



## Extraordinary Meeting of the Hawke's Bay Regional Council

### LATE ITEMS

**Date:** Wednesday 8 April 2020  
**Time:** 10.00am  
**Venue:** Online using Zoom

### Agenda

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ITEM	SUBJECT	PAGE
9.	8 April 2020 Update on Significant Organisational Activities	3
<b>Decision Items (Public Excluded)</b>		
10.	HBRC's Engagement with the Crown's Covid-19 Economic Recovery Programmes	25

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# HAWKE'S BAY REGIONAL COUNCIL

Wednesday 08 April 2020

**SUBJECT: 8 APRIL 2020 UPDATE ON SIGNIFICANT ORGANISATIONAL ACTIVITIES**

**Item 9**

## Reason for Report

1. The commentary attached provides updates from across the Council, on the status of initiatives and work programmes.

## Decision Making Process

2. Staff have assessed the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision making provisions do not apply.

## Recommendation

That the Hawke's Bay Regional Council receives and notes the ***8 April 2020 Update on Significant Organisational Activities***.

## Authored by:

**Drew Broadley**  
**COMMUNITY ENGAGEMENT AND**  
**COMMUNICATIONS MANAGER**

**Jenny Brown**  
**PRINCIPAL BUSINESS ADVISOR**  
**- REGIONAL BUSINESS PARTNER**

**Vicki Butterworth**  
**CYCLE NETWORK COORDINATOR**

**Desiree Cull**  
**STRATEGY AND PROJECTS LEADER**

**Peter Davis**  
**MANAGER ENVIRONMENTAL**  
**INFORMATION**

**Ceri Edmonds**  
**MANAGER POLICY AND PLANNING**

**Dean Evans**  
**MANAGER CATCHMENTS DELIVERY**

**Craig Goodier**  
**TEAM LEADER ENGINEERING**

**Martina Groves**  
**MANAGER REGIONAL PROJECTS**

**Nathan Heath**  
**CATCHMENT MANAGER**  
**(WAIROA/MOHAKA)**

**Dr Andy Hicks**  
**TEAM LEADER/PRINCIPAL SCIENTIST**  
**WATER QUALITY AND ECOLOGY**

**Dr Kathleen Kozyniak**  
**PRINCIPAL SCIENTIST (AIR)**

**Campbell Leckie**  
**MANAGER CATCHMENT SERVICES**

**Dr Barry Lynch**  
**TEAM LEADER/PRINCIPAL SCIENTIST**  
**(LAND SCIENCE)**

**Anna Madarasz-Smith**  
**TEAM LEADER/PRINCIPAL SCIENTIST**  
**MARINE AND COAST**

**Malcolm Miller**  
**MANAGER CONSENTS**

**Mark Mitchell**  
**TEAM LEADER/PRINCIPAL ADVISOR,**  
**BIOSECURITY/BIODIVERSITY**

**Martin Moore**  
**HARBOURMASTER**

## Item 9

**Thomas Petrie**  
**PROJECT MANAGER ENVIRONMENTAL**  
**HOTSPOTS**

**Brendan Powell**  
**MANAGER CATCHMENTS POLICY**  
**IMPLEMENTATION**

**Stacey Rakiraki**  
**FACILITIES AND FLEET MANAGER**

**Anne Redgrave**  
**TRANSPORT MANAGER**

**Andrew Siddles**  
**ACTING ICT MANAGER**

**Bronda Smith**  
**CHIEF FINANCIAL OFFICER**

**Dr Jeff Smith**  
**MANAGER SCIENTIST**

**Jolene Townshend**  
**SENIOR ADVISOR INTEGRATED**  
**CATCHMENT MANAGEMENT**

**Thomas Wilding**  
**TEAM LEADER HYDROLOGY**  
**HYDROGEOLOGY**

**Nick Zaman**  
**MANAGER COMPLIANCE**

**Approved by:**

**Jessica Ellerm**  
**GROUP MANAGER CORPORATE**  
**SERVICES**

**Tom Skerman**  
**GROUP MANAGER STRATEGIC**  
**PLANNING**

**Chris Dolley**  
**GROUP MANAGER ASSET**  
**MANAGEMENT**

**Iain Maxwell**  
**GROUP MANAGER INTEGRATED**  
**CATCHMENT MANAGEMENT**

**Liz Lambert**  
**GROUP MANAGER REGULATION**

**Joanne Lawrence**  
**GROUP MANAGER**  
**OFFICE OF THE CE & CHAIR**

### **Attachment/s**

- [↓1](#) Asset Management Group Significant Activities Update
- [↓2](#) Corporate Services Group Significant Activities Update
- [↓3](#) Integrated Catchment Management Group Significant Activities Update
- [↓4](#) Māori Partnerships Group Significant Activities Update
- [↓5](#) Office of the CE and Chair Group Significant Activities Update
- [↓6](#) Regulation Group Significant Activities Update
- [↓7](#) Strategic Planning Group Significant Activities update

## Organisational Activities – Asset Management

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Asset Management Engineering	<ol style="list-style-type: none"> <li>Supporting CHBDC with river siltation problem at outlet to Wanstead Swamp (Flaxmill Bridge area), Stantec working as consultant to CHBDC.</li> <li>Update plan for Upper Tukituki Flood Control Scheme review.</li> </ol>	<ol style="list-style-type: none"> <li>Hydrodynamic modelling for Tutaekuri, Ngaruroro and Lower Tukituki rivers as part of Level of Service Reviews. Results will provide levels for 100yr, 200yr and 500yr flood scenarios, incorporating climate change.</li> <li>Condition assessment of flood control assets ~30% of Heretaunga Plains Flood Control Scheme done. Field work on hold due to travel restrictions, focus on other parts of assessment.</li> <li>Joint Coastal Strategy – Peer review of design report for Haumoana/Te Awanga coastal protection solution completed and comments being addressed.</li> <li>LTP, Asset Management plan, Infrastructure strategy updates and preparation – slowed due to focus on current issues, Covid-19 reporting, as well as several complicated consents.</li> <li>Currently supporting GECC through status reports on HBRC functions.</li> </ol>	<ol style="list-style-type: none"> <li>Providing engineering advice and modelling for weir at Whakaki (Rahui Channel).</li> </ol>
Asset Management Schemes	<ol style="list-style-type: none"> <li>Maintenance contract on schedule.</li> <li>Surveillance patrols at public access to rivers.</li> </ol>	<ol style="list-style-type: none"> <li>Maintenance contract on schedule.</li> <li>Essential service of Flood Control and Drainage in place with planning to improve systems while working from home.</li> <li>Surveillance patrols at public access to rivers.</li> <li>Review of public access and security in progress.</li> <li>2020-21 maintenance contract being drafted.</li> <li>Pump stations SCADA review in progress.</li> <li>Maintaining close watch on Tukituki River mouth which is currently closed (6<sup>th</sup>) after being reopened on 5 April</li> </ol>	<ol style="list-style-type: none"> <li>Wairoa spraying contract and asset inspections completed.</li> <li>Wairoa tree work partially completed and placed on hold.</li> <li>Weekly surveillance</li> </ol>

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Asset Management Regional Parks & Open Spaces		<p><b>COVID 19</b></p> <p>21. All Regional Parks and Open Spaces closed to vehicle Access.</p> <p>22. Surveillance Patrols covering a 7-day roster and all public access and open spaces.</p> <p>23. All cycle trail work is currently on hold while managing public using the cycle trail network and helping clarify grey area of 'exercise near home' messaging.</p> <p><b>NZCT Priory Project Waimarama Road</b></p> <p>24. Expect completion of off-road cycle trail parallel to Waimarama Road by end of 2020</p> <p><b>Bayview/Whirinaki cycle trail</b></p> <p>25. Working with NZTA to confirm bridge crossing for cyclists and potential use of SH corridor to North Shore Rd. Some land issues.</p> <p><b>NZCT Priority Project Ahuriri Underpass Flooding Safety Issues</b></p> <p>26. Working with NZTA around solutions – seawall plan is being finalised for Southern End. Funding deficit, requesting balance from NZTA. To be completed by August 2020. Detour for Northern End using Watchman Rd, signage installed.</p> <p><b>Planning</b></p> <p>27. Possible projects being investigated for TLA Focused Economic Recovery Proposal.</p> <p>28. Continued work on the Open Space, HB Trails and Forestry Asset Management Plans underway.</p> <p>29. Updating the 20-21 Works Group Maintenance Contract.</p> <p>30. Near completion of the Hawea Historical Park Draft Management Plan.</p>	

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Asset Management Regional Projects		<p><b>Heretaunga Plains Scheme review</b></p> <p>31. Communication plan with under review.</p> <p>32. Paper and presentation underway for the 6 May Māori Committee</p> <p>33. Land investigation and mapping work ongoing</p> <p>34. Modelling still as per original plan but the asset condition assessment delayed due to AL4</p> <p><b>Clive River Dredging</b></p> <p>35. Lease agreement to be reviewed and approved by the Group Manager and land owner- awaiting review</p> <p>36. Contractor involvement and methodology investigation underway.</p> <p>37. Resource Consent ongoing</p> <p><b>Hawea Park</b></p> <p>38. Construction of a new car park underway. Due to COVID 19 and shut down the site was closed down and the work will start again after the lock down is lifted.</p> <p>39. <b>Marakakaho access road</b> Tender drafted ready to be sent out.</p>	
Works Group	<p>40. Covid-19 Response: Office staff working from home. All catchment staff at home 'On Call'. Roster for essential services setup on Teams. 2 staff rostered on each week for essential services such as rubbish round. 1 week on 2 weeks off. Access to Waipukurau Road depot is closed off.</p> <p>41. All capital works disestablished and on hold until further notice</p> <p>42. All non-essential maintenance work has been stopped.</p> <p>43. All staff on call ready and available for flood response.</p>	<p>44. Covid-19 Response: Office staff working from home. All catchment staff at home 'On Call'. Roster for essential services setup on Teams. 4 staff rostered on each week for essential services such as rubbish rounds and pump rounds. 1 week on 2 weeks off. Access to Guppy Road depot is restricted and is manned during the day by 1 person in the office to maintain use of radio and SCADA networks.</p> <p>45. All project internal and external have either been disestablished and or put on hold until further notice.</p> <p>46. All non-essential maintenance has been stopped. Potential mowing round of public access areas and cycleways will be considered for next week.</p> <p>47. All staff on call ready and available for flood response.</p>	<p>48. All non-essential work has been stopped. Tree clearing crew disestablished and all further work on hold.</p>

**Asset Management Group Manager's Update**

49. Asset Management has transitioned well into the new working arrangements and impacts are different depending on the focus of each team:
50. Engineering is continuing on almost as usual with much all office based tasks continuing, the significant impact is that detailed asset condition assessments have stopped which is an input into the Heretaunga Plains Flood Control Upgrade project. Staff required to assist GECC with multiple event scenario planning, resource impact unknown at this stage
51. Open Spaces has been significantly impacted with all open space work cancelled. At the moment vehicle access to Regional Parks is closed and Tutira and Peka Peka are closed. A significant proportion of the cycle way network is also closed. Resources (4 FTE) have been diverted into supporting essential services through increased security and surveillance of our essential infrastructure.
52. Schemes continues to deliver essential service of Flood Control and Drainage- maintenance has been reduced to that which is immediately necessary. Longer term tasks such as planning maintenance requirements for next financial year will continue as well as planning for essential service maintenance over multiply alert level scenarios
53. Works Group- All capital works and non essential maintenance has been stopped. Access to Guppy Road depot is restricted and is manned during the day by 1 person to maintain use of radio and SCADA networks. The outdoor workforce has been put on a 3 x 1 rotating roster where staff spent 1week rostered onto essential tasks and 2 weeks roster on standby at home. This roster provides a low risk of Covid-19 impacting our operational readiness. During rain events staff will be rostered on day and night shift as required for the event.
54. Regional Projects has paused all capital projects in construction phase and has work on hand for the next 4 weeks planning and definition work, mainly around the Heretaunga Flood Control Upgrade project.
55. Delivery of Essential Services is being managed through a temporary new CIMS (Coordinated Incident Management Structure) with daily operational meetings chaired by the Group Manager. A key task is planning for extended AL4 scenarios and transition through alert levels to business as usual and maintaining PPE stocks for outdoor workforce. Ongoing issues include rubbish dumping and public accessing closed infrastructure/locations.
56. Current position is that planned maintenance for 19-20 can still be completed with 4 weeks at alert level 4 through additional hours post lockdown. Should AL4 extend then there is likely to an impact on our ability to catchup.



## Organisational Activities – Corporate Services

Group /Team																					
Corporate Services Client Services	<ol style="list-style-type: none"> <li>The team are rostered on to support CDEM welfare and logistics as required; All team members are responding to public and internal staff enquiries.</li> <li>BAU for sustainable homes programme, processing applications with priority given to heating, insulation and water storage, processing supplier payments; compiling response to MfE National emissions standards for air quality with policy, science, and external stakeholders.</li> <li>Procurement BAU, providing support for current RFPs, reviewing and updating policy and manual, planning and contract templates, managing the riparian planting supply chain.</li> </ol>																				
Corporate Services Corporate Support	<ol style="list-style-type: none"> <li>Maintaining essential business services that can be maintained remotely. Public Transport and Pollution Hotline enquiries continue to be monitored and answered by HBRC staff. General external enquires have been diverted to PNCC call centre as an interim solution due to current limitations with HBRC phone system. Requests for service from the public are distributed via Corporate Support to relevant staff for follow up.</li> <li>Staff are working with field and H&amp;S staff to ensure appropriate stocks of PPE are delivered and maintained for those staff still working on the front line. Orders have been increased to maintain a rolling stock of sanitiser (hand and surface), face masks and gloves.</li> <li>HBRC mail and courier services are diverted to staff households for distribution.</li> <li>BAU for customer service staff responding to internal customer requests for support, and maintaining vehicle compliance.</li> </ol>																				
Corporate Services Finance	<ol style="list-style-type: none"> <li>Six staff are currently supporting CDEM at the GECC or remotely with welfare support, including CFO (Logistics Manager) working with Group Logistics and TAs to establish a process for filling the roster.</li> <li>Remaining staff are working on BAU with payments, payroll and other transactional requirements continuing to be delivered. Some efficiency is being lost in this space due to slower connections speeds than would be achieved in the HBRC premises</li> <li>New Finance Accountant staff are continuing to be trained remotely</li> <li>Work is commencing on assessing the financial impacts on activities and projects over the next 3 months.</li> <li>Rates increase analysis is also continuing with possible options being worked out for reporting back to Council.</li> </ol>																				
Corporate Services Information & Communications Technology	<ol style="list-style-type: none"> <li>The majority of the team are focused on providing support and training to HBRC staff for remote working. We're generally comfortable with the ability of most staff to work remotely, and are also improving this daily by delivering targeted online training and user guides.</li> </ol> <div> <p><b>230</b> Number of Forms Received</p> <table border="1"> <caption>Number of Forms Received</caption> <thead> <tr> <th>Response</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>155</td> </tr> <tr> <td>No</td> <td>50</td> </tr> <tr> <td>Not Required</td> <td>20</td> </tr> </tbody> </table> <p>Attended Teams Training</p> <table border="1"> <caption>IT Readiness (1 Being Unprepared, 5 Fully Prepared)</caption> <thead> <tr> <th>Readiness Level</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>80</td> </tr> <tr> <td>4</td> <td>105</td> </tr> <tr> <td>3</td> <td>35</td> </tr> <tr> <td>2</td> <td>5</td> </tr> <tr> <td>1</td> <td>5</td> </tr> </tbody> </table> </div>	Response	Count	Yes	155	No	50	Not Required	20	Readiness Level	Count	5	80	4	105	3	35	2	5	1	5
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Group /Team	
Corporate Services Information & Communications Technology	<p>14. We're closely monitoring our increased cybersecurity risks – (caused by the distributed workforce operating on unsecured network connections). Working with partners to investigate and add new security controls.</p> <p>15. The GIS team are split between drought response, CDEM Covid response &amp; HBRC workloads.</p> <p>16. We're focusing any residual IT availability on making improvements to Collaboration, Telephony and Document Management inside the MS Teams platform.</p> <p>17. We've parked non-critical projects for at least 2 weeks eg System integration projects, Finance System, Water Information Systems, Regulatory System upgrade, GIS upgrade, Water Allocation Calculator, LiDAR. We'll start discussions with project sponsors and stakeholders this week.</p> <p>18. Reviewing and updating our IT Disaster Recovery Plan &amp; key system documentation. Assessing the new organisational risks (eg information sprawl, supply chain challenges)</p>
Corporate Services Marketing & Comms	<p>19. The MarComms team are largely returning to BAU and planning activities, with the exception of Drew (Public Information Manager roster) and the digital team (x1) who support BAU and HBCDEM needs. Priority programmes are rates, winter comms planning – including Plant to Protect, and Sustainable Homes. There will be continuing sensitivity to the effects of the drought related to rural residents and regulation comms, such as feedlots, winter cropping and orchard burning.</p> <p>20. Internal Comms continues to be delivered by Helen Shea with MarComms/ digital support.</p>

Corporate Services Group Manager's Update
<p>21. Preparing content for the Council workshop on the progression of the 2020-21 Annual Plan and the subsequent impact and options to support ratepayers</p> <p>22. Forward Corporate policy and operating expectations @ Level 3 or 2</p> <p>23. The group continues to support the Group CDEM response particularly in Logistics</p>

## Organisational Activities – Integrated Catchment Management

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Integrated Catchment Management Catchment Management			<ol style="list-style-type: none"> <li>1. There are 4 staff now supporting the CDEM response in Wairoa. With shifts of 3.5 days on and 7 days off.</li> <li>2. The local team is communicating well with each other and keeping up to date with priorities.</li> <li>3. Work is continuing with both the Whakaki Catchment Pilot Project and Wairoa Catchment Delivery Case Study. The majority of this work can be done remotely and is progressing well.</li> <li>4. Work is continuing on the proposed shift of the Whakaki FIF project weir to the Patangata Bridge site. Key components currently are the design work and potential consent requirements.</li> <li>5. There have been a number of enquires around the current state of the Wairoa River bar. This information has been passed on to the Asset Management Team and the bar visited late last week with images captured. It is open and flowing but difficult to see unless viewed from the sea side.</li> </ol>

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Integrated Catchment Management Catchment Services (Biosecurity & Biodiversity)	<b>Bovine Tuberculosis</b> 6. All vector control has been put on hold. TB testing is still being carried out as an essential service. 7. There are 12 herds currently infected and 12 herds being investigated. 8. This is an OSPRI led response. For up to date information, please visit OSPRI's Hawke's Bay TB response webpage <a href="http://www.ospri.co.nz/hawkes-bay">www.ospri.co.nz/hawkes-bay</a> All ground control contracts have been put on hold. Although staff are working with contractors, a full understanding of what contracts may not be delivered this financial year will not be known until the lockdown is over. 9. Staff have ceased all field work and are working remotely from home. As a result, the woolly nightshade urban programme (involves checking over 600 properties) and old man's beard programme will not be completed this year. The marine pest vessel hull surveillance programme is also on hold. 10. Staff are currently undertaking the following duties: <ul style="list-style-type: none"> <li>Assisting with COVID-19 CDEM response</li> <li>inputting pest animal and pest plant data into databases</li> <li>Processing Possum Control Area monitoring results and drafting letters</li> <li>Undertaking review of pest plant programmes via Teams video call (is working well)</li> <li>Respond to public and contractor enquiries</li> <li>Enter all Possum Control Area contractor maintenance reports in Biovault</li> <li>Collation and reporting on national aquatic herbicide use by RC's to EPA.</li> </ul>		
Integrated Catchment Management Environmental Information	11. Jeff Cooke is working in GECC on shifts 12. Hydrology working as normal – gauging rivers for low flows and rating curves and keeping sites operational for flood warning 13. Groundwater measuring monthly water levels at sites as normal for drought monitoring. 14. Data team carrying on as normal but combining with WQ & E team to enter and check backlogs of data. 15. Flood warning team still operating on 7 day shift assessing sites. 16. Virtual weekly drought meeting with Compliance is continuing 17. We aren't collecting any water quality or ecology samples. 18. Isco sediment sampling installations on hold. 19. No proposed groundwater sites being installed. 20. No lake monitoring.		

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Integrated Catchment Management Environmental Science	<p>21. Developing guidance around mitigation options with focus on improving ecosystem health. Mitigations may target sediment, phosphorus and riparian improvements as well as reducing nitrogen. This can continue whilst staff working from home.</p> <p>22. Development of the Ruataniwha groundwater model continues with staff and consultants working from home on model construction.</p>	<p>23. Supporting Ngaruroro WCO hearing process – hearings have been postponed at least 4 weeks for COVID 19 response.</p> <p>24. Investigations into how the fish populations of the Ngaruroro and Tukituki rivers coped with this year's drought was unable to proceed, due to the COVID 19 response.</p> <p>25. Annual estuarine ecology monitoring of the Waitangi Estuary has been unable to proceed due to COVID 19 response.</p>	<p>26. Planning and preparation for Mohaka plan change, including update to Mohaka environmental characterisation report (2016), continues during COVID 19 response.</p> <p>27. Mohaka Catchment wetland fieldwork component completed. Report in preparation.</p> <p>28. Annual estuarine ecology monitoring of the Wairoa Estuary has been unable to proceed due to COVID 19 response.</p>
	<p>29. 3D Aquifer Mapping project – Project schedule has so far not been affected by COVID-19 response. Survey data are being processed and prepared for analysis. Aarhus University (Denmark) were scheduled to visit NZ and contribute to data analysis, however this will now be done remotely (will take longer and is more challenging, but the schedule has been reworked to maintain delivery schedule). Work continues on preparation for additional data collection, including deep drilling to corroborate resistivity data.</p> <p>30. Drought monitoring - providing status reports to the Rural Advisory Group, Ministry for Primary Industries and CDEM.</p>		
	<p>31. Support for Regional Water Security programme continues and is high priority while staff are working remotely.</p> <p>32. Draft report on Key Ecological Areas in the Hawke's Bay Marine Area is being reviewed.</p> <p>33. Regional Point analysis/land stability programme continues</p> <p>34. Land fragmentation study continuing</p> <p>35. Regional Smarter Targeting of Erosion Control (STEC) modelling completed and being reviewed</p> <p>36. Wetland inventory completed and report being prepared</p> <p>37. This year's Soil Quality Monitoring (SQM) programme still proposed for June.</p> <p>38. Most of the summer-related, freshwater ecology work had been completed before lockdown, so this sampling has not been compromised. For example, all bugs were collected for MCI assessments, and data was obtained from 48 out of 50 ecosystem health sites.</p> <p>39. Work is underway on the 2020 update of the Napier, Hastings and Havelock North Air Emissions Inventory</p> <p>40. All routine non-essential Marine and Coast and Water Quality and Ecology fieldwork has been put on hold due to Level 4 COVID response.</p> <p>41. Riparian monitoring programme put on hold</p> <p>42. Regional LiDAR mapping put on hold</p>		

**Integrated Catchment Management Group Manager's Update**

- 43. The past week largely involved as a Group Controller for the CDEM response
- 44. Significant time supporting the RAG in the drought response
- 45. Working with managers to begin thinking on working options post level 4 requirements

**Organisational Activities – Māori Partnerships**

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Māori Committee	1. No planned meetings while in Alert 4, however reference to Council's Māori Committee Chairs below in <update>		
Regional Planning Committee	2. No planned meetings while in Alert 4, however reference to Council's Māori Committee Chairs below in <update>		

**Māori Partnerships - Te Pou Whakarae Update**

3. The Māori Partnerships Team comprises Pieri Munro, Melanie Taiaroa and at 14 April, Te Wairama Munro. The team (3) utilises zoom Mon & Thurs to coordinate work packages and check on health, welfare & safety. All self-isolated and well.
4. Team is focused on:
  - Developing a regional profile of iwi/māori
  - Monitoring EIT Te Reo Māori classes operating virtual and set classes and plan on supplementing this with two webinar sessions per week <under development>
  - Facilitating a HB Three Waters virtual meeting 8 April between HB 3W Review Team and Councils' Māori Committee Chairs (+ RTW Co-Chair)
  - Providing inter-council support to GECC via their Cultural Advisor Officers
  - Developing a cultural capability strategy for HBRC.





## Organisational Activities – Office of the Chief Executive and Chair

Group /Team	
OCEC Communications	<ol style="list-style-type: none"> <li>1. We have implemented Monday &amp; Wednesday staff newsletters in addition to the existing Friday weekly staff newsletter. We have created an intranet page with all key COVID19 information, web links and rolling newsfeed. This is regularly updated with new information. We have updated Microsoft Teams to include a 'Virtual Staffroom' where staff can chat about non-work things and also a 'Shout Outs' channel.</li> <li>2. We are still fielding media calls albeit a lesser amount. A Local Heroes story on a member of our hydrology team featured in Stuff on 2 April. Bay Buzz has gone online and looking to do stories on what essential council services are still operating.</li> <li>3. Stakeholder engagement largely on hold; any engagement is mostly in relation to COVID19; as such there is less demand for presentation material for the CE or Chair due to restrictions on travel.</li> </ol>
OCEC Economic Development	<ol style="list-style-type: none"> <li>4. The Regional Business Partner (RBP) team has seen a significant upsurge in interest from the business community. The RBPs have organised free virtual workshops suitable for any shape or size of organisation (business and not-for-profits) and cover the key topics of Cashflow/Finance, Continuity Planning, Employment Relations/People Management and Health &amp; Wellbeing. This is free support for 1 to many and we have 42 workshops scheduled over the forthcoming weeks.</li> <li>5. Regards 1:1 support through RBPs Capability Vouchers, there have been enquiries from 44 businesses that we have never engaged with before which is rewarding but daunting to manage. RBP are engaging with 162 Hawke's Bay businesses currently through this COVID-19 response mechanism which will ramp up as marketing for the workshops and 1:1 support will increase through new channels of Business Associations (Napier, Hastings, Ahuriri,), HB Law Society, HB Chartered Accountants and Volunteering Hawkes Bay. Business Hawke's Bay, Chamber, Iwi and Hawke's Bay Tourism continue to market these initiatives to their databases.</li> <li>6. This activity is a significant stretch on a 3.4FTE resource.</li> <li>7. Tom Skerman, Group Manager Strategy and Planning is working on the Regional Economic Recovery strategic approach with other regional partners.</li> </ol>
OCEC Governance	<ol style="list-style-type: none"> <li>8. Council meetings are now held weekly, fully virtual using Zoom technology.</li> <li>9. While Committee meetings are paused, items have been either shifted to a Council meeting for consideration or the next scheduled meeting of the Committee (after 30 April).</li> <li>10. Workshops are able to be facilitated using a 'limited access' Zoom meeting, and the first one to consider options for a zero rates rise for 2020-21 is scheduled on 8 April.</li> <li>11. The Governance team is also focussed on some administrative housekeeping matters.</li> <li>12. The Treaty of Waitangi workshop has been rescheduled to 22 August, and the Charing Practice workshop will be rescheduled once meeting restrictions have been lifted.</li> </ol>

Group /Team	
OCEC People & Capability	<p>13. The P&amp;C team continue to support our HBRC team with BAU and well-being and health &amp; safety advice. Due to Covid19, recruitment is largely on hold with regular updates being provided to the Executive team on status of existing processes. Guidance on Covid19 remuneration and time coding has been developed and made available to all staff.</p> <p>14. Support has been provided to the CDEM response to COVID19 with policy and process development, support for the needs assessment team and availability of HBRC staff.</p> <p>15. The team are collaborating with the Maori Partnerships Team to facilitate cultural awareness learning sessions during the lockdown period.</p> <p>16. The team will look at strategy development across areas such as talent acquisition, learning and development and OHS &amp; Wellbeing, as reactive state settles.</p>
OCEC Risk & Assurance	<p>17. Risk and Assurance Lead has been appointed and will commence the role in May. In the meantime, we are looking at contracting an interim risk management resource to manage the programmed internal audits and review organisational risk in light of the pandemic.</p> <p>18. The Business Analyst Quality is using the lockdown period to work with ICM and Regulation teams to review work processes and make improvements, this work is ongoing. Also working with the PMO Project Manager to process map the submissions policy. Looking forward – process mapping this Council process (for all submissions – especially the next LTP round) would reduce the amount of manual work being done by all levels of staff through automated in Nintex. Commencing investigation into possible streamlining of calibration processes – in collaboration with the Environmental Science champion and Environmental Information.</p>

Office of the CE & Chair Group Manager's Update
<p>19. GM OCEC continues working to support the CDEM Group welfare response and managing the Welfare Coordination Group. She is also alternating with the Group Welfare Manager, Alison Prins and supporting Councillor Barker with the Regional Leaders meetings. On the whole the OCEC group is in good shape; there is plenty of work to be getting on with and everyone is fully operational from their home. We remain regularly connected. The team is balancing effectively between their HBRC work and any CDEM responsibilities and maintaining a good work/life balance. As the reactive activities related to Covid19 settle, and the team adjusts to the virtual way of working, we can start to plan ahead for post lockdown work programmes.</p>

## Organisational Activities – Regulation

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Regulation Consents	<p>1. There is no simple and quick way to defer the 31 May 2020 consent deadline for submitting Tukituki production land use consents. We have developed an interim approach that allows landowners to prepare and submit a streamlined application. Additional information can be supplied later. We are still seeking relief through emergency changes to Central Government legislation.</p>	<p>2. Two appeals against the Te Mata Mushrooms - Court mediation unlikely until mid-May at the earliest.</p> <p>3. Omarunui Landfill - application lodged for a new valley area. Will be publicly notified; however, this will be delayed.</p> <p>4. A proposal to compost animal skins at Ocean Beach was withdrawn. The applicants are looking at a different site.</p>	<p>5. Wairoa District Council wastewater discharge. It is still unclear how COVID-19 will affect timeframes. WDC and submitters were to hold a hui in May (without HBRC).</p>
	<p>6. Continuing to process consents on time, and respond to enquiries. Our normal non-notified consent processes are continuing without significant delays.</p> <p>7. Public Notification of more significant consent applications will be delayed due to the Covid-19 lock down.</p>		
<p>Regulation Compliance &amp; Enforcement</p> <p>8. 10 pollution calls taken from Monday to noon Friday this week. As expected, this is notably lower than usual. One incident related to a green discharge in a drain, possibly chromium. We responded and investigated with Napier City Council officers.</p> <p>9. Work continues on cases that warrant prosecution or further investigation, including a high profile dairy discharge. The alleged offenders were served with prosecution documentation this week.</p> <p>10. Some wineries are keeping pickers on site. The wineries have been proactive in liaising with HBRC on how to manage the increased load on wastewater systems and compliance with consent conditions.</p> <p>11. Taking the opportunity to catch-up on a backlog of administrative and reporting work as well as undertaking remote compliance monitoring where possible.</p>			
Regulation Harbourmaster	<p>12. Government level 4 regulation restricts boating activity to commercial only, which appears to be well adhered to in our region. Maritime NZ has sent a message regarding staying home to all the local fishing clubs.</p>		
Regulation Policy Implementation	<p>13. Tukituki Consents - Working on an interim approach that allows landowners to prepare and lodge a pre application by the 31 May deadline. Further information will then be required later to submit a full application. We continue to liaise with MfE for a longer term solution.</p>	<p>14. TANK plan notification postponed until 4 May 2020.</p>	

**Regulation Group Manager's Update**

15. PC6 Implementation has been a major focus for many staff this week with several meetings with legal counsel and government officials to explore ways to extend timeframes for resource consents. Unfortunately, there is no quick fix and a streamlined consent process has been developed as an interim approach.
16. Existing prosecutions are generally 'on-hold' waiting for the District Court to start operating again. Work continues on new cases.
17. Even under lock-down, there is more than enough administration and database work to keep staff busy for the foreseeable future and beyond.
18. Keith Peacock stepped down from his position as Team Leader for the Compliance Team. We thank Keith for his leadership, mentorship, support and unwavering service. Keith will still be part of the team in a different role and enjoying a 4 day week, elusive for most!

## Organisational Activities – Strategic Planning

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Strategic Planning Policy & Planning	<ol style="list-style-type: none"> <li><b>Tukituki Plan Change</b> – No further Policy &amp; Planning updates. Staff continue to be working in Civil Defence functions.</li> <li>Please refer to the Regulation section for update on progress on the interim approach.</li> </ol>	<ol style="list-style-type: none"> <li><b>TANK Plan Change</b> – No further Policy &amp; Planning updates. Staff continue to be working in Civil Defence functions.</li> <li><b>Heretaunga Plains Urban Development Strategy &amp; NPS for Urban Development Capacity</b> – No further Policy &amp; Planning updates. Staff continue to be working in Civil Defence functions.</li> <li><b>Ngaruroro River &amp; Clive River Water Conservation Order (WCO) application</b> – No further Policy &amp; Planning updates. Staff continue to be working in Civil Defence functions.</li> </ol>	<ol style="list-style-type: none"> <li><b>Mohaka Plan Change</b> – No further Policy &amp; Planning updates. Staff continue to be working in Civil Defence functions.</li> </ol>
Strategic Planning Policy & Planning Region-wide	<ol style="list-style-type: none"> <li><b>Outstanding water bodies plan change.</b> No further Policy &amp; Planning updates. Staff continue to be working in Civil Defence functions.</li> <li><b>Climate Change Working Group.</b> No further Policy &amp; Planning updates. Staff continue to be working in Civil Defence functions.</li> </ol>		
Strategic Planning Statutory Advocacy	<ol style="list-style-type: none"> <li>Extensions have been provided for submissions to the <b>NES-Tyres</b> to 8 April.</li> <li><b>Resource Management Amendment Bill</b> Select Committee Report was released on the 30 March 2020 <a href="https://www.parliament.nz/en/pb/bills-and-laws/bills-proposed-laws/document/BILL_91358/tab/reports">https://www.parliament.nz/en/pb/bills-and-laws/bills-proposed-laws/document/BILL_91358/tab/reports</a></li> <li>The 24 April 2020 deadline for submissions on proposed amendments to the <b>Air Quality NES</b> has been extended to 31 July 2020.</li> </ol>		
Strategic Planning Strategy & Projects	<ol style="list-style-type: none"> <li>Two of four members in the team deployed to CDEM.</li> <li>Consultation on the one-off Remission on Rates Penalty to reduce impact of changing the rates due date is going ahead as planned 14 – 28 April. Preparations continue.</li> <li>Work continuing on improvements to the Org Performance Report particularly streamlining data collection through OPAL 3. Training on OPAL 3 provided to new accountants. Interim report being developed (led by Finance) to give councillors a clearer understanding of workstreams impacted by the lockdown</li> <li>Annual Plan – awaiting guidance from Council on approach. Changes to section 1 + 2 likely to be required.</li> <li>Long Term Plan – on hold as staff deployed to Civil Defence. Work to be picked up once off GECC duty.</li> <li>Strategic Plan refresh completed and draft amendments were about to be reported back to Council.</li> <li>Change management for FUSE project continuing.</li> <li>Project Management Office evolution on hold as staff deployed to Civil Defence</li> <li>Project Sponsor programme on hold as staff deployed to Civil Defence</li> </ol>		

Group /Team	Southern Catchments	Central Catchments	Northern Catchments
Strategic Planning Transport	<p>21. Regional transport planning work is continuing, including the Hawke's Bay Transport Study. Consultation workshops and meetings are being conducted online, which is working well.</p> <p>22. The Government Policy Statement on Land Transport was released for consultation just before Level 4 came into effect. Consultation meetings with MoT officials will now all be online – we are hoping to lock in a Q and A session with officials before preparing an RTC submission.</p> <p>23. Extensive liaison with NZTA and Ministry of Transport over changes to bus and Total Mobility services as a result of Covid-19. NZTA has now confirmed that in keeping with the free fare status of all bus services during Level 4, we will move to cheaper Total Mobility services as well. The increased costs to councils will be reimbursed by NZTA.</p> <p>24. As the major road safety expo normally held in May has been cancelled, the road safety team are progressing work with Environment Waikato on a joint safety campaign for State Highway 5 ( Napier to Taupo), as well as developing social media campaigns on other issues.</p>		

Strategic Planning Group Manager's Update	
<p>25. Within the strategic planning group excluding those required for the delivery of essential services in Public Transport and Total Mobility, practically the entire group is deployed into managing or supporting roles within GECC. As the Covid-19 situation develops there is a high probability that this will continue. The displacement effect on key work streams is self-explanatory, and we are continually having to re-visit consultation scenarios and strategies for both notified plans and future plan change processes.</p>	







# HAWKE'S BAY REGIONAL COUNCIL

Wednesday 08 April 2020

## Subject: HBRC'S ENGAGEMENT WITH THE CROWN'S COVID-19 ECONOMIC RECOVERY PROGRAMMES

That Council excludes the public from this section of the meeting, being Agenda Item 10 HBRC's Engagement with the Crown's Covid-19 Economic Recovery Programmes with the general subject of the item to be considered while the public is excluded; the reasons for passing the resolution and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution being:

GENERAL SUBJECT OF THE ITEM TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION	FOUNDATIONS UNDER SECTION 48(1) FOR THE PASSING OF THE RESOLUTION
HBRC's Engagement with the Crown's Covid-19 Economic Recovery Programmes	<p>s7(2)(b)(i) That the public conduct of this agenda item would be likely to result in the disclosure of information where the withholding of the information is necessary to ensure a trade secret is not disclosed.</p> <p>s7(2)(i) That the public conduct of this agenda item would be likely to result in the disclosure of information where the withholding of the information is necessary to enable the local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	The Council is specified, in the First Schedule to this Act, as a body to which the Act applies.

Authored by:

**Tom Skerman**  
**GROUP MANAGER**  
**STRATEGIC PLANNING**

Approved by:

**James Palmer**  
**CHIEF EXECUTIVE**

Item 10