

Komiti o te Kaporeihana me ngā Whakahaere | Corporate and Operations Committee



Mēneti Wātea | Open Minutes



Minutes of a meeting of the Corporate and Operations Committee held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 24 March 2021 at 9.00am.

Ngā Mema | Membership

Koromatua | Mayor

Ash Tanner

Koromatua Tautoko | Deputy Mayor

Neil Goodger

Kaunihera ā-Rohe | District Councillors

Donna Arnold

Caitlin Casey

Teena Cornes

Bruce Dewhurst

James Sainsbury

Russell Smith

Kevin Tappin (Chair)

James Thomas

Adrienne Wilcock

Sue Whiting



Ngā whakapāha | Apologies

Cr Teena Cornes

Kaimahi I reira | Staff Present

Name	Title	Item No.
Don McLeod	Chief Executive Officer	
Stephanie Hutchins	Committee Secretary and Corporate Administration Officer	
Bryan Turner	Co-ordinator Operations and Projects	Public Forum
Sandra Harris	Corporate Strategy Team Leader	7.1, 7.2
Tamara Kingi	Committee Secretary and Corporate Administration Officer	7.2
Rachael Singh	Events and Promotions Co-ordinator	8.1
Kate Stevens	Safety and Wellness Team Leader	8.2

I reira | In Attendance

	Time In	Time Out
Ezra Campbell	9.00am	9.30am
Hamish Bell - <i>Te Waka Anga Whakamua Waikato</i>	10.00am	10.25am
Amanda Hema - <i>Te Waka Anga Whakamua Waikato</i>	10.00am	10.25am

1 Whakatūwheratanga o te hui | Meeting Opening

Chair K Tappin welcomed everyone and declared the meeting open at 9.01am.

2 Ngā whakapāha/Tono whakawātea | Apologies/Leave of absence

Apology

COMMITTEE RESOLUTION

That the apology from Cr T Cornes be accepted and leave of absence from the meeting be granted.

Moved by: Cr A Wilcock

Seconded by: Cr D Arnold

KUA MANA | CARRIED

3 Pānui tāpiritanga take | Notification of Urgent Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that 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.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that 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
 - (iii) 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.”

4 Whākī pānga | Declarations of Interest

Item 7.2 - Cr K Tappin and Cr J Sainsbury declared a conflict of interest and took no further part in debate or discussion.

5 Whakaaetanga mēneti | Confirmation of minutes

COMMITTEE RESOLUTION

That the minutes of the meeting of the ordinary meeting of the Corporate and Operations Committee held on Wednesday, 24 February 2021, be confirmed as a true and correct record of the meeting.

Moved by: Cr A Wilcock
Seconded by: Cr C Casey

KUA MANA | CARRIED

6 Papa ā-iwi whānui | Public Forum

Ezra Campbell in attendance to discuss pathway development in Swap Park.

NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS

1 Decision Reports

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2 Information Reports

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7 Decision Reports

Waikato Local Authority Shared Services - Statement of Intent 2021/22

CM No.: 2411584

Rāpopotonga Matua | Executive Summary

Waikato Local Authorities Shared Services Limited (WLASS) is a Council Controlled Organisation (CCO) jointly owned by the 12 Waikato Region councils. WLASS' key purpose is to drive collaboration between councils, to improve customer service and performance, and to reduce costs.

CCOs are required by the Local Government Act 2002 (LGA 2002) to prepare and publish an annual statement of intent, and produce a half yearly report for shareholders on the entity's operations during the half year.

The purpose of this report is to present to Council the WLASS' Six Monthly Report to 31 December 2020, and to seek Council feedback on the proposed 2021/22 Statement of Intent (SOI).

COMMITTEE RESOLUTION

That:

1. **The report be received**
2. **The Committee receives the Waikato Local Authority Shared Services Six Monthly Report to 31 December 2020, and**
3. **The Committee to provide feedback in due course on the Waikato Local Authority Shared Services Limited 2021/22 Statement of Intent.**

Moved by: Mayor A Tanner

Seconded by: Cr S Whiting

KUA MANA | CARRIED

Horopaki | Background

The local authorities of Waikato Region have worked closely together over a number of years on mutually beneficial joint projects. WLASS was established in 2005 as a vehicle through which the councils could collaborate and identify opportunities for undertaking activity on a shared basis. More recently, shareholders embarked on a transformation of the company. The purpose of that transformation was to move the company to a true service delivery agent for, and strategic partner of, the councils. The structural changes of that transformation were completed in late 2019 and bedded-in throughout 2020.

The 2020 Statement of Intent introduced a new performance reporting framework. That framework is set out below.

Our vision	Waikato councils are working together in the best way possible, for the collective benefit of them and their communities - which means less burden on ratepayers, happier communities and council staff and more effective councils.				
Outcomes we are seeking	Council costs are reduced / performance is improved, without increase cost		The experiences of councils' communities are improved		Central government investment into and engagement with Waikato is increased
Our specific objectives	<ul style="list-style-type: none"> ➢ Achieve effectiveness and efficiency gains ➢ Reduce duplication of effort and eliminate waste through repetition 		<ul style="list-style-type: none"> ➢ Promote and contribute to the development of best practice ➢ Make it easier for communities to engage with councils in the Waikato region on a consistent basis ➢ Promote business transformation to improve communities' experiences 		<ul style="list-style-type: none"> ➢ Enable the Waikato councils to collectively be more effective as a region on the national stage ➢ Contribute to building central government's confidence in the Waikato region, and to encourage central government investment
Priorities: How we will achieve our outcomes	Investigate the right opportunities	Develop opportunities on time and within budget	Ensure opportunity benefits are realised	Provide services that meet the needs of councils	Foster cross-council collaboration
What we must manage well	Our relationships	Our services	Our projects	Our people	Our resources
					Our reputation

The framework better reflects the outcomes the transformed company is seeking, and how they will go about achieving those outcomes. It highlights the company's roles of:

- Ideas laboratory - taking ideas that have the potential to create value, from their genesis through to business case; and
- Service provider to councils.

WLASS is acutely aware of the challenging and changing environment within which councils currently operate. Given this environment it is also acutely aware of the role it needs to play in reducing costs to its shareholding councils (or improving performance without an increase in cost). While improving the experience of councils' communities will always be front of mind as they develop ideas, they will not do this if it results in an unacceptable layer of additional, unrecoverable cost to councils. Similarly, they want to facilitate more engagement between central government and Waikato councils, and build central government's confidence in councils in the region. However, they see this as a by-product of achieving the other two outcomes, through which we aspire to show Waikato councils to be the exemplar of how local government in a region can work.

Six Monthly Report

Highlights and performance measures are detailed in the attachment. A summary of the financial position is below

	2021 actual \$000	2021 forecast \$000	Variance \$000 (Actual v Budget)	2021 budget \$000 (Full Year)
Total income	2,315	3,919	(1,604)	6,205
Total operating expenditure	1,618	2,492	(874)	6,372
Net surplus before tax	698	1,427	(729)	(183)
Cash on hand	1,301	n/a	n/a	647

Revenue and expenditure are both less than anticipated, with two projects occurring slightly later than anticipated. Flying related to the LiDAR project was deferred at the end of last summer because of COVID-19 and this has had a flow-on effect. Similarly, flying related to the new regional aerial photography contracts is commencing at the start of 2021 rather than late 2020. Overall timing of both these projects remains in line with expectations. While the net surplus is currently less than forecast, this is expected to reverse over the remainder of the year with the latest forecast indicating a full-year profit of \$189k.

Statement of Intent 2021/22

The Statement of Intent (SOI) sets out priorities and outlines the proposed work plan for 2021/22.

Priority	Performance measure	Target
Prioritise and develop business cases for opportunities that, if implemented, add value to councils by achieving one or more of our objectives	<ul style="list-style-type: none"> ➢ Business cases will include measurable benefits linked to one or more of the outcomes sought ➢ Businesses cases are supported by councils (evidenced by take up of the opportunity) 	Projected savings/increased revenue to councils of at least \$300k 75% of councils
Linked impact(s)		

Priority	Performance measure	Target
Develop opportunities and deliver projects within agreed budgets and timelines ¹	<ul style="list-style-type: none"> ➤ Opportunities / projects are developed / delivered within agreed timelines ➤ Opportunities / projects are developed / delivered, within approved budget ➤ Overall, Company Management / Support functions will be undertaken within budget, unless additional expenditure has board pre-approval 	80% ² 90% ²
Ensure projects realise their expected benefits	<ul style="list-style-type: none"> ➤ Measurable benefits are actively monitored and reported against ➤ Audit & Risk Committee undertake an assessment of projects following implementation (which will include an assessment of whether projected benefits have been realised) 	Six-monthly For \$200k+ Projects (based on cost of opportunity development and ongoing investment) Within 15 months 90% of projected quantifiable benefits are realised
Ensure existing services are meeting the needs of councils	<ul style="list-style-type: none"> ➤ The services we provide (below) are considered by councils who use that service to meet or exceed their expectations (evidenced by an annual survey): <ul style="list-style-type: none"> ○ RATA – roading & waters ○ Waikato Building Cluster ○ Regional Infrastructure Technical Specifications ○ Energy & Carbon Management ○ Professional Services Panel ○ Health & Safety pre-qualification 	80% of councils
Foster and promote cross-council collaboration and networking to share ideas on improving efficiencies and best practice	<ul style="list-style-type: none"> ➤ Across these groups, ideas for future consideration and/or initiatives are identified each year 	Four per annum

¹ Budgets and timelines for opportunity development will be those established following discovery and/or opportunity assessment. A business case will refine these parameters with respect to project delivery.

² Time and cost targets for the development of opportunities and delivery of projects have been initially set based on what, in practical terms, are consider stretch goals, but achievable. However, we aspire to always better, or at least meet, timetables and budgets.

The targets noted above are for the three-year forecast period. They will form the baseline from which we will seek to continually improve.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

WLASS Directors shall approve by 1 March of each year a draft SOI for distribution to, and consideration by, Matamata-Piako District Council as a shareholder.

Council must provide any comments or feedback on the draft SOI within two months of 1 March. The WLASS Directors must consider all comments that are received, and shall deliver the completed SOI to the shareholders by 30 June.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes and consistency with Council Vision

Theme: Economic Opportunities

Community Outcome: We provide leadership and advocacy is provided to enable our communities to grow

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

The current and proposed activities of WLASS are fully funded by the participating local authorities, within existing budgets.

Ngā Tāpiritanga | Attachments

- A.  WLASS 2021 draft for shareholder comment
- B.  WLASS Half yearly report to 31 December 2020 - FINAL

Ngā waitohu | Signatories

Author(s)	Sandra Harris Corporate Strategy Team Leader	
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Approved by	Don McLeod Chief Executive Officer	
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2020/21 Youth Funding - Starfish Social Services - Youth Guarantee

CM No.: 2412006

Rāpopotonga Matua | Executive Summary

Each year Council has \$10,000 set aside for youth funding, in previous years we have coordinated a Youth Ambassadors Group using this funding. For the 2020/21 year Council decided not to coordinate this group and therefore still has the \$10,000 remaining in the youth funding budget.

On 9 December 2020 Starfish Social Services presented a new proposal for a youth guarantee scheme to Council. Council requested a project proposal and budget be sought and brought back to Council for formal consideration. This project proposal and budget has now been attached for Councils consideration.

COMMITTEE RESOLUTION

That:

1. **The information be received.**
2. **Council agrees to contribute \$10,000 from the 2020/21 youth funding towards the purchase of the van, once their accreditation of the project has been confirmed and a Service Level Agreement with MPDC has been finalised.**

Cr K Tappin and Cr J Sainsbury declared a conflict of interest and took no further part in debate or discussion.

Cr B Dewhurst chose to abstain from voting.

Moved by: Mayor A Tanner
Seconded by: Cr R Smith

KUA MANA | CARRIED

Horopaki | Background

Each year Council has \$10,000 set aside for youth funding, in previous years we have coordinated a Youth Ambassadors Group using this funding. For the 2020/21 year Council decided not to coordinate this group and therefore still has the \$10,000 remaining in the youth funding budget.

On 9 December 2020 Starfish Social Services presented a new proposal for a youth guarantee scheme to Council. Council requested a project proposal and budget be sought and brought back to Council for formal consideration. This project proposal and budget has now been attached for Councils consideration.

In December 2020 Council through the Office of the Mayor provided a letter of support for the programme.

Ngā Whiringa | Options

Council can decide whether or not it wished to provide any funding support to Starfish Social Services

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

Youth funding has been allowed for in the Long Term Plan within existing budgets and has so far not been expended during the 2020/21 financial year.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

This has been detailed in the attachment.

Te Tākoha ki ngā Hua mō te Haporī me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes and consistency with Council Vision

Theme: Healthy Communities

Community Outcome: Our community is safe, healthy and connected

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

Youth funding has been allowed for in the Long Term Plan within existing budgets and has so far not been expended during the 2020/21 financial year.

Ngā Tāpiritanga | Attachments

A.  Youth Guarantee Project Proposal

Ngā waitohu | Signatories

Author(s)	Sandra Harris Corporate Strategy Team Leader	
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Approved by	Don McLeod Chief Executive Officer	
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8 Information Reports

Te Waka Six Month Report for July - December 2020

CM No.: 2403684

Rāpopotonga Matua | Executive Summary

Hamish Bell and Amanda Hema of Te Waka Anga Whakamua Waikato, in attendance at 10.00am to present on the six-month report attached to the agenda.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Cr S Whiting

Seconded by: Cr D Arnold

KUA MANA | CARRIED

Horopaki | Background

Te Waka Anga Whakamua Waikato is an economic development agency aimed to:

- Lift economic performance across the Waikato region;
- Attract, retain and grow investment, talent and business across the region;
- Champion and lead the region's collective voices for economic and business needs and opportunities.

Ngā Take/Kōrerorero | Issues/Discussion

The six-month report outlines Te Waka performance measures/KPIs from 1 July – 31 December 2020.

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

Council provide annual funding of \$30,000 through current budgets.

Ngā Tāpiritanga | Attachments

A.  Te Waka 6 month report July - December 2020 (Helping the Waikato through Covid-19)

Ngā waitohu | Signatories

Author(s)	Tamara Kingi Committee Secretary and Corporate Administration Officer	
Approved by	Sandra Harris Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

The meeting adjourned for morning tea at 10.26am and reconvened at 10.45am.

Safety and Wellness Report

CM No.: 2408572

Rāpopotonga Matua | Executive Summary

The monthly Safety & Wellness Update for February 2021 is attached to the agenda. Kate Stevens, Safety & Wellness Team Leader will be in attendance to discuss the reports with the committee.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Cr A Wilcock
Seconded by: Cr S Whiting

KUA MANA | CARRIED

Ngā Tāpiritanga | Attachments

- A.  February 2021 Monthly Safety & Wellness Report

Ngā waitohu | Signatories

Author(s)	Kate Stevens Safety and Wellness Team Leader	
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Approved by	Kelly Reith People, Safety and Wellness Manager	
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Chief Executive Officer's Report

CM No.: 2411738

Rāpopotonga Matua | Executive Summary

The Chief Executive Officer's report for the period ending February 2021, was circulated separately to the agenda.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Cr A Wilcock

Seconded by: Cr D Arnold

KUA MANA | CARRIED

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Debbie Burge Executive Assistant to the Mayor & CEO	
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Approved by	Don McLeod Chief Executive Officer	
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11.21am

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF KOMITI O TE KAPOREIHANA
ME NGĀ WHAKAHARE | CORPORATE AND
OPERATIONS COMMITTEE HELD ON 24 MARCH
2021.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON:



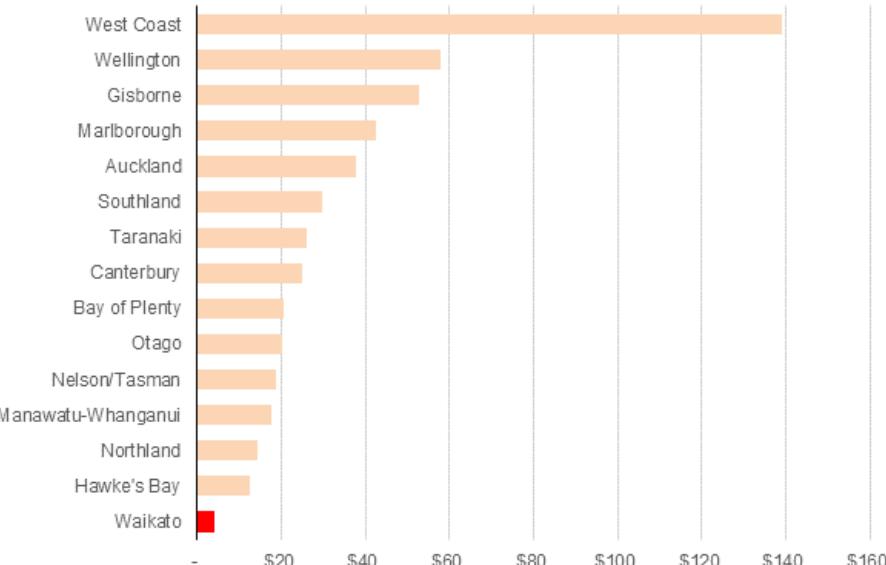
Items tabled on the day

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Its been a pretty bumpy road ...

- A new EDA by national standards, still finding our feet
 - Expectations not well managed – a small team trying to do too much
 - PGF and regional appetite for funding proved a distraction
 - COVID came at exactly the wrong time
- A fundamental challenge
 - Our region has the greatest potential – despite diverse communities
 - But its arguably the largest and most complex region to manage – 11 TLAs
 - And our budget is meagre - \$4 per capita vs \$35 national average
- Much has changed in the last 12 months
 - Proactive response to COVID in real time
 - Significantly focussed strategy and real results in 3 out of 4 strategic imperatives
 - A new start with core relationships in local government – and far better understanding and collaboration
- We've come a long way but are still not match fit
 - Despite local government reaffirming commitment, budget challenges remain – business & central government
 - Adequately staffing the team is an ongoing challenge
 - But we are confident re where we are heading and know what we need to do...



Priorities over the last six months...

- Improve stakeholder engagement
 - Clear and positive connections with local and central government
 - Meaningful relations with key industries and impact businesses
 - Fresh approach to partnership and collaboration
 - Sub regional reach and impact is vital
- Focus attention on creating impact
 - Must focus on areas we can achieve impact – sectors, Maori ED, priority projects, intelligence
 - Limited resource cannot do it all
 - Must adopt a collaborative approach to delivery – from ownership to partnership
- Ensure resources in place to deliver and financial sustainability
 - Board, management and team need to be fit for purpose
 - Budget insufficient to deliver on purpose



Our strategy is clear

- 4 central pou
 - Sector development / priority business
 - Regional engagement & support
 - Maori economic development
 - Investment facilitation
- Must haves
 - Intelligence, Insights, Advocacy
 - Connections, Partnerships, Collaboration
 - Well managed / financially sustainable

TE WAKA STRATEGIC OBJECTIVES		Primary Actions (Top actions to achieve initiative)
WE EXIST TO:	1: Support / Enable Business & Industry Growth	Sector development & priority business support
		Regional engagement & business support
WE WILL ACHIEVE THIS BY:		Maori economic development
2. Attract Business & Investment	Business / investment attraction & deal connection	
3. Gather Intelligence, Share Insights, Advocate	Gather / share intelligence & insights	
	Tell the story	
	Advocate for & represent business	
4: Build Connections, Partnerships & Drive Collaboration	Local & Central Government connector	
	Business & Industry connector	
	Participate in regional impact projects	
	Drive regional partnerships & collaboration	
5: Be well managed and financial sustainable	Clear purpose, vision & strategy	
	Appropriate governance & management	
	Appropriate systems, processes & risk management	
	Sufficient funding & thorough financial management	

We are starting to deliver against that strategy...

- • Sector development / priority business
 - Strong progress in priority sectors: Logistics & Distribution; Construction; International Education; IT/Innovation
 - Continued focus in these areas plus expand with resource to Health; Agribusiness; Advanced manufacturing
- • Regional engagement & support
 - Key relationships re-established and extended; better understanding and collaboration; resource extension tba
- • Maori economic development
 - Real progress in social procurement, Iwi/Hapu relationships (WT MOU), core agencies and specific business support
- • Investment facilitation
 - Work in progress – intelligence and relationships being built and likely team expansion this year to drive focus
- • Intelligence, Insights, Advocacy
 - Ongoing Radar and market sentiment work alongside better regional intelligence; more proactive advocacy
- • Connections, Partnerships, Collaboration
 - A fundamental reset well underway
- • Financially sustainable and well managed
 - Still an issue – internal focus and management refined, external funding still a challenge

Business Support – Matamata Piako District

- Financial Support
 - COVID 19 Support (March – Dec 2020) - \$240,578
 - Tourism Fund (March – Dec 2020) - \$26,991
 - Regional Business Programme (July – Dec 2020) - \$19,514
 - Callaghan Innovation (July – Dec 2020) - \$380,800
 - TOTAL - \$667,883
- Physical activity
 - 78 businesses engagements in 2020
 - 4 new registrations in Jan/Feb and 5 re-engagements from covid advisory support
 - Mix of leadership development & business strategy/development for all 9 businesses



Sentiment Survey (Preliminary Results)

- Supported by MPDC Economic Development Team
- 565 respondents (47 MPDC)
 - Business owners / senior managers – SMEs
- Net confidence
 - Waikato 8% (was -14% six months prior)
 - NZ-3% (was -31% six months prior)
- 34% net confidence in own business performance
- 33% recorded sales increase – Jan/Dec 2020
- 45% forecasting increased sales to June 2021
- 25% increase staff since this time last year, 22% decreased
- 35% look to increase over next six months, 7% decrease
- 67% skills shortage – construction, manufacturing, primary industries, transport
- Challenges – COVID, cost of staff, skill shortages, supply chain disruption, price changes

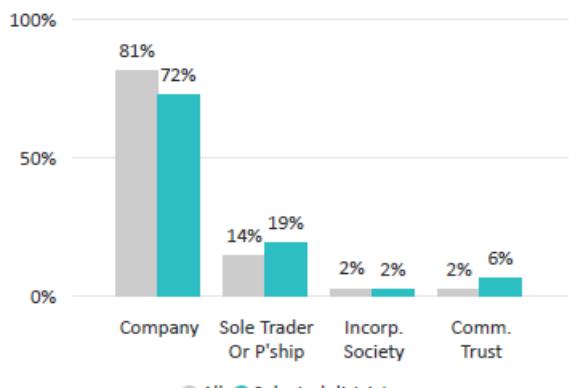
Respondent overview

Selected district:

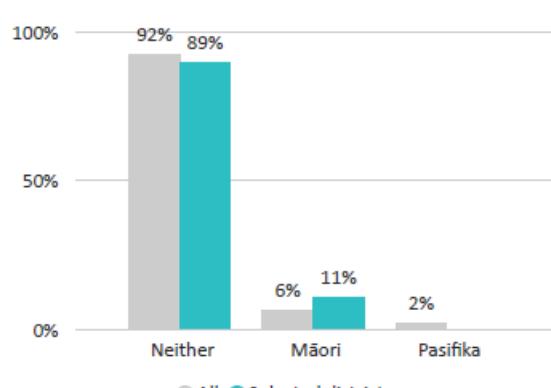
Matamata-Piako



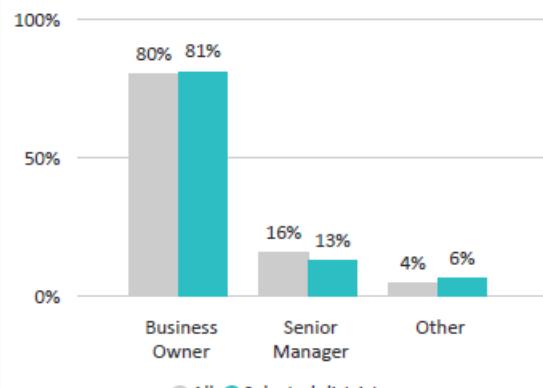
Business type



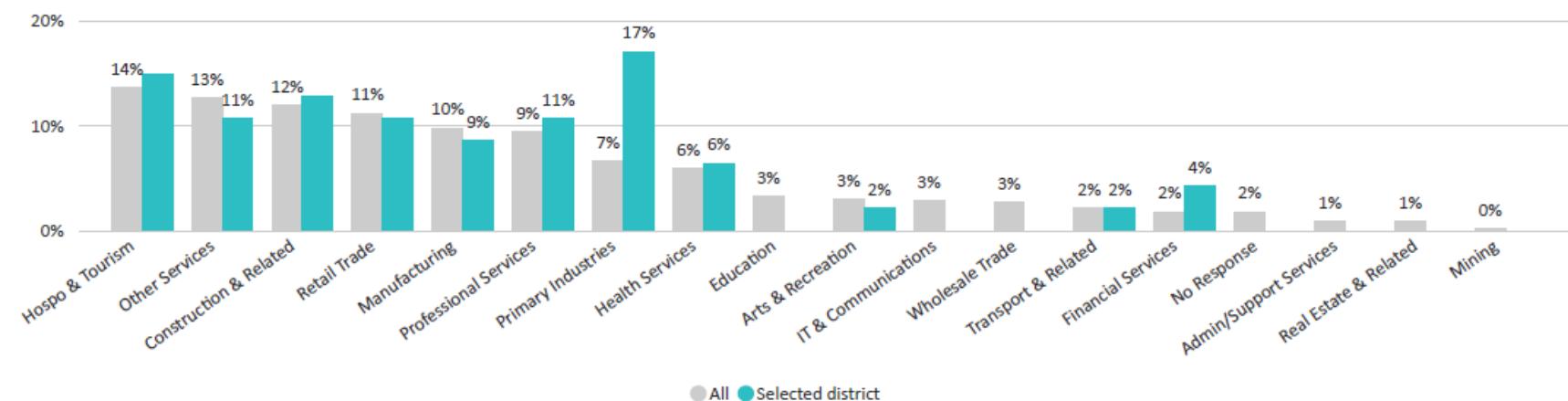
Organisation cultural identification



Respondent role



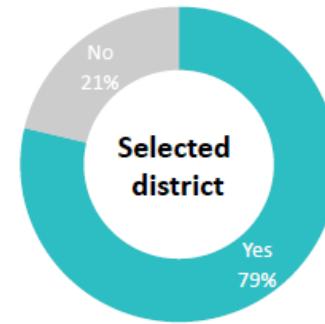
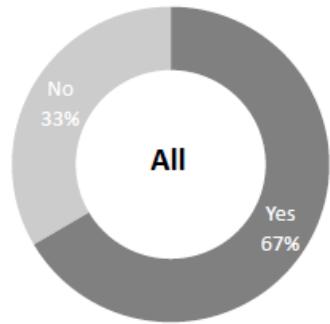
Business sector



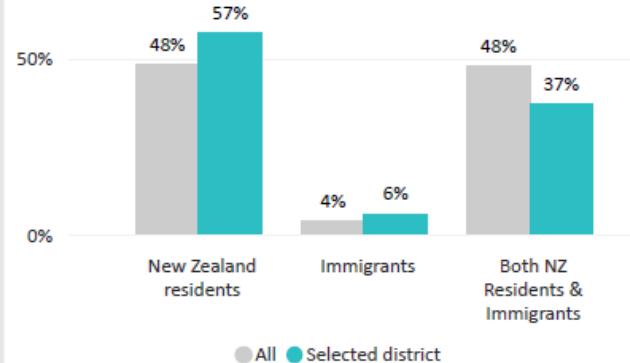
Skills shortage

Selected district: Matamata-Piako 

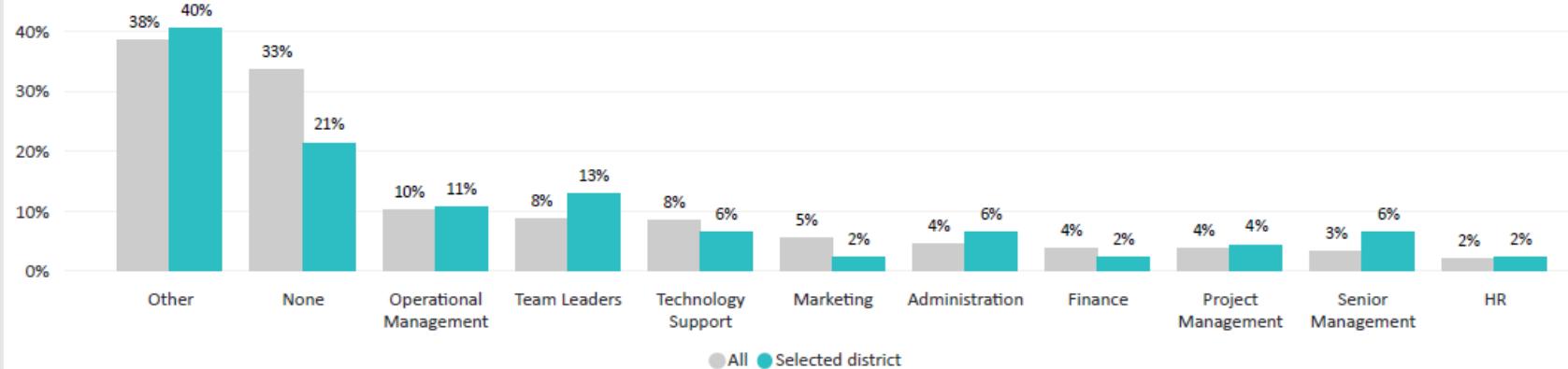
Do you feel that there is a skills shortage when you are looking to hire new employees?



For those that feel there is a skills shortage, what is this the result of?



What type of skill shortage does your business have?



Economic outlook

Selected district:

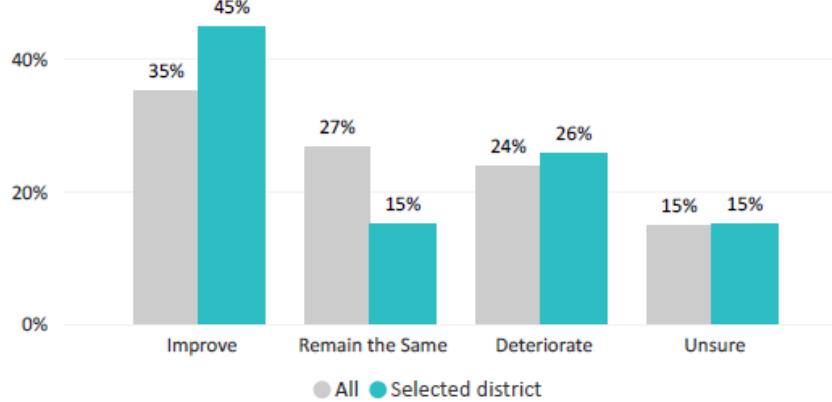
Matamata-Piako



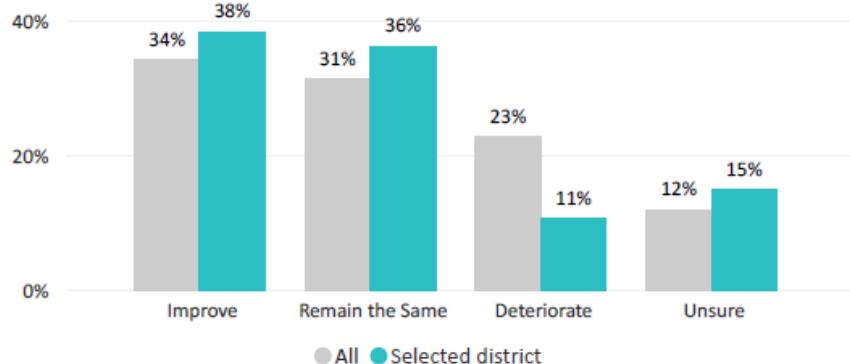
Economic outlook for New Zealand



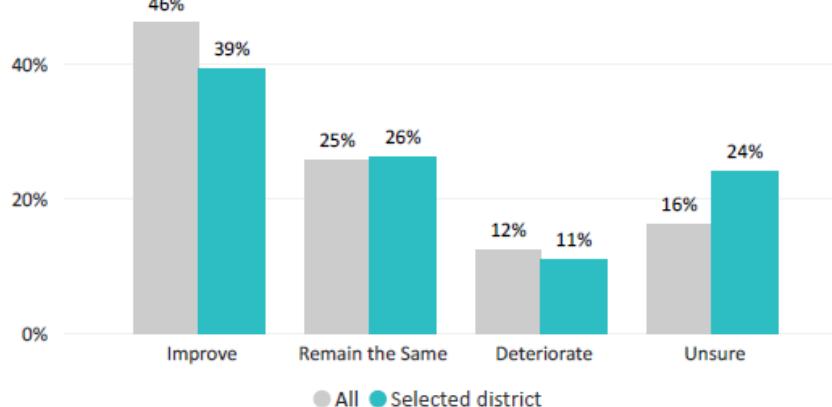
Economic outlook for Waikato



Economic outlook for respondent's sector



Economic outlook for respondent's business



Te Waka & MPDC Collaboration

- Maori Economic Development
 - Jason Nepia Maori Economic Development Manager
 - Working in partnership, supporting Maori ED aspirations & actions
 - Engaging with Iwi, partnership agreements, strategic planning & agreed actions
 - Supporting engagement between Councils & Iwi & supplier diversity/social procurement
 - Maori enterprise support & development
 - Engagement with Ngāti Hinerangi started Dec 2020. Focus is on supporting Ngāti Hinerangi post settlement economic aspirations, primarily in the Tourism sector
- Regional Engagement
 - Establishing a shared work program with councils & other partners to advance collective ED goals
 - Identify engagement models to encourage central government investment in region
 - Develop outreach plan to better service Waikato District business community
 - Advocacy support – central government





Chief Executive Report

For the period ending

February 2021

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CEO introduction

Government Policy Initiatives

As previously reported there is a wide range of policy changes being progressed by the Government.

Department of Internal Affairs has formally advised that a further work stream has been added to their workload titled “The future of Local Government”.

This is in my view a very necessary piece of work and acknowledges the effect of the RMA and 3 Water reform will have on current local government entities.

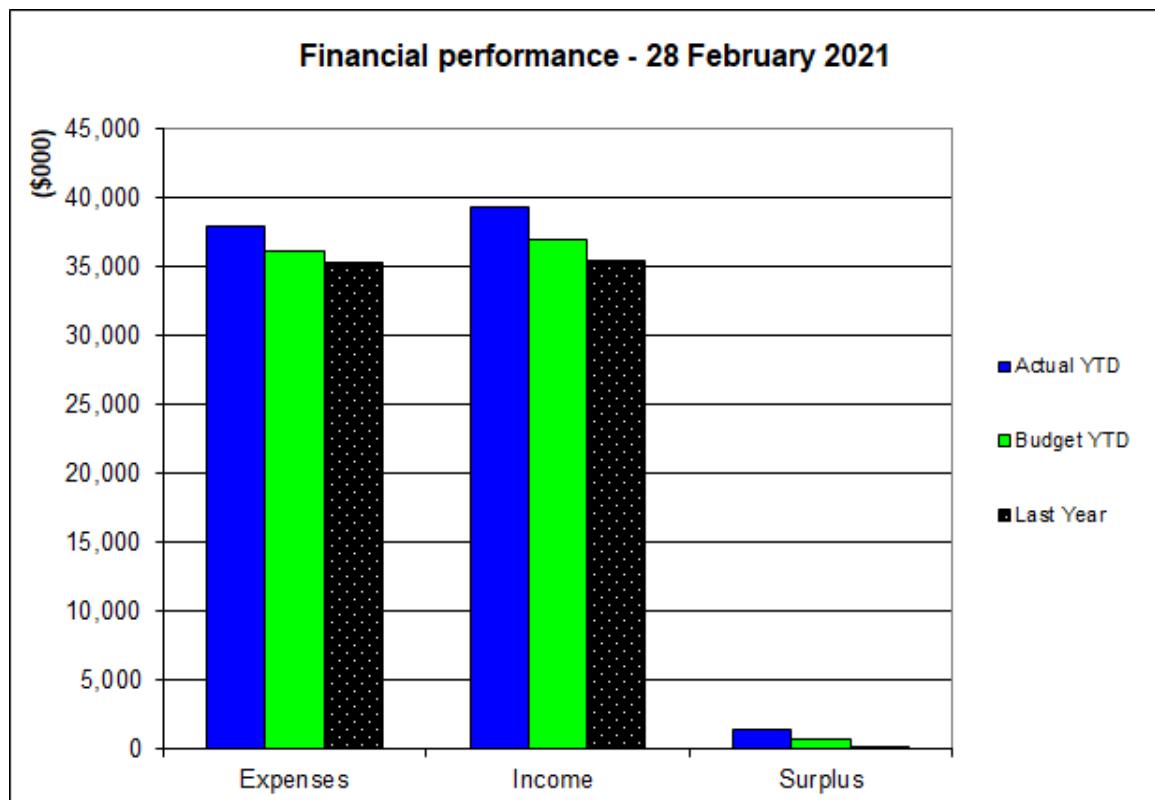
Growth of consents in both Planning and Building continues. This has required the use of external providers and the need to advertise for additional staff.

This challenge is not unique to us.

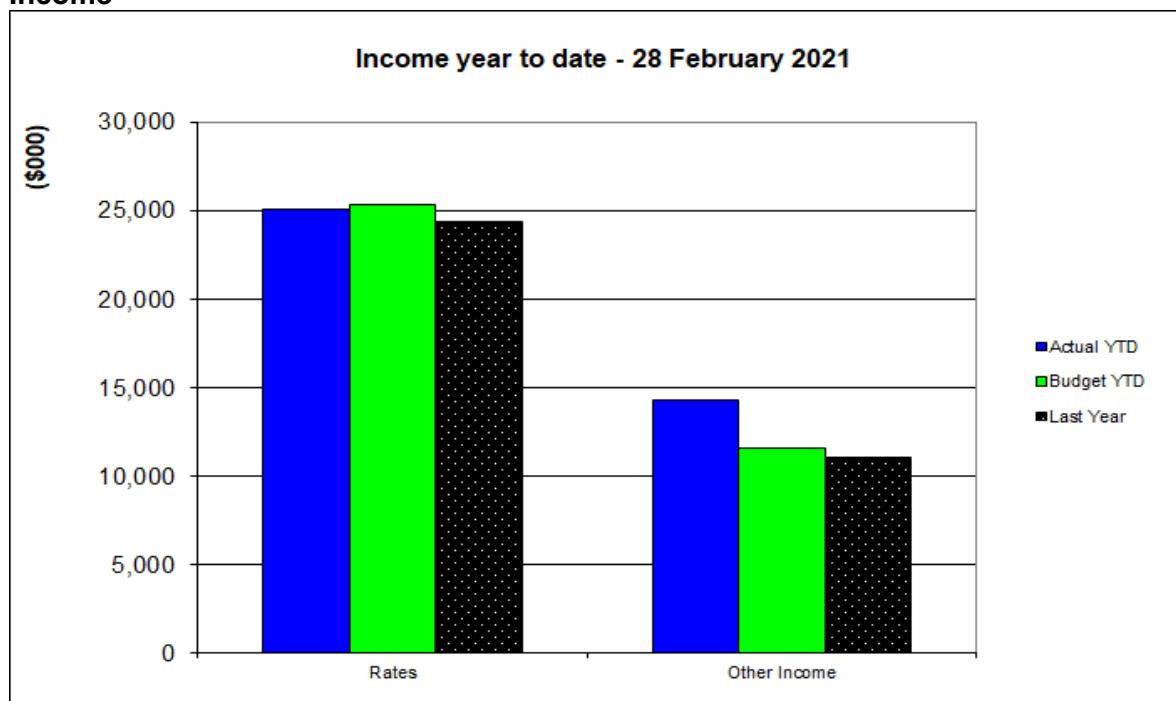
1. Finance

1. Financial Performance Summary

Council's financial result to 28 February 2021 is a surplus of \$1.398 million compared to a budgeted surplus of \$756,000. Total income is \$39.392 million, which is \$2.431 million higher than budget. Total expenses are \$37.995 million, which is \$1.789 million higher than budget. The detailed financial analysis is included in section 5 of this report, and a summary of the main variances are reported below.



Income



Rates

- Metered water consumption for large industrial users is behind budget and the last 2 quarters meter readings (for non-industrial users) are still to be caught up on, resulting in metered water being \$457,000 behind budget at this point. This is offset slightly by higher growth in the rating base than budgeted (\$68,000) and penalty income of \$129,000 that was not budgeted.

Other income

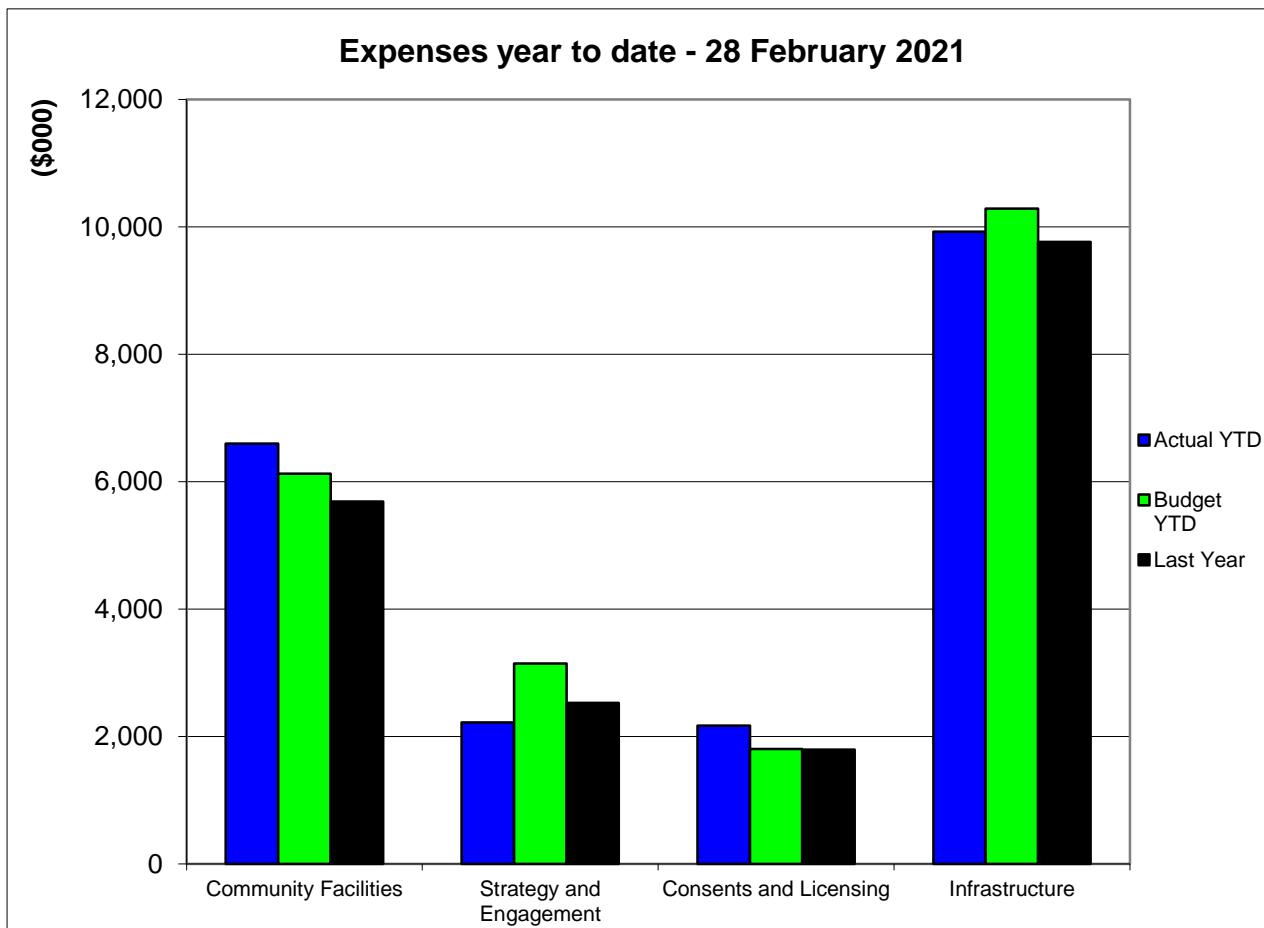
Other income is higher than budget by \$2.691 million. The main areas where other income has exceeded budget include:

- Grant funding of \$2.47 million from the three water reforms has been received and was not budgeted for.
- Development and financial contributions received to date are \$885,000 higher than budgeted, due to the significant development activity, particularly in Matamata and Morrinsville.
- Income from resource and building consents is \$484,000 higher than budgeted, again due to the significant development activity in the district.
- \$620,000 received from MBIE for claims 10 and 11 of the Hauraki Rail Trail extension project, which was unbudgeted.
- Pools and Spa income is higher than budgeted by \$103,000 due to high activity.
- Dog registration income is received at the start of the year, resulting in income being higher than budget by \$94,000 at this point.
- Housing income is higher by \$53,000 due to higher lease income and an increase in EPH rents last year.
- An increase in long term swap rates over the six months to December resulted in a \$530,000 gain on the value of Council's portfolio of interest rate swaps. (The valuation will be reviewed again at the three quarter mark)

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

- NZTA subsidy income is \$1.892 million lower than budgeted at this point with the bulk of the work to be undertaken in the coming months.
- Rubbish bag sales and income from transfer stations is lower than budgeted by \$103,000.
- The budgeted contribution for Morrinsville's Avenue Road North storm water disposal project (\$573,000) has not been received as this project has not progressed.
- Vested asset income is recognised at the end of the year, resulting in this income being \$133,000 lower than budgeted at this point.

Expenses



Total expenses are \$37.995 million, which is \$1.789 million higher than budget. The significant areas of variance to budget include:

- Overall, salary and wage costs are \$836,000 lower than budget at this point due mainly to vacant positions.
- Three waters reform project costs of \$1.060 million (funded from the subsidy received) have been spent to date that we've not budgeted for.

Community Facilities – expenditure is \$472,000 higher than budget

- Property has incurred a number of large one-off costs for items like the demolition of Ngarua Hall (\$150,000), asbestos removal, boundary fencing etc, as well as increases to maintenance and cleaning costs.
- Expenses for Recreation and Culture are higher than budgeted at this point due to the Sports Waikato grant being paid earlier in year, and higher building maintenance undertaken during this period.
- Asset Management costs are higher due to consultants used for the Morrinsville Walkway and Hetana Street innovation projects, and the Open Spaces Strategy.
- Expenses for Spa and Pools is more than budgeted at this point due to greater activity and building maintenance costs.
- Building maintenance is higher mainly due to work in Firth Tower Museum and the Te Aroha Domain building (although note that some of these costs may yet be transferal to renewals).
- Expenses in parks and public amenities are lower than budgeted to date.

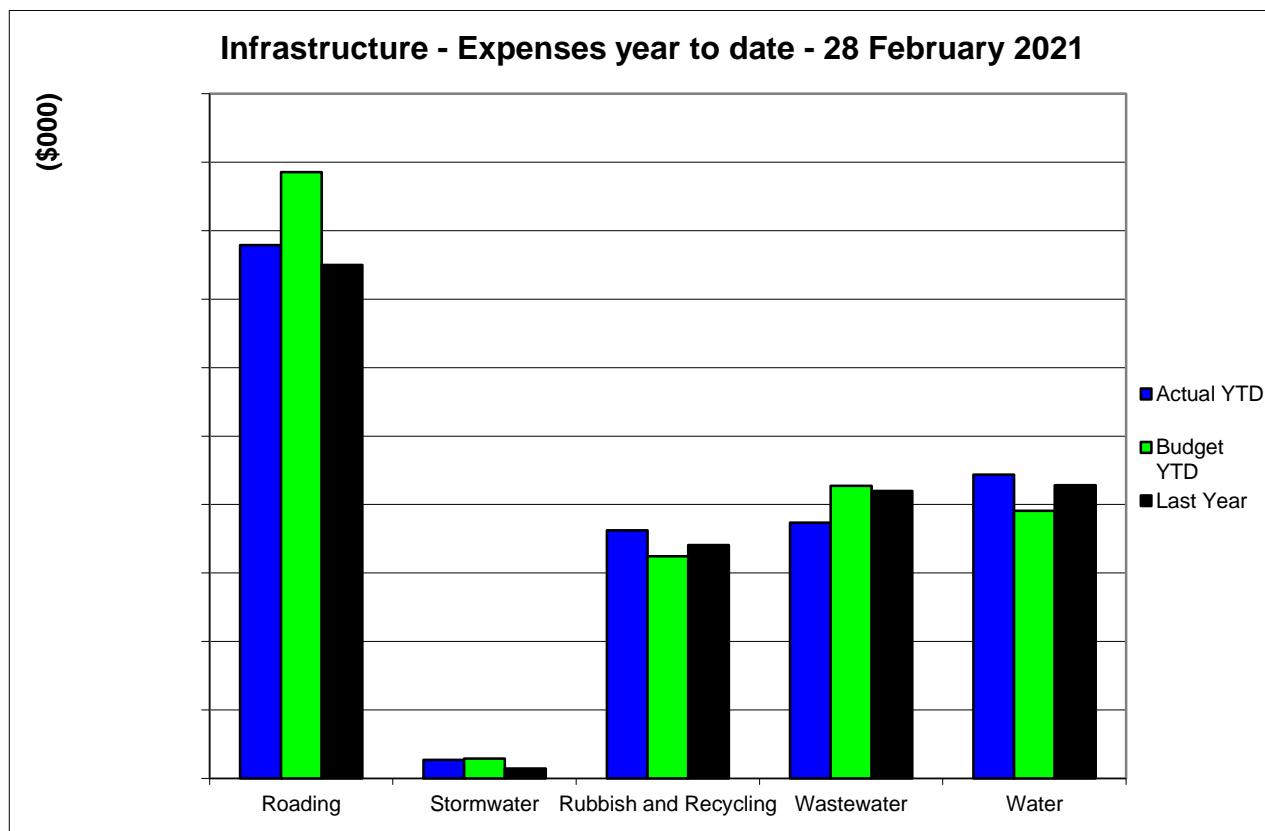
Strategy and Engagement – expenditure is \$926,000 lower than budget

- Of the \$1.1 million budgeted for Covid-19 response, only \$177,000 has been spent to date, with the balance to be spent over the coming months
- This is offset slightly due to:
 - annual grants that were paid out at the beginning of the year
 - 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.

Consents and Licensing – \$366,000 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



- Roading expenditure is \$483,000 lower than budgeted at this point, mainly due to the larger portion of roading work scheduled to be undertaken over the coming months. This is offset slightly by higher spending to date in the areas of amenity lighting, Asset Management Plan support and level crossing and drainage maintenance.
- Rubbish and recycling costs are \$187,000 over the budgeted level, largely due to variations in the refuse collection contract due to growth and commodity adjustments, more waste minimisation activities undertaken, waste management levies, and asset management costs in relation to work on the Waste Minimisation Plan, Waste Assessment and Feasibility Plan required by legislation.
- Wastewater costs are \$269,000 lower than budgeted at this point, particularly in the areas of treatment plant, reticulation and asset management costs.
- Water costs overall are \$266,000 over budget with higher than budgeted treatment plant costs offset slightly by lower costs in reticulation.

2. Rates

The total rates levied for the 2020/2021 year were \$41.6 million (19/20 \$40.4 million). The balance of current rates owing at 28 February 2021 is \$9.8 million representing a collection rate of 76.5% (19/20: 76.24%) The collection rate of arrears for the year is 56.9%. (19/20: 57.57%).

RATES STATUS REPORT As at 28 February 2021		
	February 2021	\$000
Rates for 2020/21		
Total annual rates levied	41,621	
Balance of total current rates owing	9,783	
Current year rates collected YTD	31,838	
Percentage of current rates collected YTD	76.5%	
Arrears from prior years		
Opening balance	824	
Less statute barred arrears written- off	(21)	
Less arrears collected this year	(333)	
Total owing from prior years	470	
Percentage of arrears collected YTD	56.9%	
	2021	2020
Penalty applied for 1st instalment	49	48
Penalty applied for 2nd instalment	42	50
Penalty applied for 3rd instalment	38	44
Penalty applied for 4th instalment	44	
Rates collection		
Number of rateable properties	14,887	14,584
Number of assessments paid by direct debit		
Weekly	591	543
Fortnightly	707	669
Monthly	1,013	1,004
Quarterly	3,020	2,757
Annually	<u>27</u>	<u>20</u>
TOTAL	5,358	4,993
Staff have processed 185 Change of Ownerships during February 2021 (148 February 2020).		

3. External Borrowing – Policy compliance at 28 February 2021

Matamata Piako DC Funding, Liquidity and Interest Rate Position											
12 Month Forecast Core Debt:	35.0	28-Feb-21									
Liquidity Ratio	110%										
Actual	167%										
Policy Compliance											
Fixed Rate Maturity Profile:											
Debt Period Ending	Debt Amount	Minimum %	Maximum %	Actual	Compliance?						
Current	26.50	40%	90%	77%	Yes						
Year 1	40.54	40%	90%	48%	Yes						
Year 2	44.80	35%	85%	39%	Yes						
Year 3	48.43	30%	80%	32%	Yes						
Year 4	47.78	25%	75%	24%	No						
Year 5	44.70	20%	70%	23%	Yes						
Year 6	41.60	0%	65%	12%	Yes						
Year 7	43.74	0%	60%	2%	Yes						
Year 8	46.06	0%	50%	0%	Yes						
Year 9	46.06	0%	50%	0%	Yes						
Year 10	46.06	0%	50%	0%	Yes						
Year 11	46.06	0%	25%	0%	Yes						
Year 12	46.06	0%	25%	0%	Yes						
Year 13	46.06	0%	25%	0%	Yes						
Year 14	46.06	0%	25%	0%	Yes						
Year 15	46.06	0%	25%	0%	Yes						
Funding Maturity Profile:											
Years	0 - 3 years	3 - 7 years	7 years plus								
Policy Limits	15%-60%	25%-85%	0%-60%								
Actual Hedging	31%	69%	0%								
Policy Compliance	Y	Y	Y								
Weighted Average Duration:											
Funding	3.47 Years										
Fixed Rate Portfolio (swaps and fixed rate loans)	4.48 Years										
Weighted average margin	0.71%										
Weighted average Commitment/Line Fee	0.05%										
Weighted average fixed rate (swaps & term loans/bonds)	3.75%										
All up cost of borrowing (on drawn debt)	3.80%										
Counterparty Credit Risk (Interest Rate Risk Mgmt Instruments and investments)											
Policy Credit Limit (NZ\$) per NZ Registered Bank (Interest rate risk management)	\$ 10,000,000										
Policy Credit Limit (NZ\$) per NZ Registered Bank (Investments)	\$ 20,000,000										
Policy Credit Limit (NZ\$) per NZ Registered Bank (Total maximum per counterparty)	\$ 30,000,000										
Credit Exposure (Swaps) (\$m)	Credit Exposure (Investments) (\$m)	Compliance									
WPC	2.63	5.40	Y								
ANZ	0.00	0.00	Y								
ASB	0.00	0.00	Y								
BNZ	0.76	0.00	Y								
Kiwibank	0.00	6.50	Y								
CBA	0.00	0.00	Y								

Note: Our fixed rate maturity profile in year four falls below our minimum policy parameters, however our policy allows for a 90 period to resolve this before it is considered a breach of policy. We've planned a new drawdown of LGFA funding in April that will resolve this and put us back within policy parameters.

4. Treasury Investments at 28 February 2021

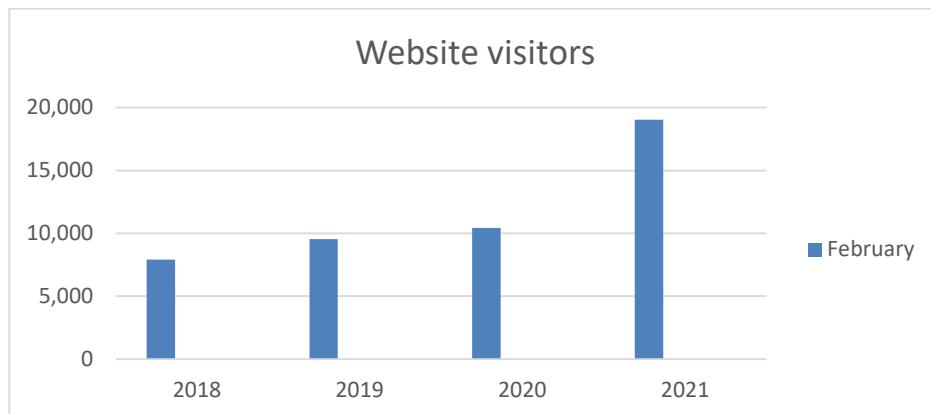
5. Detailed financial analysis

STATEMENT OF FINANCIAL PERFORMANCE TO 28 February 2021						
YTD 2020 \$ 000		Actual YTD \$ 000	Budget YTD \$ 000	Variance \$ 000	Fav(unfav) %	Note
	INCOME					
24,419	Rates	25,095	25,355	-260	-1%	1
3,893	Subsidies and grants	5,688	4,831	857	18%	2
5,524	Fees, charges	5,963	5,277	686	13%	3
218	Investments income	639	221	418	189%	4
1,262	Development and financial contribution	1,835	950	885	93%	5
180	Other	173	327	-154		6
35,496	TOTAL INCOME	39,392	36,961	2,431	7%	
EXPENSES						
10,586	Payments to staff	10,981	11,817	836	7%	7
770	Finance Costs	782	789	8	1%	8
9,601	Depreciation	9,781	9,781	0	0%	
14,416	Other Expenditure	16,451	13,818	-2,633	-19%	9
35,373	TOTAL EXPENSES	37,995	36,205	-1,789		
124	PROFIT/(LOSS) FROM OPERATIONS	1,398	756	642		
1	Metered water income is lower by \$457,000 due to lower industry consumption and Rates income is higher by \$108,000 rates penalty and rates are higher due to more development.					
2	Roading subsidy received to date is lower by \$1,892,000 than budgeted as activity is traditionally low at the start of the year. This is negated by \$600,000 received for Hauraki rail trail project. Avenue Road North Storm water disposal project contribution budgeted \$573,000 not received. Waste Minimisation subsidy is higher than budget by \$4,000 due to received in advance. \$12,000K received for water safety and \$6,000 for Kerb extension and Balustrades. Water Reform grant received \$2.47 million. Grant for innovating street - Hetana street \$41,000 received during current year.					
3	Fees and charges are higher due to Dog registration received earlier in year higher by \$94,000. Resource consent and Building income is higher by \$381,000 and \$119,000 respectively. Housing income is higher by \$53,000 due higher lease income and increase in EPH rent last year. Spa & Pool is higher by \$103,000 due to more activity which is partially negated by lower income T.A. event centre and Waharoa aerodrome income due to lower activity and lower motor home income. Library Income is lower due to lower book rental and Income for Library Manager Service budgeted but not realised as contract completed. Landfill recovery is down by \$39,000 and \$64,000 down in Rubbish bag sale. KVS Private work and Lim income is higher than budget.					
4	Interest received on investment (Term Deposits) is much lower than budgeted due to lower interest rates. Investment income is lower due to lower interest rate. Swap gain is \$530,000					
5	Development contribution is higher than budgeted due to more development in MM and MV					
6	Vested asset income will be accounted for at the end of the year which is budgeted \$200,000 and Petrol tax recovery is lower.					
7	Salary cost is lower due to vacant positions which is partially negated by higher cost in other expenditure (consultant in Resource consent)					
8	Finance cost is lower due to lower loan balance and lower interest rate					
9	There are number of overs and unders across the activities as outlined below. The most significant areas of variance to budget includes: Property cost is higher due to demolition cost for Ngarua Hall around \$150,000. T.A. property operating cost includes cost for design cost for Heritage tea house, Asbestos pre-demolition survey Skate Building, Domain house etc. Property general maintenance is higher includes one off charges such as asbestos removal from 96 Moore house Street Flats and Domain House and cost for boundary fence at Canada street will be recovered from Kiwi Rail. Cleaning cost has been increased. Administration cost for EPH is higher than budgeted. Resource consents expenditure is higher by \$590,000 than budgeted due to the high level of development activity in the district and less staff resulted in more consultant cost . This higher cost is partially negated by lower salary (\$140,000) cost and higher income. Asset Management cost for Parks and reserve cost is higher mainly due to higher consultant cost for MV Walk, Hetana street innovation, Open Space Strategy etc. Higher cost on consultant in Roading for feasibility study of future plan, safety strategy etc. Three Water Reform cost \$1,060,000 is not budgeted will be funded from subsidy. Water treatment plant costs are higher by \$377,000 due to an increase in chemical cost and lab analysis costs, Hazardous Chemical Assessment, Topehaehae profiling , Comprehensive Dam Review. This also includes \$55,000 expensed from capital project. Waste management levies, Minimisation activity and asset management. Higher cost in treatment plant is negated by lower reticulation cost					

YTD 2020		Actual \$ 000	Budget \$ 000	Variance \$ 000	Variance %	Note
\$ 000						
DIRECT REVENUE ANALYSIS						
267	Community Development	88	20	69		10
	Community Facilities and Property					
868	Housing and property management	882	829	53	6%	
87	Libraries	34	93	-59	-63%	11
25	Parks and tracks	21	33	-12		
163	Public Amenities	187	158	28	18%	12
1,011	Recreation & Culture	1,073	1,005	67	7%	
2,154	Total Community Facilities and Property	2,196	2,119	77		
	Roading Water and Waste					
3,983	Roading	3,272	4,564	-1,292	-28%	13
0	Storm water	0	573	-573	-100%	14
791	Rubbish & recycling	1,072	1,185	-113	-10%	15
445	Wastewater	484	455	30	7%	
1,306	Water	3,734	1,700	2,034	120%	16
6,524	Total Roading Water and Waste	8,562	8,476	86		
	Consents and Licensing					
283	Animal Control	292	197	94	48%	17
824	Building consents and monitoring	822	703	119	17%	18
0	Civil defence	0	0	0		
537	Resource consent processing	814	432	381	88%	18
1,643	Total Consents and Licensing	1,927	1,333	594		
10,589	Total Activity Operating Revenue	12,773	11,947	826		
Notes:						
10	Private plan change income and income from equipment and service hire for events is higher than budgeted.					
11	Library income is lower mainly due to Library Manager Service income budgeted but has not been realised. Book Rental income is lower than budgeted.					
12	Income is higher mainly due to higher sales of plot and burials at Matamata. Street Furniture contribution \$6,000 for kerb extension not budgeted.					
13	Roading subsidy received to date is lower by \$1,892,000 than budgeted as activity is traditionally low at the start of the year. This is negated by \$620,000 received for Hauraki rail trail project.					
14	Budgeted Avenue Road North Storm water disposal project contribution delayed.					
15	Landfill recovery is down by \$39,000 and \$64,000 down in Rubbish bag sale compare to budget.					
16	Metered water income is lower by \$457,000 due to lower industry consumption and six month reading still to come. \$2.47 million received for 3 water reform.					
17	Higher income due to dog registration received in July for the year.					
18	Building Consent and resource consent income is higher due to high activity.					

2. Corporate Overview

2.1 Communications



Graph commentary

Quick stats

- Web traffic this month: 19,029 visitors (**11.4%↑** on previous month)
- Total enewsletter subscribers: 3,957
- Total Antenno subscribers: 2,787 (**1.7%↑** on previous month)
- Total Facebook followers: 7,065 (**0.3%↑** on previous month)
- Events organised by Council: 2
- Events at Matamata Civic Centre: 32
- Events at Te Aroha Events Centre: 11
- Bookings cancelled due to change of COVID-19 levels: 1- Te Aroha Domain Day had to cancel at the 11th hour with the change of Alert levels announced by the Prime Minister at 9pm Saturday 27 February.

Events and Economic Development

- Information evening for Te Aroha Business Association to give them an update on the Domain Spa Development and Revitalising Town Centres projects.
- Well-attended Waikato Motor Home Rally held at Boyd Park Te Aroha, lucky enough to enjoy Te Aroha and surrounding attractions prior to disbanding Sunday morning after the change in COVID-19 alert level changes.
- Pop up Piano concert arranged with Cr James Sainsbury to be running for an hour alongside the Matamata Blood Drive at the Civic Centre was well received and a great chance for the onsite piano to be enjoyed by the community.

Communications and Marketing

- A new marketing plan is being developed with the libraries engagement team to assist them in the strategic delivery of these roles
- The Communications team have been busy developing plans and content for several upcoming large projects including the Long Term Plan consultation, Hetana St trial, Te Aroha Spa project and water demand management. Alongside these larger campaigns there have been several small promotions including community grants, bike skills, Broadway lane closure.

- The domestic tourism campaign came to close and the winner was notified, with the weekend away to be arranged. Detailed results will be reported to Council in an Economic Development report.

Online and Digital Services

- A new app was developed allowing us to take photos of headstones and automatically link them to burial records in Authority, which are searchable on Council's website. The burial records are the second most popular eservice on the Council site. This will significantly speed up the cemetery project. This application will also form the basis of other upcoming apps to improve efficiency within Council (such as water meter reading).
- The Digital Team took on an intern for eight weeks. Providing training and development to graduates is one way Council can demonstrate its vision of being a leader in the digital space.
- The framework and submission forms were developed for the upcoming Long Term Plan consultation.

2.2 Human Resources

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

Year to date at	Office	KVS	Water & Waste Water	Libraries	Facilities	Total
	%	%	%	%	%	%
July 2020	0.84	2.3	0	7.41	5.0	2.15
August 2020	2.54	2.3	0	7.41	5.0	3.02
September 2020	3.39	2.3	0	7.41	7.59	3.89
October 2020	4.24	2.27	0	7.41	7.59	4.31
November 2020	6.72	6.82	0	7.41	7.59	6.44
December 2020	7.56	8.99	6.06	7.41	10.13	8.15
January 2021	8.40	8.99	18.75	7.41	12.20	9.83
February	10.08	8.89	18.75	7.41	22.78	12.47

Total permanent staff resigned up to 28 February 2021 = 29

2.3 Corporate and Legal Services

Provincial Growth Fund / Te Aroha Spa Development

The Ministry for Business, Innovation and Employment (MBIE) has advised it is not progressing the Te Aroha Spa PGF application, for \$16m funding.

Capital of \$5m has been included in the draft LTP budgets; staff have engaged a project manager to coordinate further work on this project. A project plan has been developed. Council formally approved proceeding with the project in December 2020. The Project Manager is currently reviewing the PGF feasibility and Business Case reports and identifying further information required to advance the draft LTP budget and concept. Formation of a Project Governance Group is underway. Council has appointed Mayor Ash as Council's representative on the Governance Group.

Annual Plan / Annual Report

Annual Report – The 2019/20 Annual Report was adopted by Council on 9 December. 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. Staff have prepared a six month report (July – Dec 2020) which was presented to Council in February and will be reported to ARC in March along with the project brief for the 2020/21 Annual Report.

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 are currently auditing all of these documents and changes are being made where needed. All draft documents will be presented to Council on 10 March for approval for consultation. Consultation will then be open from 16 March to 19 April and planning is well underway for this. We have a number of consultation events being scheduled in and being added to the Councillor calendars as they are confirmed.

3. Community Development overview

3.1 Libraries

New Zealand Libraries Partnership Programme

Our new fixed-term staff funded by this programme have commenced. Arihia Collier-Moore, in the role of Library Intern (Māori Services specialisation) -Tauira Wharepukapuka (Ratonga Māori Motuhake) will help us improve our services to Maori and increase Maori engagement. Lou Beer and Dadon Rowell as Community Outreach Specialists - Kaiāwhina Toro ki te Hapori will be promoting library services in the community. We plan to introduce these staff to elected members at a future Council meeting so they can share some of the initiatives they are working on.

Covid Level 2

At Level 2, the main considerations for the libraries are to ensure that customers contact trace and maintain safe distancing, and that we regularly clean our surfaces. Library staff wear masks because the type of assistance we provide means we are unable to always guarantee 1 metre distancing from customers. We do not run children's programmes at Level 2 due to these being interactive in nature, using a lot of touched/shared items and unable to guarantee that young children will keep safe distances.

Disappointingly, our plans to participate in Te Aroha's Domain Day through storytelling and promotional activities, were curtailed due to its cancellation, so we will look for an alternative opportunity to promote library services to the Te Aroha community. Perhaps some of the Market Days at the railway station.

Digital Training

Digital classes are now often almost fully booked. We are grateful to local papers for writing articles about these classes as they have led to further enrolments. We are gradually increasing the range of topics that we cover, bringing in e-books into the current round.

Digital resources and e-books

We have increased the visibility of one of our digital resources (Storybox Library) by integrating it with our catalogue. This means if you search for a book by a particular author (e.g. New Zealand author Pamela Allen) you will discover that as well as holding several of her books in the library, there is an option to hear and see one of her books read aloud on video via Storybox Library.

The launch of the new BorrowBox e-book platform on 1 February has gone well, with 66 loans and 15 reserves already, even though it was a soft launch to allow staff time to familiarise themselves with the new platform. Once we start more actively promoting it and after our e-book digital training in March and April, we expect to see these numbers increase.

Technical issues

Our Technical Services team continues to work hard to make our technology work for us, and deserve a mention for ongoing tenacity in this area. The Technical Services Librarian has been trouble-shooting persistent challenges with our receipt printers blocking in the kiosks, which has called for liaison between multiple parties to isolate the issue.

The other issues have been problems with eft-pos/Kiosk compatibility, and one kiosk at Morrinsville being out of action due to needing a new hard-drive. Work is under way with Calnar (eft-pos provider) and FE Technologies (kiosk provider) to get new eft-pos terminals rolled out. Together with stopping the daily reboots of the kiosks we hope the ongoing issues will cease.

Improvements to Library Spaces

A small meeting Room is being developed in Te Aroha Library for staff use and will in due course be able to be booked by the community. We envisage it having the same terms as existing bookable Council interview rooms, where it is discounted for community groups.

A rearrangement at Matamata Library has allowed for a new seating area, which is being well utilised by customers, and can also be used for library programmes. Plans are also under way to install more shelving in May so that more books can be put into Matamata Library to bring the collection size up to ideal levels. We brought more shelving in the year before last, and this is the second stage of the project.

A project plan will be prepared soon for the Morrinsville Library Future Proofing Capital project. The top priority is to improve customer-staff interactions and visibility, which means we need to work on the entrance, front counter and staff work areas.

Staff Development

Libraries are preparing two staff development half-days in April and May, focusing on Customer service, community engagement, Matauranga Māori. This will include an opportunity to discuss and share ideas ideas with the three new staff. The libraries will therefore all be opening at 2 pm on 12 April and 13 May, and will be communicated to the community via the local newspapers, messaging in the libraries, and our usual electronic communications.

Statistics

Activity	Comparison months	Current month	Inc/dec compared to same month last year	% change	Comments from District Library Manager
VISITS	Feb-20	Feb-21			
Door counts				% change	
Matamata	3329	2555	-774	-23%	
Morrinsville	4389	3617	-772	-18%	
Te Aroha	2361	2011	-350	-15%	
DOOR COUNT TOTALS	10079	8183	-1896	-19%	
Online visitors	Feb-20	Feb-21			
Library website/catalogue sessions	43862	44228	366	1%	
Library app sessions	247	549	302	122%	
ONLINE VISITOR TOTALS	44109	44777	668	2%	
APNK/WIFI/COMPUTER	Feb-20	Feb-21		% change	
Wifi using own devices					
Matamata	2432	1704	-1415	-58%	
Morrinsville	3232	2147	-1085	-34%	
Te Aroha	1802	1017	-785	-44%	
WIFI TOTALS	7466	4868	-2598	-35%	
APNK logins using library computers	Feb-20	Feb-21			
Matamata	470	326	-144	-31%	
Morrinsville	716	654	-62	-9%	

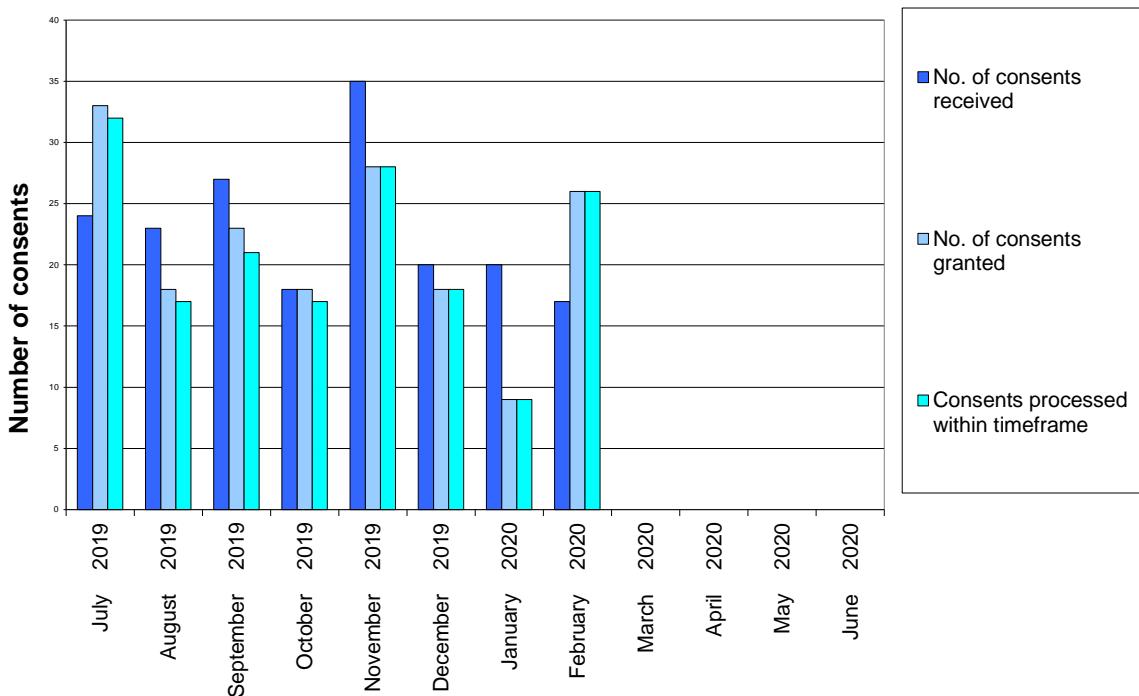
Te Aroha	388	298	-90	-23%	
APNK TOTALS	1574	1278	-296	-19%	
NEW MEMBERS	Feb-20	Feb-21		% change	*Digital membership new category 2020
Matamata	47	40	-7	-15%	
<i>Matamata Digital</i>		12			
Morrinsville	32	39	7	22%	
<i>Morrinsville Digital</i>		8			
Te Aroha	12	18	6	50%	
<i>Te Aroha Digital</i>		8			
NEW MEMBER TOTALS	91	97	6	7%	
SUBTOTAL DIGITAL MEMBERS		28			
LIBRARY ITEMS ISSUED	Feb-20	Feb-21			
Matamata	3765	3660	-105	-3%	
Morrinsville	4780	4672	-108	-2%	
Te Aroha	2570	2683	113	4%	
Ebooks	1085	1652	567	52%	
BOOKS ISSUED TOTALS	12200	12667	467	4%	

3.2 Planning

• Resource Consents

Resource Consents – From 1 July 2020

Resource consents processed



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

Council received 17 resource consents and granted 26 consents of which 26 were processed within the timeframe for the month of February 2021.

Limited or Publically Notified Resource Consents:

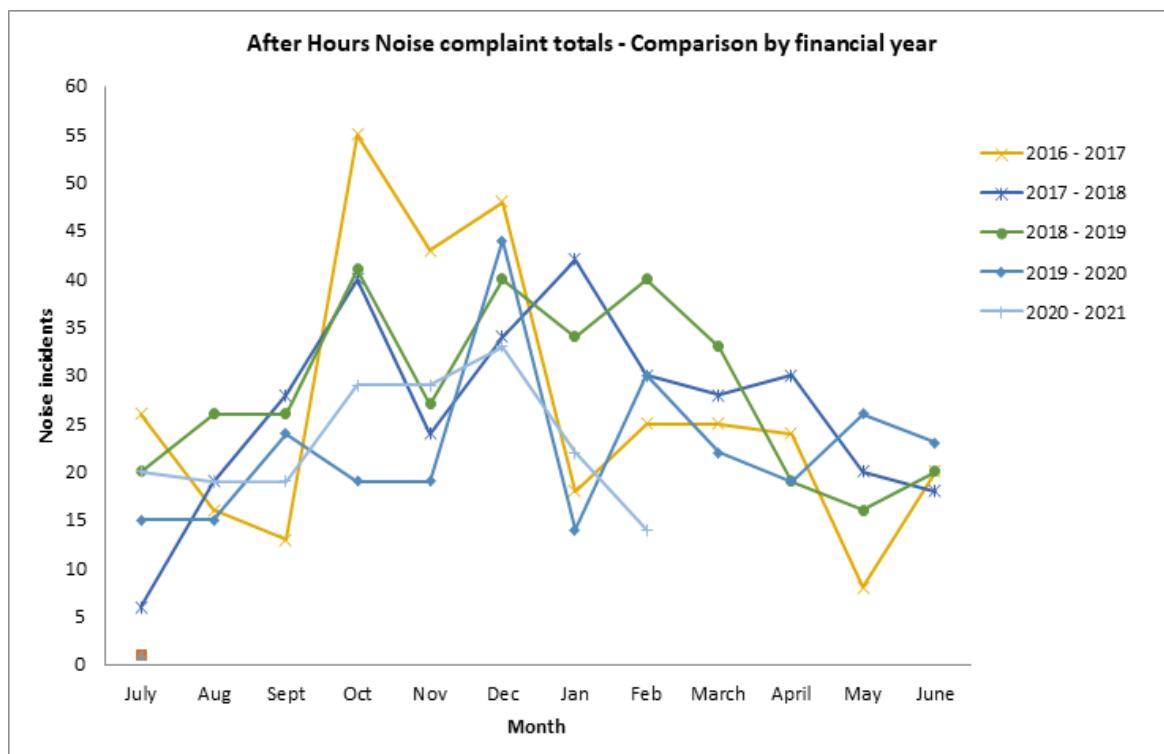
There were no Limited Notified Resource Consents in February 2021.

Policy

- Waharoa (PC 49) – a second commencement meeting has been held with Ngati Haua and a visioning session is proposed for May.
- Settlements (PC 53) – Further submissions closed on the 18 February and 3 further submissions were received. We are working through all submissions and offering the opportunity for staff to meet with submitters so ensure we fully understand their submission. We are also working towards a hearing in May.
- Papakainga (PC 54) – we are working on draft provisions for the plan change and will present these at the next hui
- Fonterra Waitoa (PC 55) – we have issued a further information request which Fonterra are working through.
- National Planning Standards – we are working through all the chapters and are liaising with WRC in regards to hazards.
- State of Environment – we presented these to Council for the 2019/20 year and will be updating our website.

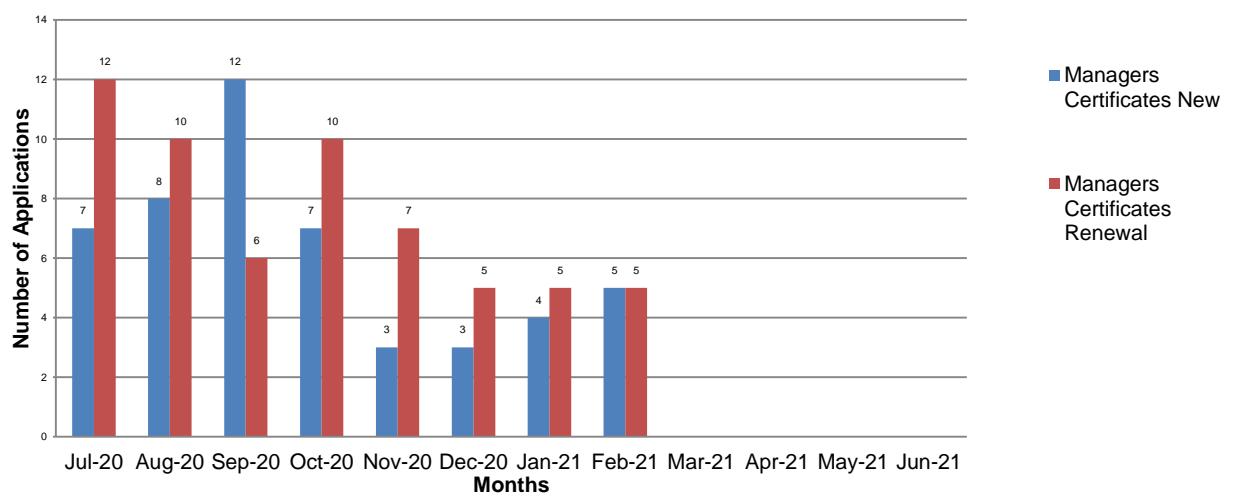
- Noise – February 2021

	Feb-17	Feb-18	Feb-19	Feb-20	Feb-21
Matamata	8	20	10	7	9
Morrinsville	15	6	26	17	4
Te Aroha	2	4	4	6	0
All wards	25	30	40	30	14



- Alcohol

Manager Certificate Applications



On, Off and Club Licences February 2021

Agency Application Number	Applicant Name	Type of Licence
162.2021.1632.1	Te Poi Supermarket	New Off
162.2008.61.6	Morrinsville Sports and Recreation Club	Renewal Club
162.2020.1554.2	Chambers Bar and Grill	Renewal On

Special Licences February 2021

Agency Application Number	Applicant Name	Event
162.2021.1631.1	Matamata College	1 st XV Rugby Tour
162.2021.1630.1	Te Aroha Tennis & Squash Club	Memorial Service
162.2021.1629.1	United Matamata Sports Club	Hot Rod & Custom Club Car Display Car-O-Rama
162.2021.1628.1	Te Aroha Memorial RSA	AJ Johns & Anzac Day
162.2021.1627.1	Lions Club Matamata	Charity Dinner – Project Noah

- **Health**

- Our Audit was postponed in March because we moved to Covid level two and we are now in the process of finalising a date in April.
- We will be sending out the Hairdressers, Camping Grounds and Funeral directors letter within the next month and subsequently complete registrations / inspections for compliance by 30 June (31 May for funeral directors)
- We are gradually getting through the back load of food premises audits as a result of moving up covid levels. The Ministry of Primary Industries only allows food premises audits to be carried out during Level One.

3.3 Building

Building consents granted:

For the month of February, the Building team granted and issued 47 Residential building consents, and 2 Commercial, giving 49 building consents issued and granted in total. 63 Building consents were lodged in the month of February.

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

International Accreditation New Zealand (IANZ) assessment was completed on 5 March 2021 and their report will be received at the end of the month.

Freedom Village (Longlands) Development:

Stages 1, 2A and 2B of Freedoms units are complete and Freedom Village is moving forward as expected. Construction of units within Stage 2C and 2D are well underway, with inspections being booked a few weeks in advance. We currently have 25 building consents in and to be processed for Freedom.

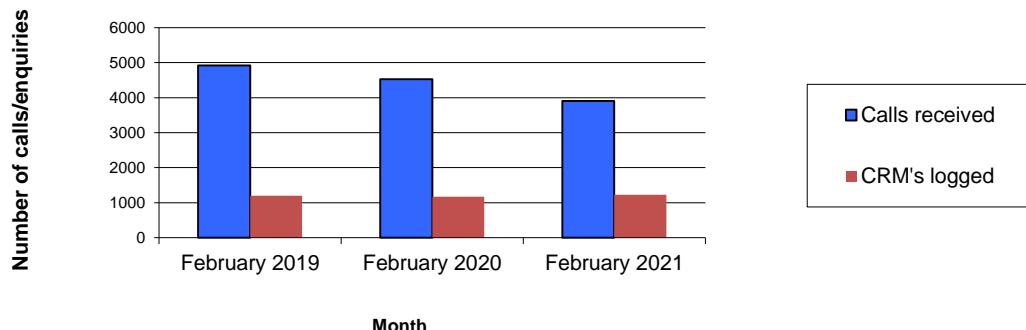
Subdivisions Statistics

	Development	Location	Number of Lots
Lockerbie	101.2019.11988.2 - Stage 1C (formerly Stage 1A)	Studholme Street	69 residential lots + 6 superlots
Lockerbie	102.2020.12115 - Retirement Village	Studholme Street	163 retirement units
Lockerbie	101.2020.12157 - lot 6000	Studholme Street	3 residential lots
Lockerbie	101.2020.12181 - Stage 1B	Studholme Street	23 residential lots
Lockerbie	101.2020.12183 - Stage 2	Studholme Street	66 residential lots
	101.2018.11717 - Sweeney & Carruthers	Stockmans Road	18 rural-lifestyle lots
	101.2019.12003 - Begovich	142 Station Road	34 rural-residential lots
	101.2019.11886 - Henderson	112 Station Road	14 rural-residential lots
	101.2021.12233 - Sunridge Park	33 Sunridge Park Road	24 rural residential lots
	101.2020.12207 - Longlands Stage 3	O'Sullivan Drive	24 residential lots
	101.2021.12214 - Calcutta Farms	Burwood Road	89 residential lots
	101.2019.11979 - La Veta	Mangawhero Road	41 Residential lots
	101.2016.11288.10 - Yungulla (Peakedale) Stage D	Peakedale Drive	38 residential lots
	101.2016.11288.9 - Yungulla (Peakedale) Stage B	Peakedale Drive	32 residential lots
	101.2021.12223 - McCarvill Farms	Tower Road	5 residential lots
	101.2020.11205.9 - Calcutta Farms	Mangawhero Road	5 lots
	101.2020.11205.10 - Calcutta Farms	Mangawhero Road	3 lots
Lockerbie	101.2020.12116 - superlot 8006	Studholme Street	6 residential infill lots
Lockerbie	101.2020.12128 - superlot 8002	Studholme Street	5 residential infill lots
Lockerbie	101.2020.12132 - superlot 8004/8005	Studholme Street	10 residential infill lots
Lockerbie	101.2020.12137 - superlot 8001	Studholme Street	13 residential infill lots
Lockerbie	101.2020.12200 - Infill lots 33-39 & 45-52	Studholme Street	15 infill lots
Lockerbie	101.2020.12224 - superlot 8008/8009	Studholme Street	30 infill lots

4. Service Delivery

4.1 Customer Services

Customer Service Calls & CRM's logged

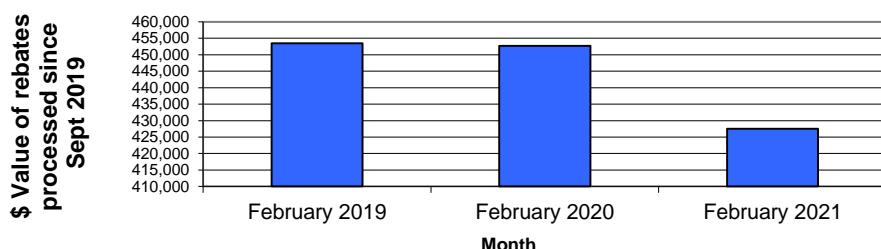


Rate Rebates

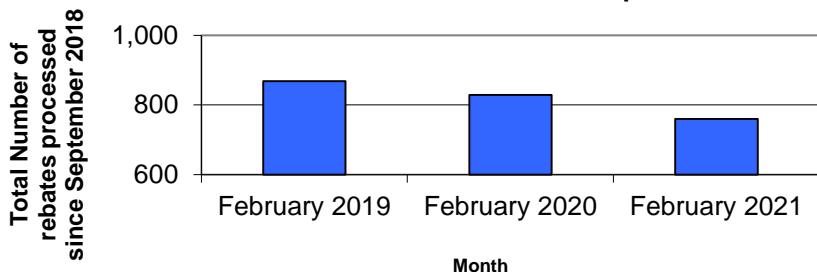
Rate rebate appointments opened for the new year on 14 September 2020, customers have until 30 June 2021 to apply.

The maximum rebate has increased from \$640 to \$655 and the income limit has increased from \$25,660 to \$26,150.

Rates Rebates - total value processed



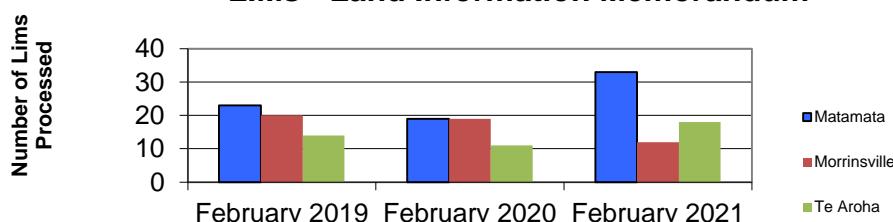
Rates Rebates - total number processed



LIM (Land Information Memorandum)

63 applications received in February, 33 of these were urgent requests.

LIMs - Land Information Memorandum



Antenno

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

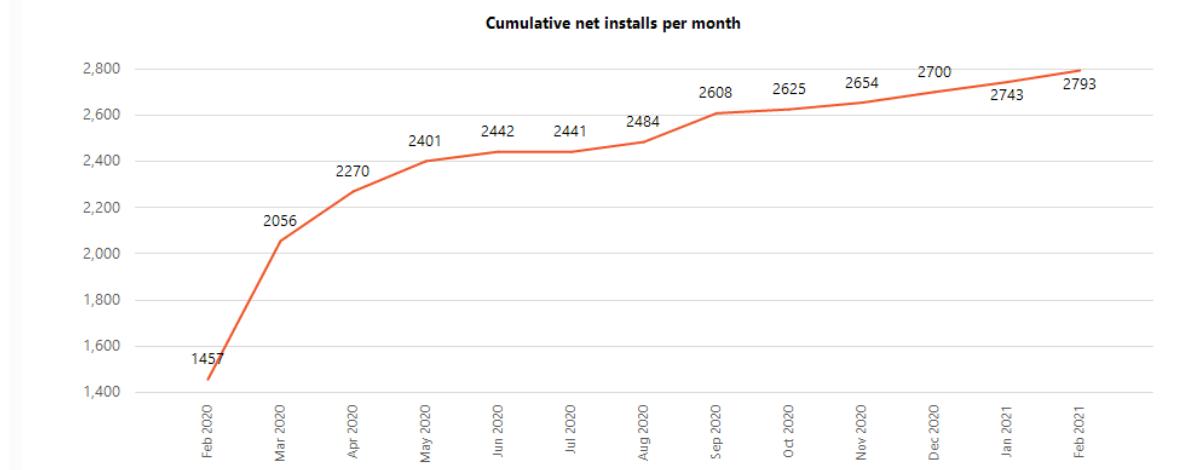
Antenno Installs by Month



From: February 2020 To: February 2021

Please note there are two pages to this report.

2,793 installs overall



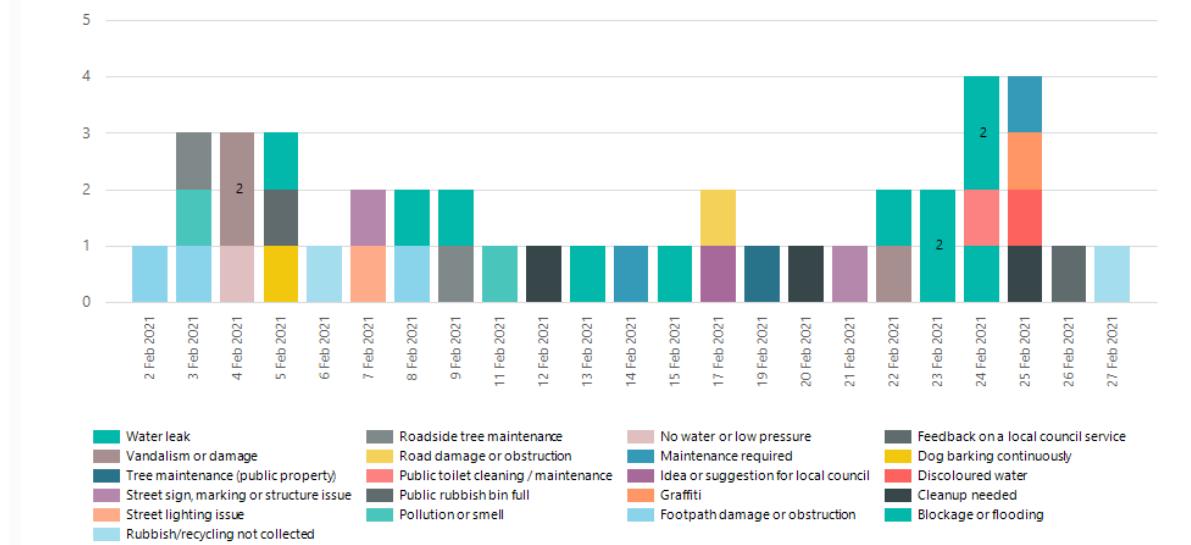
Antenno Reports by Day



From: 1 Feb 2021 To: 28 Feb 2021

Please note there are two pages to this report.

41 reports in 28 days (1.5 per day)



The majority of calls received in February related to water leaks, footpath damage, dumped rubbish and vandalism.

4.2 Kaimai Valley Services

4.2.1 Parks and Reserves

Gardens

- The hanging baskets in Matamata and Morrinsville have been taken down, due to their bloom coming to an end;
- Started to remove annual garden beds now that we are at Level 3 water restrictions;
- Finished spraying all large spray areas in Matamata;
- Wairere Mahi Limited have assisted with the removal of privet, pampas grasses and other non-native vegetation from Mount Te Aroha. They have finished from the geyser down to the internal road. They will start on the section behind the Domain Café next;
- Completed the garden preparation for the installation of the horse sculpture in Broadway, Matamata;
- Poured a new concrete pad outside the old Morrinsville cemetery ready for the seat to be installed;

Mowing

- Autumn turf inspections (by the Turf Consultant) were carried out during February and their report listing recommended renovations has been passed to the contractor for programming the work;
- Grass growth has been low, so the Mowing team has been using leave and/or assisting the Gardening team;
- One of the Jacobson mowers (used to mow the sports fields) has had issues with overheating. The radiator has been removed and sent for repairs. In the interim a hire tractor and tow behind mower are being used.

Trees

- Arborists removed the large oak tree behind Matamata Hire. The tree had a number of drill holes and this was the probable cause of the tree dying;

Cleaning and Rubbish Collection

- Contractors installed six Exceloo toilets at Waharoa and removed the old toilet block. Public restroom cleaning staff and public appreciate the new toilets;
- KVS are now supervising the Hygiene Services contract. Reviewed the sites serviced with the contractor and installed new sanitary bins and soap dispensers in all public toilets and Council facilities;
- COVID-19 bus deployments to Rotorua stopping at Waharoa Aerodrome have ended. MBIE have moved the operation to the Hamilton Airport Managed Isolation Quarantine facility.

4.2.2 Retic and Works

CRM's

- The total number of CRM's received and completed during February is as follows:

	Water	Sewer	Stormwater
Total Received	145	11	4
<i>Completed</i>			
Completed (Current)	67	4	2
Completed (>30 Days)	56	3	7
Total Completed	123	7	9
<i>Not Completed</i>			
Current	78	7	2
>30 Days	54	17	10
Total Not Completed	132	24	12

Reticulation

- 2 CRM's were for contractors striking our services;
- Installed one new 20mm water connections;
- Carried out a special reading of two water meters

Works

- Footpath renewals contractor has completed all work in Morrinsville and will return in December 2021 to start works in Te Aroha;
- Commenced cleaning of stormwater leaf traps in Matamata;

4.2.3 Admin

Staff

- Interviews have been held for the works team leader and reticulation team leader;
- We are currently advertising for another public restroom cleaner due to an agreed change in shifts (four days on, four days off) for an existing staff member.

Other

- Continue to monitor operational expenditure against budget;
- Water restrictions have delayed the start of the footpath cleaning, sanding and resealing in Morrinsville CBD;
- Annual external audit of Playground maintenance was carried out and recommended repairs are being completed. We achieved 89% for a second year in a row. Note: To score higher, some of the older equipment which doesn't meet updated safety standards needs to be replaced;
- Meeting with local resident regarding application for funding for the Morrinsville River Walk behind the Morrinsville Recreation Ground and possible Memorandum of Understanding with Council;
- Property are working on options to upgrade the water supply at Waihou Depot to a potable water standard (there has been a boil water notice in place since 2019);

4.3 Roading

Contracts update

Road Network Maintenance Contract – Fulton Hogan -- Contract 2192

The cyclic crews carried out scheduled and reactive maintenance, replacing missing or damaged edge marker posts and culvert markers, clearing dumped rubbish from the roadside, pothole repairs and vegetation removal where required.

The stabilising crew pushed to complete pre reseal repairs and carried out 6546m² ahead of the reseal crew.

The hotmix crew completed 213m of edgebreaks and 35m² of minor levels.

The callout crew attended a number of vehicle accidents across the network.

The drainage sub-contractor completed a number of high shoulder removals ahead of the reseal crew.

Other Contracts and Activities

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

FH continue to work their way north across the network.

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

Rural remarks resuming across the network.

Signs – Contract 3/23/2119 – Directions (3+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. Contractors currently off site. Works due to resume end of February. Matamata. Approx. 99% complete.

Morrinsville. Approx. 65% complete.

Te Aroha. Due to start mid-April.

Renewal Forward Works Programme 2020/21

Package 1. Contract 3/23/2268 –Waiomou St Matamata Pavement Rehabilitation. Awarded to J Swap Contractors. Works now complete. We added the Rockford St Motor Caravan Association Dump Station as a variation to this contract. Completed.

Package 2. Contract 3/23/2270. Matuku Rd & Paeroa-Tahuna Rd

Awarded to J Swap Contractors

Matuku Rd (RAMM 6300 – 6800). Completed.

Paeroa-Tahuna Rd (RAMM 9170 – 9890). Completed

Package 3. Contract 3/23/2271. Alexandra Rd and Manawaru Rd

Awarded to Schick Construction Ltd.

Alexandra Rd (RAMM 5650 – 6720). 90% complete.

Manawaru Rd (RAMM 6700 – 8160). 40% complete.

Package 4. Hinuera Road (RAMM 0 – 250)

Survey is complete. This is now in design phase. Currently out to tender. Tender closes on 25 March.

Koromiko Street kerb and channel upgrade.

Awarded to J Swap Contractors.

Replacement of 275m of kerb and channel as well as two manholes. Works approx. 75% complete.

Culvert Replacement Contract (Culverts 2, 3 and 4) on Moore Road.

Awarded to Fulton Hogan. Completed.

Low Cost Low Risk (Safety Improvements)

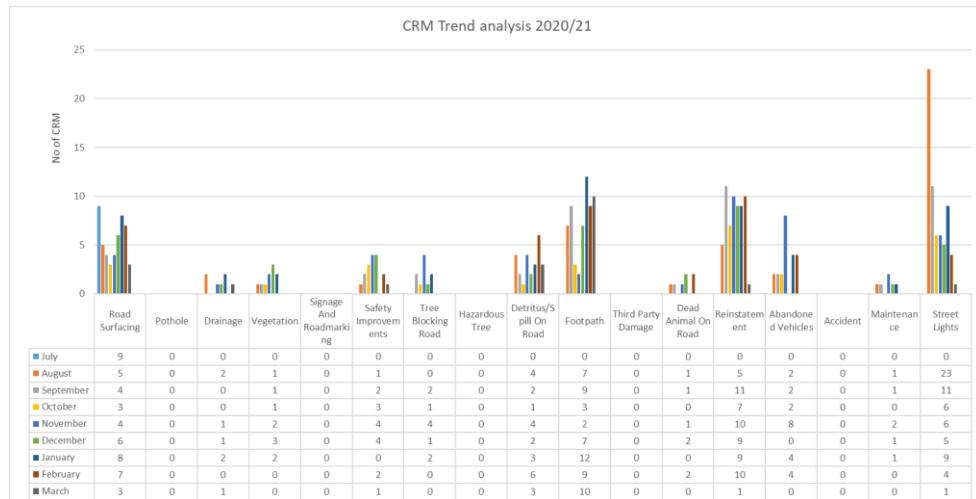
With some input from NZTA we are currently putting together packages for safety improvements across our road network. This includes;

- Rural intersection activated warning signs (RIAWS) at the Bowler Rd / Tautiti Rd intersection,
- Rural intersection activated warning signs (RIAWS) and some intersection upgrade works at the Paeroa-Tahuna Rd / Tautiti Rd intersection,
- Audio Tactile Road Marking (rumble strips) on Piako Rd from SH 26 to Valentine Rd,
- Audio Tactile Road Marking (rumble strips) on Paeroa-Tahuna Rd from Morrinsville-Tahuna Rd to SH 26,
- Audio Tactile Road Marking (rumble strips) on Hinuera Rd from SH29 to Hopkins Rd.
- Bridge guard rail upgrades on three bridges,
- Improve signage on Stanley Road South by Silver Fern Farms

Network management update

CRMs

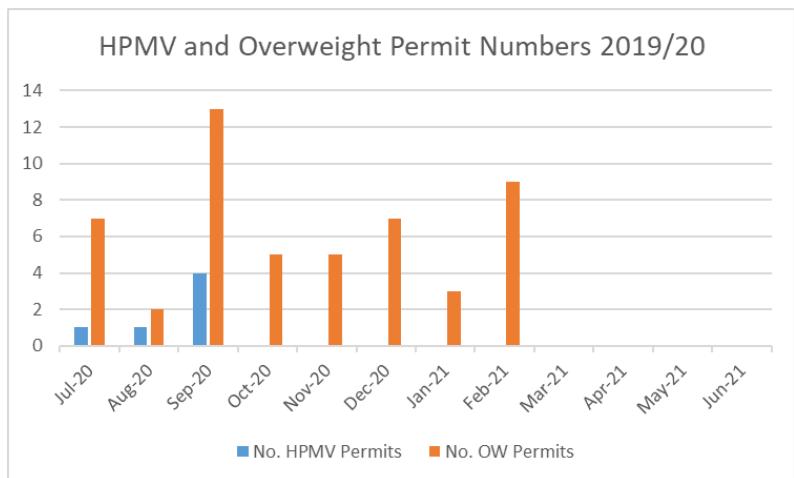
- 44 Roading CRMs in February



Reference: CM 2347176 CRM Trend Analysis

HPMV and Overweight Permits

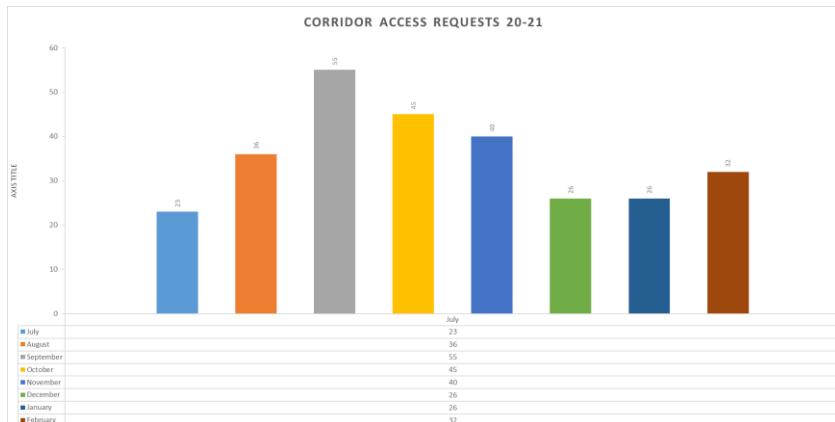
- NZTA now administer HPMV permits on approved roads within our network.
- Nine (9) Overweight permits were processed in February



Reference: CM 2260061 HPMV and Overweight Trend Analysis

Corridor Access Requests

- 32 CARs were processed in February



Reference: CM 2318312 Trend for CARs 2020-2021

Ultra-Fast Broadband (UFB) Installation

Matamata – Installation is now complete in Matamata. Reinstatement now completed.

Morrinsville – Installation now complete in Morrinsville. Approx 90% reinstatement complete. Waiting for more favourable weather for sowing grass seed. Some unsatisfactory concrete reinstatements to be replaced. Chorus now proceeding with house connections.

Waihou – UFB installation complete.

Waitoa - UFB installation complete.

Te Aroha – UFB installation complete. Contractors revisiting some areas of reinstatement. Waiting for more favourable weather for sowing grass seed. Paving reinstatements in CBD now complete. Coming back mid-March to extend UFB along Tui Pa Road.

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.

Rawhiti Ave Matamata - Pedestrian crossing upgrade adjacent to Pohlen Hospital. Road closure 26-29 March.

Anzac Parades Te Aroha and Matamata. 25 April Road Closures and detours. Advertising under way.

Te Aroha RSA - Discussions yet to be had with Te Aroha RSA around who is responsible for organising the event, TMP etc. Leon from J Swaps has offered to draw up the TMP for no charge since he is a returned serviceman himself. RSA will still require a TM provider ie. someone to set up the traffic management on the site, monitor the site and then remove the traffic management.

Events without Road Closure

All the events below have approved traffic management plans.

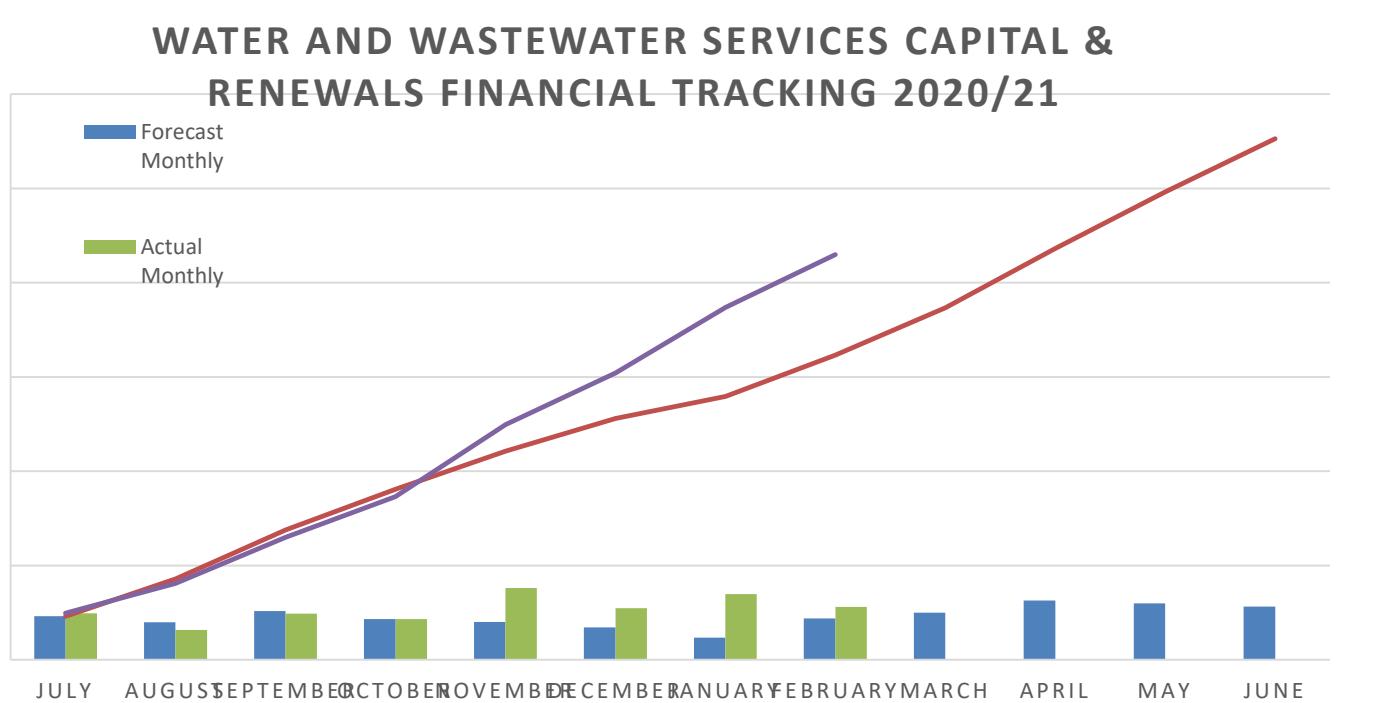
Horse and Jockey sculpture unveiling in Broadway. Single lane closure. 18 March

Tower Rd Run was postponed until 19 March

Triathlon. Morrinsville Recreation Grounds to Scott Road and return. 21 March.

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

4.1 Water Capital



Top five projects

WTP Compliance Recovery Program (CRP)	<ul style="list-style-type: none"> ▶ Replacement of assets underway & is 85% complete ▶ 95% of material / plant has been purchased ▶ Morrinsville WTP Poly Plant in commissioning, final water shed nearing completion. ▶ Te Aroha WTP Actuator & valve replacement planned, DP sensors have arrived, installation being planned
Wastewater Reticulation Renewals	<ul style="list-style-type: none"> ▶ Construction phase is underway; ▶ CCTV condition assessment and pipe cleaning underway in Te Aroha; ▶ Relining of sewer pipes has commenced; ▶ Project is approx. 17.5% completed;
Water Reticulation Renewals	<ul style="list-style-type: none"> ▶ Tender awarded to Fibre Networks NZ Ltd ▶ Contract signed ▶ Construction documentation pending
Tahuna WTP	<ul style="list-style-type: none"> ▶ The old concrete reservoirs have been demolished and removed from site; ▶ 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); ▶ Camex have completed temporary works (UV container pad, clean and disinfect concrete reservoirs, temporary pipework from Cullen install to transfer pumps). ▶ New plant layout design ready pending approval ▶ Construction to be planned once new UV has been installed ▶ Working in conjunction with the compliance program
Te Aroha WTP Sludge	<ul style="list-style-type: none"> ▶ Consultant has reviewed power requirements. ▶ Scope to be confirmed from WAG before proceeding to tender ▶ ON HOLD
Scott Rd Phase 2	<ul style="list-style-type: none"> ▶ PC awarded 21 December 2020 ▶ Awaiting manhole lids, otherwise complete

5. Business Support

5.1 Community Facilities Operations



Community Facilities

Swim Zone Matamata

- We have had good numbers through for February despite going to alert level 2 at times.
- Lots of Birthday party bookings with BBQ's and inflatable hire in the weekends.
- Schools have been coming in regularly for their swimming sessions when we are at alert level 1.
- The Water Safety programme has been running with three instructors. They have been going out to the following schools to run the programme Walton, Wairere, Tatuanui, Motumaoho. They have also been at SZMM with St Joseph's and Matamata Christian School for their sessions.
- Soul Pool party was again another huge hit for the community with 2hrs of fun and activities on a Friday evening.
- Swim Meet/Waitangi Day-Matamata Swim Club ran their annual swim meet on Waitangi day. They had a good turnout but due to another swim meet clash on the day numbers were down a bit from last year. This was due to changes to the swim programme this year because of COVID.
- New user groups that booked in for February were the Walton Kayak club who are now regular users of the facility, Scout groups from MM & MV came in for their water safety badge
- After the alert level change to level 2 we set up a new Level 2 COVID response Kit with everything we need to move into level 2 quickly and easily. This was put into practice on Sunday morning when we changed alert levels in the middle of a weekend. Staff came in early to have everything in place before opening time on Sunday morning. The kit worked really well with a step by step account of what needed to be done and appropriate PPE and cleaning products.

Swim Zone Morrinsville

- February has been a very busy month with bookings almost every day - School bookings for swim lessons during the morning hours as they prepared for their swimming sports days, local and out of town squad bookings in the evenings and group bookings for birthday parties during the weekends.
- The weather was great on most days with children enjoying the big inflatable obstacle course and other pool toys. All staff are doing well, making sure customers are safe and happy. Most staff have started university for the year and can only work limited hours per week. The facility will be short staffed next month, but the roster was prepared well in advance in anticipation of this.
- A few big school and group bookings had to be cancelled due to Level 2. They could not re-book for a later date as the pool was booked up later in the season. As the facility only operates during the summer, this was the first time the team had to deal with Level 2. They had prepared well and had all the necessary gear and cleaning materials ready which was useful.

Swim Zone Te Aroha

- Swim Zone Te Aroha closed for three weeks from 15 February until 08 March so the pools could get a much needed facelift. The facility opened on the Monday morning to very happy customers.
- During the shutdown, some staff took annual leave or worked at other facilities when required. The staff left onsite tackled a number of jobs, including -
 - Painting of the boundary fence and all rubbish bins
 - Staining all seating and posts around the facility, including the wood surrounding the spa
 - Painting the hazard strips on the stairs
 - Filter change on both the spa and main pool filters
 - Gardening and the removal of an unwanted bush and weeds
- Visitor numbers showed a massive drop during the closure

- Installed another safety gate poolside to prevent customers walking into the facility without being seen by a staff member. This operates by a magnet and is working really well so far.



Before and after photos of Swim Zone Te Aroha painting

Te Aroha Mineral Spas

- Visitor numbers were up by 350 visitors, romance packages were up by 66 packages compared to February 2020.
- We were lucky to have Valentine's Day on the Sunday this year so only offered Romance packages for the entire day giving us a daily takings of \$6500 which is a record for us
- We did have many cancellations when Auckland went back into lockdown
- A busier February than normal as there are many New Zealanders getting out and exploring our backyard which is great to see

Firth Tower

- Weddings - no weddings this month
- Schools - Matamata College has booked 9 x Year 9 history classes to investigate European history following their Marae trip in February.
- Community groups/events Family picnic booking in the grounds. Forward bookings by Women's Institute and Waihi Museum for next month. Preparation for the Tower Run (postponed due to Covid-19)
- Motor homes/Cyclists - Decreased numbers this month. Walkers, runners and cyclists are consistently using the Rail Trail, Firth Tower car park and public toilet daily. These numbers are currently not counted in the monthly visitor total
- MHS/volunteers - User groups meet regularly. Matamata Historical Society projects include a circular seat for visitors and a replacement clothesline for the washday activity we facilitate with visitors.
- Property and Building Maintenance - general maintenance is intermittently being carried out during the month. The school roof has been repaired. Meeting onsite with Property Manager next month to discuss interior and exterior building maintenance, grounds,

- electrical, water pipes, soak holes, septic system etc with a site map of the location of these for future use with a view to creating a maintenance schedule
- Health and Safety – Plant, equipment and PPE all up to date. Risk register, EAP, SOP, PROMAPP procedures up to date and no outstanding corrective actions.
- The Police have been called three times relating to people wanting long term camping or leaving their caravan onsite for too long. Or disruptive behaviour in the carpark or the lawn area behind the toilet block. It is not a good look and the Police have included the Firth Tower as a ‘drive by’ place to check regularly.

Te Aroha i-SITE

- Visitor numbers down 50% on this time last year. This was expected as internationals generally make up around 50% of the visitor mix at this time of year. Moving to Level 2 had an impact on visitor numbers also. We are very quiet when Auckland is locked down. Other Waikato i-SITEs are in a similar position. We continue to welcome our domestic visitors and give information on Te Aroha and surrounding areas with lots of enquiries about tracks in the DOC estate.
- Still getting Hauraki Rail Trail users who are confused about where the Matamata leg of the trail begins. We have given this feedback to CEO of the Hauraki Rail Trail (HRT). Otherwise, feedback on this section of the trail is generally great with people asking why the Te Aroha to Paeroa leg is not the same surface.
- Extended retail range on our website – tearohanz.co.nz . Now includes DOC hut tickets (not available on their own website).
- Southern Locator Beacons has agreed to supply us with three personal locator beacons to hire to the public. We are well positioned to do this from the edge of the Kaimai Ranges with the closest hirers being Hamilton or the Kauaeranga Visitor Centre. At \$5.00 per hire to us, they will not be a big earner but add to the services we can provide.
- Waikato Regional Council has repeatedly turned us down as an agent to sell Bee Cards which are used to ride local regional buses. It is disappointing as we are asked for this service by our locals.

Domain Pavilion - Regular users Keas and cubs, pilates

Silver Fern Farms Events Centre users for February

Te Aroha Netball, Te Aroha Basketball, Social badminton, COBRAS, Waihou and Twenty/20 Netball, Elite Marching team, Te Aroha Federated Farmers, Te Aroha Business Assn. AGM, Harcourts Te Aroha, Waikato East Federation of Women’s Institute, 75th Birthday, Te Aroha Community Hospital AGM, NZ Motor Caravan Assn. Waikato rally, MPDC People, Safety & Wellness training sessions

Matamata Aerodrome

COVID effects on ACTIVITY LEVEL: During February 2021, the airport was used by 76 different aircraft for

776 movements** a decrease of 12% from 881 for the same month last year.

For the last 12 months, there were 8,929 movements, a decrease of 49% from 17,573 for the same period in the previous year. Unless there have been major changes to the airport operation, this will be the 'Covid Effect'.

5.2 Property and Community Projects

EPH Flats

Te Aroha

- One vacancy

Morrinsville

- One vacant – to be refurbished

Matamata

- One being refurbished

General comments

- All units now have Heat pumps installed, extractor fans in progress. Requirement of Tenancy Act.
- Waiting list has been reviewed and there is approximately 35 eligible

OYO

Te Aroha

- No changes

Morrinsville

Anderson/Lear

- 103 Anderson – Buy-back is being negotiated – Public Trust have now passed on case to a Barrister, new offer to settle has been submitted waiting for S&P agreement.
- Inspection has revealed some rotting panelling in the Anderson St units. Original quote to remove and replace cladding (including weatherproofing and painting) - \$11,700 for one unit – there are other units affected. Alternative quotes have been obtained. Meeting held with Maber Wightman owners with a follow up meeting on site first week of March.

Maber/Wightman

- All owner occupied
- Meeting discuss any major work requests end of February
- New Deed of Covenant has been drawn up in plain English by Brookfields and is now in use.

Staff Housing

- One vacancy

Morrinsville property

Morrinsville Public Toilet

- Estimated start date to install June 2021

Ngarua Hall

- The Property Group will be managing the sale of Council land adjacent to the ex Ngarua Hall land

Te Aroha property

Te Aroha Cemetery

- Contract for extension has been put out to tender

Domain House

- Final architect drawings received – RFQ being prepared – deck replacement and chimney strengthening

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.

Matamata Cemetery

- Front wall: Block wall built – Hinuera stone facing to be added

Swap Park

- Walkway completed, (unsealed)
- Park furniture to be installed

Wairere Falls Carpark Toilet Block

- Work in progress

Waharoa Rest Area Toilet Block

- Complete

Swimzone Matamata

- Report being prepared for Council Workshop

Headon Hub

- Original floor fully uncovered, Floor surface to fully lock back together.

Broadway

- Horse with Jockey sculpture foundations completed. Sculpture to be placed 8 & 9 March.
- Unveiling planned for 18 March

Districtwide

Surplus buildings

- RFQ process commenced, specialist activity as asbestos is present.

Elderly Persons Units

- Report to be prepared with options to expand the provision of units.

Te Aroha – Matamata cycleway

- Two formal rest area, soft landscaping complete, Hard landscaping to be completed
- Te Aroha West rest area toilet to be relocated in March and landscaping completed.
- Alignment landscaping complete

Leases

- Programme to review all leases to be developed in 2020 and when resources are available.
- Aerodrome ground rental rate has increased from \$5.40 per m² to \$5.70 , as per valuation from Greenland Valuers. All Hangars owners have been informed.
- Countdown carpark – alterations to parking and signage confirmed to be paid for by Countdown – meetings to be held with Mitre 10 lessee and 47 Moorhouse owner (Moorhouse Buildings)

Licence To Occupy

- Reviewing process for Road Reserves

Council Consents Received Report



Type(s): 100 - Resource Management , 101 - Subdivision , 102 - Landuse , 103 - Certificate of Compliance , 104 - Designations ,

Start Date: 01/02/2021

End Date: 28/02/2021

Printed: 05/03/2021

RC NUMBER	APPLICANT	DATE LODGED	CONTACT	ADDRESS	WARD	PROPOSAL	ACTIVITY STATUS
106-2016-11278-3	Vatos Developments Bennett Homes Limited	26/02/2021	Barr & Harris Surveyors Limited	8 Sadie DR Matamata	Matamata Urban	To vary the consent notice regarding the vehicle crossing location for Lot 15	Discretionary Activity
101-2017-11387-2	Mr Michael Rowe	17/02/2021	GeoMetrix Limited	State Highway 29 RD 2	Matamata Rural	To cancel condition 8 of Resource Consent 101.2017.11387	Discretionary Activity
101-2018-11710-2	Mr Lloyd Downing	04/02/2021	GeoMetrix Limited	Kuranui RD RD 2	Morrinsville Rural	To vary consent to move one rural-lifestyle lot	Discretionary Activity
101-2018-11743-2	Mrs Gayle Bebbington	24/02/2021	GeoMetrix Limited	160 Endowment RD RD 3	Te Aroha Rural	To change condition 10 of resource consent 101.2018.11743	Discretionary Activity
101-2019-11865-3	Maizey Acres Limited	09/02/2021	GeoMetrix Limited	Goodwin RD RD 1	Matamata Rural	Vary conditions of consent relating to electricity connection to Lots 7, 9 & 10	Discretionary Activity
102-2021-12228-1	Lockerbie Estate Limited	02/02/2021	Maven BOP Limited	162 Studholme ST Morrinsville	Morrinsville Urban	Earthworks consent for Stage 3A Lockerbie comprising: - Lot 7000(Bulk Earthworks) 60,211m3 of cut and 34,521m3 of fill over 7.95ha with topsoil stripping of 19,884m3 - Lot 7002 (Borrow Pit) 33,145m3 of cut over 1.29ha with topsoil stripping of 3,215m3	Discretionary Activity
102-2021-12232-1	Longlands Land Holdings	04/02/2021	Barr & Harris Surveyors Limited	O'Sullivan DR Matamata	Matamata Urban	Stage 3 earth works	Discretionary Activity
102-2021-12234-1	Mr Ryan Armstrong	04/02/2021	Mr Ryan Armstrong	Tauhei RD RD 5	Morrinsville Rural	To relocate a second hand dwelling to Tauhei Road, Tauhei	Discretionary Activity
101-2021-12235-1	Mr Geoffrey Hicks Mrs Karen Hicks	05/02/2021	Cogswell Surveys Limited	Wardville RD RD 1	Matamata Rural	To create two rural lifestyle lots and a rural balance lot via boundary relocation at 472 Wardville Road, Waharoa	Discretionary Activity
102-2021-12237-1	Kingswood Healthcare	12/02/2021	The Property Group Limited Tauranga	14 Strathmore ST Morrinsville	Morrinsville Urban	To establish an accomodation facility (resthome) in the ResidentialZone.	Discretionary Activity
101-2021-12238-1	7OFUS Limited	18/02/2021	Barr & Harris Surveyors Limited	152 Hinuera RD RD 2	Matamata Rural	Create a rural lifestyle lot, small lot and a rural balance lot at 152 Hinuera Road	Restricted Discretionary Activity
101-2021-12239-1	Piako Park Limited	19/02/2021	GeoMetrix Limited	6 Waihou RD Te Aroha	Te Aroha Urban	Create four residential lots on a contaminated site	Non Complying Activity
102-2021-12239-1	Piako Park Limited	19/02/2021	GeoMetrix Limited	6 Waihou RD Te Aroha	Te Aroha Urban	To undertake a residential activity on a contaminated site (Lot 102)	Discretionary Activity
102-2021-12240-1	Piako Park Limited	19/02/2021	GeoMetrix Limited	6 Waihou RD Te Aroha	Te Aroha Urban	To obtain retrospective consent for soil disturbance within a contaminated site	Restricted Discretionary Activity
101-2021-12243-1	Haddock Developments	25/02/2021	Dunwoodie & Green Surveyors	80 Kenrick ST Te Aroha	Te Aroha Urban	To undertake a four lot residential subdivision 80 Kenrick Street, Te Aroha	Controlled Activity
101-2021-12244-1	Mr Neil Brunton	24/02/2021	Design Subdivision Limited	21 Sanders AVE Morrinsville	Te Aroha Urban	To undertake a two lot residential infill subdivision at 21 Sanders Ave, Morrinsville	Discretionary Activity
102-2021-12244-1	Mr Neil Brunton	24/02/2021	Design Subdivision Limited	21 Sanders AVE Morrinsville	Te Aroha Urban	To undertake a residential infill development at 21 Sanders Avenue, Morrinsville	Discretionary Activity