing completion, following this work will commence on the Landing Cafe slip site.</p> <p>The Paradise Valley Road site to be completed end of March/ early April.</p> <p>The remaining sites are currently being tendered with a view to be completed this financial year.</p>
(5) Rural Road Seal Extensions	The programme involves sealing of currently unsealed roads in rural areas. Projects include consideration for safety improvements and general drainage renewals where appropriate as well as other ancillary work.	<ul style="list-style-type: none"> • <u>Te Kopia Road</u> 	Te Kopia Road is now underway and will be completed this financial year.
(6) Structural Renewals	The programme involves replacing structures or components of, where the remaining useful life is zero or structure is no longer able to provide the required level of service.	<ul style="list-style-type: none"> • Two bridges in Forest Road have decks unable to take the load under the new mass road limit rule. • These will now be renewed with updated loading designs. 	Design progressing, this project is planned and will be progressed in Q4 of this current financial year.
(7) Wastewater Wastewater Upgrades	The East Rotoiti/Rotoma Sewerage Scheme involves the provision of sewerage services to the Rotoma and East Rotoiti Communities. The project is part of the	<u>Rotoiti Rotoma Sewerage Scheme</u>	Construction of the plant is progressing as per the programme. Testing of the plant components will commence in April ready acceptance of sewerage in June and final process commissioning.

Programme	Background	Project	Progress
	<p>Te Arawa Lakes strategy that aims to ensure water quality in the lakes meets the agreed target standards.</p> <p>The project involves the construction of a wastewater treatment plant, providing on-site pre-treatment on all properties and the reticulation of effluent from on-site facilities to a new treatment plant.</p> <p>Other Projects</p>	<p><u>Depot Street Pump Station Refurbishment</u></p> <p><u>Reticulation Upgrades to support growth projects</u></p> <p>Provision of capacity to accommodate development is essential should council approve development proposals.</p>	<p>Rotoma reticulation is almost complete with one pump station to be constructed.</p> <p>Approximately 80 STEP systems have been installed.</p> <p>The Rotoiti reticulation design is being negotiated by the main contractor with a view to extension of the Rotoma reticulation contract as it contains very favourable rates.</p> <p>Currently out to tender, works to be completed this financial year.</p> <p>Upgrading of sewer systems in Ian Street is in progress.</p>

Programme	Background	Project	Progress
<p>(8) Water Water Upgrades</p>	<p>System upgrades are undertaken where demand for additional capacity occurs. This can be for both quantity and pressure to serve areas of higher elevation.</p>	<ul style="list-style-type: none"> • <u>Upgrades for the current year</u> include capacity enhancements in the Upper Lynmore area to support a number of developments currently at various stages from construction to feasibility. • <u>Reticulation Upgrades</u> are proposed for developments in Collie Drive. 	<p>Design of a booster pump system to serve four new developments in the Upper Lynmore area is nearing completion and will be tendered shortly. The system needs to be in place for one of those subdivisions currently under construction. The design allows for connection to a future high level reservoir.</p> <p>The Waipa Water main to upper Lynmore reservoir is being upgraded with work expected to commence in May.</p> <p>Work is in progress to upgrade system capacity and expected to be completed by end of May.</p>
<p>(9) Water Renewals</p>	<p>Water Renewals involve replacement of reticulation network that has reached the end of its useful life, a prudent Asset Management driven programme that considers pipe age, condition, capacity, new materials and levels of maintenance costs to arrive at an optimum programme of renewal works.</p>	<p>Urban water renewals for the current year will be coordinated with the works on the upgrade of Te Ngae Road. This is to ensure optimised renewals of our network in the vicinity of these works servicing the Eastern area and will be absorbing a portion of this year's budget.</p> <p>Other asset renewal driven projects include network reticulation and a reservoir.</p>	<p>Work will be included with the NZTA project to upgrade Te Ngae Road from Sala Street to Tarawera roundabout which is expected to be commenced shortly.</p> <p>Water renewals are currently in progress to complete this financial year in:</p> <ul style="list-style-type: none"> • Willow Avenue • Matthew Place • York Street • Konene Street • Amethyst Place • York Place <p>The Kaharoa Reservoir replacement is now in the design phase. In line with our projected business plan, the physical works will be delivered in the 2019/20 year.</p>

<p>(10) Stormwater upgrades and Renewals.</p>	<p>Council has the responsibility to implement stormwater and drainage protection to the agreed design and levels of service standards currently set out in the Building Code. Most projects have a component of upgrades (to meet new design standards due to climate change) and renewals</p>	<p>The main projects included in the current year are:</p> <ul style="list-style-type: none"> • <u>Elizabeth Street area improvements</u> • <u>Upper Clayton road area (Development Support)</u> • <u>Vaughan Road (Development Support)</u> • <u>Te Waerenga Road</u> 	<p>These works are in the design phase and the projects aim is to address current known flooding issues and also support growth with developments occurring in all these areas.</p> <p>Is under construction and due to be completed in April.</p>
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7.3 OHU: RERENGA PAI SAFE & SUSTAINABLE JOURNEYS

7.3.1 Active transport modes / CyWay programme update

The CyWay programme, which it is jointly funded by NZTA and the Government’s urban cycleways fund, to connect Rotorua city suburbs to existing main cycleways and shared paths, creating a network that extends throughout the city and connects to the inner city and to off-road recreational cycling areas. The aim is to provide safe walking and biking options to encourage more people to try/use alternative transport options that are proven to improve community wellbeing and reduce the adverse impact of vehicle based transportation on our environment.

Projects currently underway or about to start are:

- Reeme Reserve – under construction (70% complete).
- Steeles Lane – under construction
- Linton Park and Utuhina are to start in April, subject to contractor availability.
- The Safe and Sustainable Journeys Team are collaborating with other help agencies in district to deliver The Rotorua Youth Road Safety Expo, March 11 – 14. Attended by over 1300 Year 11 students from Rotorua and Eastern Bay. Theme of Expo is ‘Our Roads I matter’. Interactive exhibits promote and encourage road safety and sustainable modes of transport.

7.4 OHU: PARA WASTE MANAGEMENT

- Council is working with the waste sector to evaluate the potential long term fiscal impact of Government waste minimisation policy announcements regarding levies and emissions taxation.
- China’s National Sword policy is generating challenges for the recycling industry which is impacting our contractors but also has the potential to stimulate local entrepreneurial opportunity in a circular economy.
- Continuous improvements to the facilities at the Refuse Transfer Stations at Okere Falls and Tarawera are underway which are designed to improve efficiencies and increase levels of recycling. These measures have significantly increased the volumes of glass recycling and replication of design is being considered for both the Mamaku and Reporoa Transfer Stations.

7.5 EMERGENCY MANAGEMENT (29 APRIL FLOOD)

- Council will participate in a working group formed to progress a new shared service delivery agreement for civil defence across the BOP region. The draft agreement will be provided to the Joint Committee for approval and acceptance.
- Council is hosting the first Emergency Services Coordination Committee (ESCC) meeting this month. This group has been in hiatus since the restructure of Fire and Emergency NZ (FENZ) in 2015. Council CDEM staff recognised the importance of enabling collaboration between emergency and responding agencies and the ESCC has encouraged the group to reassemble.
- Hamurana Community Ratepayers Group has indicated interest in developing a community response plan, CDEM staff will provide support to the group to progress this piece of work.
- CDEM staff promoted emergency preparedness to Toi-Ohomai Institute of Technology students during orientation week, to increase knowledge of local hazards and personal preparedness.

7.6 OHU: WAI WATER SOLUTIONS

7.6.1 3 Waters Services Business Operations

Water Supplies

- One of the two large pumps that provide water for the Kaharoa and Hamurana supplies developed a fault with its seal system, which necessitated it being taken out of service for several weeks whilst a replacement seal was installed.
- The Kaharoa/Hamurana treatment plant has had a system installed to automatically swap UV units in the event of a fault. This will minimise the chance of a repeat of a treatment non-compliance that occurred last year.
- The remote reading devices on difficult to-access meters at Kaharoa have performed well during the first round of meter readings since installation.
- Throughout the long dry spell, public education and advertising has continued to encourage water conservation. Although consumption has been very high, it has remained within manageable levels.

Wastewater

- Treatment plant staff are in the process of replacing all of the diffusers for the aeration system in the large Bardenpho tank. This is a job that requires doing every 8-10 years, and is being carried out over several weeks.
- Specialist service staff from Australia are on site refurbishing two of the air blowers for the Bardenpho tank.

Stormwater

- The planned machine cleaning of open drains in the Reporoa network has been completed for this summer. The programme for the next financial year will be resumed in spring when weather and ground conditions allow.
- Six-monthly vegetation control in open drains is due to be carried during March and April.

8. KĀHUI PAKIHI - BUSINESS SUPPORT GROUP

8.1 OHU: PŪTEA FINANCE

The Finance team has been working with the Information Solutions team to implement Enterprise Budgeting on OneCouncil. Solutions design work commenced on this late last year with the TechOne Consultant onsite during February to configure the solution. The Finance team is currently conducting user acceptance testing and developing reports.

Enterprise Budgeting will not be available to Cost Centre Managers until an upgrade with further enhancements is available later this year. However this is a vital step toward Enterprise Budgeting supporting the Council's budget and forecasting processes in the future.

8.2 OHU: HANGARAU INFORMATION SOLUTIONS

After the successful implementation of the Finance component of the OneCouncil Business Transformation project, the project team will now focus on Phase 2.

Phase 2 includes the Property and Rating, Regulatory, along with Enterprise Content Management. This phase of the project will result in the replacement of Council's core applications, Ozone and Trim.

On 26 February TechnologyOne provided staff with an overview and demonstration of the Property and Rating module for OneCouncil. The overview provided:

- what's included in OneCouncil Phase 2 project
- the look and feel of the OneCouncil system
- what the opportunities are for improving how we go about our business.

As part of the preparation the project team are:

- Reviewing current state business processes with business areas that will be impacted by phase 2. To date 1200 process have been documented and reviewed.
- Capturing User Stories for each area of the business that phase 2 will touch.
- Identifying all existing documents, forms reports and data extracts that may still be required once phase 2 goes live.
- Reviewing the quality of data held with Ozone, Trim and the many Microsoft Access databases that are used across the organisation, in addition to this the data migration team are also looking at and identifying any external sources of data that may be required for phase 2.
- The organisational Change Management, Training and Communication plans are currently being formed.

The project will be delivering training to approximately 350 staff.

Planning is underway for four other pieces of work. These include the implementation of:

- Enterprise Budgeting
- Performance Planning for Local Government
- upgrade of the current version of OneCouncil
- upgrade to Microsoft Office to support OneCouncil