



# **Chief Executive Report**

**For the period ending**

**August 2021**

# Contents

<b>1 Corporate Overview</b> .....	<b>11</b>
1.1 Communications.....	11
1.2 Strategic Partnerships, and Governance .....	12
1.1 Human Resources.....	13
1.2 Community Development overview.....	14
1.3 Planning .....	14
1.4 Building.....	17
1.5 Libraries.....	17
<b>2. Service Delivery</b> .....	<b>19</b>
2.1 Customer Services .....	19
2.2 Kaimai Valley Services .....	21
2.2.1 Parks and Reserves .....	21
2.3 Rooding.....	22
2.4 Waters.....	25
<b>3. Business Support</b> .....	<b>28</b>
3.1 Community Facilities Operations .....	28
3.2 Property and Community Projects .....	32
3.3 Assets Strategy and Policy .....	34

## **\*Note\***

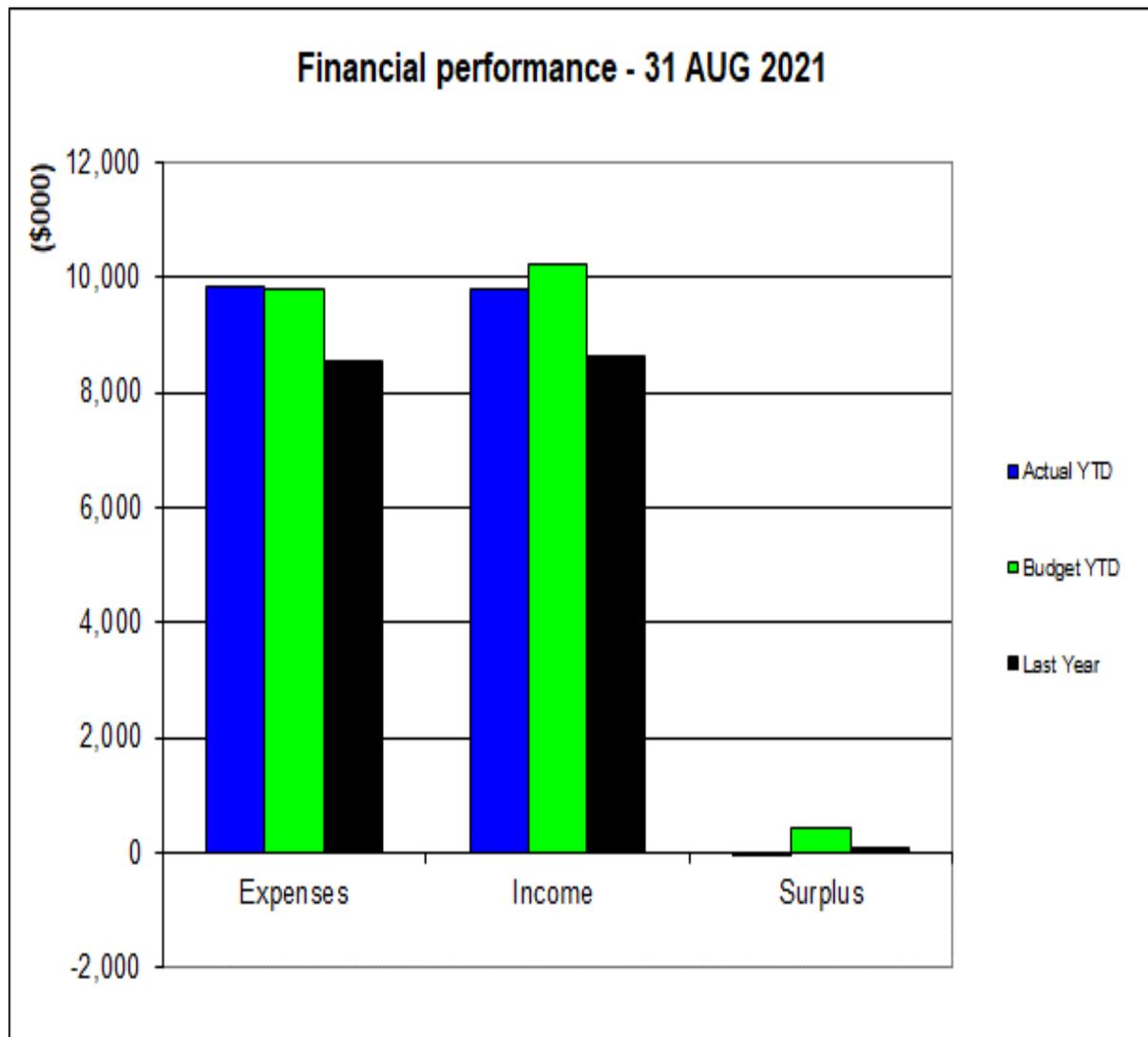
**The format and style of the CEO report is being reviewed at to make sure the information we are providing to our elected members is meeting their expectations.**

**We will continue to provide this style of update while the new format is being developed.**

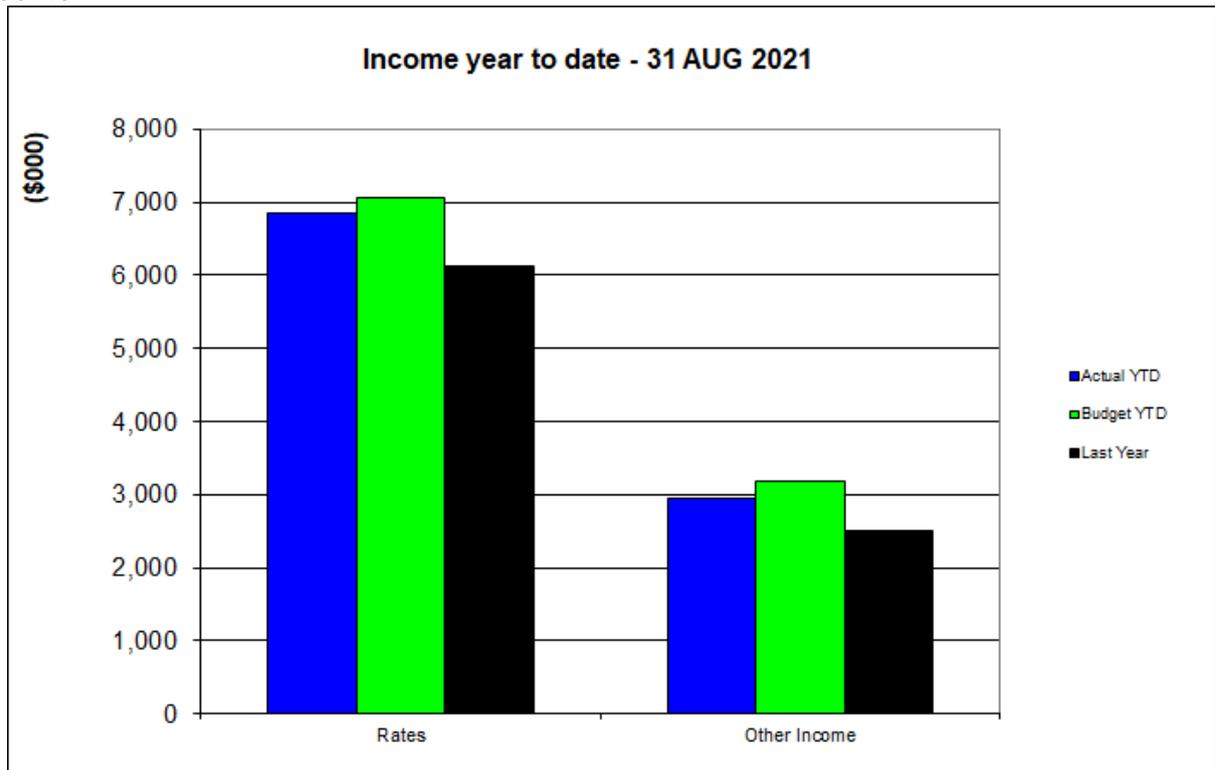
## Finance

### Financial Performance Summary

Council's financial result to 31 August 2021 is a deficit of \$47,000 compared to a budgeted surplus of \$434,000. Total income is \$9.798 million, which is \$446,000 lower than budget. Total expenses are \$9.845 million, which is \$34,000 higher than budget. The detailed financial analysis is included in section 4 of this report, and a summary of the main variances are reported below.



## Income



### Rates

Metered water income is lower by \$218,000 due to quarterly invoicing that will be charged in September.

### Other income

Other income is lower than budget by \$240,000 overall.

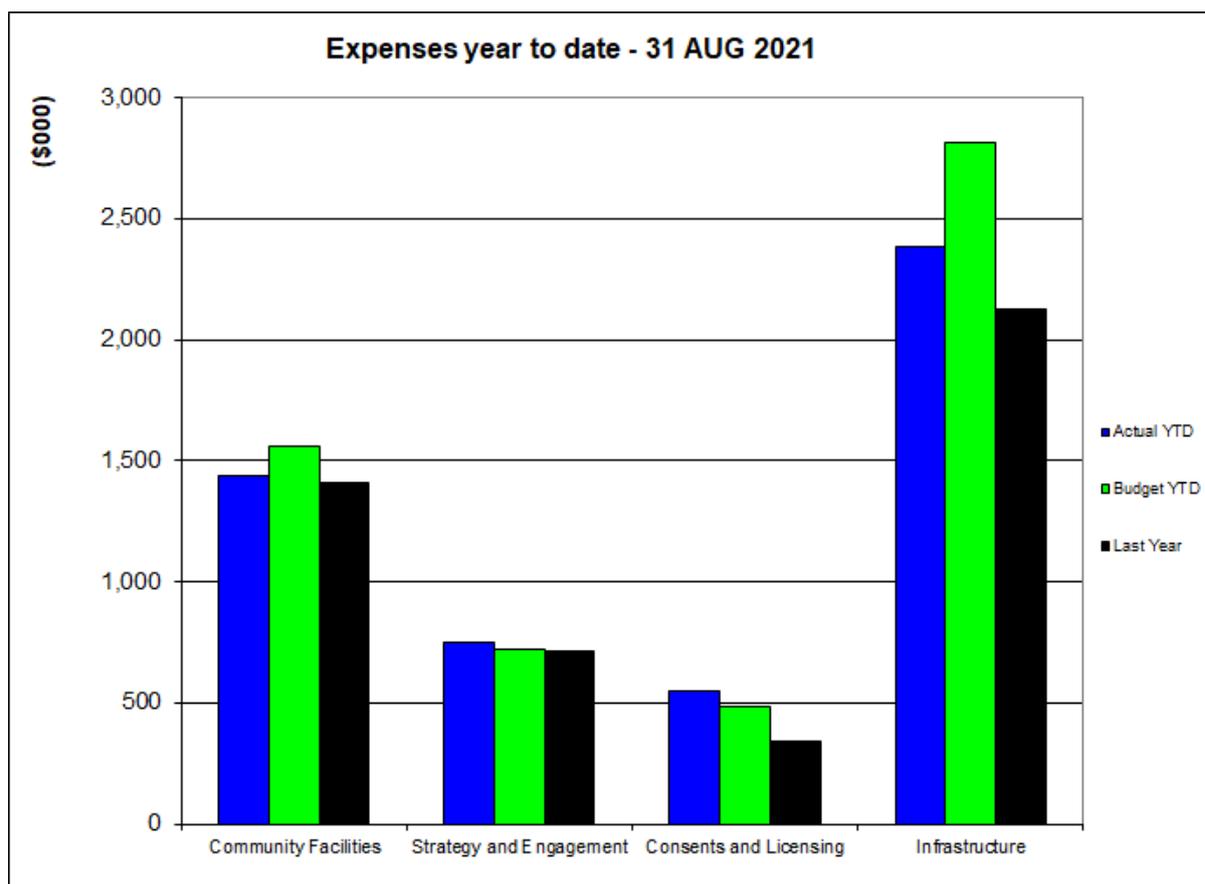
The main areas where other income to date is lower than budgeted include:

- Roading subsidy received to date is lower by \$110,000 than budgeted.
- Three waters reform grants are budgeted at \$2.47 million for the year, which has not been claimed to date (resulting in a \$411,000 variance at this point).
- Rubbish bag sales and income from transfer stations is lower than budgeted by \$98,000. Waste Minimisation subsidy income is still to be received.
- Vested asset income is recognised at the end of the year, resulting in this income being \$33,000 lower than budgeted at this point.

The main areas where other income has exceeded budget include:

- Dog registration received earlier in year is higher than budget by \$197,000
- Building and resource consent income is higher by \$212,000 and \$52,000 respectively due to high development activity
- Housing income is higher by \$30,000 due to increase in EPH rent from July 2021. Matamata general property income is higher as the sale of land at 61 Tower Rd has not yet happened, meaning rental income has continued.

## Expenses



Total expenses are \$9.845 million, which is \$34,000 higher than budget. The significant areas of variance to budget include:

- Overall, salary and wage costs are \$328,000 lower than budget at this point due mainly to vacant positions.
- Three waters reform project costs of \$520,000 (funded from the subsidy received) have been spent to date (\$328,000 more than budgeted at this point).
- Lower spending compared to budget in Parks, Waste Management, Water Reticulation and Waste Water.

**Community Facilities** – expenditure is \$124,000 lower than budget

- Expenditure in Parks and Public Amenities is lower than budgeted at this point.
- Pool and Spa costs are lower due to the Morrinsville pool being closed over the winter months, and lower salary costs.

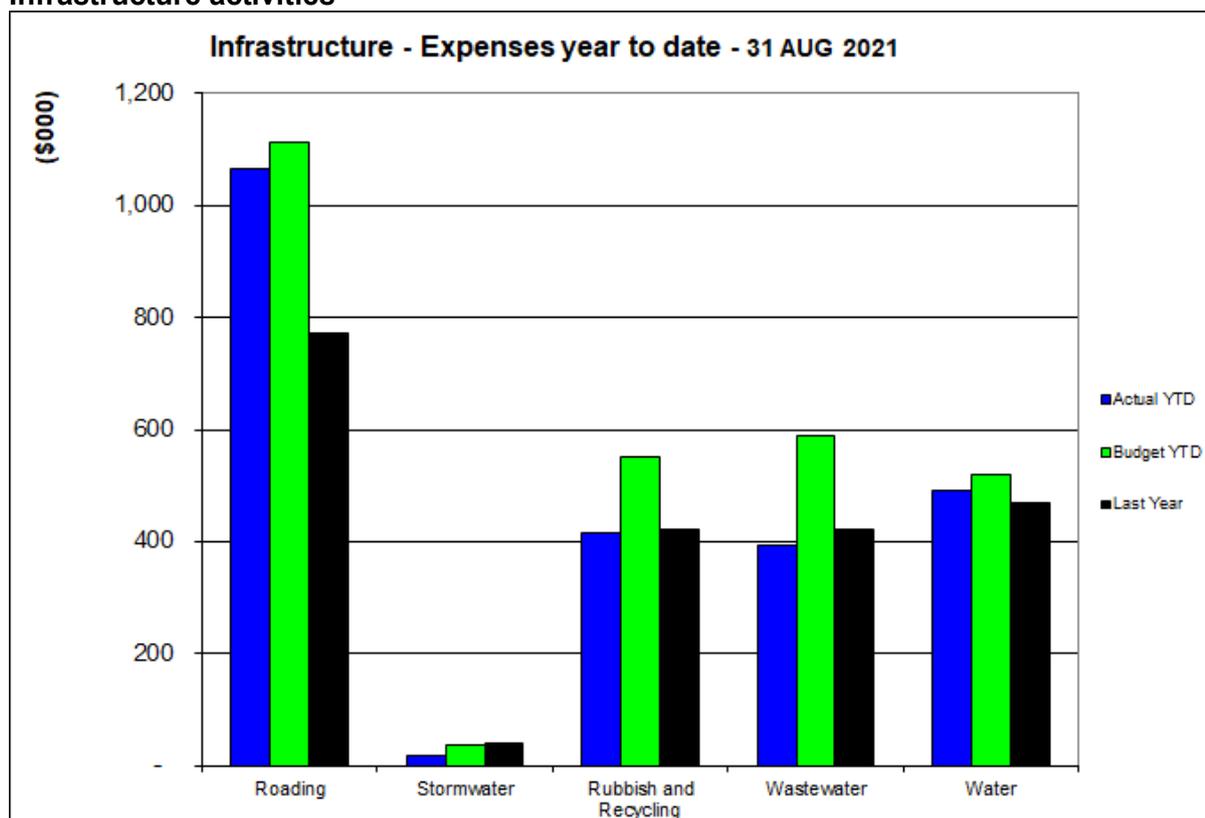
**Strategy and Engagement** – expenditure is \$26,000 higher than budget,

- Partnership Grants paid earlier in year result in higher spending than budgeted at this point.
- This is offset slightly due to:
  - election costs that are budgeted over 3 years, but that will not be spent this year, and
  - The audit fees that will be paid over the later part of the year.
  - District Plan Change and review cost is under budget at this point.

**Consents and Licensing** – \$66,000 higher than budget

- Processing costs for Resource and Building consents are higher than budgeted due to the significant development activity and the use of consultants to get through the volume of work.

## Infrastructure activities



- Roothing is underspent by \$49,000 mainly on Traffic services, footpath cleaning and street cleaning which are expected to be spent later in the year.
- Rubbish and recycling costs are \$134,000 lower than budgeted due to lower contractor costs at this point.
- Wastewater costs are \$198,000 lower than budgeted at this point, particularly in the areas of treatment plant, reticulation and asset management costs.

### 1. Rates

The total rates levied for the 2021/2022 year were \$46.3 million (20/21 \$41.6 million). The balance of current rates owing at 31 August 2021 is \$33.4 million representing a collection rate of 27.8% after the first instalment (2020/21: 29.8%). Opening arrears were \$754,000, and \$189,000 of this has been collected to date (including \$44,000 written off under the provisions of the new Local Government (Rating of Whenua Maori) Amendment Act 2021), collection rate of 25.1% (2020/21: 29.0%).

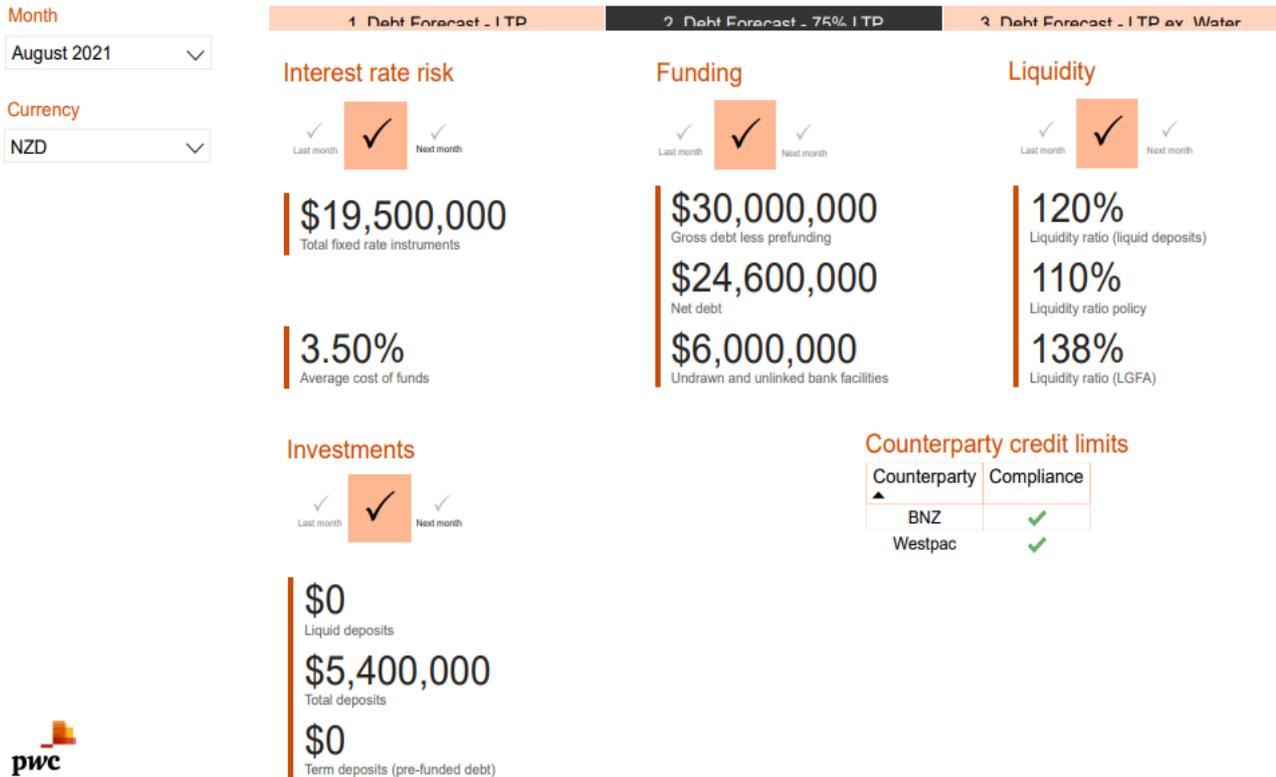
Due to the Level 4 Lockdown that was imposed from 18 August, penalties on unpaid rates from the first instalment were not applied immediately following the due date of 25 August. The penalty will be applied after we have been at Level 2 for at least one week, to allow for those that wish to pay in person adequate time to do so.

Rates staff have processed 120 Change of Ownerships during August 2021 (166 August 2020).

## 2. Compliance with Treasury Policies and Position Overview - 31 August 2021

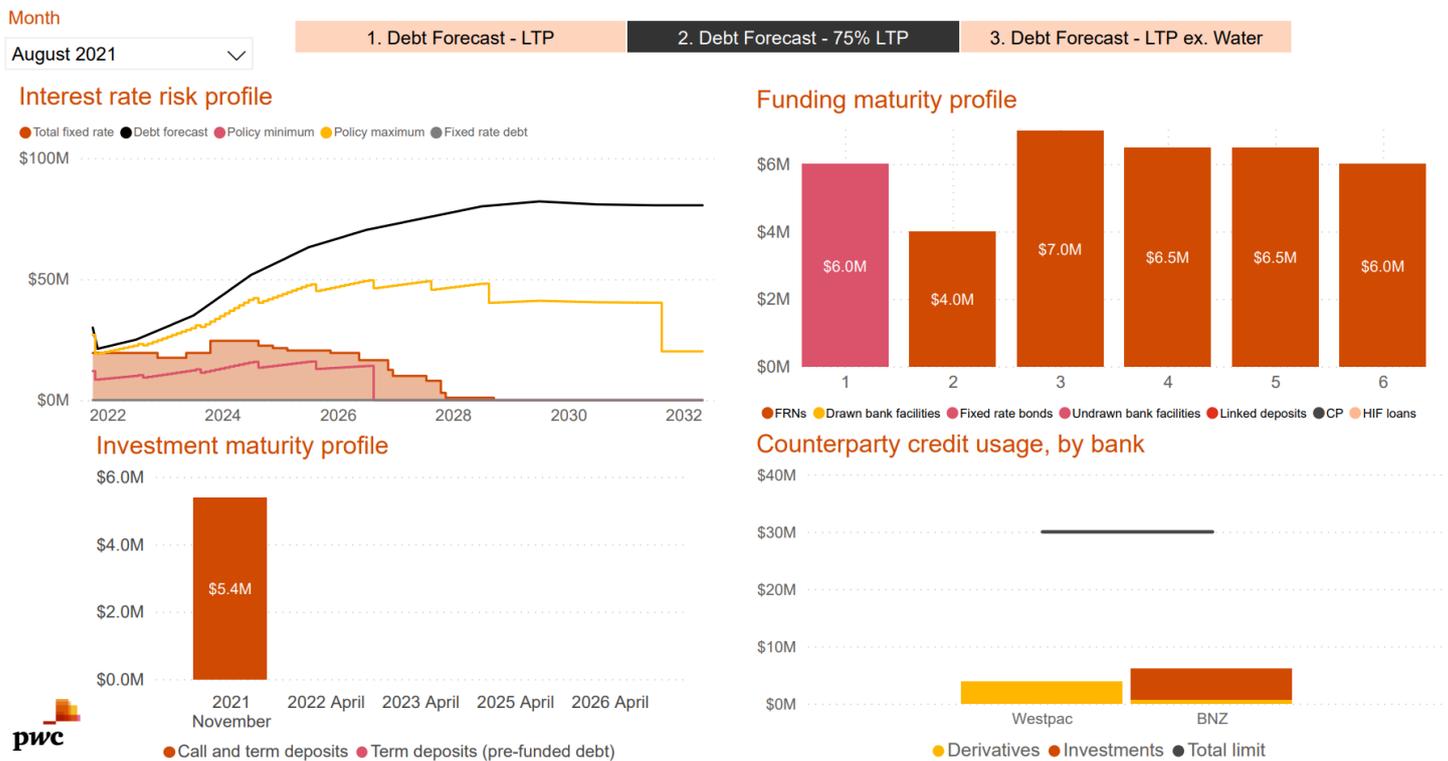
### Treasury summary - compliance

Matamata Piako District Council



### Treasury summary - positions

Matamata Piako District Council



## 3. Detailed financial analysis

STATEMENT OF FINANCIAL PERFORMANCE TO 31 August 2021						
YTD 2020		Actual YTD	Budget YTD	Variance	Variance	Note
\$ 000		\$ 000	\$ 000	\$ 000	%	
	<b>INCOME</b>					
6,127	Rates	6,860	7,066	-206	-3%	1
427	Subsidies and grants	790	1,429	-639	-45%	2
1,654	Fees, charges	1,840	1,351	489	36%	3
42	Investments income	20	24	-4	-15%	
336	Development and financial contribution	240	294	-54	-18%	4
39	Other	49	81	-32	-39%	5
<b>8,625</b>	<b>TOTAL INCOME</b>	<b>9,798</b>	<b>10,244</b>	<b>-446</b>	<b>-4%</b>	
	<b>EXPENSES</b>					
2,063	Payments to staff	2,818	3,145	328	10%	6
204	Finance Costs	192	192	-0	0%	
2,445	Depreciation	2,556	2,557	1	0%	
3,824	Other Expenditure	4,280	3,917	-363	-9%	7
<b>8,537</b>	<b>TOTAL EXPENSES</b>	<b>9,845</b>	<b>9,811</b>	<b>-34</b>		
<b>88</b>	<b>PROFIT(LOSS) FROM OPERATIONS</b>	<b>-47</b>	<b>434</b>	<b>-480</b>		
	1	Metered water income is lower by \$218,000 due to quarterly invoicing will be charged in September.				
	2	Roading subsidy received to date is lower by \$110,000 than budgeted. 3water reform budgeted \$2.47 for the year, which has not received up to date. Waste Minimisation subsidy still to be received				
	3	Fees and charges are higher due to Dog registration received earlier in year higher by \$197,000. Resource consent and Building income is higher by \$52,000 and \$212,000 respectively. Housing income is higher due to increase in EPH rent from 1st July. MM general property income is higher as 61 Tower Rd sale of land has not happened. Rubbish and recycling income is lower due to lower sale and landfill income. KVS Private work and LIM income is lower than budgeted.				
	4	Development contribution is lower than budgeted.				
	5	Vested asset income will be accounted for at the end of the year which is budgeted \$200,000.				
	6	Salary cost is lower due to vacant positions and MV pool is still closed.				
	7	There are number of overs and under across the activities as outlined below. The most significant areas of variance to budget includes: Three Water Reform cost \$520,000 spent to date compared to \$192,000 budgeted up to 31 August. Partnership grant paid earlier in year. Resource and Building consent cost is higher due to higher in activity. This higher cost negated by lower in in Parks and Tracks, Wastewater, Rubbish and recycling and Asset management cost.				

YTD 2020	Actual YTD	Budget YTD	Variance	Variance	Note
\$ 000	\$ 000	\$ 000	\$ 000	%	
<b>DIRECT REVENUE ANALYSIS</b>					
4 Community Development	13	4	9	262%	8
<b>Community Facilities and Property</b>					
224 Housing and property management	241	211	30	14%	9
9 Libraries	16	10	6	66%	10
6 Parks and tracks	7	7	0	3%	
48 Public Amenities	53	40	13	33%	11
301 Recreation & Culture	255	247	8	3%	12
<b>588 Total Community Facilities and Property</b>	<b>572</b>	<b>514</b>	<b>58</b>		
<b>Roading Water and Waste</b>					
438 Roading	846	1,050	-204	-19%	13
0 Storm water	0	0	0		
307 Rubbish & recycling	214	312	-98	-31%	14
104 Wastewater	157	372	-214	-58%	15
175 Water	243	612	-368	-60%	13
<b>1,024 Total Roading Water and Waste</b>	<b>1,461</b>	<b>2,345</b>	<b>-885</b>		
<b>Consents and Licensing</b>					
254 Animal Control	250	53	197	371%	17
228 Building consents and monitoring	432	201	232	115%	18
0 Civil defence	0	0	0		
139 Resource consent processing	152	100	52	52%	18
<b>620 Total Consents and Licensing</b>	<b>834</b>	<b>354</b>	<b>480</b>		
<b>2,237 Total Activity Operating Revenue</b>	<b>2,879</b>	<b>3,216</b>	<b>-338</b>		
<b>Notes:</b>					
8 Sale of ticket for Business night out received during August \$6,500.					
9 EPH rent increase from 1st July resulted in higher income. ( From \$180 to \$220) MM general property income is higher as 61 Tower Rd sale of land has not happened.					
10 Library income is higher as council received grant of \$8,700 for Library Partnership Programme					
11 Income is higher mainly due to higher sales of plot and burials at Morrinsville and Sale of Plot at Matamata.					
12 T.A. Spa pool income is higher by \$25,000 and Aerodrome lease income invoiced earlier in year for Six Month which is negated by lower income in MM sports Centre and T.A. Swim Zone Due to COVID and MV pool is still closed.					
13 Roading subsidy received to date is lower by \$191,000 than budgeted due to lower spending during this time.					
14 Rubbish bag sales Landfill recovery is down during this period.					
15 3Water reform grant budgeted \$258,000 up to date has not been received yet.					
16 Metered water income is lower as Quarterly invoicing will be processed at end of September.					
17 Higher income due to dog registration received in July for the year.					
18 Building Consent income is higher by \$232,000 and resource consent income is higher \$52,000 due to high activity.					

YTD 2020		Actual YTD	Budget YTD	Variance	Variance	Note
\$ 000		\$ 000	\$ 000	\$ 000	%	
	<b>DIRECT COST ANALYSIS</b>					
	<b>Strategy and Engagement</b>					
134	Community leadership	221	130	-91	-70%	19
579	Community Development	527	592	65	11%	20
<b>713</b>	<b>Total Strategy and Engagement</b>	<b>748</b>	<b>722</b>	<b>-26</b>		
	<b>Community Facilities and Property</b>					
364	Housing and property management	370	235	-134	-57%	21
125	Libraries	144	184	40	22%	
264	Parks and tracks	248	362	114	32%	22
150	Public Amenities	203	208	5	3%	
327	Pools and spas	344	436	91	21%	23
176	Recreation & Culture	128	136	8	6%	
<b>1,406</b>	<b>Total Community Facilities and Property</b>	<b>1,437</b>	<b>1,562</b>	<b>124</b>		
	<b>Roading, Water and Waste</b>					
771	Roading	1,064	1,113	49	4%	
39	Storm Water	17	37	19	53%	24
424	Rubbish & recycling	417	550	134	24%	25
424	Wastewater	392	591	198	34%	26
468	Water	492	520	28	5%	27
<b>2,125</b>	<b>Total Roothing Water and Waste</b>	<b>2,383</b>	<b>2,811</b>	<b>428</b>		
	<b>Consents and Licensing</b>					
27	Animal Control	26	38	12	31%	28
122	Building	242	198	-44	-22%	29
23	Community Protection	30	65	35	54%	
172	Resource consent processing	253	183	-70	-38%	29
<b>344</b>	<b>Total Consents and Licensing</b>	<b>551</b>	<b>485</b>	<b>-66</b>		
<b>4,589</b>	<b>Total Operating Expenditure</b>	<b>5,118</b>	<b>5,579</b>	<b>460</b>		
19	\$96,000 spend on Spa background work and communication cost funded from special fund and pre paid conference cost negated by election cost is budgeted for 3 years will not be spent during year.					
20	Partnership grant paid earlier in year negated by Accrual of Audit fees still to come and cost under District Plan Change and review underspent to date. Being amount paid on Digital Enablement is lower than budgeted					
21	Property cost is higher due to higher cost in T.A. property operating cost includes cost for design cost for Heritage tea house \$115,000 (W24901). Morrinsville office (W24785) new ramp \$11,000 should be transferred to Renewal. Ngarua Hall operating cost \$6K not budgeted as demolished.					
22	Parks and reserve cost is lower during this time of the year.					
23	MV pools are not operating yet resulting in an underspend for the period. Pools and recreation costs are lower mainly due to lower employee costs due to timing of payroll to date.					
24	Storm water cost is lower as no major work required.					
25	Waste management levies cost is higher due to increase in Levy which is negated by lower contractor cost than budgeted.					
26	Waste water treatment plant cost is lower by \$107,000 mainly due to lower maintenance and internal charges and reticulation cost is lower than budgeted.					
27	Water treatment plant costs are higher by \$23,000 negated by lower spent in reticulation					
28	Animal control cost is lower than budgeted for the period due to salary cost lower due to pay timing					
29	consultant cost is higher than budgeted due to higher activity.					
30	Council contribution still to be paid for civil defence.					

# 1 Corporate Overview

## 1.1 Communications

### Quick stats

- Web traffic this month: 12,459 visitors (12.38%↑ on previous month)
- Total newsletter subscribers: 4,176 (39%↑ on previous month – mostly due to importing dog owners' emails)
- Total Antenno subscribers: 3,145 (3.8%↑ on previous month)
- Total Facebook followers: 7,257 (0.3%↑ on previous month)

### Events and economic development

- A marketing plan was developed for our event venues following direction from Council as the recent Economic Development workshop. The marketing plan focusses on attracting more corporate clients.
- Nominations and ticket sales opened for the 2021 Business Night Out. At the time of writing, this event is under review for 2021 due to Covid-19 restrictions.
- A number of bookings had to be cancelled due to the COVID-19 Lockdown. Silver Fern Farms Events Centre has been used during lockdown as a vaccination clinic, supported by MPDC Events staff.

### Communications

- The communications team delivered updates on Council services at Level 4 and 3 across a range of digital platforms. The team also supported the Group Civil Defence response, providing staff for Public Information Management and Graphic Design.
- An engagement plan was developed for the Morrinsville Recreation Grounds masterplan
- A communications plan was developed to take the community on the journey with Councillors as they work through providing feedback on the three waters. This has included developing web content, videos of workshops, newsletters, Facebook content and Antenno posts. There is significant community interest in this topic.
- We continued to promote the representation review and encourage the community to provide feedback on the initial proposal. 37,941 people were “aware” (exposed to this information), 2,866 were “informed” (engaged with this content in some way – e.g. opened an email, interacted on Facebook), and 40 people “engaged” (made a submission)

### Digital

- We signed up to Cloud Containers, which will provide a performance boost for our websites as they are migrated over the next month.
- The team developed a system to enter submissions directly into Council's Record Management System. This streamlines the process of receiving and processing submissions
- A number of improvements were rolled out to the staff intranet, including the ability for users to customise their home page, putting their key links at their fingertips.

## 1.2 Strategic Partnerships, and Governance

### **Te Aroha Spa Development**

The Te Aroha Spa Development was a key consultation topic for Councils Long Term Plan in March/April 2021. We received a number of submissions on this topic, most - (41%) preferred the \$18.9 million option ('If you're going to do it, do it properly'). Council considered the submissions at a hearing in May 2021 and made a decision to include the \$18.9 million, noting further due diligence is required before the project can proceed.

A Project Manager has been engaged to coordinate further work on this project. A high-level project plan has been developed. Council formally approved proceeding with the project in December 2020. The Project Manager is currently preparing a detailed project plan and working out how this will be delivered on.

Formation of a Project Governance Group has been completed. Council has appointed Mayor Ash as Council's representative on the Governance Group and has confirmed the independent Chair and Co-Chairpersons (Barry Harris and Norm Hill) and an iwi representative (Jill Taylor). The Co-Chairs have appointed an additional independent member with expertise in tourism (Kiri Goulter), which makes-up the full Governance Group.

A strategic planning session for the Project Governance Group was held in May and on 15 June the Governance Group visited spa facilities in the Rotorua area. A visit to other spa facilities in the South Island also took place in July. A Project Governance Group meeting was held on 12 August, which included a walk around the domain, a presentation from Visitor Solutions, reflections from the spa facility tour, discussion on resourcing and project updates. A Project Management Meeting was held on 31 August to discuss geothermal and geotechnical work, Communication and Engagement Strategy, design principles, iwi related actions and project management.

### **Annual Plan / Annual Report**

Annual Report – The 2019/20 Annual Report was adopted by Council on 9 December 2020. This was delayed due to delays with the Regional Airport's accounts but was still signed off within the extended statutory timeframes due to Covid-19. The six month report (July – Dec 2020) was presented to Council in February and ARC in March along with the project brief for the 2020/21 Annual Report. The final management report for 2019/20 from Audit NZ was presented to ARC and Council in June. Project coordination for the 2020/21 Annual Report is well underway. Statutory timeframes for the Annual Report have again been extended for 2021 and 2022 but this time due to a shortage of auditors. The new statutory deadline is 31 December and our Audit timeframe has been moved out by approximately three weeks to begin 20 September. Audit have assured us that the audit of the Waikato Regional Airport Ltd should not hold up our sign off this year. They have scheduled their audit in two parts to fit in with our timeframes for adoption.

### **Long Term Plan (LTP)**

All associated Long Term Plan documents including all underlying information, consultation document and high level communications plan were signed off by Council in December. Audit NZ audited all of these documents and provided an Audit Opinion on the Consultation Document. All draft documents were presented to Council on 10 March for approval for consultation. Consultation was open from 16 March to 19 April. A range of consultation/engagement activities took place over the consultation period. We received over 500 submissions with approximately 60 of these presenting at the Hearing held on 21/13 May. Deliberations were held on 13 May with decisions being made. All submitters received formal decision letters. The LTP was adopted on 30 June. Staff have conducted a project debrief with both Councillors and staff and the findings of this will feed into planning for the next Long Term Plan.

### **Hetana Street, Matamata Innovating Streets Project**

A workshop was held on 28 July to provide elected members with an understanding of the monitoring and evaluation results of the Hetana Street trial. Our roading team are currently

evaluating site options and a report will be provided to Council on 13 October 2021 seeking its preference for the future Hetana Street layout.

### **Pride of Place (PoP) - Matamata, Morrinsville and Te Aroha Revitalisation Programme – Co-Design Process Plan**

Place Creative has been contracted to support the Pride of Place (PoP) programme of work. On 29 July a cross-organisational “kick off” session was facilitated by Place Creative to explain the project and ensure a shared understanding of its objectives and process parameters.

August has been a very busy month for the team. The placemaking team will be fully resourced by the end of September. We have firmed up the project plan and the mobile engagement brief is being developed. This will be sent to potential fabrication companies for estimates. We are planning a workshop with Council in September to go through the project plan and next steps.

## **1.1 Human Resources**

Staff turnover figures for year to date from 1 July 2020 to 31 August 2021 are:

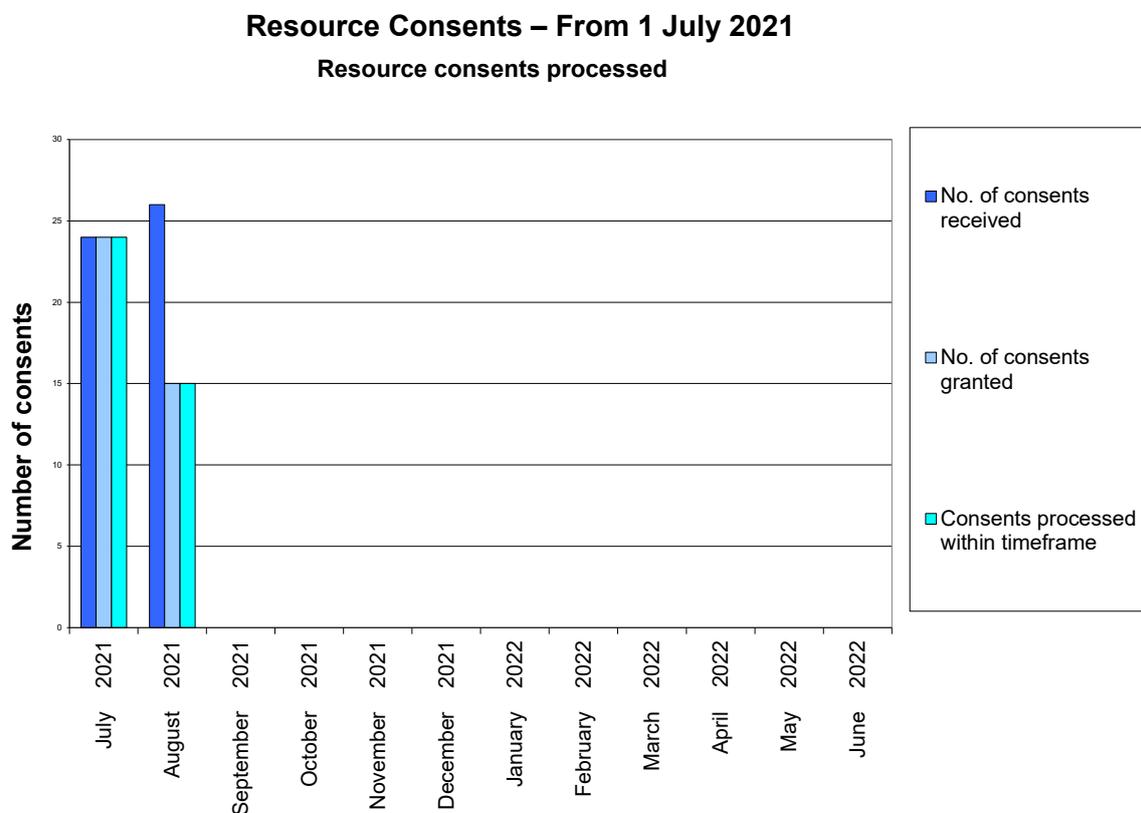
<b>Year to date at</b>	<b>Office</b>	<b>KVS</b>	<b>Water &amp; Waste Water</b>	<b>Libraries</b>	<b>Facilities</b>	<b>Total</b>
	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>
July	4.76	0	0	8.0	4.82	3.72
August	6.30	0	0	8.0	4.82	4.55

Total permanent staff resigned up to 31 August 2021 = 11

## 1.2 Community Development overview

## 1.3 Planning

### Resource Consents



**A report on resource consents received for August is included as Appendix B to this report.**

Council received 26 resource consents and granted 15 consents of which 15 were processed within the timeframe for the month of August 2021.

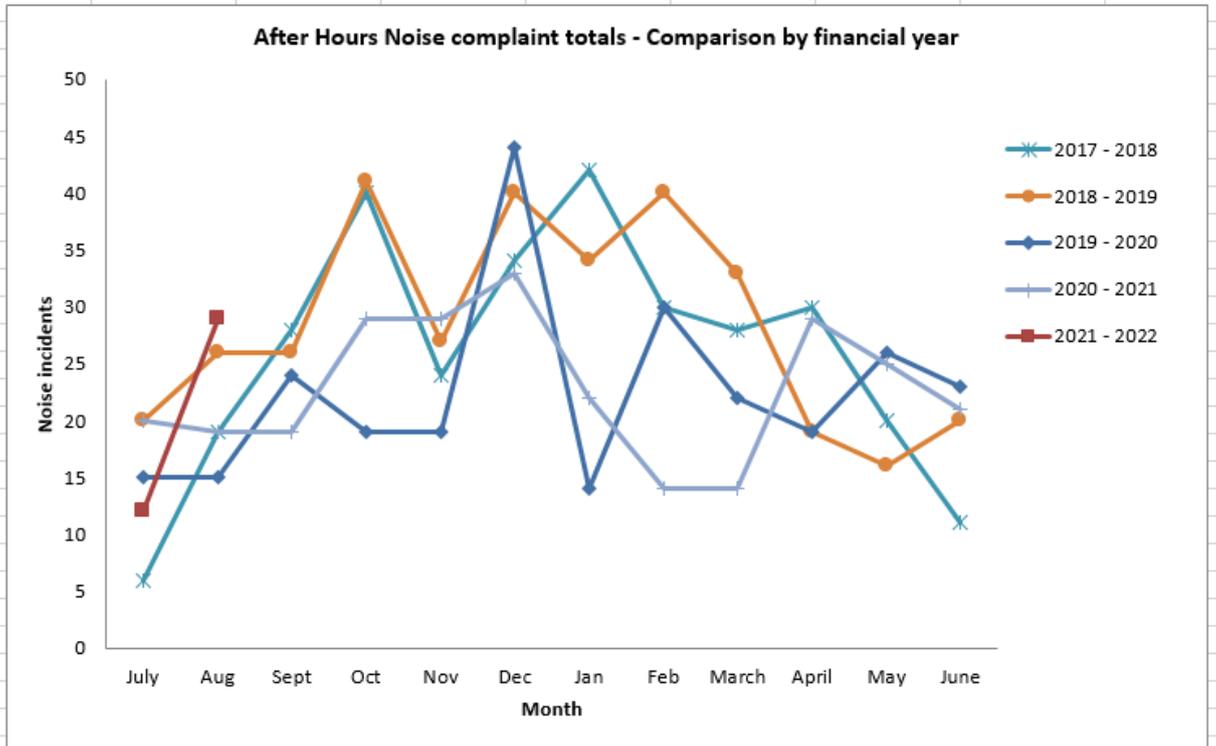
Limited or Publically Notified Resource Consents:

There was one Limited Notified Resource Consents in August 2021.

RC Reference	Applicant	Property	Limited/Public	Date Notified	Close of submissions
101.2021.12274	Dennis & Christine Rogers	174 Dodd Road RD2, Morrinsville	Limited	08.06.2021	05.07.2021

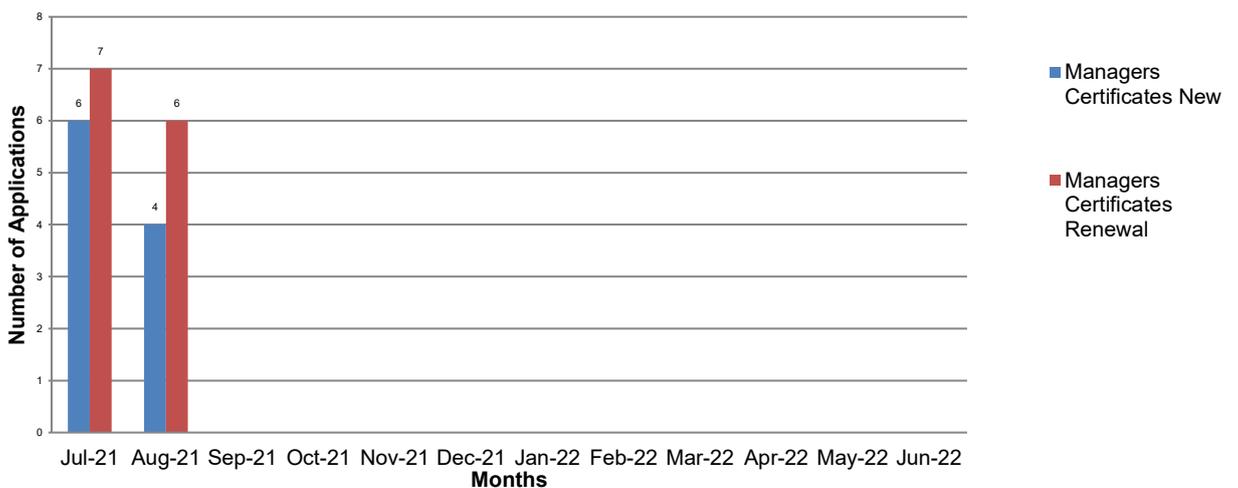
- **Noise – August 2021**

	Aug-17	Aug-18	Aug-19	Aug-20	Aug-21
Matamata	6	7	6	9	22
Morrinsville	11	15	7	10	1
Te Aroha	2	4	2	2	6
All wards	19	26	15	21	29



- **Alcohol**

**Manager Certificate Applications**



### **On, Off and Club Licences August 2021**

<b>Agency Application Number</b>	<b>Applicant Name</b>	<b>Type of Licence</b>
162.2014.939.4	The Nott Ltd	Renewal On
162.2014.940.4	The Nott Ltd	Renewal Off
162.1997.63.9	Morrinsville Squash Club	Renewal Club
162.2021.1673.1	Ironique	New On
162.2021.1675.1	Horse and Jockey Matamata	Temporary On

### **Special Licences August 2021**

<b>Agency Application Number</b>	<b>Applicant Name</b>	<b>Event</b>
162.2021.1677.1	Elstow-Waihou Combine School	Beats by Bingo
162.2021.1674.1	Morrinsville Bowling Club	Spring Classic Tournament
162.2021.1676.1	Kereone Rugby and Sports Club	Dinner and 21st

#### **Policy**

- RMA Reform – Council lodged a submission on the Exposure Draft of the Natural and Built Environment Act, which was retrospectively endorsed by Council.
- Waharoa Zoning and Development (PC 49) – we are pulling together all the outcomes from the hui which we will present to Council in October
- Settlements Plan Change (PC 53) – The appeal period lapsed on the 18 August and as no appeals have been received the plan change will become operative on the 29 September 2021.
- Papakainga (PC 54) – Unfortunately our hui and informal consultation has been delayed due to Covid however we have scheduled webinars (rather than hui) for our informal consultation to be held on the 16/17 September. These are the last hui to be held and as a result we will be updating Council on the outcomes in October.

#### **Health**

- Unfortunately, until we reach Alert Level 1 we are unable to undertake on-site verification of existing premises. This has meant that we have had to cancel all existing appointments. We are looking into remote verification and how this could potentially work and what issues may arise

## 1.4 Building

### **Building consents:**

A total of 92 Building consents were lodged in the month of August 2021.

For the month of August the Building team granted and issued 82 Residential building consents, 9 Commercial building consents. Total issued and granted in August is 91.

All of these consents have come through AlphaOne as we have completely stopped using the previous portal for the electronic BC's.

Building Consents that required Resource Consent for August was 37.

Building Consent applications with Request for Information (RFI's) for August is 49%.

### **Code Compliance Certificate (CCC) granted:**

Authority CCC's = 12

Alpha One CCC's= 21

Total 33 CCCs for the month of August, 87.88% within 20 working days. (The CCC's issued in Alpha One system within 20 days are 95.24 %

### **Inspections**

Inspections are currently being booked two weeks in advance and are being carried out in Level 3 and Level 2 with H&S guidelines in place. Many cancellations on site due to weather, materials and project management.

## 1.5 Libraries

### **Alert Levels 4 and 3**

Libraries closed on 18 August due to the Covid lockdown. Staff worked from home in Levels 4 and 3, answering library queries by phone and email. In addition to the many communications that needed to be rolled out to customers, project work was the main focus: new website content, support for winter reading programme, summer reading programme planning, analysis of new online resources, and readers advisory work. One staff member was seconded to Group Emergency Coordination Centre (GECC) in Hamilton and worked approximately five shifts for them from home. Another staff member helped the wider Council team by taking minutes for the Covid Management team meetings.

In Level 3, some staff came back into the Morrinsville Library to advance the refurbishment work which had had to stop in Level 4. Some contractors were able to resume work under Level 3. Having one contractor based out of region meant that the removal of the large bank of lights above the old counter and the final installation of the front desk had to wait to Level 2.

### **Customers during lockdown**

We liaised with our Kotui partners (library management consortium) daily to ensure that overdue notices were not sent out and that holds that were placed on books were extended.

Two electronic mail-outs, several Facebook messages and constantly updating our website banners kept the community informed as we changed levels.

### **DVD collection**

Our book supplier James Bennett have advised they no longer supply materials with NZ classification labels from July 2021. This would mean that for every DVD we purchase we would need to contact NZ Classification Office ourselves, a time consuming task which may not be worth our time given the low usage of this collection. We are therefore currently assessing whether this action signals the end of our DVD collection. The team has started canvassing and comparing a few online streaming platforms as an alternative. There is likely to be a larger uptake for such services but relies on customer having internet access.

## Local History

With the New Zealand History coming on to the school curriculum we are working on bringing our current local history material out from its current “available on request” location in Te Aroha and into the libraries where they can be more visible and get more use. We are looking at requesting funding from NZLPP to assist us with some limited term staffing support to get this happening. This will take time to set up.

## Staffing

A new Customer Service Librarian has been appointed to replace a staff member who resigned in July and they will start 20 September.

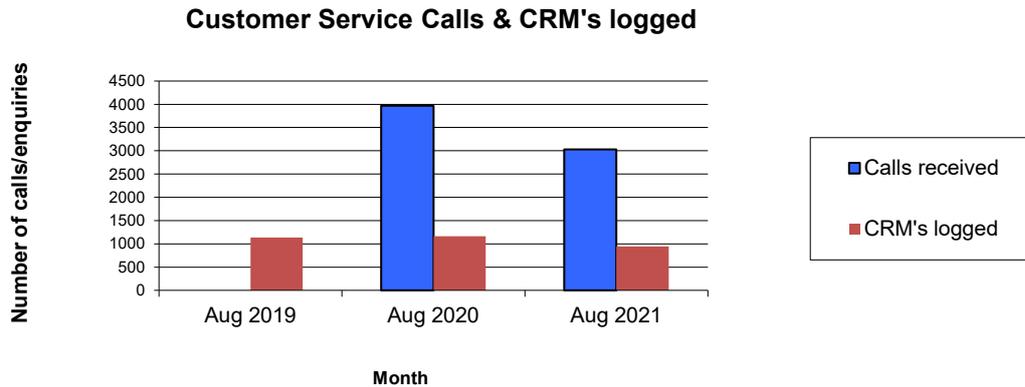
Library Team Leader (Morrinsville) is now on parental Leave for 5 months. A part time fixed term library assistant to assist with some of hours while she is away, will start on 22 September. Other parts of the role have been assigned to existing staff working on higher duties and/or working extra hours.

Activity	Comparison months	Current month	Inc/dec compared to same month last year	% change
<b>VISITS</b>	<b>Aug-20</b>	<b>Aug-21</b>		
<b>Door counts</b>				<b>% change</b>
Matamata	3395	2059	-1336	-39%
Morrinsville	4153	1571	-2582	-62%
Te Aroha	2431	1277	-1154	-47%
<b>DOOR COUNT TOTALS</b>	<b>9979</b>	<b>4907</b>	<b>-5072</b>	<b>-51%</b>
<b>Online visitors</b>	<b>Aug-20</b>	<b>Aug-21</b>		
Library website/catalogue sessions	5512	4423	-1089	-20%
Library app sessions	544	892	348	64%
<b>ONLINE VISITOR TOTALS</b>	<b>6056</b>	<b>5315</b>	<b>-741</b>	<b>-12%</b>
<b>APNK/WIFI/COMPUTER</b>	<b>Aug-20</b>	<b>Aug-21</b>		<b>% change</b>
<b>Wifi using own devices</b>				
Matamata	1952	611	-1341	-69%
Morrinsville	2029	788	-1241	-61%
Te Aroha	1127	798	-329	-29%
<b>WIFI TOTALS</b>	<b>5108</b>	<b>2197</b>	<b>-2911</b>	<b>-57%</b>
<b>APNK logins using library computers</b>	<b>Aug-20</b>	<b>Aug-21</b>		
Matamata	387	285	-102	-59%
Morrinsville	645	121	-524	-81%
Te Aroha	347	163	-184	-53%
<b>APNK TOTALS</b>	<b>1379</b>	<b>569</b>	<b>-810</b>	<b>-59%</b>
<b>NEW MEMBERS</b>	<b>Aug-20</b>	<b>Aug-21</b>		<b>% change</b>
Matamata	58	27	-31	-53%
<i>Matamata Digital</i>	20	7		
Morrinsville	82	10	-72	-88%
<i>Morrinsville Digital</i>	34	2		
Te Aroha	39	9	-30	-77%
<i>Te Aroha Digital</i>	11	2		
<b>NEW MEMBER TOTALS</b>	<b>179</b>	<b>46</b>	<b>-133</b>	<b>-74%</b>
<b>SUBTOTAL DIGITAL MEMBERS</b>	<b>65</b>	<b>11</b>		

<b>LIBRARY ITEMS ISSUED</b>	<b>Aug-20</b>	<b>Aug-21</b>		
Matamata	387	285	-102	-26%
Morrinsville	645	121	-524	-81%
Te Aroha	347	163	-184	-53%
Ebooks	1874	2495	621	33%
<b>BOOKS ISSUED TOTALS</b>	<b>3253</b>	<b>3064</b>	<b>-189</b>	<b>-6%</b>

## 2. Service Delivery

### 2.1 Customer Services

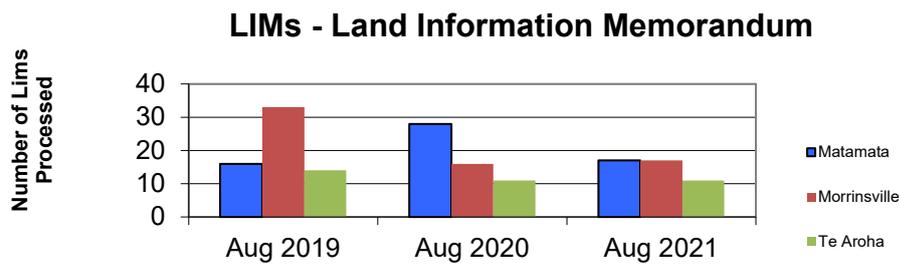


#### Rate Rebates

Applications for Rates Rebates has closed 30 June. The new round for applying for rebates will commence in September 2021.

#### LIM (Land Information Memorandum)

45 applications received in **August, 20** of these were urgent requests.



#### Antenno

The reports below show the number of installs and reports received.



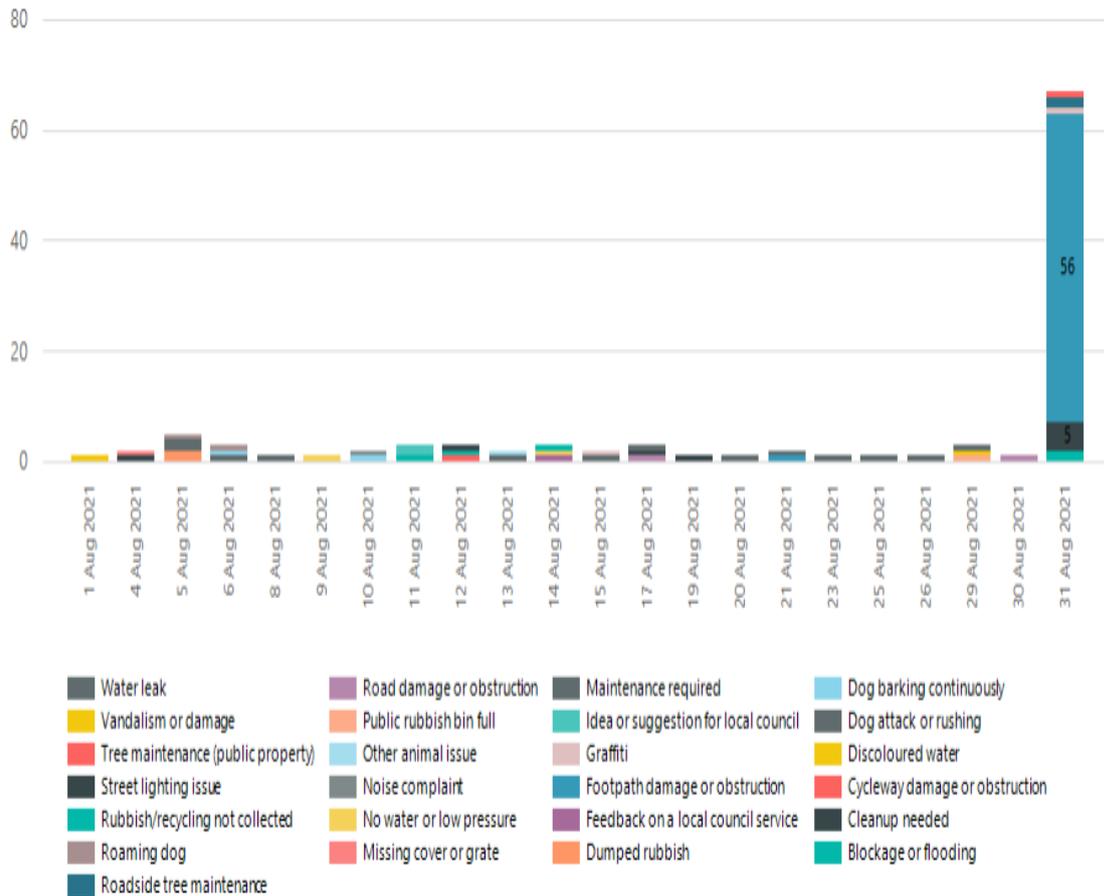
# Antenno Reports by Day



From: 1 Aug 2021 To: 31 Aug 2021

Please note there are two pages to this report.

109 reports in 31 days (3.5 per day)



**The large amount of calls shown for 31 August 2021 relates to work the Customer Services Team was undertaking during COVID.**

## 2.2 Kaimai Valley Services

### 2.2.1 Parks and Reserves

#### Gardens

- The area behind the Morrinsville Events Centre and Studholme Street beside the railway tracks has been levelled, pampas and weeds removed and area has been reseeded.
- Te Aroha cemetery boundary planting area has been sprayed and holes were prepared for community assistance with planting.
- Meeting organised with Consultant, Piako Catchment (Jude), Lions (Steve) and Milan working on a plan to continue the great results already achieved at Morrinsville River Walk
- While the i-site was closed during level 3 lockdown, i-site staff helped out with weeding the area between the Domain Café and the Spa's building
- COVID-19 lockdown has resulted in the gardening team having to prioritise catching up on gardening tasks that have fell behind.

#### Mowing and Arborists Work

- District tree maintenance contract tendering process has been completed and report on the successful tenderer is ready for E-team to access.
- Grass growth is increasing now the weather is warming, this and the combination of not being able to mow during Lockdown has resulted in the mowing team endeavouring to catch up on mowing standards
- Mower configuration discussions have been held and recommendations for plant purchase underway

#### Cleaning/Rubbish Collection

- During COVID-19 lockdown, we reduced the number of toilets open and continued to cleaning them to COVID-19 recommended Ministry standards'
- QR codes are available at all public toilets
- We have changed the type of chemical being used in the public toilets due to the damage the previous chemical was doing to the electronics and paint work in the toilets. Using same product used in hospitals that also is recommended on Ministry's web page
- Rubbish collection during COVID-19 was carried out every day and this was rostered between the team to ensure everyone that was able to work was given the opportunity to work during Lockdown

#### Other

- Playgrounds during Lockdown were closed and signage and tape was installed on all playgrounds to advise public that playgrounds were closed
- Assisting with the renewal program on playgrounds and prioritising

## 2.3 Roding

### Contracts update

#### Road Network Maintenance Contract 3/23/2192– Fulton Hogan

This month the cyclic crews have carried out general maintenance with a dedicated crew working through lockdown to ensure that any safety hazards identified by staff or the public were rectified. Fulton Hogan crews still repaired over 500 potholes, replaced 168 edge and culvert markers, made drainage cut outs, cleaned kerb and channel and cleaned and inspected culverts.

The asphalt crew carried out pre seal repairs and have completed a number of edge breaks and minor levels across the district.

The drainage crew carried out high shoulder and water table repairs on Henry Watson Rd..

#### Reseals - Contract 3/23/2230 - Fulton Hogan.

Reseals completed on 21 May 2021. Additional 6 month defects (Total 18 months) agreed for sites completed in May. Progressing with combining this contract with Contract 2192 – Road Network Maintenance. Expected commencement date 1 September 2021. Document ready and requiring final procurement sign off.

#### Road Marking – Contract 3/23/2177 - Roadmarkers New Zealand.

Rural remarks have been completed.

Current contract period has expired, new tender went out Monday 9 August #3/23/2308 & Closes 16 September 2021

#### Signs – Contract 3/23/2282 – Directionz (2021-24+1+1 contract).

Business as usual with maintenance, broken posts etc.

#### Contract 3/23/2243 - Footpath Repairs and Renewals

This 18 month contract was awarded to MS Construction. There were some delays due to COVID-19 resulting in approx. 20 days' time extension. Some 19/20 programmed works were carried forward to 20/21.

Matamata. Complete

Morrinsville. Complete.

Te Aroha. Completion due August 2021, few sites added from Councillors concerns.

Site to be completed in September now due to COVID lockdown.

### Renewal Forward Works Programme 2021/22

#### Package 3. Contract 3/23/2271 (20/21 season) Alexandra Rd and Manawaru Rd

Awarded to Schick Construction Ltd.

Some roughness issues to work on with contractor, site meeting arranged for late August. Delayed due to COVID.

#### Package 1. Contract 3/23/2306 – Package 1 - Rehabilitation of Peria Road (RAMM 2850 - 2990) Rehabilitation of Burwood Road (RAMM 220 - 450) Rehabilitation of Te Poi Road (RAMM 290 - 625)

Tender went out Tuesday 3 August 2021 and closing 27 August 2021. Tender close delayed until 10 September due to COVID lockdown and is now being evaluated.

#### Low Cost Low Risk (Safety Improvements)

With some input from NZTA we are currently putting together packages for safety improvements across our road network. This includes;

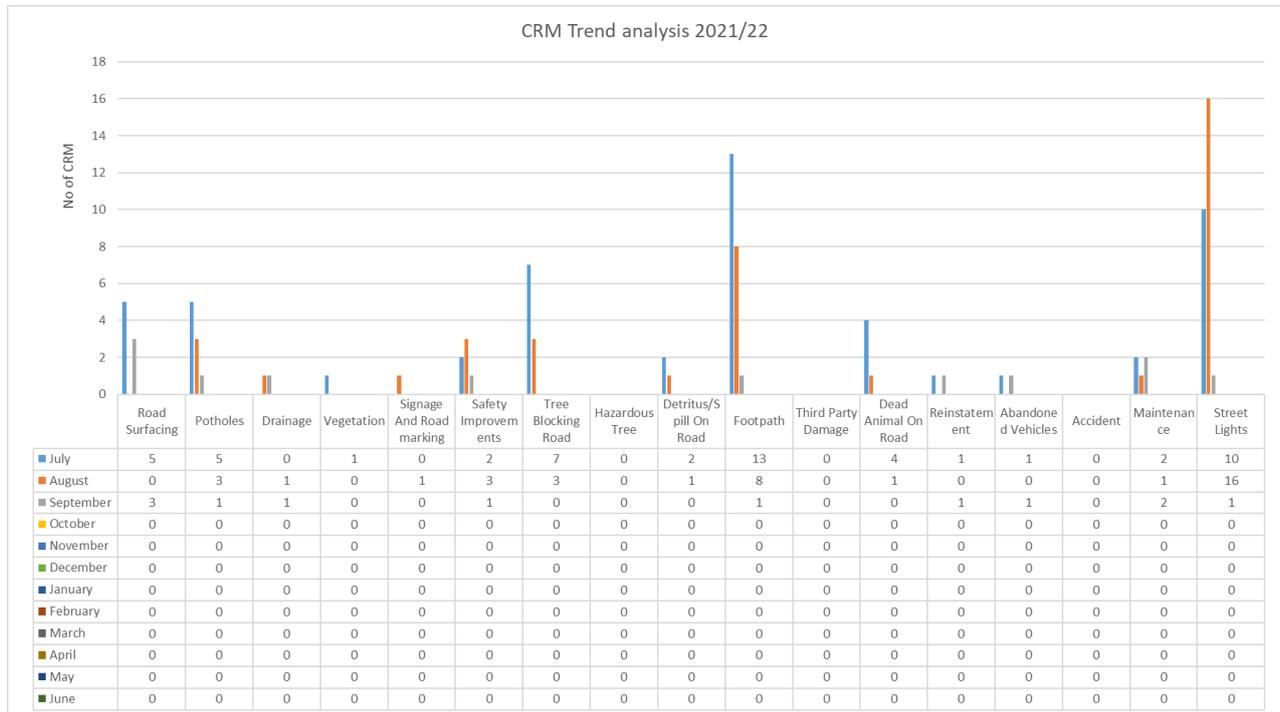
- Budgets for 2021/22 FY not yet confirmed, when done so we can allocate further works to this program.

- Rural intersection activated warning signs (RIAWS) at the Bowler Rd / Tautiti Rd intersection. Currently on-hold
- Audio Tactile Road Marking (rumble strips) on Piako Rd from SH 26 to Valintine Rd. Completion due 21/22.
- Audio Tactile Road Marking (rumble strips) on Paeroa-Tahuna Rd from Morrinsville-Tahuna Rd to SH 26, starting June 2021. 70% complete
- Audio Tactile Road Marking (rumble strips) on Hinuera Rd from SH29 to Hopkins Rd. Completion due 21/22
- Audio Tactile Road Marking (rumble strips) on Morrinsville-Tahuna Rd from Cameron Rd to Paeroa-Tahuna Rd. Completion due 21/22
- Improve signage on Stanley Road South by Silver Fern Farms

**Network management update**

**CRMs**

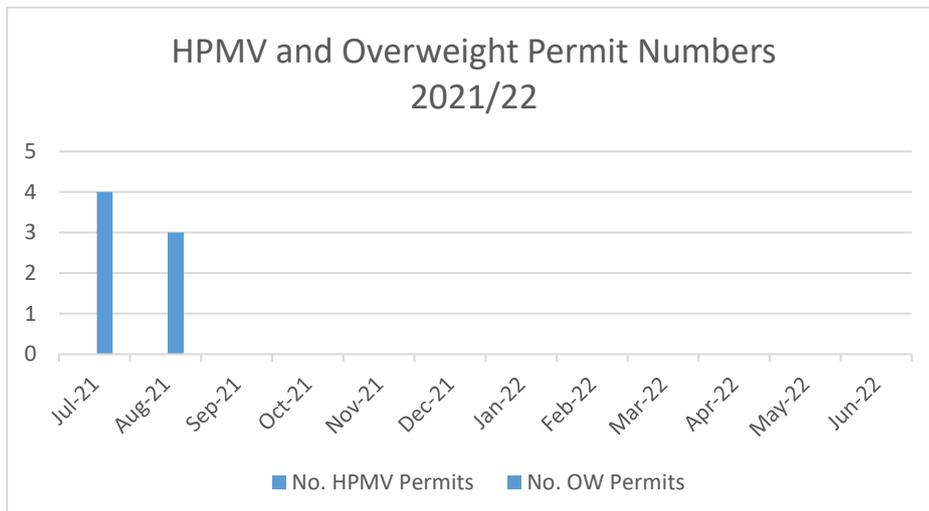
- 38 Roothing CRMs in August



Reference: CM 2347176 CRM Trend Analysis

**HPMV and Overweight Permits**

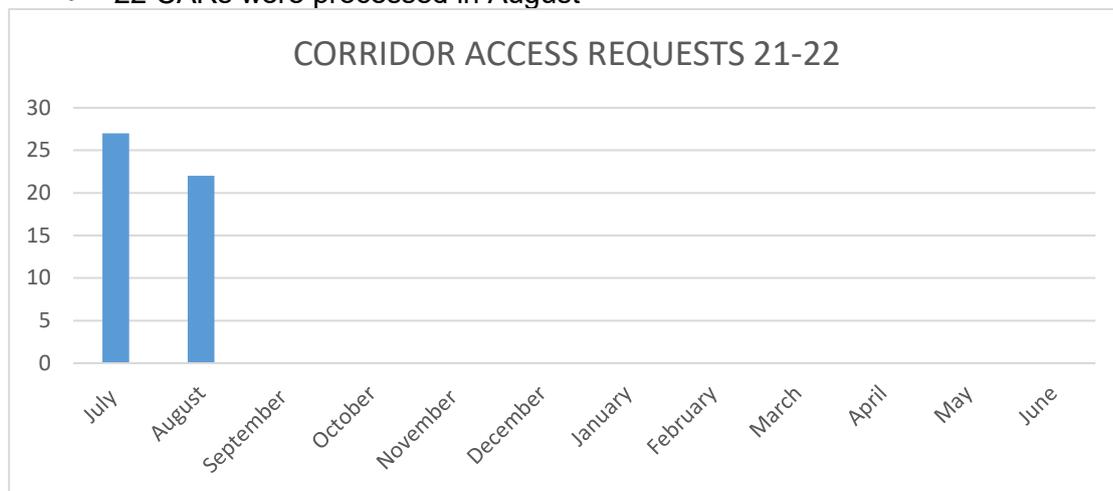
- NZTA now administer HPMV permits on approved roads within our network.
- Three (3) Overweight permits were processed in August



Reference: CM 2260061 HPMV and Overweight Trend Analysis. HPMV 2459540 OW 2459539

### Corridor Access Requests

- 22 CARs were processed in August



Reference: CM 2465090 Trend for CARs 2021-2022

### Ultra-Fast Broadband (UFB) Installation

Chorus works: There is still plenty of reinstatement work to be completed. We are contacting them regularly to get this completed before too much longer. The fibre network build is complete and now the connections are taking place with a fairly large number being completed weekly, (approx. 20-30).

### Events and Road Closures

*All Events within the Road Reserve are subject to formal approval by Council and NZTA (if held on a State Highway). Road Closures are subject to formal approval including advertising, insurance and traffic management approval. Non-Road closure are still subject to approval including insurance and traffic management approval.*

### Road Closures

The Morrinsville Market road closure on Canada Street occurs from 8.30am-12.30pm on the first Saturday of each month.

Te Tuhi Rd rally event by The Thames Valley Car Club was held 15 August. No issues reported.

Quine Rd rally event by The Thames Valley Car Club held 12 September. No issues reported.

Aroha Cruise In, organised by the Te Aroha Business Association proposed for 2 October 2021. Advertising was delayed by 2 weeks due to COVID lockdown, however NZTA have allowed for this to progress with less than 42 days' notice.

This event can only be held if in LV1 COVID restrictions (or lower).

### Events without Road Closure

All the events below have approved traffic management plans.

Morrinsville A&P Show postponed, no new date yet confirmed.

## 2.4 Waters

Plant	Protozoa			Bacteriological	Instrument Verifications #	Res. Consent Conditions That are in ID
	R	A	Status	Status	Status	Status
MM Burwood Rd	2	3	Compliant	Compliant	Compliant	Complaint
Hinuera	3	3	Compliant	Compliant	Compliant	Compliant
MM Tills Rd	3	3	Compliant	Compliant	Compliant	Failed
MV Waterworks Rd	4	0	Failed	Compliant	Compliant	-
MV Scott Rd	3	3	Compliant	Compliant	Compliant	Compliant
Tahuna	3	3	Compliant	Compliant	Compliant	Failed
MM Tawari	3	3	Compliant*	Compliant	Compliant	Compliant
Te Aroha	4	3	Compliant	Compliant	Compliant	Failed
Te Poi	4	0	Failed	Compliant	Compliant	Compliant

R = Required, A = Achieved

# Only instruments for protozoal compliance are considered.

\*evidence uploaded into ID to show not a genuine transgression.

*Italics = DWA likely to grant leniency*

\*\*ID batch reports are failing due to missing minutes. ADR and Lutra are working to resolve

- Data in ID is incorrect and updates are required

	Matamata	Morrinsville	Tahuna	Te Aroha	Waihou
RC Number	110031	118885	118187	120309.01.01	120703
Volumes, flows	Compliant	Compliant	Failed	Compliant	Complaint
Sampling requirements	Compliant	Compliant	Compliant	Compliant	Compliant
Effluent Quality Requirements	Failed	Compliant	Compliant	Compliant	Failed
Seasonal Loading Requirements	N/A	N/A	N/A	Complaint	Compliant

### Drinking Water Standards NZ Compliance Summary

August 2021 saw more than double the amount of compliant protozoa treatment plants when compared to July 2021, with only two plants failing the required protozoa treatment.

Morrinsville (Waterworks Road) WTP did not achieve the required log credits (4) due to filter 3 having trouble with short circuiting, occurring closely before and after backwashing which causes the turbidity spikes. It is thought to be because filter 3 receives the most flow loading from the clarifiers, before it splits the flow onto the other filters. It is going to be interesting to see if this problem still occurs when the media is replaced shortly.

Te Poi WTP requires 4 log protozoa treatment, 3 logs out of the 4 required can be achieved through compliant UV treatment, and 1 log can be achieved through compliant filter treatment. During the month of August 2021 only the requirements of the filter treatment were non-compliant. It is good news to see the UV treatment was compliant meaning Te Poi

received 3 log treatment this month. 3Waters Team are investigating a new water source for Te Poi to allow for easier treatment of the water.

**Water Treatment Plant summary of non-compliances of resource consents in ID**

Tills Road (Matamata) WTP was non-compliant for both the Water Take and Backwash Discharge consent requirements. There was one second during the month of August where Tills Road WTP breached the maximum rate per second that water can be abstracted at, with daily failures of both the backwash volume and discharge rate from the treatment plant to the nearby stream. MPDC staff and WRC staff have discussed the possibility of submitting applications to amend the backwash conditions to allow MPDC to be compliant.

Tahuna WTP’s water take consent was non-compliant for the month of August due to daily breeches of the maximum abstraction rate allowed and eight beaches of the maximum daily volume of water taken. The Tahuna water take consent was due for renewal in August 2020, and the application is currently with WRC. MPDC have applied for the additional 3<sup>rd</sup> bore to also be part of the new water take consent.

One out of the four water take consents for the Te Aroha WTP was non-compliant during August 2021 one occurrence (one second) of a consent breach for the Tutumangao Stream where 10L/s was abstraction over the max limit (40 L/s max).

**Wastewater summary of non-compliant WRC consents**

Matamata WWTP was non-compliant for total nitrogen (TN) median limit of 15 g/m<sup>3</sup> with a calculated median value increasing to 20 g/m<sup>3</sup> in August. This is a consistent trend for the MM WWTP.

Tahuna WWTP was non-compliant for 22 out of the 31 days in August, due to breaches in the maximum discharge rate of up to 0.2L/s.

The average winter Total Nitrogen load for the Te Aroha WWTP discharge (June – November) is on track to fail as both June and July are above the maximum kg limit per day, although August 2021 saw a big drop in Total Nitrogen loading, which is very promising.

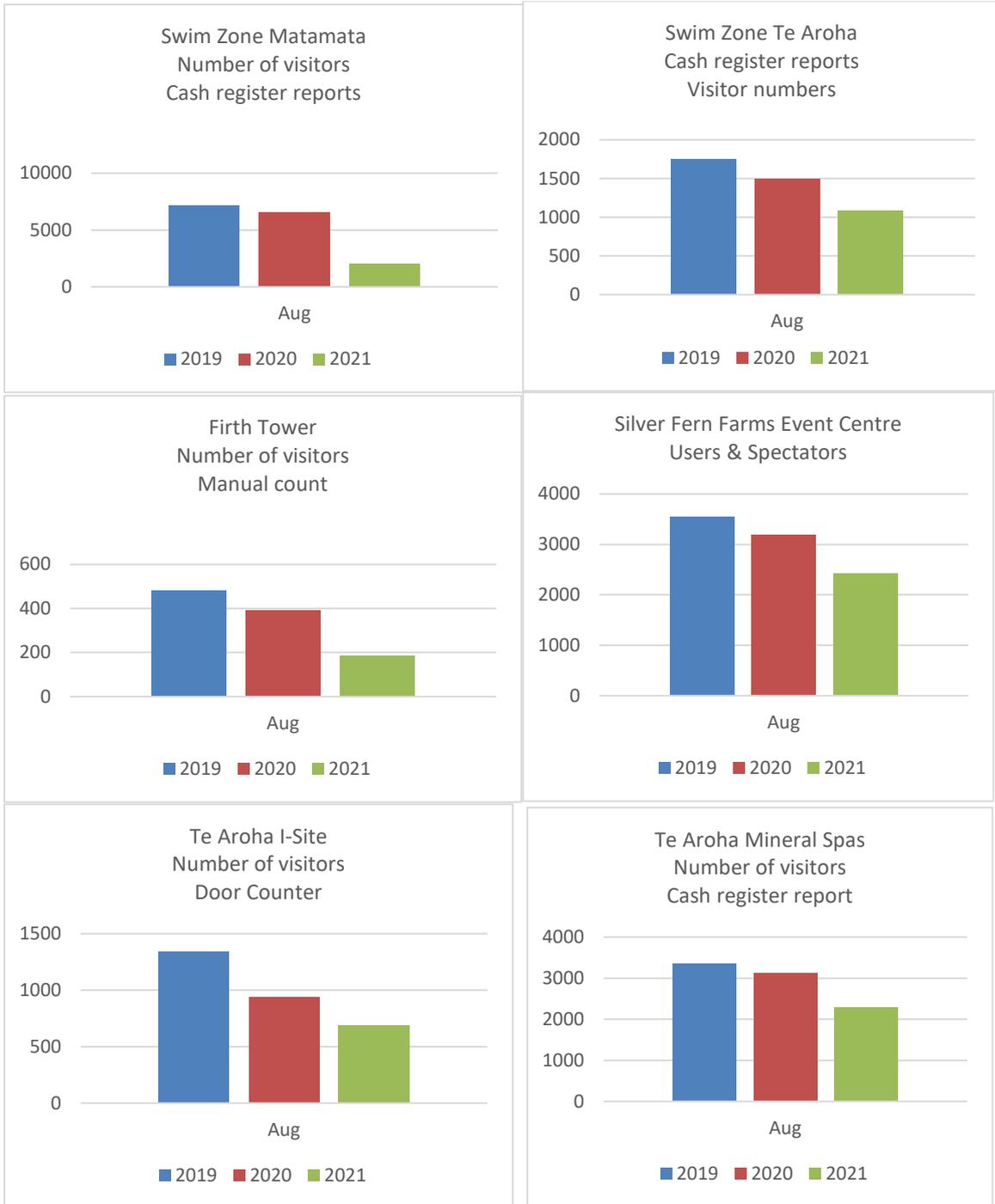
**Top five projects**

<p><b>WTP Compliance Recovery Program (CRP)</b></p>	<ul style="list-style-type: none"> <li>• Replacement of assets underway &amp; is 85% complete</li> <li>• 95% of material / plant has been purchased</li> <li>• Morrinsville WTP Poly Plant in commissioning, final water shed nearing completion.</li> <li>• Te Aroha WTP Actuator &amp; valve replacement planned, DP sensors have arrived, installation being planned</li> <li>• Project completion estimated to be December 2021</li> </ul>
<p><b>Tahuna WTP</b></p>	<ul style="list-style-type: none"> <li>• The old concrete reservoirs have been demolished and removed from site;</li> <li>• Stage 1 of pipework (Cullen Engineering procurement (valves and stainless pipework)) completed, the second stage will commence post UV container fit out and pumpset install (CRP);</li> <li>• Camex have completed temporary works (UV container pad, clean and disinfect concrete reservoirs, temporary pipework from Cullen install to transfer pumps).</li> <li>• New plant layout design ready pending approval</li> </ul>

	<ul style="list-style-type: none"> <li>› Construction to be planned once new UV has been installed</li> <li>› Working in conjunction with the compliance program</li> </ul>
<b>Te Aroha WTP Sludge</b>	<ul style="list-style-type: none"> <li>› New design agreed</li> <li>› Project about to enter the market</li> </ul>
<b>Matamata WWTP Inlet Screen Replacement</b>	<ul style="list-style-type: none"> <li>› Screens have been delivered</li> <li>› Pad design nearing completion and will have a structural review.</li> <li>› Permanent Inlet Diversion bypass designed and starting late Apr 21 (Fibre Networks is contractor)</li> </ul>
<b>Morrinsville WWTP Contingency Pond Lining &amp; Pipework</b>	<ul style="list-style-type: none"> <li>› Project contracted to Spartan</li> <li>› Clearing of contingency pond complete</li> <li>› Minor geotech issues identified</li> <li>› Possible SBR leak identified</li> </ul>

### 3. Business Support

#### 3.1 Community Facilities Operations



### **Swim Zone Matamata (SZMM)**

- Fitzzone Gym moved out of the Swim Zone Matamata premises to their new location.
- Swim school numbers were up at the start of August with 40 more swimmers this term.
- One user group – Walton Kayak club continue to use the dive pool weekly
- During COVID lockdown staff completed training online during level 4 including
  - Thriving under fire, Sport NZ ( Customer service in recreation setting)
  - Pool Lifeguard worksheets from Recreation Aotearoa
  - Civil Defence training from Councils Local Emergency Management Officer
  - Manual Handling Training from Safety and Wellness Team.

### **Swim Zone Morrinsville (SZMV)**

- Preparation for the upcoming season is well underway
- Staff recruitment has commenced with the leadership team returning from Swim Zone Te Aroha.
- Leak detection remedy works were confirmed and due to commence mid August however COVID lockdown prevented this job being completed. The contractor is currently waiting on supplies from Auckland to arrive.
- Investigations for shade options have been explored (Morrinsville is the priority) and currently waiting on quotes to be returned on before work commences.

### **Swim Zone Te Aroha (SZTA)**

- Te Aroha Plumbing and Drainage started prep work for the installation of the No.2 Bath house flow meter.
- Replacement of both hot water cylinders due to a leak. This leak caused steam to travel from the water cylinder cupboard in the men's changing room up the wall into reception. This resulted in having to remove the jibbing, dry and treat the effected parts of the wood.
- Two Swim Zone staff members have been appointed leadership roles for Swim Zone Morrinsville and will return to work at this facility over the summer period. Consequently, summer recruitment commenced to fill these gaps.

### **Te Aroha Mineral Spas (TAMS)**

- August was a very busy month for both TAMS and Beauty Therapy until COVID lockdown forced the facility to close until level 2.
- Level 4 provided time for Te Aroha Mineral Spas and Domain House operational manuals and inductions to be updated.
- Domain House recruitment & building work was put on hold due to COVID which may force opening date to be postponed.
- Level 4 – TAMS spa attendants completed the civil defense training assigned by Councils Local Emergency Management Officer.
- Beauty Therapists completed online training during level 4.

### **Firth Tower**

- Visitor numbers have decreased due to Covid-19 from 574 last month to 183 this month. Due to Level 3 restrictions Matamata Historic Society were unable to provide visitor numbers for this month's statistics but approximately 100 volunteers were on-site during the month of August before lockdown. Regular groups have ceased meeting due to Covid-19 Level 4 lockdown and Level 3 restrictions. Prior to the lockdown Firth Tower's Heritage Centre function room was almost fully booked by community groups using the room for meetings, yoga, and functions.
- Cambridge East School attended a visit to Firth Tower 2 Aug bringing 56 children along to enjoy activities. Hinuera School and Lions postponed. A gentleman in a caravan is staying at the Tower site longer than expected due to the power failure and issues related to his insurance company. He is up to date with the overnight charges.

- The cleaning and spraying of the roofs and building maintenance has been delayed due to Covid-19 and will commence in the near future. The gardens are ready to be planted for the new season, but we are waiting until the building cleaning and repairs are complete before the plants are put in the gardens. Firth Tower has decreased in expenses for rubbish removal services and seeking alternative ways to reduce waste and increase in sustainable operations.
- During Level 4 lockdown - A homeless man moved onto the grass area behind the toilet block at Firth Tower by the Police. He was there for 9 nights. Another homeless man arrived for two nights before moving onto a place to stay in Cambridge. The toilet block has been left open and cleaned daily by KVS due to there being many people using the Tower track walkway/cycleway between Matamata township and the Tower during Level 4 lock down.
- A security camera system is being put in place at Firth Tower which will deter loiters and record the activity that occurs after opening hours.

### **Te Aroha i-SITE**

- Closed 14 days in August due to Covid Alert level 4. Visitor numbers on a par with this time last year considering. Locals 15%, Domestic 84.2%, International 0.08%
- Still good interest in the Hauraki Rail T rail even in mid-winter. Te Aroha to Matamata section popular.
- Level 4 - staff working from home – website audit, social media strategy, stepped up social media campaign since lockdown with scheduled videos. Engagement increased fivefold in August. Level 3 – staff working from home and on Mt Te Aroha clearing weeds
- Sending i-SITE staff to assist with NZMCA Motorhome, Caravan and Leisure Show at Mystery Creek – postponed till 15-17 October. Good opportunity to promote the district
- August 30 i-SITE Future Network webinar – Many i-SITEs had similar concerns or questions.

### **Silver Fern Farms Events Centre**

- **Regular users** – Te Aroha Indoor basketball, Te Aroha Netball, Thames Valley Netball, Social badminton, Thames Valley rugby, Elite marching, COBRAS Junior Football, Te Aroha College Volleyball
- **Other users** – Fonterra, Higgins Contractors, Te Aroha Tractors, NZMCZ planning meeting for their national rally next year plus five children's birthday parties.
- **MPDC events** – 6 bookings

### **Domain Pavilion**

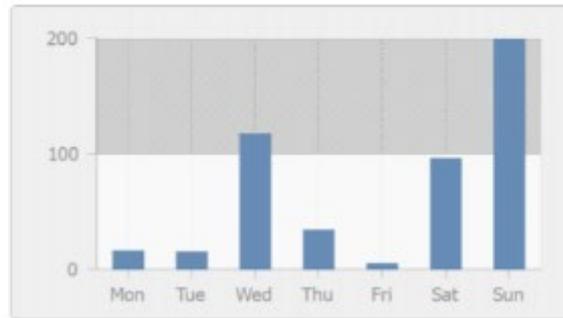
- Pilates booking twice weekly.

### **Matamata Aerodrome**

During August 2021, the airport was used by 62 different aircraft for 482 air movements. A decrease of 42% from 834 for the same month last year. For the last 12 months, there were 8,804 movements, a decrease of 7% from 9,439 for the same period in the previous year. Unless there have been major changes to the airport operation, this will be the Covid Effect'.

### Movements: Days of Week

Weekday	Movements
Mon	16
Tue	15
Wed	117
Thu	34
Fri	5
Sat	96
Sun	199

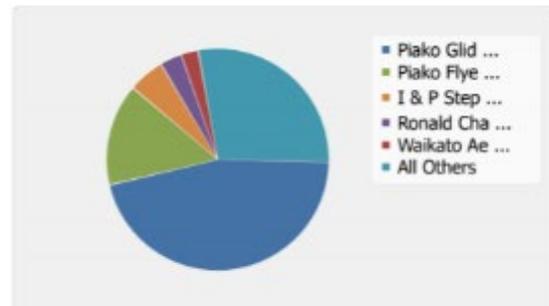


### Movements: Months of Year



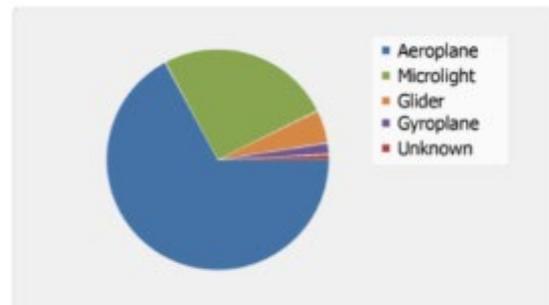
### Operators: 5 most active

Operator	Movements
Piako Gliding Club (Inc)	223
Piako Flyers Limited	71
I & P Stephens	25
Ronald Charles Donovan	15
Waikato Aero Club (Inc)	12
All Other Operators	136
<b>Total</b>	<b>482</b>



### Aircraft Type Summary

Type	Movements
Aeroplane	324
Microlight	123
Glider	23
Gyroplane	8
Unknown	4



## 3.2 Property and Community Projects

### EPH Flats

#### Te Aroha

- One being redecorated, new tenant signed up

#### Morrinsville

- One to be refurbished – different one from last month
- One to be redecorated

#### Matamata

- Three to be redecorated

#### General comments

- All units now have Heat pumps installed, extractor fans in progress. Some difficulty in arranging suitable times with tenants. Morrinsville completed. Requirement of Tenancy Act.

### OYO

#### Te Aroha

#### Morrinsville

##### *Maber/Wightman*

- 2 Maber sold
- 5 Maber Sale and Purchase agreement with the CEO for signing
- 1 Wightman by-back being processed going unconditional 20 September

##### *Anderson/Lear*

- All owner occupied
- New Deed of Covenant drawn up in plain English by Brookfields and is now in use.

Owners, particularly Maber/Wightman have requested more input. Consequences including time costs to be discussed.

### Staff Housing

- Three vacancies (one potential rental)

### Morrinsville property

#### **Morrinsville Public Toilet**

Complete and opened on 26 July 2021. By 14 September it has been used 864 times (was closed for three weeks during lockdown).

#### **New Accessible ramp Morrinsville Office/Library**



### **Ngarua Hall**

- The Property Group will be managing the sale of Council land adjacent to the ex Ngarua Hall land in partnership with DOC.
- Confirmation that there are no Public Works Act issues to be considered.
- Ngarua Lane to be stopped to maximise potential sale area.

### **Waitoa Hall**

- Real Estate appointed to market. Formal resolution to remove status overlay approved – appeal timeframe expired. Auction to be held 6 October.

### **Tahuna**

- Open drain adjacent to Community Hall blocking has been resolved. Consulting with two adjacent engineering companies using Council land to enter their property. Probably result in an easement. Discussions between business owners legal representative and MPDC Legal Council underway.

### **Heatherington Street ex Walkway**

- Waiting response from applicant

### **Te Aroha property**

#### **Te Aroha Cemetery Extension**

- Buffer zone planting complete. Internal access road complete. Stock fencing to be installed along new lines. Front “pool type” fencing to be installed.

#### **Domain House**

- Practical completion has been achieved. Some minor items to fix. Recru

### **Matamata property**

#### **Waharoa Playcentre**

- Lease to be drawn up with the Raungaiti Community Centre Trust once they have decided on how it will be managed.

#### **Waharoa Bowling Club Building**

- Trust to take ownership of building to enable them to seek funding. MPDC to provide ground lease and gifting of buildings on site. Agreed with Trust
- Number of leases being re-negotiated.

#### **Matamata Cemetery**

- Front wall: Block wall built – Hinuera stone facing to be added – Bricklayer waiting for enabling works to be completed by Lions.

#### **Swimzone Matamata**

- Roof over indoor pool to be removed second half of September. Peer review of Beca report complete, no recommended changes to plan.
- Meura Street entrance now in use.

### **Headon Hub**

- Council approval to replace floor. Suppliers factory based in Malaysia is still in lockdown. Alternative product has been sourced from Europe, completion date no known until materials arrive in country and tradespeople are out of lockdown (Auckland).

### **Districtwide**

### **Surplus buildings to be demolished**

- Te Aroha Domain Skatepark building to be demolished once resource consent approved

### **Te Aroha – Matamata cycleway**

- Two formal rest area, soft landscaping complete, Hard landscaping to be completed (Shelters – Rotary)
- Te Aroha West rest area toilet – now to remain in current location. Screen to be provided, agreed with The Old Forge owner

### **Leases**

- Programme to review all leases to be developed in 2020 and when resources are available.
- Negotiating with Fulton Hogan to reduce Depot rental to facilitate additional space required by KVS. Agreed solution KVS commenced changes
- 12 Tainui Street has been valued. Property Group looking at any Sec 40 PWA issues. Council has agreed to sell on open market if offer back is not required.

## **3.3 Assets Strategy and Policy**

### Development contributions and LIMS

- Development Contributions processed – (32) Building Consents, (5) Landuse Consents, (11) Subdivision Consents
- (47) Lim Enquiries

### Parks & Facilities

- Morrinsville Recreation Ground Masterplan workshops had to be postponed due to COVID lockdown. Resilio and Staff met several times via Zoom. Website and press release to go out soon. Surveys are developed to send out to users and public. The surveys will cover some of the things that the workshops would have covered. The aim is to still run workshops if COVID restrictions allow but getting some information from surveys will allow some work to continue in the meantime.
- Staff attended Spa Governance Working Party Meeting
- Attended Spa Project Project Management Meeting
- Changing Lockdown rules have been challenging at times with Government guidelines changing e.g. what types of recreation are/are not allowed etc.

### Road Assets – August 2021

- Now that the new trial bus service from Matamata (via Morrinsville and Waharoa) to Hamilton is somewhat established (albiet disrupted by Covid), attention now switches to the provision of and improvements to bus stopping places between Paeroa and Morrinsville – as part of the Eastern Connector service through to Hamilton (route 22). Towns include Te Aroha and Morrinsville and the settlements of Waihou, Waitoa and Tatanui. Required are signs and line markings to indicate new stops – most of which are on state highways and provide service to people in these locations. While on the surface this would appear a simple exercise, experience indicates the need for considerable involvement/coordination/review from Waka Kotahi/NZTA engineers and the agreement of adjacent landowners (a timeframe has been established of the end of the calendar year – possibly subject to change).
- MPDC staff earlier met with WRC staff on the topic of a new Total Mobility Scheme servicing our district. WRC administers Total Mobility in Hamilton, Waipa, Taupo and Tokoroa with the scheme operating nationwide. MPDC is working to establish fares, taxi providers and agencies of support in our three towns e.g. Blind Foundation, CCS Disability Action etc. and to generally partner with WRC to make things happen. The TM

Scheme provides for those with physical and cognitive disability unable to access public transport – previously referred to as ‘*Transport Disadvantaged*’, so as to reduce barriers to mobility. Support from Councillors in our district is encouraged. A second meeting is planned for October – now we are in alert level 2.

- GrayMatter Consulting of Hamilton have submitted their *Draft Comprehensive Review of Parking Management Plan* for Matamata. Staff reviewed it during lockdown and made a number of comments. It is expected that the plan will be made final during October enabling further discussion on Matamata parking. A similar plan for Morrinsville is also being worked on and should be available in October or November at the latest.
- A report is being prepared to finally determine what the posted speed limit should be on Buckland Road for the section west of the Hobbiton entrance to the Waipa district boundary. This is a necessary approach to provide future certainty and enables staff to continue on with the migration of bylaws and progress new conditions around the setting of speed limits in the district.
- Work on the Asset Management Plan sections 7 and 8 relating to Risk Management and Plan Improvements is now complete. A workshop is planned to discuss upcoming improvement items later in September.
- Council awaits clarity around Low Cost Low Risk budgets as there are some minor safety improvement works required around the district.

### 3 Waters

- Morrinsville CBD Stormwater Study draft report has been produced. Initial investigations revealed that the inlet capacities of the existing cesspits are sufficient for 10 year design rainfall events except at a few locations. One of these locations is at the intersection of Thames Street and Moorhouse Street where shops were flooded in March rainfall event. A report on quick-win solutions for CBD flooding will be produced in August 2021. The draft report will be finalised in September 2021.
- A stormwater consent strategy is being prepared to develop a roadmap for the next stormwater discharge consent application in 2024.
- Development of water demand management strategy for the district is in progress. The first workshop with internal stakeholders was held. The strategy report is expected to be developed early next year.
- Consultations are ongoing with developers, especially Calcutta Farms around 3 waters servicing.
- Additional Water and Wastewater modelling is required due to ongoing development and possible future plan changes.
- Work is continuing on improving the data in AssetFinda:
  - Water and Wastewater Retic Asset Criticalities have been completed. Plant criticalities have started.
  - CCTV for our wastewater data management improvements are underway.
  - Preventative maintenance (including pipe bridges) are due to be next.
- Some of the flowmeters for the 3W Reform Meter Renewals have been ordered and more will be ordered very shortly. The recent lockdown has delayed the installation of these.
- Work is continuing with W & W to ensure our existing zone water meters are working, renewing them when required and the data is showing in our SCADA properly. This will require further work on how it is presented. Unfortunately in recent months this has stagnated due to staff shortages.
- Discussions with an owner of Industrial land in Waharoa are ongoing regarding improving the water fire flow LOS.
- Work is continuing to follow up on areas of higher water loss in our network and trying to reduce this. Unfortunately in recent months this has stagnated due to staff shortages.