

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaaruaawahia on **TUESDAY, 5 MARCH 2024** commencing at **9.30am**.

*Information and recommendations are included in the reports to assist the committee in the decision-making process and may not constitute Council's decision or policy until considered by the committee.*

*The meeting will be opened with a Karakia.*

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

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*The meeting will be closed with a Karakia.*

GJ Ion  
**CHIEF EXECUTIVE**

# Infrastructure Committee

<b>Reports to:</b>	The Council
<b>Chairperson:</b>	Cr Eugene Patterson
<b>Deputy Chairperson:</b>	Cr David Whyte
<b>Membership:</b>	The Mayor and all Councillors
<b>Meeting frequency:</b>	Six-weekly
<b>Quorum:</b>	Majority of the members (including vacancies)

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## Purpose

The Infrastructure Committee is responsible for:

1. Guiding sustainable, physical development and growth of the Council's infrastructure to meet current and future needs.
2. Oversight and monitoring of efficient, safe and sustainable roading and transport, and waste management.
3. Governance of District's parks, reserves, community facilities and cemeteries.

***In addition to the common delegations on page 10, the Infrastructure Committee is delegated the following Terms of Reference and powers:***

## Terms of Reference:

1. To provide direction on strategic priorities for core infrastructure aligned to the District's development, and oversight of strategic projects associated with those activities.
2. To guide the development and implementation of the 30 Year Infrastructure Plan.
3. To support and provide direction regarding Council's involvement in regional alliances, plans, initiatives and forums for regional infrastructure and shared services (for example, Regional Transport Committee).
4. To monitor and make decisions in relation to Council-owned community centres, facilities and halls.

**The Committee is delegated the following powers to act:**

- Approval of acquisition (including lease) of property, or disposal (including lease) of property owned by the Council, (where such acquisition or disposal falls within the Long Term Plan and exceeds the Chief Executive’s delegation).
- Approval of easements, rights of way and other interests over property on behalf of Council.
- Approval of all matters under the Public Works Act 1981, unless such delegation is prohibited by legislation or is otherwise expressly reserved by Council or delegated to the Chief Executive or staff.
- Approval of road names in the Waikato District in accordance with Council policy.
- Approval of any proposal to stop any road.
- Hearing any written objections on a proposal to stop any road, and to recommend to Council its decision in relation to such objections.
- Approval of alterations and transfers within the provisional programme of capital works as prepared for the Long Term Plan and Annual Plan, subject to the overall scope of the programme remaining unchanged and the programme remaining within overall budget.
- Approval of tender procedures adopted from time to time within the guidelines as set down by Waka Kotahi New Zealand Transport Agency for competitive pricing procedures (CPP), or other authorities where funding or subsidies are subject to their approval.
- Approval of traffic regulatory measures defined as:
  - a. Compulsory Stop Signs
  - b. Give Way Signs
  - c. No Passing Areas
  - d. No Stopping/Parking Provisions
  - e. Speed Restrictions
  - f. Turning Bays
  - g. Weight Restrictions on Bridges (Posting of Bridges).
- For all Council-owned land that is either open space under the District Plan, or reserve under the Reserves Act 1977, the power to:
  - a. Approve leases, subleases, licences, and easements (in relation to land and/or buildings).
  - b. Approve amendments to management plans.

- c. Adopt or change names of reserves.
- d. Make any decision under a management plan which provides that it may not be made by a Council officer (for example, agree a concession), provided that any decision that has a significant impact under the management plan is recommended to Council for approval.
- e. Recommend to Council for approval anything that would change the ownership of such land.

For clarity, the committee is delegated all powers of the Council as administering body under the Reserves Act 1977, unless such delegation is prohibited by legislation or is otherwise expressly reserved by Council or delegated to the Chief Executive or staff.

- Enquire into and dispose of any objection to a notice issued pursuant to Section 335 (1) of the Local Government Act 1974 requiring payment of a sum of money for the construction of a vehicle crossing by the Council (section 335(3) Local Government Act 1974). Should a decision be made to reject the objection and reaffirm the requirements in the notice, to authorise that an application be made to the District Court, (section 335(4) Local Government Act 1974) Act, for an order confirming the notice.
- Consider and approve subsidies for the installation of stock underpasses in extraordinary circumstances in accordance with Council policy and bylaws.

<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Confirmation of Minutes</b>
Date:	Tuesday, 5 March 2024
Report Author:	Thomas Rowland, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To confirm the minutes for a meeting of the Infrastructure Committee held on Wednesday, 13 December 2023.

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the Infrastructure Committee confirms the minutes as a true and correct record for a meeting held on Wednesday, 13 December 2023.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – Open INF Minutes – 13 December 2023

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Minutes for a meeting of the Infrastructure Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaaruawaahia **WEDNESDAY, 13 DECEMBER 2023** commencing at **1.00pm**.

**Present:**

Cr EM Patterson (Chairperson)  
Cr D Whyte (Deputy Chairperson)  
Cr C Beavis  
Cr JM Gibb  
Cr C Eyre  
Cr M Keir  
Cr P Matatahi-Poutapu  
Cr M Raumati (via audio-visual link)  
Cr V Reeve  
Cr L Thomson  
Cr P Thomson  
Cr T Turner

**Attending:**

Mr GJ Ion (Chief Executive)  
Mr T Whittaker (Chief Operating Officer)  
Ms M May (Acting General Manager – Service Delivery)  
Ms A Diaz (Chief Financial Officer)  
Mr A Averill (Deputy General Manager, Service Delivery)  
Ms M Brown (Strategic Property Manager)  
Ms S Fraser (Waste Services Manager)  
Ms K Wellington (Enterprise Project Management Office Manager)  
Mr K Abbot (Executive Manager, Projects & Innovations)  
Ms R Law (Reserve Planning Team Leader)  
Mr A Singh (Transport Operations Team Leader)  
Mr L McCarthy (Contractor, Asset Engineer)  
Ms C Piddock (Legal Counsel)  
Ms R Chisholm (Democracy Advisor)

*The Committee opened the meeting with a Karakia.*

**APOLOGIES AND LEAVE OF ABSENCE**

Resolved: (Crs L Thomson/P Thomson)

That the Infrastructure Committee accept the apologies from:

- a. Cr Ngataki (absent on Council business) and Her Worship the Mayor, Mrs JA Church for non-attendance; and
- b. Cr Whyte for lateness.

**CARRIED**

**INF2312/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

Resolved: (Crs Patterson/Gibb)

**THAT** the agenda for a meeting of the Infrastructure Committee held on Wednesday, 13 December 2023 be confirmed:

- a. with all items therein being considered in the open meeting, with the exception of those items detailed at agenda item 7, which shall be considered with the public excluded; and
- b. all reports be received.

**CARRIED**

**INF2312/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

Resolved: (Crs Patterson/Gibb)

**THAT** the minutes for a meeting of the Infrastructure (INF) Committee held on Wednesday, 8 November 2023 be confirmed as a true and correct record.

**CARRIED**

**INF2312/03**

**ACTION REGISTER**

Agenda Item 5.



The report was received [INF23/2/02 refers], and no further discussion was held.

## **REPORTS**

### Huntly West Domain – proposal to classify reserve and grant a lease on reserve land to Friendship House (Huntly) Community Charitable Trust)

#### Agenda Item 6.1

The report was received [INF23/2/02 refers], taken as read and the following discussion was held:

- It was advised that the public consultation process for the public notification of the proposed lease has been completed and approval was sought from the Committee for classification of the Huntly West Domain as a Recreation Reserve as well as for approval to grant a ground lease of part of the Huntly West Domain.
- It was noted that approval of recommendations from the report, would enable the classification of the reserve and the granting of a new ground lease to Friendship House (Huntly) Community Charitable Trust for the construction and operation of the Huntly West Hub.
- Four (4) submitters to the public notification of the proposed lease who had indicated an intention to speak to their submissions were invited to attend the Infrastructure Committee meeting. Each submitter had been in support of the lease and, when invited to attend, declined on the basis that the recommendation was in line with their submission.
- A representative of Friendship House, also in favour of the lease, did attend the meeting however, due to miscommunication regarding the meeting start time, the resolution had already been approved.
- The Committee agreed to support the classification and to approve the ground lease.

**Resolved: (Crs L Thomson/Beavis)**

**THAT the Infrastructure Committee:**

- a. pursuant to s16(1) of the Reserves Act 1977, exercises its delegated authority under the Instrument of Delegation for Territorial Authorities 2013 to classify as 'Recreation Reserve' those parts of the reserve land known as the Huntly West Domain and legally described as:
  - i. Lot 8 DPS 316, NZ Gazette 1962 page 195;
  - ii. Lot 40 DPS 858, NZ Gazette 1954 page 501 (S66618);
  - iii. Lot 1 DPS 316, NZ Gazette 1962 page 195; and
  - iv. Part Lot 9 DPS 316, 1954 page 501 (S66618).
- b. being satisfied that the functions and purposes of the Reserves Act 1977 have been considered, that the statutory processes have been met, that the decision is a reasonable one and it is in the public interest to do so, pursuant to Section 54(1)(b) of that Act, exercises its delegated authority to grant ground lease to Friendship House (Huntly) Community Charitable Trust over part of the land known as Huntly West Domain, specifically an area of approximately 560 square metres, being Part Lot 9 DPS 316, as shown on Attachment I: Proposed Leased Area; and
- c. delegates to the Chief Executive the authority to:
  - i. publish a notice of classification in the New Zealand Gazette; and
  - ii. negotiate and conclude the lease agreement; and
  - iii. execute all relevant documentation to give effect to this resolution.

**CARRIED**

**INF2312/04**

Amendments to earlier resolution re ground leases to Onewhero Society of Performing Arts and Onewhero Bowling Club re term of lease  
Agenda Item 6.2

The report was received [*INF2309/02 refers*], taken as read and no further discussion was held.

**Resolved: (Crs Eyre/Reeve)**

**That the Infrastructure Committee:**

**a. rescinds Resolution INF2309/27 dated 27 September 2023, which read as follows:**

Onewhero Domain – Proposal to grant ground leases on reserve land to Onewhero Society of Performing Arts (OSPA) and Onewhero Bowling Club (OBC)  
Agenda Item 6.4

The report was received [*INF2308/02 refers*], and no further discussion was held:

**Resolved: (Crs P Thomson/Cr Eyre)**

**THAT the Infrastructure Committee:**

- a. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Society of Performing Arts in accordance with Section 54 of the Reserves Act 1977; and
- b. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Bowling Club in accordance with Section 54 of the Reserves Act 1977.
- c. notes that the land area affected by the proposed leases for OSPA and OBC is described as being Part Allotment 89 Onewhero Parish, further delineated on Attachment I – *Plan of Proposed Lease Areas of this report*.

**CARRIED**

**INF2309/07**

- b. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Society of Performing Arts (OSPA) in accordance with Section 54 of the Reserves Act 1977; and
- c. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Bowling Club (OBC) in accordance with Section 54 of the Reserves Act 1977; and
- d. notes that the land affected by the proposed leases for OSPA and OBC is described as being Part Allotment 89 Onewhero Parish, further delineated on Attachment I – *Plan – Leased Area - Onewhero Bowling Club (OBC) and Onewhero Society of Performing Arts (OPSA)*.

**CARRIED**

**INF2312/05**

Gordonton Pony Club Incorporated Lease and/or Licence  
Agenda Item 6.3

The report was received [*INF2312/02 refers*], and the following discussion was held:

- It was noted that the Pony Club has been operating from the Gordonton Reserve for a number of years with no lease or license in place.
- It was advised that the Pony Club has plans for construction of a new arena and Council were in consultation with them regarding the design and location for this.
- It was reported that the community is supportive of the Pony Club's plans for the new arena.

**Resolved: (Crs Beavis/L Thomson)**

**THAT the Infrastructure Committee:**

- a. **subject to Council staff engaging with mana whenua regarding this proposal, exercises its delegated authority under Section 61 of the Reserves Act 1977 to grant a lease and/or a licence to the Gordonton Pony Club Incorporated (“the Club”) being part of Part Allot 148, No8 Komakorau PSH for a term longer than 5 years and not exceeding 20 years.**
- b. **delegates to the Chief Operating Officer authority to negotiate and execute all relevant documentation to give effect to the resolution, provided he is satisfied by the outcome of the engagement with Gordonton District Committee.**

**CARRIED**

**INF2312/06**

Community Waste Minimisation Fund  
Agenda Item 6.4

The report was received [*INF2312/02 refers*], and no further discussion was held:

- It was noted that Waikato District Council does not offer a publicly promoted community waste minimisation fund whilst other Councils in neighbouring areas do.
- It was proposed that some of Council's waste levy allocation, from the Ministry for the Environment, is put towards an annual, contestable Community Waste Minimisation Fund which would enable to community to plan, lead, and deliver their own waste minimisation projects.
- It was noted that spending of the Waste Minimisation Levy is legislated under the Waste Minimisation Act 2008, and it is separate from rates money. The Waste Services Manager further noted that it was her responsibility to report back to the Ministry for the Environment on spending.
- It was clarified that Council would not be partnering with Hamilton City Council as they have a different application process to the Waikato District Council process.

- The Community Compost Hub in Te Kauwhata was used as an example of very positive marae involvement in a similar project to what would be possible through a potential waste minimisation fund, and it was queried how Council could package some education for marae and collaborate with mana whenua and iwi on a strategy to work collaboratively.

**ACTION:** The Waste Services Manager to discuss with Cr Raumati offline, a strategy for education to marae for waste minimisation.

- There was discussion regarding the process for managing the proposed waste minimisation fund and the Waste Services Manager advised:
  - Applications would be received and then sent to a panel to assess independently.
  - Council teams would receive the applications to check that there were no crossovers between Council teams.
  - Applications would be presented to a waste liaison group for feedback.
  - If no issues were identified, approval would be given by the Waste Services Manager.
  - Follow up at the midway point of the project would be undertaken.
  - Reporting at the end of the project.
  - Inclusion in the quarterly report.
- Discussion followed regarding potential projects and volumes, and it was noted that long term, behaviour change was hard to measure.

**Resolved: (Crs L Thomson/Matatahi-Poutapu)**

**THAT the Infrastructure Committee recommends to Council:**

- the establishment of a Community Waste Minimisation Fund as recommended in the Council's Waste Minimisation and Management Plan, and**
- that the fund commences with an amount of \$50,000 in the first year, up to \$100,000 in the second year and up to \$150,000 in the third year.**

**CARRIED**

**INF2312/07**

Capital Project Delivery Portfolio Update  
Agenda Item 6.5

The report was received [INF2312/02 refers], and no further discussion was held:

- Acknowledgement was given to the Enterprise Project Management Office (EPMO) team for the great progress the team has made in delivery of Council projects.
- It was highlighted that a lot of work has been done on forecasting and delivery is anticipated at 89.45%.
- There was extensive discussion regarding communication of projects, and it was noted that engagement with the community and affected stakeholders should be as early as possible, especially when there were changes in scope. In response, it was advised that there was a Communications Strategy in progress at Council that would help with the guidance of communication.
- Crs Gibb and Patterson reported attendance at a roadside meeting in Horotiu on Tuesday evening, 12 December to discuss road closure and detours. The meeting highlighted lack of early discussion and working with affected parties at earliest possible time. It was also noted that local residents often feel that growth and industry is put ahead of community.

**ACTION:** The Enterprise Project Management Office Manager to have a conversation with Crs Gibb and Patterson to get understandings from the meeting attended last night.

- The Committee acknowledged that there were legacy issues from projects started prior to establishment of the EPMO.
- It was noted that significant improvement on past results had been made in relation to risk and assurance, and the graph in the report shows that the capital budget was coming under control and risk appetite levels are inside of red limits.
- It was queried how it came to be that Council was previously in the red level/status on projects and it was advised that there were many reasons how it came about, however, performance measures would give assurance going forward.

**ACTION:** The Enterprise Project Management Office to make an amendment to Capital Initiative report on page 73 of the agenda, to record Tuakau not Te Kauwhata in the Town column for CCTV Installation and Monitoring.

**Resolved: (Crs Patterson/Reeve)**

**THAT the Infrastructure Committee receives the Capital Project Delivery Portfolio Update report for December 2023.**

**CARRIED**

**INF2312/08**

Reserve Reclassification of Crawford's Quarry Reserve for Public Notifications  
Agenda Item 6.6

The report was received [*INF2312/02 refers*], and the following discussion was held:

- It was advised that Crawford's Quarry (30 Tauwhare Road; colloquially known as Tamahere Reserve) has never been used as a Local Purpose (Quarry) Reserve for which it is currently classified and there is no intention for it to be used for this purpose. Therefore, reclassification to Local Purpose (ecological) Reserve was proposed.
- It was noted that engagement with the Tamahere Community Committee, Department of Conservation (DoC), Tamahere Manganone Restoration Trust and Ngaati Hauaa has been done.
- It was noted that Council staff have assessed that there were three (3) reserve type options for the Committee to consider, as outlined in the report, with a recommendation to approve the first option of progressing the reserve classification to Local Purpose (ecological) reserve and to appoint a hearing panel and this complies with the Council's legal and policy requirements,
- It was noted that the DoC are in support of the reclassification to Local Purpose (ecological) reserve.
- In following discussion Councillors' P Thomson, Turner and Whyte expressed interest in being on the proposed Hearings Panel and the Committee discussed and agreed to these Councillors being the Hearings Panel.

**Resolved: (Crs Beavis/Reeve)**

**THAT the Infrastructure Committee:**

- a. approves the public notification of the proposal to reclassify the Local Purpose Reserve (site for quarries), being Lot Allotment 236 Parish of Tamahere, to a Local Purpose (ecological) Reserve, and**
- b. appoints a hearings panel of three (3) Councillors, for the reserve reclassification process should there be a requirement to hear any submitters in order to inform a recommendation to the Infrastructure Committee, and**
- c. receives the Reserve Reclassification of Crawford's Quarry report.**

**CARRIED**

**INF2312/09**

### Community Connections Strategic Review

#### Agenda Item 6.7

The report was received [INF2312/02 refers], and no further discussion was held:

- It was reported that a review of strategic documents had been done by the Reserve Planning Team and a forward works programme was created for the wider Community Connections group including Open Spaces, Facilities, Community Venues and events teams.
- It was noted that the restructured forward works programme has the following reviews underway:
  - Connectivity (trails) Strategy Review -
  - Community Facility Strategy
  - Neighbourhood Park and Sports Park
  - Event Strategy
- Reviews coming up include:
  - Open Spaces Strategy Review – 2024
  - Lakes Reserve Management Plan – 2025
- It was noted that the forward works programme also complements the Corporate Planning – policies and bylaws forward works programme.

#### **Resolved: (Crs Beavis/L Thomson)**

**THAT the Infrastructure Committee receives the Community Connections Strategic Review report and PowerPoint presentation.**

**CARRIED**

**INF2312/10**

### Recovery Works Update – Storm Damage Repairs

#### Agenda Item 6.8

The report was received [INF2312/02 refers], and the following discussion was held:

- It was noted that as residents see works being done around the district, they do not correlate the work with storm damage and/or maintenance. It was queried how to communicate the type of work to the community.

**ACTION:** The Asset Engineer to have a discussion with Crs Eyre and Cr Matatahi-Poutapu regarding how to communicate to communities about work being done..



**Resolved: (Crs Eyre /PThomson)**

**THAT the Infrastructure Committee recommends that Council:**

- a. delegates authority to the Chief Executive to award emergency works packages up to the value of \$5.262M, and
- b. notes that an additional report will be presented to the Infrastructure Committee in 2024 to provide details of contracts awarded.

**CARRIED**

**INF2312/11**

**EXCLUSION OF THE PUBLIC**

**Resolved: (Crs L Thomson/Gibb)**

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 1 Confirmation of Minutes	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 2.1 Property Acquisition - Ngaaruawaahia		
Item PEX 2.2 Renewal of Leases		
Item PEX 2.3 Land Acquisition for Road - Tuakau		

- b. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
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<b>Item PEX 1 Confirmation of Minutes</b>	<b>Refer to the previous Public Excluded reason in the agenda for this meeting.</b>	
<b>Item PEX 2.1 Property Acquisition – Ngaaruawaahia</b>	7(2)(i)	<b>To enable negotiations to carry on without prejudice or disadvantage.</b>
<b>Item PEX 2.2 Renewal of Leases</b>	7(2)(b)(ii)	<b>To protect information that would otherwise unreasonably prejudice a person’s commercial position</b>
	7(2)(h)	<b>To enable commercial activities to be carried out without prejudice or disadvantage.</b>
<b>Item PEX 2.3 Land Acquisition for Road - Tuakau</b>	7(2)(i) <b>To enable negotiations to carry on without prejudice or disadvantage.</b>	

**CARRIED****INF2312/12**

*Resolutions INF2312/13 - INF2312/17 are contained in the public excluded section of these minutes.*

The Committee closed the meeting with a Karakia.

There being no further business the meeting was declared closed at 2.43pm

Minutes approved and confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

EM Patterson  
**CHAIRPERSON**

## Open – Information only

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<b>To</b>	<b>Infrastructure Committee</b>
<b>Report Title</b>	<b>Actions Register – March 2024</b>
Date:	5 March 2024
Report Author:	Karen Bredesen, EA to the General Manager Service Delivery
Authorised by:	Megan May, General Manager Service Delivery

### 1. PURPOSE OF THE REPORT TE TAKE MOO TE PUURONGO

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To provide the Infrastructure Committee with an update on actions arising from the 13 December 2023 meeting.

### 2. STAFF RECOMMENDATIONS TUUTOHU-AA-KAIMAHI

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**THAT the Infrastructure Committee receives the Actions Register for March 2023.**

### 3. ATTACHMENTS NGAA TAAPIRIHANGA

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Attachment 1 – Infrastructure Committee’s Action Register – March 2024 (within report)

## Infrastructure Committee's Actions Register – March 2024

	Meeting Date	Item and Action	Person / Team Responsible	Status Update
1.	13/12/2023	<p><b>Community Waste Minimisation Fund</b></p> <p>The Waste Services Manger to discuss with Cr Raumati offline, a strategy for education to marae for waste minimisation.</p>	Sally Fraser, Waste Services Manager	Staff have set two meetings, but Councillor Raumati was unable to attend on the proposed dates. The meeting has been rescheduled.
2.	13/12/2024	<p><b>Capital Project Delivery Portfolio Update</b></p> <p>The Enterprise Project Management Office Manager to have a conversation with Crs Gibb and Patterson to get understandings from the meeting attended last night.</p>	Kirsty Wellington, Enterprise Project Management Office Manager	Included in the Capital Project Delivery Portfolio Update report.
3.	13/12/2023	<p><b>Capital Initiative Report</b></p> <p>The Enterprise Project Management Office to make an amendment to Capital Initiative report on page 73 of the agenda, to record Tuakau not Te Kauwhata in the Town column for CCTV Installation and Monitoring.</p>	Kirsty Wellington, Enterprise Project Management Office Manager	Completed.
4.	13/12/2023	<p><b>Recovery Works Update – Storm Damage Repairs</b></p> <p>The Transport Operations Team Leader to have a discussion with Crs Eyre and Cr Matatahi-Poutapu regarding how to communicate to communities about work being done.</p>	Attinder Singh, Transport Operations Team Leader	Update provided to Cr Eyre and staff are also providing an update to the Port Waikato Rural Community Board meeting end of this month (29-02-2024).

<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Sport Waikato Report 1 July – 22 December 2023</b>
Date:	5 March 2024
Report Author:	Rebecca Law, Reserve Planning Team Leader
Authorised by:	Megan May, General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To inform the Infrastructure Committee on the Sport Waikato report for the period 1 July – 22 December 2023

## **2. Executive summary**

### **Whakaraapopototanga matua**

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Attached is the Sport Waikato Report for the period 1 July 2023 to 22 December 2023 for the Committee's information. In this report the Waikato District Connectivity Co-ordinator presents a summary of activities undertaken throughout the District with a number of schools and a variety of groups of all ages during that quarter.

Sport Waikato work alongside and within each Council within the Waikato region to deliver their vision of "Everyone, out there and active" through the Moving Waikato strategy focused on growing participation in play, active recreation and sport within the Waikato region.

## **3. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the Infrastructure Committee receives the Sport Waikato Report 1 July – 22 December 2023.**

## **4. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – Sport Waikato Report – 1 July – 22 December 2023

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# Waikato District Report

Date Range: 1 July – 22 December 2023



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## ORGANISATIONAL UPDATE/S – Dr. Amy Marfell, Sport Waikato GM Regional Leadership

The work of Sport Waikato staff is guided by the Regional Strategy for Play, Active Recreation and Sport – Moving Waikato – which is underpinned by a focus on 3 key areas: Our People; Building Communities; and Regional Leadership.

**OUR PEOPLE**

A focus on the provision of opportunities that meet the needs of the people of our region

**MORE ADULTS, MORE CHILDREN  
'OUT THERE AND ACTIVE'**

**BUILDING COMMUNITIES**

A focus on quality local delivery of sport, recreation and physical activity experiences

**HELPING COMMUNITIES TO HELP THEMSELVES**

**REGIONAL LEADERSHIP**

A focus on regional and national partners working together to lead change and enhance outcomes

**LEADING AND DELIVERING CHANGE**

As we make the run into Christmas towards the close of another year, I'd like to take the time, on behalf of Sport Waikato, to thank Council for their (longstanding) support of Sport Waikato and the work that we do. Over the past year, we've been hugely successful in elevating some of our organisational goals to increase community physical activity participation, and particularly increasing the level of satisfaction children and young people are having in play, active recreation, sport and physical education. As we make our way to 75% of our region's population being active enough to positively impact their wellbeing, we know that quality, regular delivery of physical activity and participation satisfaction are key measures of the likelihood of sustained participation among young people.

- For tamariki (children aged 5-11 years) we have worked alongside 71 schools to increase the quality and quantity of physical education delivery with 91% of these schools now delivering better planned HPE and 73% increasing the frequency of delivery for the benefit of tamariki wellbeing.
- Equally our work has seen increased satisfaction among rangatahi in physical activity and sport in secondary schools from 22% of students in 2022 to 34% of students in 2023 being satisfied or highly satisfied with their experiences.



We're incredibly proud that more young people are now participating and enjoying their involvement in physical activity through the work that we are progressing with schools, communities and the sport and recreation sector.

Thank you again for your support and partnership, we look forward to continuing to work together in 2024 and beyond to increase the number of people in your community being active in ways that positively impact their wellbeing.







## WAIKATO SPORT, RECREATION AND PHYSICAL ACTIVITY PLAN MAJOR PROJECT UPDATES

STATUS	On Track 	Some Challenges 	High Risk 	Complete 
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Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
<p><b>Opportunities for activity in the district are promoted via a central digital hub that is accessible to the community</b></p>	<p>Sport Waikato's new hub for activity - 'Actively' is currently in the build phase, and shortly moves into the population of data phase and testing. Following on from this there will be a soft launch of the website in the next couple of months. Social media channels and marketing will happen after soft launch with a full marketing plan. Actively is a bigger, better version of the previous 'Be Active' database of active listings (clubs, classes, recreation and under five activities) and will include playgrounds and parks, with extensive filtering options to help people choose the right activity for them.</p>	<p>Sport Waikato will communicate the launch of the new Actively website via multiple social media channels and will also seek council support to help ensure a region wide reach and uptake.</p>	
<p><b>Support activity deliverers in the district to better understand the needs of the participant (with a particular focus on target groups of children and young people, women and girls, and deprived communities)</b></p>	<p>Sport Waikato has actively supported the local education, community and sport and recreation sector in the region to access Tuu Manawa funding to support the delivery of sport and recreation programmes, activations and play for tamariki (5-11 years) and rangatahi (12-18 years). The fund aims to provide quality opportunities in play, active recreation, and sport for those who are missing out. Within the Waikato district during this reporting period, \$167,776 has been allocated to key initiatives including:</p> <ul style="list-style-type: none"> <li>• Pipi Pathways - Whaingaroa</li> <li>• Ngaruawahia Bowling Club - Te Pai Ora Boxing</li> <li>• Raglan Area School - Miniball Hoops</li> <li>• Raglan Area School - Have A Go - Lacrosse</li> <li>• Raglan Area School - Colour Run</li> <li>• St Anthony's School Huntly - Water Safe and Active</li> <li>• Taupiri Squash Club Incorporated - Juniors Coaching</li> <li>• Tauwhare School - Mindful Movement</li> <li>• Tauwhare School - Take Up the Challenge</li> <li>• Te Whaanga Waves Limited - Fun Camp</li> <li>• Zumba And Shake Franklin - Get Tuakau Shaking!!!</li> <li>• Ngaa Taiohi O Te Rangitaupi - Tai-ora</li> <li>• Te Taki Tu Charitable Trust - Oranga Ma Te Wai</li> </ul>	<p>Sport Waikato will continue to drive applications from the district, including but not limited to, sports clubs, recreation providers and education settings (e.g., primary, and secondary schools).</p> <p>Sport Waikato is actively looking to support delivery to happen in the Waikato District.</p> <p>We invite Council to consider applications to the fund for any play, active recreation, and sport delivery projects that they may wish to implement.</p>	






Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
	<p>An additional \$60,352 was awarded regionally with Waikato District components included within the following successful applications:</p> <ul style="list-style-type: none"> <li>• Aotearoa Water Patrol Inc - Wai-tai, Wai-rua</li> <li>• Hope Rising Farm Charitable Trust - Vulnerable Rangatahi Outreach</li> <li>• Waikato Hockey Association - Hauatanga Inclusion</li> <li>• Parafed Waikato - Youth Disability Sport Project</li> </ul> <p>We are collaborating with future applicants for the next round of funding by providing support and advice through the expressions of interest process.</p>		
<p><b>Grow local sector capability through the provision of targeted workshops and education initiatives</b></p>	<p><b>Growing Connections Conference</b> - In November, Sport Waikato hosted the inaugural Growing Connections Through Play, Active Recreation, Sport and Curriculum Conference – a capability building event for primary, intermediate and secondary school principals, teachers, sports coordinators and sport staff as well as those leaders working in community sport and recreation settings (e.g., regional sporting organisations (RSOs) and clubs).</p> <p>Waikato School Attendees: <i>Glen Massey, Gordonton, Horsham Downs, Horotiu, Huntly, Huntly West, Kimihia, Ngaruawahia, Ohinewai, Orini, Puketaha, Raglan, Ruawaro, St Anthony's Catholic, St Paul's Catholic, Taupiri, Te Akau, Te Kowhai, Waingaro, Waipa</i></p>	<p>With 270 attendees, the conference was well received with overwhelming positivity being expressed regarding the concept and programme, complete with 14 different sessions catering to the breadth of roles and responsibilities attending.</p> <p>Sport Waikato looks forward to supporting our key partners with implementing their learning, as we work together to grow the physical activity levels of our region's young people.</p>	●
	<p><b>Professional Learning in Primary Schools</b> – Workshops have been held within the Ngaruawahia Kaahui Ako for School Champions and Health and PE leads. The knowledge from these workshops is then shared by those leads back to the whole school staff.</p> <p>Within the Huntly Kaahui Ako, seven School strength and needs analysis exercises were completed. These help to identify and celebrate what is done well, but also to identify areas for support and development, within health, physical activity, and sport.</p> <p>Additionally, using Sport NZ's Move Well resource, whole staff training opportunities were facilitated, with the aim being to help support competence and confidence within teachers to deliver quality HPE opportunities to students.</p>	<p>Continue to build relationships with key people and encourage and facilitate the sharing of ideas and best practice within these communities.</p>	●






Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
	<p><b>Early Childhood Education</b> – We are connecting with approximately twenty kaiako from 6 ECE and 3 Schools within the Ngaaruawaahia community. Workshop Topics for term 3 &amp; 4 were "Activities &amp; Games", and "Fundamental Movement Skills". Kaiako have fed back that they have a stronger understanding of how play links to learning, that kaiako understand the importance of why movement is important every 20 minutes and that tamariki are given more opportunities to play, promoting learning throughout the day.</p> <p>Huntly Kaahui Ako and surrounding areas have attended 2 workshops in Term 3 and 4 on Transitions and Games &amp; Activities. 20 kaiako from 5 ECE services and 3 schools attended with a future focus of setting up one workshop per term in 2024.</p>	<p>Planning is in underway to facilitate one workshop per term during 2024.</p>	
<p><b>Support Coach Development in the district in both school and community settings</b></p>	<p><b>Rugby League</b> – Continuing support for Rugby League on several fronts. We have supported waahine rugby league via the Tuu Manawa fund, collaborating with the Junior board to help resolve juniors field availability due to Hopuhopu redevelopment, supporting Davies Park redevelopment group, and working to support referee recruitment and retention in the game.</p>	<p>We are continuing to build relationships in the game and will increasingly be able to use insights to support strategic development of the game in the Waikato district.</p>	
<p><b>Drive key outcomes, alongside District Council staff, as identified in the district sport and recreation plan – including and with specific attention to local facilities projects</b></p>	<p><b>Pookeno and Tuakau</b> – Continuing support for both Avon Road and Munro Block developments and proposed skatepark. Providing community insights showing satisfaction levels across a range of local facilities that could guide project priorities. Sport Waikato continues to advocate for hubbing opportunities where benefits of shared services and volunteer workload can eventuate alongside better community offering and outcomes.</p> <p><b>Raahui Pookeka Huntly Gymnastics</b> – Supporting connections between club and council to assess the condition of this facility. We continue to work with Gymnastics NZ to understand the strategic plans locally, and across the region.</p>	<p>Sport Waikato are continuing to support the development at the Munro Block via steering groups. There is a strategic and collective lens alongside proposed community led developments in surrounding locations.</p> <p>Sport Waikato is engaged with the Lake Hakanoa Domain User Groups, to bring them together to discuss the current landscape and future ambitions for the site along with the wider community impact.</p>	 



Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
<b>Provide stakeholders with district specific insights to support decision-making and enable community conversations</b>	<p>Updating district profiles and Local Play, Active Recreation and Sport Plans - We continue to review and update with data using Census 2018 (soon to be 2023), NZ Secondary Schools Census (2022), ActiveNZ (2021 - boosted) and support from community (2022), club (2022) and RSO (2022), Voice of Tamariki (2022 and 2023), and Voice of Rangatahi (2022) surveys.</p> <p>Updated target demographic profiles for Disability, Maaori, Pasifika, Asian and Women and Girls focus areas.</p> <p><b>Pookeno</b> – Specific Community insights collated and shared with relevant community group working on Munro Block to inform project priorities.</p>	<p>Encourage district schools to participate in the VoT and VoR surveys to ensure a local perspective and inform future Sport Waikato support.</p> <p>Continue to provide deliverers with connections and links to specific participation data, profiles, and trends to assist with modifications in programming and or delivery methods to ensure quality experiences.</p> <p>Ensure relevant parties have access to and are aware of these profiles to assist with decision-making processes – particularly when organisations are considering applying to external funders.</p>	
	<p>The Voice of Rangatahi (VoR) survey is a collaboration between Sport New Zealand and Regional Sports Trusts (RSTs). The RSTs and schools that take part have direct access to their own and regional data, which helps them establish what is working and what could be improved with physical activity at secondary schools.</p> <p>We worked with Huntly College to complete the Voice of Rangatahi survey alongside their students, however the return rate was very low and did not provide enough useable data.</p> <p>We additionally collected end of season secondary school participant data on competition experience in rugby, football, badminton, and basketball.</p>	<p>This data is used to help schools and RSOs to offer opportunities that are more accessible, address barriers to participation and enhance participant experience.</p> <p>Due to the low response rate, we are looking at alternative ways to engage with Rangatahi in 2024. Leadership within Huntly College is highly engaged with Sport Waikato and open to alternative ways to engage with the students.</p>	
	<p><b>SportsEye</b> - Sport Waikato have partnered with data intelligence company ActiveXChange to assist with regional wide infrastructure, participation, and community profile mapping to help inform future planning for play, active recreation, and sport provision. Through partnership with Sport Waikato, council have access to the use of this resource.</p>	<p>We are collaborating with council staff to use this tool as evidence for projects. This has included playground surveying, community hall use, usage patterns of parks and reserves, and levels of service. We are further supporting the development of this platform with the ingestion of sport specific membership data.</p>	

Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
<b>Contribute to Council conversations about play, active recreation and sport via regular meetings and collaboration on key projects</b>	Sport Waikato would like to thank the Waikato District Council for their willingness to allow the Regional Connectivity Coordinator a regular hot desk arrangement within council offices, which has allowed for conversations to take place regularly.	Regular access to council office space with more spontaneous and kanohi ki te kanohi (face to face engagement) results in improved outcomes.	
	<b>Cross Council Collaboration</b> – Sport Waikato helped to facilitate a network of operational council staff from Waikato, Hamilton, Waipā and Hauraki councils to share ideas and learnings on a range of issues. This included topics of field bookings, line marking, nuisance motor bikes on reserves, field upgrades, and floodlighting.	An online network now exists where staff can quickly reach out to equivalent roles in other councils to ask questions and share information.	
	<b>Policy and Strategy Feedback</b> – Sport Waikato has provided feedback and subject matter expertise where appropriate into; Ngaaruawaahia, Hopuhopu, and Taupiri Structure Plan & Town Centre Plan submission, Draft Community Facilities Plan and Connectivity Strategy.	Sport Waikato continues to provide relevant subject matter expertise throughout these consultation processes and advocate the benefits to council of policies and strategies that complement and support the mahi within.	
	<b>Play Workshop</b> – A Let's Talk Play workshop where the concept of play was delivered in November and begun to explore how play can be enabled by attendees from several numerous council teams.  Feedback: <i>“A small investment in time and money at design/construction can potentially pay off so well for the community it serves”.</i>	Ensure the facilitation of play conversations via email and internal Play Teams channel. Follow up workshops will be scheduled for 2024 and beyond.	
	<b>Increase collaboration and connection between key stakeholders in play, active recreation, and sport in the district through community partnerships</b>	A key role of Sport Waikato staff is to support connections between key stakeholders in play, active recreation, and sport to enhance community outcomes. Such connections include between; councils and council staff, national groups such as Recreation Aotearoa, Walking Access Commission, RSO's / NSO's, and local groups. Locally, this has included communicating opportunities and advice to rural and non-affiliated athletics clubs in Tuakau, Te Kauwhata and Orini, Tuakau Zumba and Shake, Pookeno Avon Road Sports Complex, Davies Park Heritage Trust, Raglan Naturally and Raglan Swimming Pool and Indoor Court Projects, and Port Waikato Groups.	Continue to collaborate with key stakeholders who activate play, active recreation, and sport opportunities across the district.
<b>Secondary School Clusters</b> - Central Secondary School Cluster hui were held in both Terms 3 & 4 with a focus on sharing best practice and updates from the sport sector. These sessions are important to enable schools to cooperate and coordinate their offer to students in a way that meets their needs.		Sport Waikato will continue to regularly meet with secondary school sport leaders on both group and individual levels.	

Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
<b>Lead the development and review of the district sport and recreation plan, in collaboration with the District Council</b>	<b>PARS Plans</b> - The new edition of the Play, Active Recreation and Sport (PARS) plan is currently being developed alongside council staff. The plan is evidence based combining local and regional insights, including participation and demographic trends from clubs, organisations, and community members. The plan is to align with council's LTP processes and help to inform current and future decision making around Play, Active Recreation and Sport.	Adopting local play, active recreation and sport plan will provide key insights into the prioritised investment in the next iteration of the Waikato District Long Term Plan 2024 – 34.	
<b>Identify opportunities to celebrate positive sport and recreation appropriate outcomes</b>	<b>Play Week &amp; Get Outdoors Week</b> – Between the 6 <sup>th</sup> and 20 <sup>th</sup> November we highlighted the two weeks with a competition aimed at families and individuals to show us how they play outdoors and supported by a Move Your Mood video showing a mum at the park intending to sit down on her phone but ends up playing with the kids, Facebook and LinkedIn posts showing a Let's Talk Play Workshop delivered to council staff, and Sport NZ playweek.co.nz resources.	Thank you to council Communication Teams for amplifying these messages and continuing to support the message that Play is for everyone and can happen anywhere.	
	<b>Waikato Sport &amp; Active Recreation Awards</b> - hosted by Sport Waikato, the awards are being held at the Claudelands Event Centre on Thursday, 15th February. This event is a community-focused celebration of connection, partnerships, diversity and inclusion and activation of spaces.  Finalists from the Waikato District include:  <b>Community Connection:</b> Le Aute Dance Academy Tuakau  <b>Commitment to Accessibility and Inclusion:</b> Super Beans – Jumping Beans Waikato Wai-Tai, Wai-Rua	We are looking forward to hosting our finalists for an opportunity to network with key Waikato supporters, celebrate community sport and recreation, and find out the winners of the 2023 Waikato Sport & Active Recreation Awards.	



## REGIONAL SPORT WAIKATO PROGRAMME UPDATES

Programme	Locally Specific Programme Updates
<b>Waikato Regional Active Spaces Plan (WRASP)</b>	<p>Sport Waikato continues to guide the progression of facility development priorities projects, optimisation and governance initiatives outlined in the Waikato Regional Active Spaces Plan (WRASP), along with supporting partners with spaces and places planning advice, growing the region's facilities planning network. Sport Waikato continues to lead the development of the 4<sup>th</sup> edition of the WRASP due for completion in Q1 2024. As part of the review process, we ran a workshop with council partners in August and presented on the need for a regional infrastructure fund (regional rate) to support development priorities at the Regional Council LTP workshop in October and Mayoral Forum in November.</p>
<b>Regional Natural Bodies of Water – Network Plans</b>	<p>Sport Waikato continues to lead, alongside consultants Visitor Solutions, the development of the Waikato Natural Bodies of Water Network Plan which is a key recommendation of the Waikato Regional Active Spaces Plan (WRASP). This regional wide piece of work will include the development of a plan outlining outdoor bodies of water (lakes, rivers, oceans) accessible for a range of user groups including on-water activities (rowing, kayaking, sailing, waka ama, dragon boating) and include information about water quality and site management. This work will include developing an inventory of existing facilities and ancillary infrastructure currently supporting water sport, active recreation along with providing recommendations around investment. All local government authorities, Waikato Regional Council and Sport NZ through Sport Waikato's partnership have funded the project. This is due for completion in the first quarter of 2024.</p>
<b>Targeted Participation</b>	<p>In August, the Accessibility &amp; Inclusion (Disability) Network was launched, bringing together service providers, physical activity providers, and agencies throughout the Waikato region who primarily cater to people with a disability. The aim is to encourage greater connection, collaboration, and resource sharing. 12 representatives from 11 different disability organisations (Blind Low Vision; Halberg; Community Living Trust; Special Olympics; Parafed Waikato; StarJam; Enabling Good Lives Waikato; My Life My Voice; Achilles NZ; Equipotential; Enrich+) have now met twice, with at least 4 connections or partnerships being formed (such as multisport days) to ensure more disabled people have a variety of opportunities to be active. So far, 100% of attendees have found the hui valuable. This network will continue in 2024 with hui planned for February/March.</p> <p>This is ME have developed online modules to build the capability of providers to deliver quality opportunities to women and girls that meet their needs. We recently completed the pilot process, with 100% of pilot participants finding the modules useful and identifying that they would recommend them to others. The modules are due to be launched in March 2024.</p> <p>We have worked alongside the Regional Connectivity Coordinators to embed accessibility and inclusion focuses into the renewal of local play, active recreation, and sport plans. We have similarly contributed to the renewal process of the Waikato Regional Active Spaces Plan to ensure accessibility and inclusion are a key focus.</p>



Programme	Locally Specific Programme Updates
<b>Waikato Regional Water Safety Strategy 2023- 2030</b>	<p>On December 1st, we were proud to launch the Waikato Regional Water Safety Strategy – a nation first and the beginning of the Waikato region’s targeted and collaborative efforts to reduce the number of preventable drownings in the region to 0 by 2030.</p> <p>The strategy, which was formed by a steering group comprising Sport Waikato representatives (CE and GM), Water Safety NZ CE, Swimming Waikato CE, a Waikato Tainui representative, 2 Waikato TLA CE Forum representatives (Waikato District Council CE and Hamilton City Council GM Community), Regional Director Ministry of Education – Waikato and the Waikato Regional Council Harbourmaster. A very special thank you to Gavin for his contribution and commitment to this group, where his knowledge was invaluable as was his ability to quickly rally his CE colleagues to gain endorsement and support for the strategy’s aims and objectives.</p> <p>We wish to thank Council for their endorsement of the strategy through the CE forum and look forward to working with Council, its staff, and Elected Members as we begin implementation.</p>



## Open – Information only

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<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Capital Project Delivery Portfolio Update</b>
Date:	20 February 2024
Report Author:	Kirsty Wellington - Enterprise Project Management Office Manager Kurt Abbot - Executive Manager, Projects & Innovation
Authorised by:	Megan May, General Manager Service Delivery

### 1. Purpose of the report Te Take moo te puurongo

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To inform the Infrastructure Committee of delivery progress against the Capital Projects of Waikato District Council (WDC) and advise of actions taken to improve delivery of this work.

### 2. Executive summary Whakaraapopototanga matua

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A number of projects have moved, or are moving, into the physical delivery phase. The financial position at the end of January \$31,650,685 shows a marked increase over previous amounts for the same period.

The focus since the last report has been to get projects through to physical delivery within our communities.

We have 102 projects in-flight represented in the portfolio dashboard report.

Project updates and communications continue to be of high priority to ensure project information is readily available to our stakeholders.

No significant business decisions are required of the committee within this report. The Portfolio has One Red Issue, no action is required from the committee, issue details are documented below.

### 3. Staff recommendations Tuutohu-aa-kaimahi

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**THAT the Infrastructure Committee receives the Capital Delivery Update report.**

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## 4. Discussion and analysis

### Taataritanga me ngaa tohutohu

#### 4.1 Capital Projects Financials

Capital Portfolio budgets and actuals and forecasts as at 31 January 2024.

	<b>Total Budget 23/24</b>	<b>Actual Spend to 30 January 2024</b>	<b>Forecast Spend 23/24</b>	<b>Actuals plus forecast</b>
<b>COMCONN (Community Connections)</b>	\$39,802,122	\$9,454,003	\$24,413,304	\$33,867,307
<b>CONPART (Roding)</b>	\$60,068,507	\$16,772,779	\$41,797,733	\$58,570,512
<b>STRATPROP (Strategic Property)</b>	\$8,486,440	\$5,118,611	\$1,614,206	\$6,732,817
<b>SWASTE (Solid Waste)</b>	\$3,496,056	\$305,292	\$572,920	\$878,212
<b>Total (Excl Waters)</b>	<b>\$111,853,125</b>	<b>\$31,650,685</b>	<b>\$68,398,163</b>	<b>\$100,048,848</b>

Actual spend, as of 31 January 2024 is \$31,650,685. Forecasts for the period 01 February 2024 to 30 June 2024 is \$68,398,163.

Actual spend plus forecast spend translates into a total forecast spend of \$100,048,848 by 30 June 2024, this translates to 89.45% spend of the total 23/24 budget. There has been no change to the forecast spend for the portfolio, however project forecasting continues to be reviewed to identify opportunities to increase project delivery by financial year end. This has recommenced post the Christmas break.

#### 4.2 Capital Portfolio Delivery Responsibility

Breakdown of teams delivering the capital portfolio and their associated budgets.

	<b>EPMO</b>	<b>Service Delivery</b>	<b>Alliance</b>	<b>Budget 23/24</b>
<b>COMCONN (Community Connections)</b>	\$30,239,973	\$9,562,149		\$39,802,122
<b>CONPART (Roding)</b>	\$27,821,129	\$18,022,758	\$14,224,620	\$60,068,507
<b>STRATPROP (Strategic Property)</b>		\$8,486,440		\$8,486,440
<b>SWASTE (Solid Waste)</b>	\$2,693,563	\$802,493		\$3,496,056
<b>Total</b>	<b>\$60,754,665</b>	<b>\$36,873,840</b>	<b>\$14,224,620</b>	<b>\$111,853,125</b>



### 4.3 Capital Projects Portfolio

There are currently 123 projects displaying as underway/in-flight in CAMMS, including 21 projects in the "Close" phase.

8 Projects have been physically delivered since our last report.

- Paterson Park Lighting Upgrade - Initiated 2020
- Sunset Beach Toilets – initiated 2021
- Tamahere Toilets – Initiated 2021
- River Road Minor Improvements – Initiated 2021
- Opuatia Court Renewal – Initiated 2021
- Ruawaro Tennis Club Court Renewal – Initiated 2021
- Te Awa Walkway Erosion Repairs – Initiated 2023
- Lake Hakanoa Camp Safety & Security Upgrades – Initiated 2023

### Project Risks and Issues

#### PR- 22014 Horotiu Link Road Project

The team have reflected on the issues arisen from the Horotiu Link Road project. Learnings have been made and will be applied to future projects.

Careful planning must be undertaken when significant disruption or change to community routines is required. This would include additional communication and engagement and a robust community impact assessment prior to finalising and implementing traffic management arrangements.

Secondly as with all projects we deliver against the agreed plans and communicate well if they change to avoid community confusion, disruption, and frustration.

Project managers are very aware that the above requirement is a critical success factor of projects and enabling councils' ambitions of building and creating community trust.

### RED Issues and Overall RAG Status – RED

#### PR-22068 - Te Kowhai Hall Carpark Upgrade

The proposed carpark design has been endorsed by Te Kowhai Primary School and adjacent Church. However, the Te Kowhai Hall committee have not agreed with proposals or amendments. The issue has been escalated with the business owner who is working towards a resolution. The project has been put on hold with the project manager reassigned to other projects.

#### PR-22058 - Matangi Jack Foster Reserve Carpark Upgrade

The carpark project start has been delayed due to adjacent school building works. Upon the schools building works completion, the project will be the rescheduled into our programme for next construction season. The project has been put on hold with the project manager reassigned to other projects.

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### **PR-21223 Munro Road Resilience Project**

A funding shortfall has been identified as we progressed the procurement to preferred tenderer price, which included contingency and MSQA. The roading team have worked through funding options. A Council resolution is required, this will be included in a separate report to the Infrastructure Committee.

### **PR-21249 - Great South Road and Pokeno Road Intersection Upgrade (Roundabout)**

A funding shortfall was identified upon completion of the final pricing/value engineering. The shortfall of >\$1.5M required the Roothing team to review funding options. A Council resolution is required, this will be included in a separate report to the Infrastructure Committee.

### **In Flight Project Risks**

The risks to our capital works programme delivery outlined in the previous report remain the same, these are monitored, managed, and mitigated throughout the project lifecycles. A detailed strategic risk update will be provided at the next Infrastructure Committee meeting.

## **5. Next Steps**

### **Ahu Whakamua**

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The EPMO managers and support team continue to support the delivery of projects, ensuring data in our systems is maintained and communications are timely, this includes up to date information for projects on the Council website. The identification of improvement opportunities to better engage and communicate more effectively.

Staff will actively identify and mitigate risks, and support the management of project issues as they arise to endeavour to keep projects on track and deliver to agreed timeframes.

## **6. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 - Capital Projects Portfolio Dashboard

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Attachment 1 – Capital Projects Portfolio Dashboard



# CAPITAL PORTFOLIO DASHBOARD @ February 2024

Project Status: All | 
 Ward: All | 
 Portfolio: All | 
 Program: All

In Flight	Propose	Close
102	47	21

Tai Raro Takiwaa	Tai Runga Takiwaa	District
60	52	11



### Projects by Program and Phase

NOTE: Warranty period included with Close

Program	CLOSE	DELIVER	INITIATE	PLAN & DESIGN	Total
Council Facilities	5	7	12	8	32
Open Spaces	12	12	6	17	47
Roading	3	16	1	13	33
Solid Waste		2	2		4
Strategic Property		1		1	2
Venues and Events	1	1		3	5
<b>Total</b>	<b>21</b>	<b>39</b>	<b>21</b>	<b>42</b>	<b>123</b>

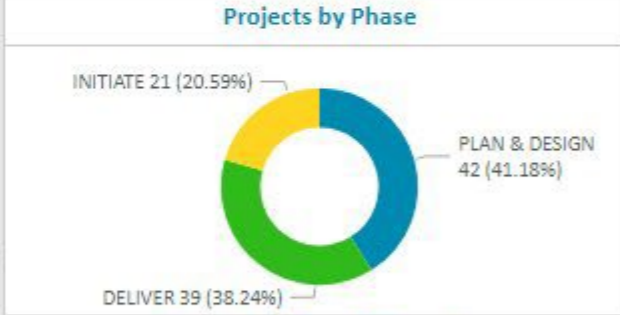
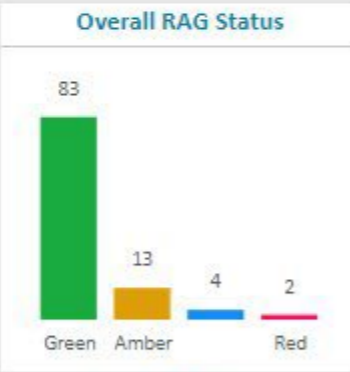
### Projects Completed this period

Start Date	Code	Project Name	#
2020-03	PR-1663	Paterson Park & Huntly West Sports Complex Lighting Upgrade	1
2021-02	PR-1669	Sunset Beach Toilet - Port Waikato	1
2021-03	PR-1673	District Wide toilets - Tamahere	1
2021-07	PR-21250	River road minor improvements 2023	1
2021-08	PR-21322	Opuatia Court Renewal	1
2021-12	PR-21361	Ruawaro Tennis Club	1
2023-04	PR-22185	Te Awa Walkway Erosion Repairs	1
2023-08	PR-22218	Lake Hakanoa Motor Camp Safety and Security upgrades	1
<b>Total</b>			<b>8</b>



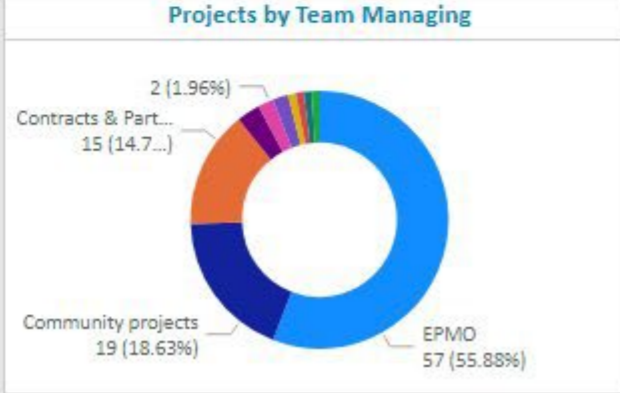
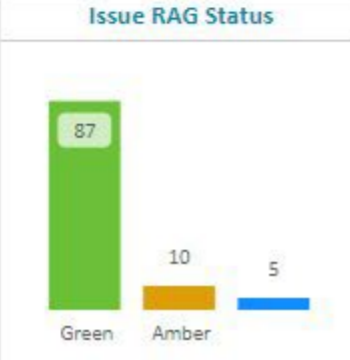
### Overall RAG Status Red

Code	Project Name	Status
PR-21215	Harrisville Road Bridge Replacements	Red
PR-22068	Te Kowhai Hall Carpark Upgrade	Red



### Issue RAG Status Red

Code	Project Name	Issues



CAPITAL - INITIATE													Overall Progress Status		Ward	Portfolio	Phase	Projects	
													All	All	All	INITIATE	21		
Phase	Portfolio	Project Code	Project Name	Town	% Complete	Completion Date	Project Status	Risk	Issues	Scope & Quality	Schedule	Overall Status	#						
INITIATE	Community Connections	PR-21105	Greenslade Road Reserve Playground	Raglan	22	2024-04	In Progress	▲	▲	▲	◆	●	1						
INITIATE	Community Connections	PR-21107	Hukanui Playground	Gordonton	51	2025-07	In Progress	▲	●	●	●	●	1						
INITIATE	Community Connections	PR-21316	Open Spaces/ Hakanoa Footbridge	Huntly	58	2023-11	In Progress	●	●	●	◆	●	1						
INITIATE	Community Connections	PR-21330	Te Wiata Lane Playground	Ngaaruawaahia	32	2022-09	Deferred	●	●	●	◆	●	1						
INITIATE	Community Connections	PR-22071	Open Spaces / Sports and Recreation / Car parks / Gordonton Tennis Club Carpark	Gordonton	36	2024-05	In Progress	●	●	●	▲	●	1						
INITIATE	Community Connections	PR-22074	The Point, Ngaruawahia - Carpark	Ngaaruawaahia	0	2023-01	Not Started	●	●	●	◆	●	1						
INITIATE	Community Connections	PR-22188	The Point, Ngaruawahia - Toilet Project	Ngaaruawaahia	10	2023-07	In Progress	●	●	●	◆	●	1						
INITIATE	Community Connections	PR-22223	Centralised Dog Pound	Ngaaruawaahia	17	2025-05	In Progress	●	●	●	●	●	1						
INITIATE	Community Connections	PR-22230	Meremere CCTV Installation and Monitoring	Meremere	26	2024-03	In Progress	●	●	▲	◆	●	1						
INITIATE	Community Connections	PR-22231	Tamahere CCTV Installation and Monitoring	Tamahere	26	2024-03	In Progress	●	●	▲	◆	▲	1						
INITIATE	Community Connections	PR-22232	Huntly CCTV Installation and Monitoring	Huntly	26	2024-03	In Progress	●	●	▲	◆	▲	1						
INITIATE	Community Connections	PR-22233	Raglan CCTV Installation and Monitoring	Raglan	26	2024-03	In Progress	●	●	▲	◆	▲	1						
INITIATE	Community Connections	PR-22234	Ngaaruawaahia Te Kauwhata CCTV Installation and Monitoring	Ngaaruawaahia	26	2024-03	In Progress	●	●	▲	◆	▲	1						
INITIATE	Community Connections	PR-22235	Tuakau CCTV Installation and Monitoring	Te Kauwhata	26	2024-03	In Progress	●	●	▲	◆	▲	1						
INITIATE	Community Connections	PR-22236	Pokeno CCTV Installation and Monitoring	Pokeno	26	2024-03	In Progress	●	●	▲	◆	▲	1						
INITIATE	Community Connections	PR-22237	Te Kowhai CCTV Installation and Monitoring	Te Kowhai	26	2024-03	In Progress	●	●	▲	◆	▲	1						
INITIATE	Contracts and Partnering	PR-21112	North Waikato Resource Recovery Centre	District	65	2023-06	In Progress	●	●	●	◆	●	1						
INITIATE	Contracts and Partnering	PR-21248	Pokeno road minor improvements and Pedestrians Bridge	Pokeno	52	2024-08	In Progress	▲	▲	●	▲	●	1						
INITIATE	Contracts and Partnering	PR-21360	Waste Assessment, WMMP and Services review	Council	43	2025-06	In Progress	●	●	●	▲	●	1						
INITIATE	Property and Assets	PR-1341	LTP2018 Landowner Obligations	Ngaaruawaahia	0	2022-09	Not Started	●	●	●	◆	●	1						
INITIATE	Property and Assets	PR-22195	Pokeno Library New Build	Pokeno	0	2023-07	Not Started				◆		1						
<b>Total</b>													<b>21</b>						

CAPITAL - PLAN & DESIGN				Overall Progress S...	Ward	Portfolio	Phase	Projects				
				All	All	Community Connections	PLAN & DESIGN	28				
Phase	Portfolio	Project Code	Project Name	Town	% Complete	Completion Date	Risk	Issues	Scope & Quality	Schedule	Overall Status	#
PLAN & DESIGN	Community Connections	PR-1628	Tuakau aquatic centre	Tuakau	91	2023-12	●	●	●	◆	●	1
PLAN & DESIGN	Community Connections	PR-21106	Buckland Road Playground	Tuakau	51	2024-11	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-21113	The Point, Ngaruawahia	Ngaaruawaahia	26	2024-12	●	●	●	▲	●	1
PLAN & DESIGN	Community Connections	PR-21116	Council Facilities / Aquatic Centres / Huntly / Boiler replacement	Huntly	10	2023-08	●	●	●	◆	●	1
PLAN & DESIGN	Community Connections	PR-21118	Council Offices / Ngaruawahia / Exterior Cladding	Ngaaruawaahia	78	2024-06	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-21147	Venues and Events / Cemeteries / District Wide Improvements	District	64	2023-03	●	●	●	◆	●	1
PLAN & DESIGN	Community Connections	PR-21173	Tuakau Tennis Court Lighting Upgrade	Tuakau	0	2024-01	●	●	●	◆	●	1
PLAN & DESIGN	Community Connections	PR-21177	Rotokauri walkway	Ngaaruawaahia	84	2024-04	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-21185	Woodlands Lighting and Security Upgrade	Taupiri	18	2025-04	●	●	●	▲	●	1
PLAN & DESIGN	Community Connections	PR-21187	Tuakau Dog Pound New Build	Tuakau	68	2024-05	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-21188	Te Kauwhata CCTV Installation and Monitoring	Te Kauwhata	26	2024-03	●	●	▲	◆	▲	1
PLAN & DESIGN	Community Connections	PR-21195	Ngaruawahia Hall Improvements	Ngaaruawaahia	73	2024-10	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22048	Tumate Mahuta Carpark Upgrade	Huntly	60	2024-05	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22056	Tuakau - West Street Carpark Upgrade	Tuakau	58	2024-06	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22058	Matangi – Jack Foster Reserve Carpark Upgrade	Tamahere	70	2024-11	▲	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22067	Raglan - Papahua Recreation Reserve Carpark Upgrade	Raglan	72	2024-06	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22068	Te Kowhai Hall Carpark Upgrade	Te Kowhai	51	2024-06	◆	●	●	●	◆	1
PLAN & DESIGN	Community Connections	PR-22069	Tuakau - St Stephens Avenue Carpark Upgrade	Tuakau	20	2024-11	●	●	●	▲	●	1
PLAN & DESIGN	Community Connections	PR-22070	Ngaruawahia - Paterson Park Carpark Upgrade	Ngaaruawaahia	15	2024-12	●	●	●	◆	●	1
PLAN & DESIGN	Community Connections	PR-22073	Open Spaces / Sports and Recreation / Carparks / Raglan - Wainui Beach Carpark	Raglan	87	2024-07	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22084	Carparks - Puketirini Parks and Reserves	Huntly	69	2024-05	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22157	Te Kauwhata Domain walkway	Te Kauwhata	70	2024-02	●	●	●	●	●	1
PLAN & DESIGN	Community Connections	PR-22158	Woodlands Carpark & Gardeners Compound Upgrade	Gordonton	42	2024-06	▲	●	▲	▲	●	1
PLAN & DESIGN	Community Connections	PR-22184	Paterson Park Playground	Ngaaruawaahia	19	2024-08	●	●	●	◆	●	1
PLAN & DESIGN	Community Connections	PR-22189	The Point, Ngaruawahia - Pumphouse Project	Ngaaruawaahia	0	2023-06				◆		1
PLAN & DESIGN	Community Connections	PR-22197	Pookeno Tennis Court Lighting Upgrade	Pookeno	32	2024-06	●	●	●	▲	●	1
PLAN & DESIGN	Community Connections	PR-22198	Raglan Town Hall Seismic Strengthening	Raglan	47	2024-03	●		●	▲	●	1
PLAN & DESIGN	Community Connections	PR-22241	Buckland Road Recreational Space	Tuakau	42	2024-06	●	●	●	▲	●	1
<b>Total</b>											<b>28</b>	

## CAPITAL - PLAN &amp; DESIGN cont

Overall Progress S...

All

Ward

All

Portfolio

Multiple selections

Phase

PLAN &amp; DESIGN

Projects

14

Phase	Portfolio	Project Code	Project Name	Town	% Complete	Completion Date	Risk	Issues	Scope & Quality	Schedule	Overall Status	#
PLAN & DESIGN	Contracts and Partnering	PR-21215	Harrisville Road Bridge Replacements	Tuakau	39	2026-07	🔴	🟢	🟢	🟢	🔴	1
PLAN & DESIGN	Contracts and Partnering	PR-21222	Huia road resilience improvements	Pokeno	49	2025-04	🟢	🟢	🟢	🟢	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21223	Munro Road Resilience and Footpath	Pokeno	34	2024-12	🟢	🟢	🟢	🟡	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21225	Bus shelters 2022	District	50	2022-09	🟢	🟢	🟡	🔴	🟡	1
PLAN & DESIGN	Contracts and Partnering	PR-21229	Pokeno Rd resilience - Bridge to Munro Rd	Pokeno	40	2025-06	🟢	🟢	🟢	🟡	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21246	Helenslee road minor improvements	Pokeno	66	2024-06	🟡	🟢	🟢	🟢	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21249	Great South Road and Pokeno Road Intersection Upgrade	Pokeno	41	2024-06	🟡	🟡	🟢	🟡	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21257	Pokeno Road Bridge, Footpath and Road Widening	Pokeno	47	2025-08	🟢	🟢	🟢	🟢	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21264	Dean road/Great South Road intersection upgrade	Otaua	73	2024-10	🟡	🟡	🟢	🟢	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21279	Tahuna road minor improvements 2024	Tahuna	85	2024-06	🟢	🟢	🟢	🟢	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21280	Whitikahu road minor improvements	Gordonton	70	2024-05	🟢	🟢	🟢	🟢	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21380	District wide footpaths - unsubsidised program	District	58	2023-05	🟡	🟡	🟡	🔴	🟢	1
PLAN & DESIGN	Contracts and Partnering	PR-21388	Intersection (Roundabout) Upgrade Munro/Pokeno	Pokeno	59	2024-08	🟢	🟢	🟢	🟢	🟢	1
PLAN & DESIGN	Property and Assets	PR-22144	Property General / District wide / Land Purchase / Tregoweth Lane	Huntly	63	2023-02				🔴		1
<b>Total</b>											<b>14</b>	

CAPITAL - DELIVER				Overall Status	Ward	Portfolio	Phase	Projects				
				All	All	All	DELIVER	22				
Phase	Portfolio	Project Code	Project Name	Town	% Complete	Completion Date	Risk	Issues	Scope & Quality	Schedule	Overall Status	#
DELIVER	Community Connections	PR-1686	Huntly Historic Rail Station – Building Relocation	Huntly	75	2024-01	▲	▲	▲	◆	▲	1
DELIVER	Community Connections	PR-21114	Open Spaces / Council controlled project in Pokeno / Sports Park / SP-1a	Pokeno	89	2024-02	●	●	●		●	1
DELIVER	Community Connections	PR-21149	Open Spaces / Historic Reserve / Pukeiahua Signage and Carvings	Ngaaruawaahia	57	2021-06	●	●	●	◆	●	1
DELIVER	Community Connections	PR-21169	Dr John Lightbody Carpark Upgrade	Tuakau	86	2024-02	●	●	●		●	1
DELIVER	Community Connections	PR-21182	Ngaruawahia Aquatic Centre New entrance	Ngaaruawaahia	58	2024-02	●	●	●	▲	●	1
DELIVER	Community Connections	PR-21184	Council Facilities / Public Toilets / Pokeno Toilet Replacement	Pokeno	10	2021-07	▲	▲	●	◆	●	1
DELIVER	Community Connections	PR-21192	Raglan Wharf	Raglan	98	2024-03	●	●	●		●	1
DELIVER	Community Connections	PR-21324	Pukekawa Tennis Court Renewal	Pukekawa	89	2024-06	●	●	●		●	1
DELIVER	Community Connections	PR-21329	Dr John Lightbody Court Renewal	Tuakau	78	2024-04	●	●	●		●	1
DELIVER	Community Connections	PR-21370	Puriri Seawall Boat Ramp Renewal	Raglan	61	2024-04	●	●	●	▲	●	1
DELIVER	Community Connections	PR-22010	District Wide toilets - Te Kowhai	Te Kowhai	64	2024-03	●	●	●	▲	●	1
DELIVER	Community Connections	PR-22041	Raglan Beacon Replacement	Raglan	86	2024-03	●	●	●		●	1
DELIVER	Community Connections	PR-22061	Onewhero -Sports Domain Carpark Upgrade	Onewhero	63	2024-06	▲	●	●		●	1
DELIVER	Community Connections	PR-22064	Tuakau - Henderson Hall Street Carpark Upgrade	Tuakau	84	2024-02	●	●	●		●	1
DELIVER	Community Connections	PR-22075	Raglan Art Centre Carpark	Raglan	77	2024-03	●	●	●		●	1
DELIVER	Community Connections	PR-22155	Raglan Sports Pavilion (Changing Rooms) Painting	Raglan	100	2023-11	●	●	●		●	1
DELIVER	Community Connections	PR-22182	Venues and Events / Campgrounds / Raglan Holiday Park Papahua	Raglan	10	2028-11	●	●	●		●	1
DELIVER	Community Connections	PR-22185	Te Awa Walkway Erosion Repairs	District	100	2023-12	●	●	●		●	1
DELIVER	Community Connections	PR-22190	Wi Neera Walkway - Sea Wall repair and Path upgrade	Raglan	32	2024-12	●	●	●		●	1
DELIVER	Property and Assets	PR-1531	Council Chambers	Council	69	2024-05	●	●	●		●	1
DELIVER	Property and Assets	PR-21413	Trade waste and Wastewater Bylaw 2023	Council	3	2022-07	●	●	●	◆	●	1
DELIVER	Property and Assets	PR-22148	Strategic Projects / District Wide / Land Purchase / Strategic Enabler	Council	83	2023-02				◆	●	1
<b>Total</b>											<b>22</b>	



CAPITAL - DELIVER				Overall Status	Ward	Portfolio	Phase	Projects				
				All	All	All	DELIVER	17				
Phase	Portfolio	Project Code	Project Name	Town	% Complete	Completion Date	Risk	Issues	Scope & Quality	Schedule	Overall Status	#
DELIVER	Contracts and Partnering	PR-21103	Huntly transfer station Hard Stand of unpaved areas	Huntly	85	2024-06	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-21221	Gordonton road improvements	Gordonton	95	2024-04	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-21228	Pokeno Main Street	Pokeno	75	2024-07	▲	▲	●		▲	1
DELIVER	Contracts and Partnering	PR-21233	Harrisville road safety network improvements 2023	Tuakau	73	2024-08	▲	●	●		●	1
DELIVER	Contracts and Partnering	PR-21243	Fullerton road bridge	Rotokauri	57	2023-10	●	●	●	◆	●	1
DELIVER	Contracts and Partnering	PR-21247	Mangatangi road minor improvements	Mangatangi	95	2024-06	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-21256	Highway 22 resilience improvements	Tuakau	92	2024-06	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-21268	Ridge Road Pokeno Road Safety Network Improvements	Pokeno	83	2024-06	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-21278	Whitikahu road bridge	Whitikahu	86	2024-09	▲	▲	▲		▲	1
DELIVER	Contracts and Partnering	PR-21285	Mangatawhiri road minor improvements	Mangatawhiri	99	2024-04	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-21287	Buckland road minor improvements 2024	Tuakau	37	2025-07	▲	▲	▲		▲	1
DELIVER	Contracts and Partnering	PR-21294	Bus shelters 2023-24	District	47	2024-06	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-22007	River Road and Lake Road Roundabout	Ngaaruwaahia	87	2024-06	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-22014	Horotiu Link Road	Horotiu	52	2025-09	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-22130	Ngaruawahia - Festival Way (between Galbraith and Old Taupiri Rd)	Ngaaruwaahia	26	2025-12	●	●	●		●	1
DELIVER	Contracts and Partnering	PR-22238	Horotiu Raised Platform	Horotiu	34	2024-02	●	●	●	◆	●	1
DELIVER	Contracts and Partnering	PR-22239	District Wide Schools Signs	District	18	2025-07	●	●	●		●	1
<b>Total</b>											<b>17</b>	

CAPITAL - CLOSE includes Warranty					Overall Status	Ward	Portfolio	Phase	Projects				
					All	All	All	CLOSE	21				
Phase	Portfolio	PMO Project Status	Project Code	Project Name	Town	% Complete	Completion Date	Risk	Issues	Scope & Quality	Schedule	Overall Status	#
CLOSE	Community Connections	Defect Period	PR-1236	CF2017 Whatawhata Community Facility	Whatawhata	100	2023-11	●	●	●	●	●	1
CLOSE	Community Connections		PR-1663	Paterson Park & Huntly West Sports Complex Lighting Upgrade	Huntly	83	2024-05	●	●	●	●	●	1
CLOSE	Community Connections		PR-1669	Sunset Beach Toilet - Port Waikato	Port Waikato	100	2023-12	●	●	●	●	●	1
CLOSE	Community Connections		PR-1673	District Wide toilets - Tamahere	Tamahere	100	2023-12	●	▲	▲	●	▲	1
CLOSE	Community Connections		PR-21122	Tuakau Hall Refurbishment	Tuakau	97	2024-03	●	●	●	●	●	1
CLOSE	Community Connections		PR-21162	Lake Kainui Drainage Management	Horsham Downs	96	2024-03	●	●	●	●	●	1
CLOSE	Community Connections		PR-21322	Opuatia Court Renewal	Pukekawa	100	2024-02	●	●	●	●	●	1
CLOSE	Community Connections	Defect Period	PR-21327	Te Kohanga Playground	Te Kohanga	100	2023-09	●	●	●	●	●	1
CLOSE	Community Connections	Defect Period	PR-21331	Pokeno Tennis court and deck	Pokeno	100	2023-09	●	●	●	●	●	1
CLOSE	Community Connections	Defect Period	PR-21332	Huntly Tennis courts	Huntly	100	2023-10	●	●	●	●	●	1
CLOSE	Community Connections		PR-21335	Te Kauwhata Playground	Te Kauwhata	100	2023-11	●	●	●	●	●	1
CLOSE	Community Connections	Defect Period	PR-21337	Maraetai Playground	Port Waikato	100	2023-10	●	●	●	●	●	1
CLOSE	Community Connections		PR-21346	Blunt Rd Te Kauwhata walkway	Te Kauwhata	15	2022-09	▲	▲	▲	◆	▲	1
CLOSE	Community Connections		PR-21348	Papahua Walkway - Stage 2	Raglan	100	2022-06	●	●	▲	●	◆	1
CLOSE	Community Connections	Defect Period	PR-21361	Ruawaro Tennis Club	Ruawaro	100	2024-02	●	●	●	●	●	1
CLOSE	Community Connections		PR-22057	Ngaruawahia - Panthers League Ground Carpark Upgrade	Ngaaruawaahia	100	2024-02	●	●	●	●	●	1
CLOSE	Community Connections		PR-22194	Brownlee Ave Depot Carpark Gravel	Ngaaruawaahia	100	2023-07	●	●	●	●	●	1
CLOSE	Community Connections		PR-22218	Lake Hakanoa Motor Camp Safety and Security upgrades	Huntly	86	2024-03	●	●	●	●	●	1
CLOSE	Contracts and Partnering		PR-21232	Piako road safety network improvements	Gordonton	100	2024-02	●	●	●	●	●	1
CLOSE	Contracts and Partnering		PR-21250	River road minor improvements 2023	Ngaaruawaahia	98	2024-01	●	●	●	◆	●	1
CLOSE	Contracts and Partnering		PR-21282	Hakarimata road minor improvements - unsubsidised	Ngaaruawaahia	72	2023-11	●	●	●	◆	◆	1
<b>Total</b>												<b>21</b>	

CAPITAL - TUAKAU-POKENO WARD								Phase	Overall Progress S...	Ward					
								All	All	All					
Maaori Ward	General Ward	Town	Delivery Category	Phase	Status	Code	Project Name	% Complete	Comp Date	Overall Status	Risk	Issues	Scope & Quality	Schedule	#
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno		INITIATE	Not Started	PR-22195	Pokeno Library New Build	0	2023-07					🔴	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	LTP Project	DELIVER	In Progress	PR-21184	Council Facilities / Public Toilets / Pokeno Toilet Replacement	10	2021-07	▲	▲	▲	●	🔴	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDA Managed	DELIVER	In Progress	PR-21228	Pokeno Main Street	75	2024-07	●	▲	▲	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDA Managed	DELIVER	In Progress	PR-21268	Ridge Road Pokeno Road Safety Network Improvements	83	2024-06	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDA Managed	INITIATE	In Progress	PR-21248	Pokeno road minor improvements and Pedestrians Bridge	52	2024-08	▲	▲	▲	●	▲	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDA Managed	PLAN & DESIGN	In Progress	PR-21246	Helenslee road minor improvements	66	2024-06	▲	▲	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDA Managed	PLAN & DESIGN	In Progress	PR-21249	Great South Road and Pokeno Road Intersection Upgrade	41	2024-06	▲	▲	▲	●	▲	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDA Managed	PLAN & DESIGN	In Progress	PR-21257	Pokeno Road Bridge, Footpath and Road Widening	47	2025-08	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDA Managed	PLAN & DESIGN	In Progress	PR-21388	Intersection (Roundabout) Upgrade Munro/Pokeno	59	2024-08	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDC Managed	DELIVER	In Progress	PR-21114	Open Spaces / Council controlled project in Pokeno / Sports Park / SP-1a	89	2024-02	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDC Managed	INITIATE	In Progress	PR-22236	Pookeno CCTV Installation and Monitoring	26	2024-03	●	●	●	▲	🔴	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDC Managed	PLAN & DESIGN	In Progress	PR-21222	Huia road resilience improvements	49	2025-04	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDC Managed	PLAN & DESIGN	In Progress	PR-21223	Munro Road Resilience and Footpath	34	2024-12	▲	●	●	●	▲	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDC Managed	PLAN & DESIGN	In Progress	PR-21229	Pookeno Rd resilience - Bridge to Munro Rd	40	2025-06	▲	●	●	●	▲	1
Tai Raro Takiwaa	Tuakau-Pookeno	Pookeno	WDC Managed	PLAN & DESIGN	In Progress	PR-22197	Pookeno Tennis Court Lighting Upgrade	32	2024-06	▲	●	●	●	▲	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDA Managed	DELIVER	In Progress	PR-21169	Dr John Lightbody Carpark Upgrade	86	2024-02	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDA Managed	DELIVER	In Progress	PR-21233	Harrisville road safety network improvements 2023	73	2024-08	▲	▲	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDA Managed	DELIVER	In Progress	PR-21256	Highway 22 resilience improvements	92	2024-06	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDA Managed	DELIVER	In Progress	PR-21287	Buckland road minor improvements 2024	37	2025-07	●	▲	▲	▲	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	DELIVER	In Progress	PR-21329	Dr John Lightbody Court Renewal	78	2024-04	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	DELIVER	In Progress	PR-22064	Tuakau - Henderson Hall Street Carpark Upgrade	84	2024-02	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	In Progress	PR-1628	Tuakau aquatic centre	91	2023-12	▲	●	●	●	🔴	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	In Progress	PR-21106	Buckland Road Playground	51	2024-11	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	In Progress	PR-21187	Tuakau Dog Pound New Build	68	2024-05	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	In Progress	PR-21215	Harrisville Road Bridge Replacements	39	2026-07	🔴	🔴	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	In Progress	PR-22056	Tuakau - West Street Carpark Upgrade	58	2024-06	▲	●	●	●	●	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	In Progress	PR-22069	Tuakau - St Stephens Avenue Carpark Upgrade	20	2024-11	▲	●	●	●	▲	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	In Progress	PR-22241	Buckland Road Recreational Space	42	2024-06	▲	●	●	●	▲	1
Tai Raro Takiwaa	Tuakau-Pookeno	Tuakau	WDC Managed	PLAN & DESIGN	Not Started	PR-21173	Tuakau Tennis Court Lighting Upgrade	0	2024-01	▲	●	●	●	🔴	1
<b>Total</b>														<b>29</b>	

# CAPITAL - AWAROA-MARAMARUA and Huntly WARD

Phase:  Overall Status:  Ward:

Maaori Ward	General Ward	Town	Delivery Category	Phase	Status	Code	Project Name	% Complete	Comp Date	Overall Status	Risk	Issues	Scope & Quality	Schedule	#
Tai Raro Takiwaa	Awaroa-Maramarua	Mangataawhiri	WDC Managed	DELIVER	In Progress	PR-21285	Mangataawhiri road minor improvements	99	2024-04	●	●	●	●	●	1
Tai Raro Takiwaa	Awaroa-Maramarua	Mangatangi	WDC Managed	DELIVER	In Progress	PR-21247	Mangatangi road minor improvements	95	2024-06	●	●	●	●	●	1
Tai Raro Takiwaa	Awaroa-Maramarua	Otaua	WDC Managed	PLAN & DESIGN	In Progress	PR-21264	Dean road/Great South Road intersection upgrade	73	2024-10	●	▲	▲	●	●	1
Tai Raro Takiwaa	Huntly	Huntly		INITIATE	In Progress	PR-21316	Open Spaces/ Hakanoa Footbridge	58	2023-11	●	●	●	●	◆	1
Tai Raro Takiwaa	Huntly	Huntly	WDA Managed	PLAN & DESIGN	In Progress	PR-22084	Carparks - Puketirini Parks and Reserves	69	2024-05	●	●	●	●	●	1
Tai Raro Takiwaa	Huntly	Huntly	WDC Managed	DELIVER	In Progress	PR-1686	Huntly Historic Rail Station – Building Relocation	75	2024-01	▲	▲	▲	▲	◆	1
Tai Raro Takiwaa	Huntly	Huntly	WDC Managed	DELIVER	In Progress	PR-21103	Huntly transfer station Hard Stand of unpaved areas	85	2024-06	●	●	●	●	●	1
Tai Raro Takiwaa	Huntly	Huntly	WDC Managed	INITIATE	In Progress	PR-22232	Huntly CCTV Installation and Monitoring	26	2024-03	▲	●	●	▲	◆	1
Tai Raro Takiwaa	Huntly	Huntly	WDC Managed	PLAN & DESIGN	In Progress	PR-21116	Council Facilities / Aquatic Centres / Huntly / Boiler replacement	10	2023-08	●	●	●	●	◆	1
Tai Raro Takiwaa	Huntly	Huntly	WDC Managed	PLAN & DESIGN	In Progress	PR-22048	Tumate Mahuta Carpark Upgrade	60	2024-05	●	●	●	●	●	1
Tai Raro Takiwaa	Huntly	Huntly	WDC Managed	PLAN & DESIGN	In Progress	PR-22144	Property General / District wide / Land Purchase / Tregoweth Lane	63	2023-02					◆	1
<b>Total</b>														<b>11</b>	

CAPITAL - NEWCASTLE-NGARUAWAHIA WARD								Phase		Overall Status		Ward			
								All		All		All			
Maaori Ward	General Ward	Town	Delivery Category	Phase	Project Status	Code	Project Name	% Complete	Comp Date	Overall Status	Risk	Issues	Scope & Quality	Schedule	#
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	PLAN & DESIGN	Not Started	PR-22189	The Point, Ngaruawahia - Pumphouse Project	0	2023-06						1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Gordonton	WDC Managed	INITIATE	In Progress	PR-21107	Hukanui Playground	51	2025-07	●	▲	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Horotiu		DELIVER	In Progress	PR-22014	Horotiu Link Road	52	2025-09	●	●	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Horotiu	WDC Managed	DELIVER	In Progress	PR-22238	Horotiu Raised Platform	34	2024-02	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia		DELIVER	In Progress	PR-21149	Open Spaces / Historic Reserve / Pukeiahua Signage and Carvings	57	2021-06	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia		INITIATE	Deferred	PR-21330	Te Wiata Lane Playground	32	2022-09	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia		INITIATE	Not Started	PR-1341	LTP2018 Landowner Obligations	0	2022-09	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDA Managed	INITIATE	Not Started	PR-22074	The Point, Ngaruawahia - Carpark	0	2023-01	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	DELIVER	In Progress	PR-21182	Ngaruawahia Aquatic Centre New entrance	58	2024-02	●	●	●	●	▲	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	DELIVER	In Progress	PR-22007	River Road and Lake Road Roundabout	87	2024-06	●	●	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	DELIVER	In Progress	PR-22130	Ngaruawahia - Festival Way (between Galbraith and Old Taupiri Rd)	26	2025-12	●	●	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	INITIATE	In Progress	PR-22188	The Point, Ngaruawahia - Toilet Project	10	2023-07	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	INITIATE	In Progress	PR-22223	Centralised Dog Pound	17	2025-05	●	●	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	INITIATE	In Progress	PR-22234	Ngaaruawaahia Te Kauwhata CCTV Installation and Monitoring	26	2024-03	▲	●	●	▲	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	PLAN & DESIGN	In Progress	PR-21113	The Point, Ngaruawahia	26	2024-12	●	●	●	●	▲	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	PLAN & DESIGN	In Progress	PR-21118	Council Offices / Ngaruawahia / Exterior Cladding	78	2024-06	●	●	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	PLAN & DESIGN	In Progress	PR-21177	Rotokauri walkway	84	2024-04	●	●	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	PLAN & DESIGN	In Progress	PR-21195	Ngaruawahia Hall Improvements	73	2024-10	●	●	●	●	●	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	PLAN & DESIGN	In Progress	PR-22070	Ngaruawahia - Paterson Park Carpark Upgrade	15	2024-12	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Ngaaruawaahia	WDC Managed	PLAN & DESIGN	In Progress	PR-22184	Paterson Park Playground	19	2024-08	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Rotokauri	WDA Managed	DELIVER	In Progress	PR-21243	Fullerton road bridge	57	2023-10	●	●	●	●	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Te Kowhai	WDC Managed	DELIVER	In Progress	PR-22010	District Wide toilets - Te Kowhai	64	2024-03	●	●	●	●	▲	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Te Kowhai	WDC Managed	INITIATE	In Progress	PR-22237	Te Kowhai CCTV Installation and Monitoring	26	2024-03	▲	●	●	▲	◆	1
Tai Runga Takiwaa	Newcastle-Ngaaruawaahia	Te Kowhai	WDC Managed	PLAN & DESIGN	In Progress	PR-22068	Te Kowhai Hall Carpark Upgrade	51	2024-06	◆	◆	●	●	●	1
<b>Total</b>															<b>24</b>

# CAPITAL - TAMAHERE-WOODLANDS and Whaingaroa WARD

Phase:  Overall Status:  Ward:

Maaori Ward	General Ward	Town	Delivery Category	Phase	Project Status	Code	Project Name	% Complete	Comp Date	Overall Status	Risk	Issues	Scope & Quality	Schedule	#
Tai Runga Takiwaa	Tamahere-Woodlands	Gordonton	WDA Managed	DELIVER	In Progress	PR-21221	Gordonton road improvements	95	2024-04	●	●	●	●	●	1
Tai Runga Takiwaa	Tamahere-Woodlands	Gordonton	WDC Managed	INITIATE	In Progress	PR-22071	Open Spaces / Sports and Recreation / Car parks / Gordonton Tennis Club Carpark	36	2024-05	●	●	●	●	▲	1
Tai Runga Takiwaa	Tamahere-Woodlands	Gordonton	WDC Managed	PLAN & DESIGN	In Progress	PR-21280	Whitikahu road minor improvements	70	2024-05	●	●	●	●	●	1
Tai Runga Takiwaa	Tamahere-Woodlands	Tamahere	WDC Managed	INITIATE	In Progress	PR-22231	Tamahere CCTV Installation and Monitoring	26	2024-03	▲	●	●	▲	◆	1
Tai Runga Takiwaa	Tamahere-Woodlands	Tamahere	WDC Managed	PLAN & DESIGN	In Progress	PR-22058	Matangi – Jack Foster Reserve Carpark Upgrade	70	2024-11	●	▲	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDA Managed	PLAN & DESIGN	In Progress	PR-22073	Open Spaces / Sports and Recreation / Carparks / Raglan - Wainui Beach Carpark	87	2024-07	●	●	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	DELIVER	Completed	PR-22155	Raglan Sports Pavilion (Changing Rooms) Painting	100	2023-11	●	●	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	DELIVER	In Progress	PR-21192	Raglan Wharf	98	2024-03	●	●	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	DELIVER	In Progress	PR-21370	Puriri Seawall Boat Ramp Renewal	61	2024-04	●	●	●	●	▲	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	DELIVER	In Progress	PR-22041	Raglan Beacon Replacement	86	2024-03	●	●	●	●	●	1
Tai Raro Takiwaa	Whaingaroa	Raglan	WDC Managed	DELIVER	In Progress	PR-22075	Raglan Art Centre Carpark	77	2024-03	●	●	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	DELIVER	In Progress	PR-22182	Venues and Events / Campgrounds / Raglan Holiday Park Papahua	10	2028-11	●	●	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	DELIVER	In Progress	PR-22190	Wi Neera Walkway - Sea Wall repair and Path upgrade	32	2024-12	●	●	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	INITIATE	In Progress	PR-21105	Greenslade Road Reserve Playground	22	2024-04	●	▲	▲	▲	◆	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	INITIATE	In Progress	PR-22233	Raglan CCTV Installation and Monitoring	26	2024-03	▲	●	●	▲	◆	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	PLAN & DESIGN	In Progress	PR-22067	Raglan - Papahua Recreation Reserve Carpark Upgrade	72	2024-06	●	●	●	●	●	1
Tai Runga Takiwaa	Whaingaroa	Raglan	WDC Managed	PLAN & DESIGN	In Progress	PR-22198	Raglan Town Hall Seismic Strengthening	47	2024-03	●	●		●	▲	1
<b>Total</b>															<b>17</b>

## Waerenga-Whitikahu and Western Districts Ward

Phase

Overall Status

Ward

All

All

All

Maaori Ward	General Ward	Town	Delivery Category	Phase	Project Status	Code	Project Name	% Complete	Comp Date	Overall Status	Risk	Issues	Scope & Quality	Schedule	#
Tai Raro Takiwaa	Waerenga-Whitikahu	Meremere	WDC Managed	INITIATE	In Progress	PR-22230	Meremere CCTV Installation and Monitoring	26	2024-03	●	●	●	▲	◆	1
Tai Raro Takiwaa	Western Districts	Onewhero	WDC Managed	DELIVER	In Progress	PR-22061	Onewhero -Sports Domain Carpark Upgrade	63	2024-06	●	▲	●	●	●	1
Tai Raro Takiwaa	Western Districts	Pukekawa	WDC Managed	DELIVER	In Progress	PR-21324	Pukekawa Tennis Court Renewal	89	2024-06	●	●	●	●	●	1
Tai Raro Takiwaa	Waerenga-Whitikahu	Tahuna	WDC Managed	PLAN & DESIGN	In Progress	PR-21279	Tahuna road minor improvements 2024	85	2024-06	●	●	●	●	●	1
Tai Raro Takiwaa	Waerenga-Whitikahu	Te Kauwhata	WDC Managed	INITIATE	In Progress	PR-22235	Tuakau CCTV Installation and Monitoring	26	2024-03	▲	●	●	▲	◆	1
Tai Raro Takiwaa	Waerenga-Whitikahu	Te Kauwhata	WDC Managed	PLAN & DESIGN	In Progress	PR-21188	Te Kauwhata CCTV Installation and Monitoring	26	2024-03	▲	●	●	▲	◆	1
Tai Raro Takiwaa	Waerenga-Whitikahu	Te Kauwhata	WDC Managed	PLAN & DESIGN	In Progress	PR-22157	Te Kauwhata Domain walkway	70	2024-02	●	●	●	●	●	1
Tai Runga Takiwaa	Waerenga-Whitikahu	Gordonton	WDC Managed	PLAN & DESIGN	In Progress	PR-22158	Woodlands Carpark & Gardeners Compound Upgrade	42	2024-06	●	▲	●	▲	▲	1
Tai Runga Takiwaa	Waerenga-Whitikahu	Taupiri	WDC Managed	PLAN & DESIGN	In Progress	PR-21185	Woodlands Lighting and Security Upgrade	18	2025-04	●	●	●	●	▲	1
Tai Runga Takiwaa	Waerenga-Whitikahu	Whitikahu	WDA Managed	DELIVER	In Progress	PR-21278	Whitikahu road bridge	86	2024-09	▲	▲	▲	▲	●	1
<b>Total</b>															<b>10</b>

DISTRICT WIDE															
		Ward		Phase		Overall Status		Ward		Portfolio		Program			
		All		All		All		All		All		All			
Maaori Ward	General Ward	Town	Delivery Category	Phase	Project Status	Code	Project Name	% Complete	Comp Date	Overall Status	Risk	Issues	Scope & Quality	Schedule	#
Other	Council	Council		DELIVER	In Progress	PR-1531	Council Chambers	69	2024-05	●	●	●	●	●	1
Other	Council	Council		DELIVER	In Progress	PR-21413	Trade waste and Wastewater Bylaw 2023	3	2022-07	●	●	●	●	◆	1
Other	Council	Council		INITIATE	In Progress	PR-21360	Waste Assessment, WMMP and Services review	43	2025-06	●	●	●	●	▲	1
Other	Council	Council	WDC Managed	DELIVER	In Progress	PR-22148	Strategic Projects / District Wide / Land Purchase / Strategic Enabler	83	2023-02					◆	1
Other	District	District		PLAN & DESIGN	In Progress	PR-21147	Venues and Events / Cemeteries / District Wide Improvements	64	2023-03	●	●	●	●	◆	1
Other	District	District	WDA Managed	DELIVER	In Progress	PR-21294	Bus shelters 2023-24	47	2024-06	●	●	●	●	●	1
Other	District	District	WDA Managed	PLAN & DESIGN	In Progress	PR-21380	District wide footpaths - unsubsidised program	58	2023-05	●	▲	▲	▲	◆	1
Other	District	District	WDC Managed	DELIVER	Completed	PR-22185	Te Awa Walkway Erosion Repairs	100	2023-12	●	●	●	●	●	1
Other	District	District	WDC Managed	DELIVER	In Progress	PR-22239	District Wide Schools Signs	18	2025-07	●	●	●	●	●	1
Other	District	District	WDC Managed	INITIATE	In Progress	PR-21112	North Waikato Resource Recovery Centre	65	2023-06	●	●	●	●	◆	1
Other	District	District	WDC Managed	PLAN & DESIGN	In Progress	PR-21225	Bus shelters 2022	50	2022-09	▲	●	●	▲	◆	1
<b>Total</b>														<b>11</b>	



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<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Approval to publicly notify the review of the Neighbourhood Park Reserve Management Plan &amp; Sports Park Reserve Management Plan</b>
Date:	5 March 2024
Report Author:	Matt Horsfield, Reserves Planner
Authorised by:	Megan May, General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To inform the Infrastructure Committee on the review of the Neighbourhood Park Reserve Management Plan and Sports Park Reserve Management Plan.

#### **AND**

To seek approval to progress with public notification as required under Section 41 of the Reserves Act 1977.

## **2. Executive summary**

### **Whakaraapopotanga matua**

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The Sports Park Reserve Management Plan (RMP) and Neighbourhood Park Reserve Management Plan was adopted in 2015 & 2016 respectively and sets objectives and policies that apply to reserves categorised as Neighbourhood Park or Sports Park that are administered by Waikato District Council. The Neighbourhood Park RMP and Sports Park RMP includes information regarding the history and use of each reserve, legal status, applicable leases, potential development and noted reserve issues.

Under the Reserves Act 1977, RMPs are required to be reviewed every 10 years. Since the adoption of the two RMPs, there have been several new reserves acquired or vested to Council in the last 10 years which require to be included in the RMP.

Neighbourhood Parks and Sports Parks covers some of the most well visited reserves in the district and are significant assets to our community. Staff have reviewed the full RMP programme and have identified that an update to the Neighbourhood Park RMP and Sports Park RMP is required to include newly acquired/vested reserve and timely to review our existing portfolio.

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The creation or review process of an RMP is detailed in the Reserves Act, including two phases of public consultation. The first phase involves public notification of the intention to review the RMP and an opportunity to submit feedback. Staff are seeking approval to start this first phase of consultation.

### 3. Staff recommendations Tuutohu-aa-kaimahi

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**THAT the Infrastructure Committee:**

- a. **approves the commencement of public notification of the Neighbourhood Park Reserve Management Plan as required under Section 41 of the Reserves Act 1977; and**
- b. **approves the commencement of public notification of Sports Park Reserve Management Plan as required under Section 41 of the Reserves Act 1977.**

### 4. Background Koorero whaimaarama

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Reserve Management Plans (RMP) are required under the Reserves Act 1977 to provide guidance on the use, development, and maintenance of open spaces. A review of the open spaces portfolio has been undertaken, recommending the Neighbourhood Park RMP and Sports Park RMP to be updated and reviewed in 2024.

Reserve Management Plans are created and reviewed through a process outlined in Section 41 of the Reserves Act (Figure 1). This process requires a two-phase public consultation. The first phase notifies the public with the intention to create or review an RMP and provides the public with an opportunity to submit feedback.

In light of this feedback, the RMP is drafted and then presented to the public in the second public consultation phase. RMPs are required by the Reserves Act 1977 to be kept under review within a 5-10 year period to address any new developments, issues or community aspirations (corresponding to the reserves classification) for the space.

This report is seeking approval to progress to the first phase of public consultation.

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## 5. Discussion and analysis Taataritanga me ngaa tohutohu

Staff have undertaken a review of the full RMP portfolio and acknowledge based on expiry date alone, these RMP's would be ranked 3<sup>rd</sup> to be reviewed. Staff have considered the update of both RMP's as a high priority due to its well utilised nature and the age of the document. In addition, since initial adoption in 2015 & 2016 there are 8 neighbourhood parks and 4 sports parks acquired / vested to WDC or identified to require inclusion into the RMPs. These reserves include<sup>1</sup>:

<sup>1</sup> Only developed and operational parks are to be included in the RMPs. All parks are covered under the General Policies Reserve Management Plan.

### Neighbourhood parks

- Cox/Lorenzen Bay Esplanade – Raglan (New playground)
- Glenkirk Crescent Reserve – Pookeno
- Hitchens Road Reserve – Pookeno
- Culverwell Crescent Reserve – Pookeno
- James Elliott Way Playground - Pookeno
- Buckland Road Reserve – Tuakau
- Dominion Road - Tuakau
- Duke Street - Ngaaruawaahia

### Sports Parks

- Te Kowhai Tennis Courts – Te Kowhai
- Munro Sports Block – Pokeno
- Tamahere Park – Tamahere
- Matangi Recreation Reserve (new parcels) - Matangi

Due to the similarity of neighbourhood and sports parks, Staff recommended completing the review of both RMPs together. This approach provides efficiency for public consultation and reviewing common themes such as leasing policies, reserve issues and proposed development opportunities. However, both RMPs will remain as their own independent documents.

Both RMP's objectives will also be reviewed and considered alongside the updated General Policies Reserve Management Plan recently adopted in 2023.

## **5.1 Options**

### **Ngaa koowhiringa**

Staff have assessed that there are two reasonable and viable options for the Infrastructure Committee to consider. This assessment reflects the level of significance (see paragraph 6.1) and the work completed on the review of the open spaces policy portfolio. The options are set out below.

#### **Option 1:** Delay the review of the Neighbourhood Park RMP and Sports Park RMP

Under the Reserves Act, the RMP lifespan is still adequate and remains a functional document for the policies it does contain. However new reserves will remain unaddressed.

#### **Option 2:** Review the Neighbourhood Park RMP and Sports Park RMP now **(recommended option)**

Reviewing the Neighbourhood Park RMP and Sports Park RMP will provide further guidance for our existing neighbourhood parks and sports park, as well as consider several new reserves that have been vested or acquired in the last 8-9 years.

Staff recommend **option two**.

---

## **5.2 Financial considerations**

### **Whaiwhakaaro puutea**

There are no material financial considerations associated with the recommendations of this report. Any costs associated with public consultation are included in existing budgets.

## **5.3 Legal considerations**

### **Whaiwhakaaro-aa-ture**

Staff confirm that both options comply with the Council's legal and policy requirements. The recommendation aligns with Council's requirements under the Reserves Act 1977, as an Administrator of reserves.

## **5.4 Strategy and policy considerations**

### **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions. Furthermore, the preferred option two would enhance and directly benefit the Council's policy review, providing a refreshed approach to the open spaces portfolio for neighbourhood and sports parks.

## **5.5 Maaori and cultural considerations**

### **Whaiwhakaaro Maaori me oona tikanga**

Maaori stakeholders are identified as an essential stakeholder for all RMPs created or reviewed. Through the RMP review process staff will actively seek input into the RMP from iwi, hapuu and mana whenua where appropriate.

## **5.6 Climate response and resilience considerations**

### **Whaiwhakaaro-aa-taiao**

Staff acknowledge that the management of reserves should be carried out in an environmentally sustainable manner, however the review of RMPs and public consultation (the matters in this report) have no known impact on climate change or resilience for the Council.

The climate response and resilience policy will be given effect to through the review and implementation of all RMPs. Public engagement measures will be encouraged to be carried out in an environmentally sustainable manner.

## **5.7 Risks**

### **Tuuraru**

The overall risk profile is low. The document review process will be clearly scoped and follow procedures outlined in the Reserves Act and further detailed in Promapp. Any submissions with opposing or conflicting recommendations are discussed in deliberations by an appointed hearings panel.

---

## 6. Significance and engagement assessment

### Aromatawai paahekoheko

---

#### 6.1 Significance

##### Te Hiranga

The decisions and matters of this report are assessed as of high significance, in accordance with the Council's [Significance and Engagement Policy](#).

#### AND

The following criteria are particularly relevant in determining the level of significance for this matter:

- There is a legal requirement to engage with the community under Section 41 of the Reserves Act 1977.
- The proposal or decision will affect a large portion of the community.
- The likely impact on present and future interests of the community, recognising Maaori Tikanga (culture values) and their relationship to land and water.
- The community interest is likely to be high.

#### 6.2 Engagement

##### Te Whakatuutakitaki

Highest level of engagement	Inform <input type="checkbox"/>	Consult <input type="checkbox"/>	Involve <input checked="" type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <input type="checkbox"/>
<p><i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i></p>	<p><i>The intention to review a reserve management plan requires public notification and opportunity to submit feedback on the plan.</i></p> <p><i>Staff will be actively engaging key stakeholders for input.</i></p> <p><i>All submissions will be considered and will result in a draft Neighbourhood Park RMP and Sports Park RMP document.</i></p>				

---

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
✓	<input type="checkbox"/>	<input type="checkbox"/>	Internal
✓	<input type="checkbox"/>	<input type="checkbox"/>	Community Boards/Community Committees
✓	<input type="checkbox"/>	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu
✓	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
✓	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
✓	<input type="checkbox"/>	<input type="checkbox"/>	Reserve Users

## 7. Next steps Ahu whakamua

The Reserve Planning Team are preparing a draft public notice for the intention to review both Neighbourhood Park RMP and Sports Park RMP. The public notice will provide details on:

- What is the Neighbourhood Park RMP and Sports Park RMP
- What is in scope and out of scope for the RMP's
- Timeframes, how to submit feedback and key questions
- Facts Sheet

The team will also be creating a key stakeholder list and community engagement plan with support from the Corporate Planning and Communications Teams. The public notification and community engagement plan will be drafted if approval is granted.

### Consultation Timeframe:

Due to Long Term Plan (LTP) Consultation the pre-engagement will begin May 2024 (Figure 2). This item will be incorporated into a package to consult on similar themes where possible.

56  
**March 2024**

Public Notice - Council's intention to prepare a management plan - written suggestions are invited over a one-month period

Written suggestions received and additional consultation undertaken help to form a draft management plan

**May - June 2024**

Draft management plan completed and presented for approval to Waikato District Council for public consultation

**July 2024**

Approved draft management plan published and public submissions invited over a two-month period

**August - September 2024**

Submissions reviewed by Waikato District Council sub Committee. Submissions are also heard in person if requested by submitter

**October - December 2024**

**2034**

Plan kept under review (every 5-10 years)

**February - March 2025**

Final Plan published and publicly notified

**January 2025**

Management plan redrafted - Final Plan published and publicly notified



Figure 2: Consultation timeframe for the Neighbourhood Park and Sports Park Reserve Management Plans review.



## 8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and the Infrastructure Committees' Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages ( <i>Section 5.1</i> ).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy ( <i>Section 6.1</i> ).	High
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance ( <i>Section 6.2</i> ).	Confirmed
The report considers impact on Maaori ( <i>Section 5.5</i> )	Confirmed
The report and recommendations are consistent with Council's plans and policies ( <i>Section 5.4</i> ).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities ( <i>Section 5.3</i> ).	Confirmed

## 9. Attachments Ngaa taapirihanga

There are no attachments for this report.

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<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Proposed Road Name for private road under Land use consent number LUC 001024</b>
Date:	5 March 2024
Report Author:	Jobanjeet Singh, Roding Corridor Engineer
Authorised by:	Megan May, General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

---

To seek approval from the Infrastructure Committee on the Proposed Road Name for a Private Road under LUC 001024 at 65 Beer Road, Tauwhare.

## **2. Executive summary**

### **Whakaraapopototanga matua**

---

This report requests that the Infrastructure Committee approve a preferred road name for the private road at 65 Beer Road, Tauwhare. The developer has consulted with local hapuu, Ngaati Haua, who together have proposed the private road name option. The preferred name by both local hapuu and the developer is Marakiraki Way.

The name has been checked by Council staff against the Road Naming Policy.

## **3. Staff recommendations**

### **Tuutohu-aa-kaimahi**

---

**THAT the Infrastructure Committee:**

- a. approves the following proposed private road name submitted by the developer for LUC 001024 at 65 Beer Road, Tauwhare:**
  - i. Option 1: Road 1 (Proposed Road A) – Marakiraki Way**

## 4. Background

### Koorero whaimaarama

---

The development (LUC 001024) comprises 6 units from a private access.

Depending on the outcome of the consideration of a similar request on this agenda, there are no further names on the pre-approved list of names, for the Infrastructure Committee; therefore, the developer is permitted to go outside of this list and propose different names. This is contemplated in the Road Naming Policy under section 1.2 as follows:

#### *1.2 Request for Road Name not from the "Approved List" of Road Names*

*(a) Where an "Approved List" is not available or the subdivision developer wishes to choose their own road names, the developer shall make a request to Council's Roding Asset Team.*

Through the developer's consultation with the local hapuu Ngaati Haua, only one road name was proposed and agreed upon by both parties as they relate to the history and acknowledge the Wai (waters) surrounding and running below and through the whenua (land).

Staff have reviewed the names and considered they do not duplicate, sound too similar, or is a duplicated street type (e.g., street, road, avenue, boulevard, junction, crescent, etc) which may otherwise cause travel uncertainties in the Waikato District. The names have been checked against Google mapping and NZ Post.

The Tamahere Community Committee reviewed and approved this road name application at their meeting on 13 February 2024.

## 5. Discussion and analysis

### Taataritanga me ngaa tohutohu

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There will be a workshop with the Tamahere Community Committee and Local Hapuu to build a new pre-approved Road Naming list in the next few months. This list is to provide recommended historical, social, cultural, and geographic themed names, background to the name choice, an indication of any potential duplication or sound similarity issues.

The Road Naming Policy allows for the developer to propose names not on the list. The developer has consulted with local hapuu who have together agreed on the proposed Road name.

There are no exclusions of any suffix applicable to these name options as per the Road Naming Policy.

The preferred name by both local hapuu and developer is Marakiraki Way.

**Preferred name by both local hapuu and developer**

Name (in order of preference)	Reason	Location of duplicate or similar sounding name in adjoining councils	OFFICE USE ONLY	
			Classification Exclusion and notes	Approved or Declined
Marakiraki Way	This name refers to the original settlement at Pukemoremore dating back to the late 1800s early 1900s once occupied by a number of whanau of Ngaati Haua, including the Tamihana whanau of which the King Makers descend from. The settlement was located over the hill from Beer Road on Pukemoremore Road and was a bustling community, with its own hall, post office, school and whanau-owned farms that supplied the Matangi dairy factory. The Ngaati Haua school and whanau farms still operate to this day. The settlement was abandoned in the 1950s when the Maaori affairs housing scheme offered Maaori healthier housing opportunities at Tauwhare PA and Waimakariri Marae on Victoria Rd. The restoration of this name in the area would be of historic significance to Ngaati Haua.	Nil	Nil	Approved by Roading Team

## **5.1 Options**

### **Ngaa koowhiringa**

Staff have assessed that there is one reasonable and viable option for the Infrastructure Committee to consider:

**Option 1:** Approve the requested road name Option 1 (Marakiraki Way) as proposed by the local hapuu and developer.

Staff recommend Marakiraki Way as it is the preferred name of both the developer and the hapuu.

## **5.2 Financial considerations**

### **Whaiwhakaaro puutea**

There are no material financial considerations associated with the recommendations of this report. All costs for new road names are being met by developers.

## **5.3 Legal considerations**

### **Whaiwhakaaro-aa-ture**

Staff confirm that the staff recommendation complies with the Council's legal and policy requirements.

## **5.4 Strategy and policy considerations**

### **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

## **5.5 Maaori and cultural considerations**

### **Whaiwhakaaro Maaori me oona tikanga**

Local hapuu Ngaati Haua have been included in the correspondence to the necessary community Board members advising of the road name application.

## **5.6 Climate response and resilience considerations**

### **Whaiwhakaaro-aa-taiao**

The matters in this report have no known impact on climate change or resilience for the Council.

## **5.7 Risks**

### **Tuuraru**

The decisions and matters of this report are assessed as of low risk, in accordance with the Council's Risk assessment and risk appetite.

## 6. Significance and engagement assessment

### Aromatawai paahekoheko

---

#### 6.1 Significance

##### Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's [Significance and Engagement Policy](#).

#### 6.2 Engagement

##### Te Whakatuutakitaki

Highest level of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Internal
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Community Boards/Community Committees
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local hapuu: Ngaati Haua
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (Please Specify)

## 7. Next steps

### Ahu whakamua

---

If the preferred name is approved, the Developer will utilise this. If not, an alternative option will be used.

## 8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Infrastructure Committee Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages ( <i>Section 5.1</i> ).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy ( <i>Section 6.1</i> ).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance ( <i>Section 6.2</i> ).	Confirmed
The report considers impact on Maaori ( <i>Section 5.5</i> )	Confirmed
The report and recommendations are consistent with Council's plans and policies ( <i>Section 5.4</i> ).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities ( <i>Section 5.3</i> ).	Confirmed

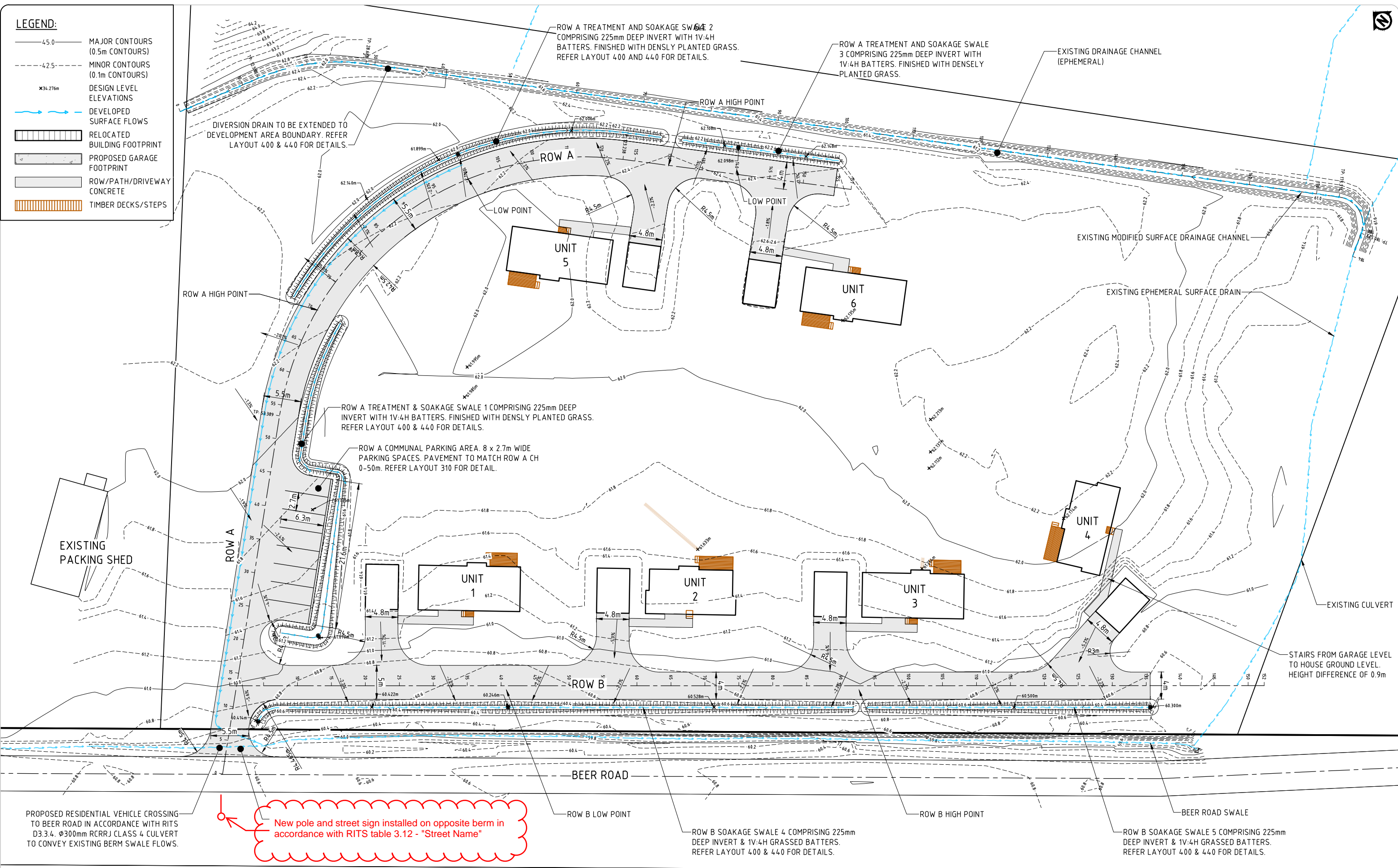
## 9. Attachments Ngaa taapirihanga

Attachment 1 – Development Map

Attachment 2- Confirmation email from Ngaati Haua

**LEGEND:**

- 45.0 MAJOR CONTOURS (0.5m CONTOURS)
- 42.5 MINOR CONTOURS (0.1m CONTOURS)
- X34.276m DESIGN LEVEL ELEVATIONS
- DEVELOPED SURFACE FLOWS
- RELOCATED BUILDING FOOTPRINT
- PROPOSED GARAGE FOOTPRINT
- ROW/PATH/DRIVEWAY CONCRETE
- TIMBER DECKS/STEPS



New pole and street sign installed on opposite berm in accordance with RITS table 3.12 - "Street Name"

**Sustain R**

027 724 5260  
Sustain.r@gmail.com  
PO Box 228, RAGLAN, NEW ZEALAND - 3265

ALL RIGHTS RESERVED. NO REPRODUCTION UNLESS WRITTEN CONSENT GIVEN. DRAWING INFORMATION IS STRICTLY CONFIDENTIAL AND APPLICABLE ONLY TO THIS PROJECT.

Rev.	AMENDMENT DESCRIPTION	DATE
A	ORIGINAL RELEASE	21/11/2022
B	ENGINEERING DESIGN	23/04/2023
C	POWER LAYOUT & SOQ UPDATES	12/06/2023
D	TENDER ISSUE	19/06/2023
E	ROW ALIGNMENT AMENDMENT TO AVOID PLANTING	06/11/2023
F	ADD CONSTRUCTION SUBSOIL AND FIBRE MICRO-DUCTING LENGTHS	07/11/2023
G	WASTEWATER LONG SECTIONS ADDED	22/11/2023

**NOTES:**

- ELEVATIONS IN TERMS OF MVD 1953
- LOCATION IN TERMS OF NZGD2000 - MT EDEN

CLIENT: PUKEMOREMORE K TRUST

PROJECT: 65 BEER ROAD, PUKEMOREMORE, 3493

**DESIGN LEVELS AND ACCESS PLAN**

SCALE: 1:250(A1) / 1:500(A3)  
ORIGINAL SHEET SIZE: A1

STATUS: CONSTRUCTION

JOB-DRAWING No. 1049-200

REVISION G



**From:** [Adrien Robb](#)  
**To:** [Andrew](#)  
**Subject:** Re: Private ROW naming procedure  
**Date:** Tuesday, 9 January 2024 11:52:52 am  
**Attachments:** [image001.png](#)  
[image002.png](#)

---

Thanks Andrew.

The proposed name is "Marakiraki" this name refers to the original settlement at Pukemoremore dating back to the late 1800s early 1900s once occupied by a number of whanau of Ngati Haua, including the Tamihana whanau of which the King Makers descend from. The settlement was located over the hill from Beer Rd on Pukemoremore Rd and was a bustling community, with its own hall, post office, school and whanau-owned farms that supplied the Matangi dairy factory. The Ngati Haua school and whanau farms still operate to this day. The settlement was abandoned in the 1950s when the Maori affairs housing scheme offered Maori healthier housing opportunities at Tauwhare PA and Waimakariri Marae on Victoria Rd. The restoration of this name in the area would be of historic significance to Ngati Haua.

Hope this helps.

Ngaa mihi,

Adrien Robb

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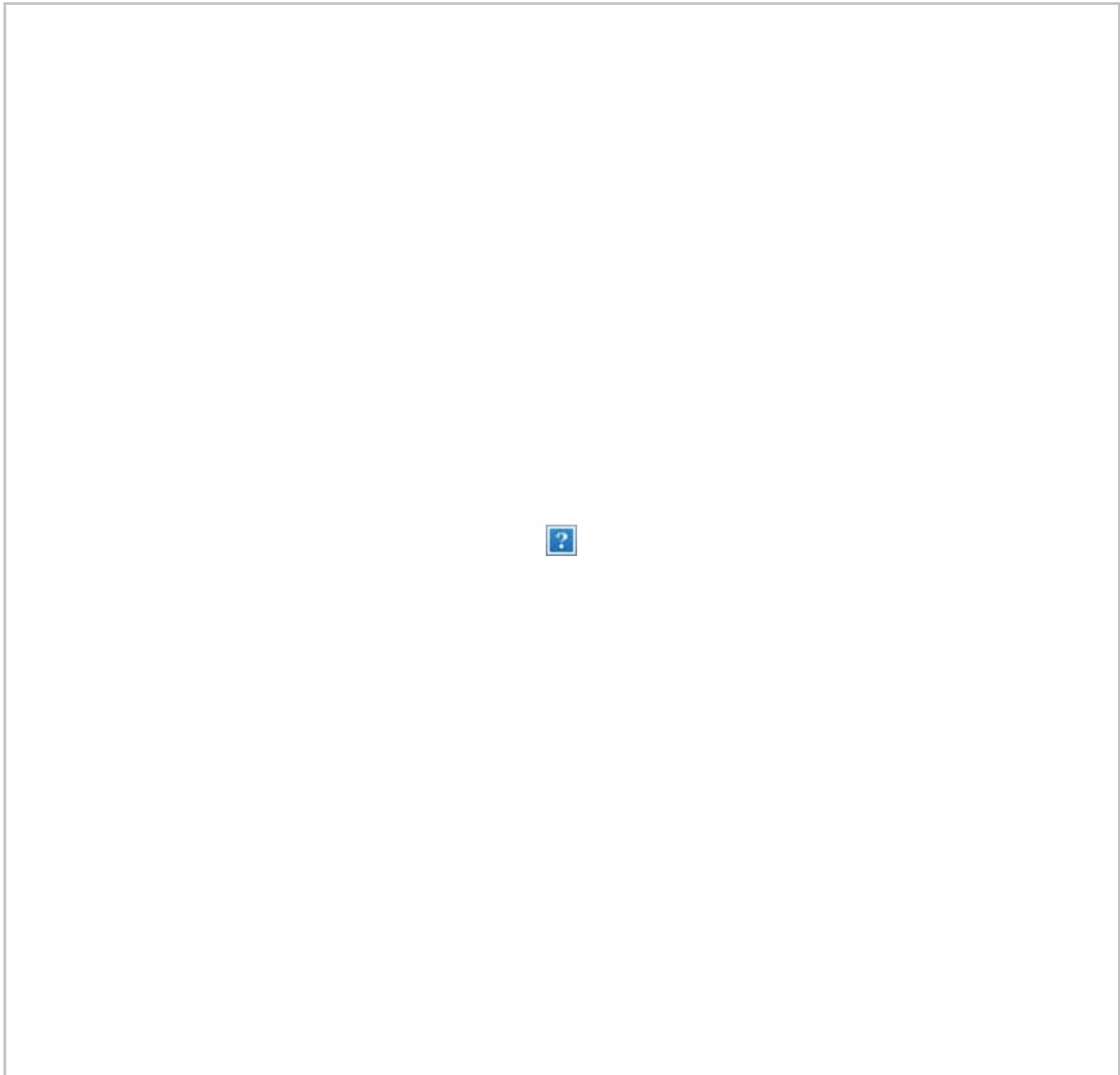
**From:** Andrew <sustain.r@gmail.com>  
**Sent:** Tuesday, January 9, 2024 11:16:04 am  
**To:** Adrien Robb <adrien@ngatihaua.co.nz>  
**Subject:** Private ROW naming procedure

Hi Adrien,  
Apologies for not sending this through last night.

The procedure for naming the Private ROW is as follows:

1. 3 proposed names are selected, prioritised and the attached form completed and sent to Waikato District Council Roding Team for authorisation.
2. Reasoning for the chosen naming is included in the form.
3. \$500 application fee is paid to WDC.
4. On acceptance WDC will supply and install the new Road sign.

Some guidelines for naming from the WDC policy:



I am happy to complete this for you if required. I will just need the proposed names with a brief reasoning for the selection and I can take it from there.

Kind regards,

Andrew Martin

Principal Engineer – BE(1<sup>st</sup> Hons) MEngNZ



027 724 5260

---

<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Proposed Road Names under Subdivision Number SUB0054/23</b>
Date:	5 March 2024
Report Author:	Jobanjeet Singh, Roding Corridor Engineer
Authorised by:	Megan May, General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

---

To seek approval from the Infrastructure Committee on the Proposed Road names under SUB0054/23 at 43 Scott Road, Te Kauwhata.

## **2. Executive summary**

### **Whakaraapopototanga matua**

---

This report requests that the Infrastructure Committee approves the preferred names for the roads at Te Kauwhata Lake Gardens subdivision at 43 Scott Road, Te Kauwhata. The developer has consulted with local hapuu, Nga Muka, who together have agreed names for roads B, C, D and E as Riverine Road, Haahi Crescent, Maniapare Road and Parerangi Rise. They have provided two alternative options for each road, addressed in the table under Discussion and Analysis point 5.

The names have been checked by Council staff against the Road Naming Policy and complies with all requirements.

### 3. Staff recommendations Tuutohu-aa-kaimahi

---

**THAT the Infrastructure Committee:**

- a. **approves the following proposed road names submitted by the developer for SUB0054/23 at 43 Scott Road Te Kauwhata:**
  - i. **Road 1 (Proposed Road B) – Riverine Road**
  - ii. **Road 2 (Proposed Road C) - Haahi Crescent**
  - iii. **Road 3 (Proposed Road D) - Maniapare Road**
  - iv. **Road 4 (Proposed Road E) - Parerangi Rise**

### 4. Background Koorero whaimaarama

---

The subdivision consent is to undertake a 103-lot subdivision within the general residential zone lakeside.

There are no further names on the pre-approved list of names for the Infrastructure Committee; therefore, the developer is permitted to go outside of this list and propose different names. This is contemplated in the Road Naming Policy under section 1.2 as follows:

*1.2 Request for Road Name not from the “Approved List” of Road Names*

*(a) Where an “Approved List” is not available or the subdivision developer wishes to choose their own road names, the developer shall make a request to Council’s Roading Asset Team.*

Through the developer’s consultation with the local hapuu Nga Muka, four names were proposed for four roads and agreed upon by both parties as they relate to the history and acknowledge the Wai (waters) surrounding and running below and through the Whenua (land).

Staff have reviewed the names and considered they do not duplicate, sound too similar, or is a duplicated street type (e.g. street, road, avenue, boulevard, junction, crescent, etc) which may otherwise cause travel uncertainties in the Waikato District. The names have been checked against Google mapping and NZ Post.

### 5. Discussion and analysis Taataritanga me ngaa tohutohu

---

A workshop has been held with the Community Committee to build a new pre-approved Road Naming list. This list is to provide recommended historical, social, cultural, and geographic themed names, background to the name choice, an indication of any potential duplication or sound similarity issues.

The Road Naming Policy allows for the developer to propose names not on the list. The developer has consulted with local hapuu group who have together agreed on the proposed Road names.

There are no exclusions of any suffix applicable to these name options as per the Road Naming Policy.

The Te Kauwhata Community Committee reviewed and approved the proposed road names for SUB0054/23 at their meeting on 7 February 2024.

### Preferred names by both local hapuu and developer

Road ID	Name (in order of preference)	Reason	Location of duplicate or similar sounding name in adjoining councils	OFFICE USE ONLY	
				Classification Exclusion and notes	Approved or Declined
<b>Road B</b> Option 1 Preferred	Riverine Road	A riverine lake is a lake that commonly forms in water filled depressions on river floodplains as river channels move and diverge. Lake Waikare is an example of a Riverine Lake.	Nil	Nil	Approved by Roothing team
Option 2	Mudfish Road	Mudfish/hauhau/waikaka/kowaro are eel like in appearance, with long stocky bodies, thick, slippery skin and no scales. They are found in swampy lowland habitats such as wetlands, pakihi, pools in swamp forests and slow flowing streams and drains. Black mudfish are found in a variety of wetland types from Waikato to the far north. The Whangamarino wetland is the one of the remaining strongholds of the black mudfish.	Nil	Nil	Approved by Roothing team
Option 3	Whakamaru Road	Meaning to shelter or protect, Lake Waikare was lowered as part of flood control works to protect the residents in the surrounding area. This has had detrimental effects to the environment.	Tokoroa, South Waikato District Council	NIL	Approved by Roothing team
<b>Road C</b> Option 1 Preferred	Haahi Crescent	Maaori translation of Church. The developer has strong faith in the Church and has shared these values with many in the Te Kauwhata community.	Nil	NIL	Approved by Roothing team
Option 2	Whakapona Crescent	Whakapona means faith, trust, or belief.	Pukekohe and Hamilton	Nil	Approved by Roothing team

Road ID	Name (in order of preference)	Reason	Location of duplicate or similar sounding name in adjoining councils	OFFICE USE ONLY	
				Classification Exclusion and notes	Approved or Declined
Option 3	Tuna Crescent	<p>It is the largest freshwater eel in New Zealand and the only endemic species- the other Eels found in New Zealand are the native shortfin Eel, also found in Australia, and naturally introduced Australian longfin Eel. Longfin eels are long lived, migrated to the Pacific Ocean near Tonga to breed at the end of their lives.</p> <p>The New Zealand Eel processing Company is found nearby on Rata Street.</p>	Waihi Beach	Nil	Approved by Roothing team
<b>Road D</b> Option 1 Preferred	Maniapare Road	Maaori translation for plain. Lake Waikare has historically been at the middle of the flood plain. In 1965, flood control works were completed, lowering the average level of the lake by about one meter. The wetlands surrounding the shores of lake Waikare has been reduced by two thirds since 1963.	Awakino	Nil	Approved by Roothing team
Option 2	Waipuke Road	Maaori translation for Flood.	Pokeno	Nil	Approved by Roothing team
Option 3	Ramsar Road	Located just north of Te Kauwhata township, the Whangamarino wetlands area is the second largest peat bog and swamp complex in the north Island. Established as a Ramsar site in 1989, this wetlands area has been developed further since late 1990's. it is managed by department of conservation it is the site of the first national wetland trail established in New Zealand.	Nil	Nil	Approved by Roothing team

Road ID	Name (in order of preference)	Reason <sup>12</sup>	Location of duplicate or similar sounding name in adjoining councils	OFFICE USE ONLY	
				Classification Exclusion and notes	Approved or Declined
<b>Road E</b> Option 1 Preferred	Parerangi Rise	This is the name of the matriarch from this area. Her name literally means the lintel of heaven.  Pare (door lintel)  Rangi (the heavens)	Nil	Nil	Approved by Roothing team
Option 2	Te Ture Rise	Te Ture means the constitution or law.	Nil	Nil	Approved by Roothing team
Option 3	Ropiha Rise	Maaori surveyor Tipi Tainui Ropiha.	Mangakino and New Plymouth	Nil	Approved by roading team



## **5.1 Options**

### **Ngaa koowhiringa**

Staff have assessed that there are three reasonable and viable options from the proposed list for the Committee to consider:

- Option 1:** Approve the requested road name Option 1 for each road as proposed by the local hapuu and developer.
- Option 2:** Approve road names from Option 2 for each road as proposed by the local hapuu and developer.
- Option 3:** Approve road names from Option 3 for each road as proposed by the local hapuu and developer.

Staff recommend **Option 1**.

## **5.2 Financial considerations**

### **Whaiwhakaaro puutea**

There are no material financial considerations associated with the recommendations of this report. All costs for new road names are being met by developers.

## **5.3 Legal considerations**

### **Whaiwhakaaro-aa-ture**

Staff confirm that the staff recommendation complies with the Council's legal and policy requirements.

## **5.4 Strategy and policy considerations**

### **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

## **5.5 Maaori and cultural considerations**

### **Whaiwhakaaro Maaori me oona tikanga**

Local hapuu Nga Muka have been included in the correspondence to the necessary community Board members advising of the road name application.

## **5.6 Climate response and resilience considerations**

### **Whaiwhakaaro-aa-taiao**

The matters in this report have no known impact on climate change or resilience for the Council.

## **5.7 Risks**

### **Tuuraru**

The decisions and matters of this report are assessed as of low risk, in accordance with the Council's Risk assessment and risk appetite.

## 6. Significance and engagement assessment

### Aromatawai paahekoheko

---

#### 6.1 Significance

##### Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's [Significance and Engagement Policy](#).

#### 6.2 Engagement

##### Te Whakatuutakitaki

Highest level of engagement	Inform	Consult	Involve	Collaborate	Empower
	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
<input type="checkbox"/>	<input type="checkbox"/>	✓	Internal
<input type="checkbox"/>	<input type="checkbox"/>	✓	Community Boards/Community Committees
<input type="checkbox"/>	<input type="checkbox"/>	✓	Local hapuu: Nga Muka
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (Please Specify)

## 7. Next steps

### Ahu whakamua

---

If the preferred name is approved, the Developer will utilise this. If not, an alternative option will be used.

## 8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Infrastructure Committee Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages ( <i>Section 5.1</i> ).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy ( <i>Section 6.1</i> ).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance ( <i>Section 6.2</i> ).	Confirmed
The report considers impact on Maaori ( <i>Section 5.5</i> )	Confirmed
The report and recommendations are consistent with Council's plans and policies ( <i>Section 5.4</i> ).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities ( <i>Section 5.3</i> ).	Confirmed

## 9. Attachments Ngaa taapirihanga

Attachment 1 – Development Map

Attachment 2 - Confirmation from Nga Muka

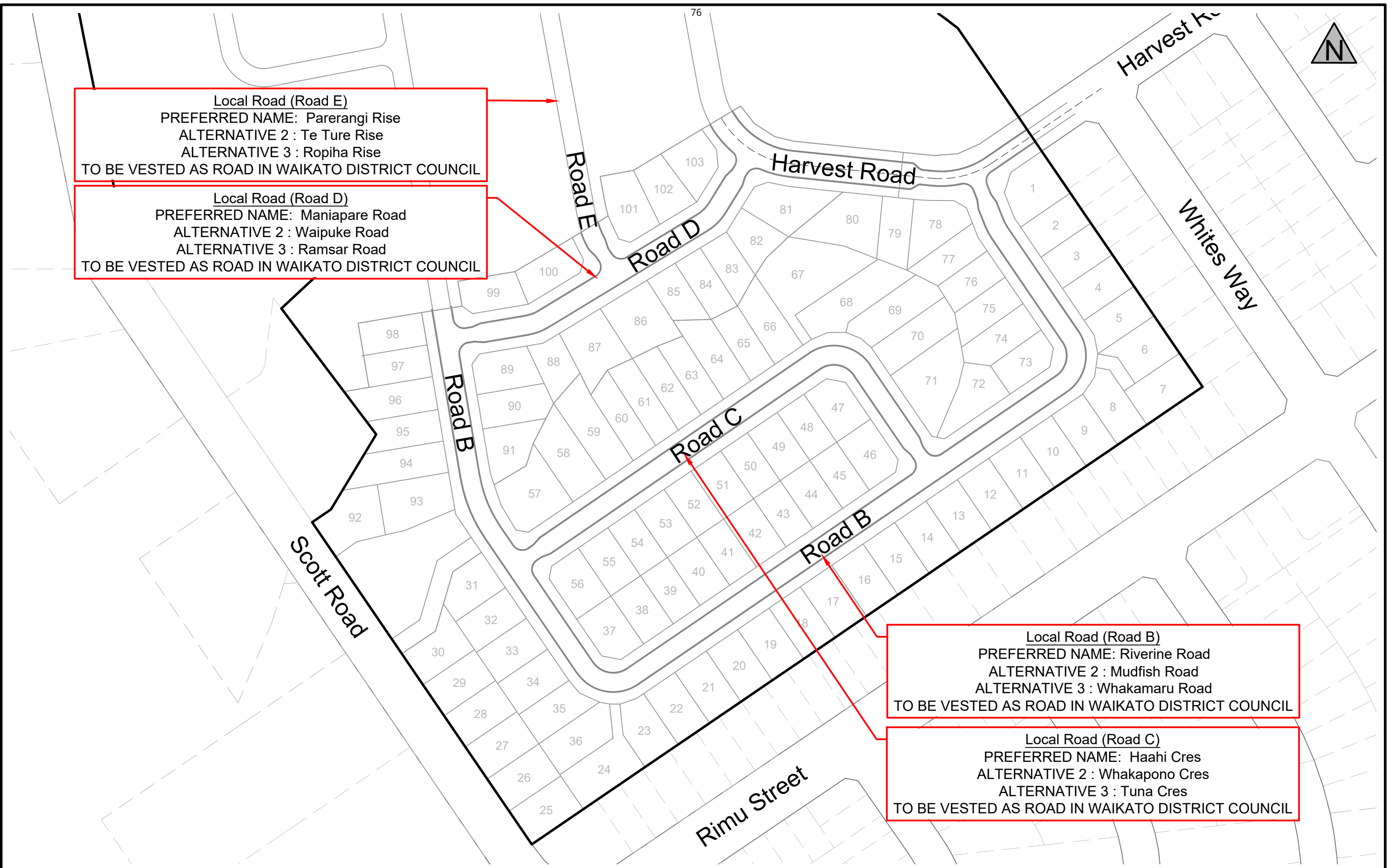


**Local Road (Road E)**  
 PREFERRED NAME: Parerangi Rise  
 ALTERNATIVE 2 : Te Ture Rise  
 ALTERNATIVE 3 : Ropiha Rise  
 TO BE VESTED AS ROAD IN WAIKATO DISTRICT COUNCIL

**Local Road (Road D)**  
 PREFERRED NAME: Maniapare Road  
 ALTERNATIVE 2 : Waipuke Road  
 ALTERNATIVE 3 : Ramsar Road  
 TO BE VESTED AS ROAD IN WAIKATO DISTRICT COUNCIL

**Local Road (Road B)**  
 PREFERRED NAME: Riverine Road  
 ALTERNATIVE 2 : Mudfish Road  
 ALTERNATIVE 3 : Whakamaru Road  
 TO BE VESTED AS ROAD IN WAIKATO DISTRICT COUNCIL

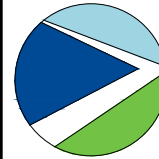
**Local Road (Road C)**  
 PREFERRED NAME: Haahi Cres  
 ALTERNATIVE 2 : Whakapono Cres  
 ALTERNATIVE 3 : Tuna Cres  
 TO BE VESTED AS ROAD IN WAIKATO DISTRICT COUNCIL



S:\2020\203111\_PLANNING\3\_ROAD NAMING\20311-01-PL-330 ROAD NAMING.DWG

Size	A3	Scale	1:1500	Date	November 2023		
No.	Amendment	Init.	Date	Designed			
1	For Information	BN	16/11/23	Drawn			
2				Checked			
3				Approved			

**Road Naming Plan**  
 Subdivision of Lot 2 DP 489788  
 43 Scott Road  
 Prepared for: TK Lake Gardens Ltd



**Blue Wallace Surveyors Ltd.**  
 25 Harwood Street, P O Box 38,  
 Hamilton Central, HAMILTON.  
 Phone (07) 839 7799, Fax (07) 839 4455

Datum: Circuit: Mt Eden 2000	
Height: ----	
Resource Consent Number: .....	
BW Ref.	Stg. Purp. Dwg. # Revision:
20311-01-PL-330	1

**From:** [Glen Tupuhi](#)  
**To:** [Lynne Sun](#)  
**Cc:** [Brent Nijssen](#)  
**Subject:** Re: Proposed Road naming at TK Lake Gardens | BW Ref 20-311  
**Date:** Tuesday, 28 November 2023 7:07:53 pm

---

Thank you

It is important to note that Nga Muka has not made any demands or imposition on the developer and the development over street naming the cultural provisions of the RMA do not provide such rights. I was approached by Choy and a gentleman's agreement was formulated between us in regards to the use of Maori street names and local Iwi historical significance. This outcome is a satisfactory result of that agreement. Note: the reluctance by Choy to use Whakapono (faith in action) is unfortunate, the aversion to whaka is because of the english connotation in the sound and not the Maori.

Glen

On Tue, Nov 28, 2023 at 4:03 PM Lynne Sun <[Lynne@bluewallace.co.nz](mailto:Lynne@bluewallace.co.nz)> wrote:

Kia ora Glen,

Following our recent phone conversation, we have finalized the selection of road names as outlined below:

Road B – Riverine Road

Road C – Haahi Crescent

Road D – Maniapare Road

Road E - Parerangi Rise

Kindly confirm.

**Lynne Sun**

Planner

BEP | NZPI

**Blue Wallace Surveyors Ltd.**

Mob: **021 656 908**

PO Box 38 | 25 Harwood St | Hamilton 3240

[www.bluewallace.co.nz](http://www.bluewallace.co.nz)



---

**From:** Glen Tupuhi <[tupuhiglen@gmail.com](mailto:tupuhiglen@gmail.com)>  
**Sent:** Tuesday, November 28, 2023 8:39 AM  
**To:** Lynne Sun <[Lynne@bluewallace.co.nz](mailto:Lynne@bluewallace.co.nz)>; Brent Nijssen <[Brent@bluewallace.co.nz](mailto:Brent@bluewallace.co.nz)>; TakHong Choy <[callchoy@gmail.com](mailto:callchoy@gmail.com)>  
**Cc:** Estelle Jonathan <[Estelle.jonathan60@icloud.com](mailto:Estelle.jonathan60@icloud.com)>; Kelvin Tupuhi <[tupuhikelvin@gmail.com](mailto:tupuhikelvin@gmail.com)>  
**Subject:** Re: Proposed Road naming at TK Lake Gardens | BW Ref 20-311

Hi Lynne

Apologies I have misread the reports Parerangi Rise applied to Road E is fine with Nga Muka.

Glen

On Sun, Nov 26, 2023 at 2:43 PM Glen Tupuhi <[tupuhiglen@gmail.com](mailto:tupuhiglen@gmail.com)> wrote:

Tena koutou

Find our Nga Muka response to the names proposed in this name suggestions report.

Look forward to further discussion.

Parerangi being applied to Road B is important to Nga Muka.

Glen

On Fri, Nov 24, 2023 at 2:08 PM Lynne Sun <[Lynne@bluewallace.co.nz](mailto:Lynne@bluewallace.co.nz)> wrote:

Kia Ora Glen

I trust this message finds you well. Attached, you will find a list of proposed road names that we would appreciate your consideration on. For each, we have included a preferred option along with three alternatives. The rationale or significance behind each suggestion is outlined in the attached document.

To ensure accuracy and cultural sensitivity, we are seeking your confirmation on the meanings of the Maori road names, particularly with regard to "Hahi." Does it accurately signify 'church'?

Once you've reviewed and are satisfied with the selections, our next steps involve forwarding the names to the Council and LINZ for verification, ensuring there are no conflicts with recently approved names not yet reflected in our database.

We appreciate your time and consideration on this matter.

Nga mihi,

**Lynne Sun**

Planner

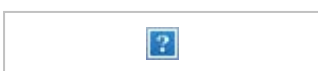
BEP | NZPI

**Blue Wallace Surveyors Ltd.**

Mob: **021 656 908**

PO Box 38 | 25 Harwood St | Hamilton 3240

[www.bluewallace.co.nz](http://www.bluewallace.co.nz)



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Nгаа mihi

Glen Tupuhi

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Nгаа mihi

Glen Tupuhi

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Nгаа mihi

Glen Tupuhi

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<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Motor Sport Events – Use of Waikato District Rooding Network</b>
Date:	5 March 2024
Report Author:	Jobanjeet Singh, Rooding Corridor Engineer
Authorised by:	Megan May, General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

---

To inform the Infrastructure Committee of the application received from Targa Bambina NZ for the use of Waikato District Council's rooding network to conduct a motorsports event requiring a road closure.

#### **AND**

To inform Infrastructure Committee that a sub-committee comprising of Her Worship the Mayor, Infrastructure Committee Chair and General Manager Service Delivery approved the application.

## **2. Executive summary**

### **Whakaraapopototanga matua**

---

On 16<sup>th</sup> December 2023 Targa NZ applied for a Temporary Road Closure to hold a Motorsport Event.

The Targa Rally is scheduled to take place on Saturday 16<sup>th</sup> March 2024 to include the following stages:

- SS1 and SS3: Coalfields Road to Kopuku Road (7:25am to 1:25pm)
  - SS2 and SS4: Monument Road to McKenzie Road (8am to 2:00pm)
  - SS5 and SS7: Heatherington Road to Rotowaro Road (12:30pm to 6:30pm)
  - SS6 and SS8: Storey Road to Waiterimu Road (1:20pm to 7:20pm)
-

The Targa Rally continues on Sunday 17<sup>th</sup> March 2024 to include the following stages:

SS9 and SS11: Rutherford Road to Gower Road (7:25am to 1:25pm)

SS10 and SS12: Tauhei Road to Tainui Road (8am to 2pm)

SS13 and SS15: Rotongaro Road to Glen Murray Road (12:35pm to 6:35pm)

SS14 and SS16: Hunt Road to Kohanga Road (1:20pm to 7:20pm)

For the proposed period of closure, the road would be manned at intersections by clearly identifiable marshals equipped with radio communication and access will be provided in the event of an emergency.

### 3. Staff recommendations Tuutohu-aa-kaimahi

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**THAT the Infrastructure Committee notes the Sub-committee decision to approve Temporary Road Closure for the 2024 Targa Bambina rally.**

### 4. Background Koorero whaimaarama

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On 16<sup>th</sup> December 2023 Targa Bambina NZ applied for Temporary Road Closure to hold a Motorsport Event.

The Targa Bambina rally requires the temporary closure of a sections of Coalfields Road, Kopuku Road, Monument Road, McKenzie Road, Heatherington Road, Rotowaro Road, Storey Road, Waiterimu Road, Rutherford Road, Gower Road, Tauhei Road, Tainui Road, Rotongaro Road, Glen Murray Road, Hunt Road and Kohanga Road.

The Rally is scheduled to take place on Saturday and Sunday 16<sup>th</sup> and 17<sup>th</sup> March 2024 on sealed roads.

A detour route has been specified as shown in the Attached Traffic Management Plan and Proposed Road closure document.

The proposed road closure for the Rally was publicly notified by WDC on 2nd February 2024, and included a notice on WDC's website. Any person wishing to object to, or support the proposal, was required to lodge their feedback to [communications@waidc.govt.nz](mailto:communications@waidc.govt.nz) by 5pm Saturday 17<sup>th</sup> February 2024 or in writing to: Proposed Temporary Closure, Waikato District Council, Private Bag 544, Ngaruawahia, 3742.

The Road Closure for Motor Sports Events Policy provides limited guidance on how these events are approved or declined but, in usual circumstances, staff present the applications to the Infrastructure Committee (although this is not specified in the policy).

The policy allows for an appeals process, should the decision be declined.

---

If declined, the policy states that the decision is to be heard by the Roothing and Transport Committee (now known as Infrastructure Committee), or if insufficient time is available, a subcommittee of Her Worship the Mayor, Chief Executive, Chair of Roothing and Transport Committee (Infrastructure) and the General Manager Roothing and Projects (Service Delivery).

Due to the timing of the next Committee meeting, Her Worship the Mayor, Councillor Patterson and the General Manager Service Delivery met on the 20<sup>th</sup> February to discuss the application and submissions. The Chief Executive was not available.

The sub-committee approved the application on the basis that the event organisers were able to mitigate two of the significant concerns raised through submissions. At the time of writing, one of the concerns was mitigated with the second to be confirmed.

## 5. Discussion Matapaki

---

In accordance with the WDC Road Closure for Motor Sport Event Policy, Targa Bambina NZ applied for the Road Closure on 16<sup>th</sup> December 2023. Since then, they have supplied a fully compliant Traffic Management Plan with maps of the roads affected, a copy of their insurance policy, evidence of resident consultation, and are in the process of providing a bond of \$10,000 (maximum amount specified in the policy for a sealed road event).

A copy of their event Safety Plan has also been provided for our review.

Following notification of approval, Waikato District Alliance will organise a pre-rally drive over inspection with video capture of Coalfields Road, Kopuku Road, Monument Road, McKenzie Road, Heatherington Road, Rotowaro Road, Storey Road, Waiterimu Road, Rutherford Road, Gower Road, Tauhei Road, Tainui Road, Rotongaro Road, Glen Murray Road, Hunt Road and Kohanga Road and arrange for a post-rally drive over noting any subsequent damage done to the road due to the rally.

### Engagement

Consultation with the community has been carried out as required by the process to manage applications for motorsport events in our district.

A public notice was placed on the Waikato District Council website advising the community that Council had received an application to use sections of roads for a rally event. A social media post was also put up with the same advice.

The public was given an opportunity to provide feedback on the proposal to close sections of Coalfields Road, Kopuku Road, Monument Road, McKenzie Road, Heatherington Road, Rotowaro Road, Storey Road, Waiterimu Road, Rutherford Road, Gower Road, Tauhei Road, Tainui Road, Rotongaro Road, Glen Murray Road, Hunt Road and Kohanga Road.

---

During the feedback period, 26 submissions received, indicating relatively limited interest when considering the geographical distribution of proposed routes. Among these, 8 were in Favor, 15 were opposed, and 3 remained neutral. On Facebook, the post garnered 161 likes with no negative reactions. In terms of comments, there were 20 positive remarks compared to 4 negative ones.

**Reasons for support included:**

Rally brings enjoyment among lot of people.

**Reasons for opposition included:**

- Disruption to Bathurst Resources quarry operations – specifically consulted with by the rally organiser.
- No access to emergency services if required.
- Distance Riding NZ are holding an event this same weekend – specifically consulted with by the rally organiser.
- Noise pollution
- Contributes to deterioration of roads.

Responses are attached to this report.

## **6. Next steps**

### **Ahu whakamua**

---

This application has been approved by the panel detailed earlier in the report. The WDC Corridor Manager will notify the Targa Bambina NZ and work with them to complete all processes required for the approval and subsequent running of the event.

These include:

- Review and approval of the Temporary Traffic Management Plan.
- Receipt and approval of all relevant documentation.
- Issuing of the Event Permit
- Pre-event inspection of the network prior to the event.
- Further engagement with affected parties where required.
- Post event inspection to identify any damage needing repair.

An additional request will be made to provide a post event report which will include details of the event, participation numbers and information on any incidents that occurred during the event. Photographs of the event will also be requested.

Also note that a review of the Policy and process is currently being undertaken to address the timing challenges of approving these events in conjunction with meeting schedules, as well as providing better clarity on the process.

---

## **7. Attachments**

### **Ngaa taapirihanga**

---

Attachment 1 – Application for Road Closure

Attachment 2 – Public Responses

Attachment 3 & 4 – Temporary traffic management plan

Attachment 5 – Proposed road closure plan



**District Office**  
15 Galileo Street  
Private Bag 544  
Ngaruawahia 3742

Telephone (all hours) 07 824 8633  
Call Free 0800 492 452  
Fax 07 824 8091

**Huntly Area Office** 142 Main Street 0800 492 41  
**Raglan Area Office** 7 Bow Street 07 825 811  
**Tuakau Area Office** 2 Dominion Road 0800 492 41

Email: info@waidc.govt.nz  
www.waikatodistrict.govt.nz

## APPLICATION FOR TEMPORARY ROAD CLOSURE TO HOLD A MOTORSPORT EVENT

This application form must be submitted to WDC at least 3 months prior to the proposed event and, if approved, will be advertised publicly twice to allow for any objections.

An 'Affected Persons' form must be submitted with this application, if applicable.

Applicant Details					
Name	KEITH WILLIAMS				
Organisation	THE ULTIMATE DALLY GROUP				
Address	UNIT 8-20 HAMPTON DOWN RD, WAIKATO 3782 PO. Box 499 DRURY 2247				
Phone	071 - 476 - 384				
Mobile	021 - 476 - 384				
Email	office@urg.co.nz				
Road Closure Details					
Event Name	TARCA BAMBINA 2024				
Roads or road sections to be closed <small>List all roads proposed to be closed</small>	Proposed closure period <small>Eg Tuesday 2<sup>nd</sup> February 2012 from 10am to 2pm</small>				
AS PER ATTACHED	AS PER ATTACHED				
Traffic Management Plan					
Name of STMS	Contact Telephone Number for entire period of Road Closure				
TBA	TBA				
I confirm that I have read and understand the WDC Motorsport Events Policy and certify that these will be met					
Signed: Keith Williams	Date: 16-12-23				
For WDC Use Only					
Date Application Received	Advertising Dates 1 <sup>st</sup> 2 <sup>nd</sup>	TMP Supplied	Bond Received	Insurances Sighted	Notification
Previous events held on this/these roads:					

# Feedback summary re Targa Bambina Rally

We put the public notice on our website and we advertised for feedback twice through Facebook.

Councillors also shared the posts to raise awareness.

We received 26 submissions, showing not a great deal of interest when incorporating the geographical spread of proposed routes.

They were 8 in support, 15 against, and 3 were neutral.

In terms of Facebook responses, we received 161 likes and no negative reactions.

Regarding comments, there were 20 positive comments as opposed to 4 negative comments.

**A summary of the feedback can be found below -**

## SUPPORT - 8

### 1. Kauri Rad

To whom it may concern

Our family love the targa rally race that comes past our home on kauri road, onewhero. We are absolutely in favour for this to go ahead!

Kind regards, Jesslyn Comision

### 2. Finlayson Road

100% support this going ahead. We are on Finlayson Rd and are really looking forward to it



Thanks

[Karen Silk](#)

### 3. Jeffs and McKenzie Roads

Hi there

Re the Mangatawhiri roads on Saturday 16 March, specifically Jeffs Road and McKenzie Road, I have no problem with what is proposed and can work around it.

Thanks

Kate Buckingham

58 Caie Road  
Mangatawhiri  
Sent from my iPad

#### **4. Kohanga Road**

Hi

I live on Kohanga Rd that will be affected by road closures and can confirm that we have no issues at all with the rally being held.

Regards  
Nicola Nicholson

#### **5. Logan Road, Kauri Road x3**

Hi there

Emailing in to say we(3 households on Logan road and 1 on kauri road) all support the Targa rally going ahead and road closures for the event to happen.

It is a pity that a few loud members of the community try and put to a stop to something that has been happening for years and brings enjoyment for a lot of people.

Thank you  
Sian McMillan

#### **6. Kauri Road**

Please find attached a flyer that we received in our letterbox regarding the Targa Rally that is proposed to be held in March in our area. This flyer has been written on and then re-copied by whomever disagrees with the Rally.

We do not disagree, on the contrary we would like it to go ahead. We have found in the last few times it has been held in our area to be very well organised, well communicated and all contingencies are covered, including should you need to get outside of your property during the times specified by the URG. It happens once a year, for a few hours on 1 day. We are in Kauri Road and enjoy the spectacle that the cars provide. It has become a family event in our part of the road where families come out and watch from behind their fences or gates. People come from Port Waikato up to Te Kohanga to watch, as do people from further down Wairamarama- Onewhero Road.

We do not agree with this unknown person that it is a 'breach of civil liberties'. This person could choose to stay home on that day or leave their property for the time that the URG has specified that it is going to be held.

We sincerely hope that you allow this free event to go ahead in our rural area.



David and Helen Hussey  
 41 Kauri Road  
 R.D 2 Tuakau  
 Onewhero

### **7. Rotongaro**

I am happy that targa rally is coming to rotongaro a im all for this will be great for our community .

P.s I do not condone close of road for cycle race. Cyclist are a pest on our county roads.

Aaron James

### **8. Pokeno area**

Fully support this proposal.

Proposed road closures for Targa Bambina Tarmac Rally

Saturday 16 March 2024

Dominic

## **Against – 15**

### **1. Glen Murray Road**

Kia ora,

I am concerned that this race is going ahead on Glen Murray Road with the multiple washouts that are still not fixed after months (possibly at least a year). There is a section that takes up most of the road that has sunk significantly.

Given the state of the road I don't see how a race can safely go ahead on this section of the road. In my opinion you're just asking for an accident.

Ngā mihi,  
 Krystal Hosken

### **2. Glen Murray Road**

Objection to taga bambina 500 rally

Glen murray rd.

My major gripe is that taga rallys are on glen murray rd every year.

Why can they not plan a different/ alternative route for the rally...The same people are inconvenienced every year.Give us a break plz  
Colin sherrard

### 3. Glen Murray Road

I object to Glen Murray road being closed and used in this race when you guys won't even fix the road properly. Parts of the road have sunk and washed out and all that has been done is a little paint on the road and bollards being installed. It is so dangerous where the road has gone down to 1 way because idiots race along this road already and don't know how to give way.

Dave

Resident of Glen Murray road.

### 4. Unknown

To not have access in and out of our road for over 6 hours is a serious health and safety issue

No access to emergency services if required (**emergency vehicles allowd – jb**)

Fire,hospital

And we have animals so in case of an emergency no access to a vet

If we have to leave our house for emergency we will just go through the barrier to be honest

This is very serious and we strongly oppose

Julz

### 5. Mangatawhiri

Hi

Distance Riding Nz are holding an event this same weekend and although the base will be on Lyons road, the ride course itself will be on land very close to the rally course/road closures adjacent to McKenzie road and at the end of Caie road. Our event is on both Saturday and Sunday of this weekend

Mangatawhiri Road (to Jeffs Road intersection)

Jeffs Road (full length)

McKenzie Road (full length)

The noise from these vehicles may present some issues for our riders so raising this as a concern for this part of the course for the rally.

Many thanks

Sarah Addy

**Note – Organisers are speaking directly to organisers to mitigate**

### **6. Hetherington Road**

Good morning,

I would like to lodge an objection to the closing of Hetherington Road, Huntly for 6 hours so that some people can have fun racing along our road. Not only do I not appreciate the noise that we shall have to contend with, but to cut off all access to shops and/or other services for 6 hours is ridiculous. There is a perfectly good race track at Hampton Downs that can be used for this.

Kind regards,

Kevin Whittock.

### **7. Huhu Road (off Rotowaro)**

To whom it may concern

I live at 348 Huhu Road RD1, We have a small business which maybe at a loss of income .I also work 6am to 330pm.I had also planned my Daughters sweet 16th Birthday for the 16/03/24 .As much as Im happy for people to enjoy their chosen sport, I dont like it at the expense of myself. If there was a exit, even if it be longer, I would be all for it. Last year I phoned the council as they closed my road 30mins earlier, then when I pulled over to tell them they didn't seem to care.That day I had changed my shift to fit the road closure. I will not be doing that this year. I work hard to support my kids, I don't deserve to sit down town for 3 hours after work to return home nor should I have to turn down business. So grown men can drive fast on a public road.

Thanks

Mollie Gilmour

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### **8. Onewhero**

I wish to object to the Onewhero Area road closure that is proposed for a Targa Rally.

Affected roads are Hunt, Kauri, Wairamarama-Onewhero (part of), and Kohanga Road. The proposed closure is 1:20pm to 7:20pm, Sunday 17 February 2024.

There are at least 120 directly affected households and possibly 50 more on the side roads.

I feel this is an affront to my freedom of a Waikato Ratepayer.

Under this proposal I can either stay locked in my boundary and listen to the cars race down the road for 6 hours, or

I would need to vacate my property before 1:20pm and not return until I am permitted to by someone with wearing an orange vest.

My quite enjoyment of my property would be affected, and I would feel like a prisoner on my own land.

My-self and the other residents would, at this time be winding down from the weekend or preparing for the week ahead. This would be very difficult with loud vehicles racing past my front door or impossible if I had to choose the option of vacating my property and finding somewhere else to go to.

I acknowledge that this Rally happens every year and they are entitled to have some fun on the roads if approved by the Council. My greatest issue is with the late closure time of 7:20pm. Previous years have the road opening again at 4pm.

Brian Bedford.

## **9. Kohanga Road**

Hi there

I herewith object to the proposed road closure of Kohanga Road, where I live. Targa Bambina 2024 wishes to close my road for 6 hours on Sunday 17 March 24.

That means I either cannot leave my home for recreation or will have to stay away and cannot access my home for 6 hours on a Sunday.

Not acceptable to me and I object !

Thanks

Monika Wild  
121 Kohanga Rd  
RD3 Tuakau  
027 515 5592

## **10. Miranda Road (not on rally route, nearby) – 2 submissions from same place**

Kia Ora,

I wish to lodge my objection to the Targa Rally being held in our Miranda Rd area on March 16.

I have a business on Miranda Rd that is dependent on traffic going to the Coromandel.

<https://aus01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.mirandagallery.com%2F&data=05%7C02%7Ccommunications%40waidc.govt.nz%7C41c4629a020a47b7014308dc27b8e882%7C095a809721584a3fb98e1e86e5c24177%7C0%7C0%7C638428923073134861%7CUnknown%7CTWFpbGZsb3d8eyJWIjojMC4wLjAwMDAiLCJQIjojV2luMzliLCJBTil6Ik1hYWwiLCJXVCI6Mn0%3D%7C60000%7C%7C%7C&sdata=YwNliybQRfh5BJKjgH9Y9ChpWOPy2rzwZEIOsPRcslc%3D&reserved=0.>

Saturday is our busiest day of the week, sometimes generating a third of our weekly income.

After Covid, the Kopu/Hikuai closure and other weather events, our livelihood has been decimated and we are just getting back on our feet.

For the sake of a car race, you are now expecting us to take a large financial hit, yet again.

This further enrages me in a time when every indication suggests that we must reduce our use of fossil fuels, and reduce it now.

Please reconsider your inappropriate decision to allow this race to even occur. How dare you shut a public road for the sake of a few individuals' private use.

How much are they paying you?

Sincerely,

**Annie Wilson**

Miranda/Pukorokoro Gallery

02102567264

Hello

I am writing to lodge an objection to these proposed road closures on Saturday March 16th.

I own and manage a café at 1107 Miranda Road, outside of the closed area, but wholly and negatively impacted by it.

My business depends on through traffic to/from SH2 at Mangatawhiri and

SH25 at Waitakaruru. I have spent YEARS building a loyal customer base of travelers to and from the Coromandel Peninsula. Then CoVid-19 arrived. Then SH25a closed as a result of the road slipping away last January. Now you propose closing PUBLIC roads for PRIVATE gain, to the detriment of my business. For the duration of March 16th I will have no customers. This is a money making venture for the Ultimate Rally Group, at my expense, aided and abetted by you.

I have emailed and spoken with Peter Martin from URG. He represented that he would be in touch on Wednesday with a proposal to "make it work" for me. Still waiting...

I really hope that this is genuine consultation, not a box-ticking exercise, and that my objection is heard.

Down with petrol-hedonism!

Sincerely,  
**Sean Wilson**

### **11. Mangatawhiri (organisers speaking directly to equestrian event organisers)**

Hi there,

I am writing to the objection of the above road closures as there is an equestrian event scheduled in Matawhiri for the dates of 16-17<sup>th</sup> of March. People will be travelling from all over the North Island and this will make it very difficult for people to make it to the venue.

Thank you  
 Alina

### **12. Gower Road**

Reason: environmental damage and unnecessary contribution to global warming Peter Levin  
 213a Gower Road  
 R.D.2  
 Taupiri 3792

### **13. Tainui Road**

The closing of Tainui Road would pose problematic for us as we have a dairy herd to milk both morning and afternoon. Staff (and our ourselves) drive in to milk the cows from outside of Tainui Road. With an awareness and willingness to move off the road quickly (in the event of seeing other cars) we hope we would be able to access the farm

Kind regards,

Nicole Marwick

#### **14. Rotowaro Road (organisers meeting with Francois today)**

Good afternoon

I am writing on behalf of Bathurst Resources who operate the Rotowaro Mine situated at 895B Rotowaro Road.

I have become aware of a circular the organizers of the Targa Rally have distributed to residents on Rotowaro Road, Heatherington Road and Waikokowai Road, all near Huntly. The circular advises of their application to council to close the three roads on 16 March 2024 from 12:30pm to 6:30 pm.

Please be advised that we operate the mine on that day and will not be able to support the closure of the road as it will prevent our workforce from travelling to and from work. This proposed closure would have a severe impact on our operations and we would like to discuss the proposed closure with you.

Please contact me as a matter of urgency to discuss or please register our objection.

Kind regards

Francois

#### **15. Island Block Road**

I am writing to argue against the proposed road closures for the Targa Bambina 2024 tarmac rally. We farm on both sides of Island Block Road and find the road closure, usually on a Sunday, very disruptive for our farm. We feel the rally should not inconvenience business owners for what is solely a "fun" day for them. Unfortunately farming is a seven day business and their closing our road is very aggravating and difficult to work around. As I have said to the organisers in the past, we wouldn't expect to drive our tractor to their place of business and block them in or out for a day for "fun".

Thank you,

Carol Buckley

982 Island Block Road, RD2,

Te Kauwhata 3782.

## Neutral x 3

1.

Last year the not races left lots of rubber and rubbish at the intersection of Kopuku Rd and Coolfields Rd just down from where we live at Feist Rd. This would have been very dangerous for drivers and spectators. Eventually someone came and swept things up. Strongly suggest you check this area before the race starts  
Thanks Sandy

2.

Hello there,

I just wanted to bring to your attention, as you may not be aware, but there is already a planned and scheduled horse event in Mangatawhiri on the weekend of 16-17 March. It is an event held by Distance Riding New Zealand, the closure of roads in and around the Mangatawhiri area may impact those attending this event getting to and from the event.

Regards,  
Michelle

3.

Hi there,

I am providing feedback on the proposed course for Targa Bambina NZ.

I am a resident of Koheroa Road, normally used for a rally stage. Like the vast majority of residents of the road, we are hugely disappointed not to be included this time. If speculation is correct, this is due to a sole piece of negative feedback about hosting it on our road. I would like to think if that is the case, this could be reconsidered for future events based on the support from other residents. One only has to see the road on rally day, to see endless families lined up eagerly with picnics, enjoying the spectacle. It is a terrible loss for our residents if this is indeed due to one person's unwillingness to accommodate.

Regards  
Steve



## TRAFFIC MANAGEMENT PLAN (TMP) – FULL FORM

Use this form for complex activities. Refer to the NZ Transport Agency's Traffic control devices manual, part 8 Code of practice for temporary traffic management (CoPTTM), section E, appendix A for a guide on how to complete each field.

<b>Organisations /TMP reference</b>	<b>TMP reference:</b> TMNZ-HOF-240030	<b>Contractor (Working space):</b> URG Promotions (NZ) Ltd	<b>Principal (Client):</b> URG Promotions (NZ) Ltd		
		<b>Contractor (TTM):</b> Traffic Management NZ	<b>RCA:</b> Waikato District Council		
<b>Location details and road characteristics</b>	<b>Road names and suburb</b>		<b>House no./RPs</b> (from and to)	<b>Road level</b>	<b>Permanent Speed</b>
	<b>SS1 &amp; SS3 - COALFIELDS 1 &amp; 2</b>				
	Coalfields Road		5.630 to 1.615	LV	100km/h
	Feist Road		210m from Coalfields Road	LVL	100km/h
	Kopuku Road		14.540 to 0.040	LV	100km/h
	Dalgety Road		210m from Kopuku Road	LVL	100km/h
	Finlayson Road		210m from Kopuku Road	LV	100km/h
	Ferndale Road		210m from Kopuku Road	LV	100km/h
	Symes Road		210m from Kopuku Road	LVL	100km/h
	Mackay Road		210m from Kopuku Road	LVL	100km/h
	Schumacker Road		210m from Kopuku Road	LVL	100km/h
	<b>SS2 &amp; SS4 - MONUMENT 1 &amp; 2</b>				
	Monument Road		0.070 to 9.900	LV	70km/h 100km/h
	Waikarakia Road		210m from Monument Road	LV	100km/h
	Findlay Road		210m from Monument Road	LV	100km/h
	Marshall Road		210m from Monument Road	LVL	100km/h
	Miranda Road		0.000 to 1.700	L1	100km/h
	Kaiaua Road		130m from Miranda Road	L1	70km/h
	Mangatangi Road		0.000 to 4.485	L1	70km/h 100km/h
	Montana Road		210m from Mangatangi Road	LVL	100km/h
	Mangatawhiri Road		5.485 to 3.430	L1	100km/h
	Bell Road		210m from Bell Road	LV	100km/h
	Jeffer Road		Entire Length	LVL	100km/h
	Caie Road		210m from Jeffer Road	LVL	100km/h
	McKenzie Road		0.000 to 1.765	LV	70km/h 100km/h
	<b>SS5 &amp; SS7 - HETHERINGTON ROAD 1 &amp; 2</b>				
	Hetherington Road		2.170 to 8.000	L1	100km/h
	West Mine Road		210m from Hetherington Road	LVL	100km/h
	Comins Road		210m from Hetherington Road	LV	100km/h
	Pukekapia Road		210m from Hetherington Road	LVL	100km/h

	Waikokowai Road	Entire Length	LV	100km/h			
	Renown Road	210m from Waikokowai Road	LV	100km/h			
	McDonald Mine Road	210m from Waikokowai Road	LVL	100km/h			
	Ginn Road	210m from Waikokowai Road	LV	100km/h			
	Rotowaro Road	6.975 to 2.350	L1	100km/h			
	Mahuta Station Road	210m from Rotowaro Road	LVL	100km/h			
	Huhu Road	210m from Rotowaro Road	LV	100km/h			
<b>SS6 &amp; SS8 - STOREY 1 &amp; 2</b>							
	Storey Road	0.100 to 10.000	LV	100km/h			
	Rollo Road	210m from Storey Road	LVL	100km/h			
	Waiu Road	210m from Storey Road	LVL	100km/h			
	Mangapiko Valley Road	210m either side of Storey Road	LVL	100km/h			
	Matahuru Road	210m from Storey Road	LVL	100km/h			
	Taniwha Road	210m from Storey Road	LVL	100km/h			
	Waiterimu Road	9.165 to 0.585	LV	100km/h			
<b>Traffic details (main route)</b>	<b>AADT</b> Under 1000	<b>Peak flows</b> 0700-0900 and 1500-1800 Monday to Friday					
<b>Description of work activity</b>							
This TMP is for Leg 1 URG Bambina. Rally will be on closed roads, time trial with Motorsport compliant competition vehicles. These leave the start line in 30-60 second intervals.							
<b>Planned work programme</b>							
<b>Unattended Start date (Pre-event Signage)</b>	02/03/2024	<b>Time</b>	24 hours	<b>End date</b>	16/03/2024	<b>Time</b>	24 hours
<b>Start date</b>	16/03/2024	<b>Time</b>	0600	<b>End date</b>	16/03/2024	<b>Time</b>	2000
<b>Consider significant stages, for example:</b>	<ul style="list-style-type: none"> <li>road closures</li> <li>detours</li> <li>no activity periods.</li> </ul> <p>Timing teams arrive 30 minutes before road closure and prepare setup for road closure under guidance from the STMS.</p> <p>Block marshals arrive 30 minutes before road closure. Then at road closure time, they secure the START/FINISH and all side roads. STMS travels the stage after road closure time to check or amend the road closure setups.</p> <p>Non-activity periods are used for escorting residents to and from properties.</p> <p><b>Site Safety Protocol:</b></p> <ul style="list-style-type: none"> <li>Rally marshals to tape the track route, all the gates, and the driveways.</li> <li>Road closure notification will be delivered by the organizers to residents in the vicinity well in advance.</li> <li>Resident gates and driveways taped by the organizers to reinforce the closure.</li> <li>000 safety car, 00 safety car, 0 safety car with sirens and beacons to ensure the track is clear before releasing the rally cars.</li> </ul> <p><b>Stage Name:</b> SS1 &amp; SS3 - COALFIELDS 1 &amp; 2</p> <p><b>Road Closure:</b> 7:25am – 1:25pm   Saturday 16 March 2024</p>						

	<p><b>Race Start Traffic Management Diagram:</b> TMNZ-HOF-240030-1.1  <b>Race Finish Traffic Management Diagram:</b> TMNZ-HOF-240030-1.2  <b>Side Roads Traffic Management Diagram:</b> TMNZ-HOF-240030-1.3 and TMNZ-HOF-240030-1.4</p> <p><b>Stage Name:</b> SS2 &amp; SS4 - MONUMENT 1 &amp; 2</p> <p><b>Road Closure:</b> 8:00am – 2:00pm   Saturday 16 March 2024</p> <p><b>Race Start Traffic Management Diagram:</b> TMNZ-HOF-240030-2.1  <b>Race Finish Traffic Management Diagram:</b> TMNZ-HOF-240030-2.2  <b>Side Roads Traffic Management Diagram:</b> TMNZ-HOF-240030-2.3, TMNZ-HOF-240030-2.4 and TMNZ-HOF-240030-2.5</p> <p><b>Stage Name:</b> SS5 &amp; SS7 - HETHERINGTON ROAD 1 &amp; 2</p> <p><b>Road Closure:</b> 12:30pm – 6:30pm   Saturday 16 March 2024</p> <p><b>Race Start Traffic Management Diagram:</b> TMNZ-HOF-240030-3.1  <b>Race Finish Traffic Management Diagram:</b> TMNZ-HOF-240030-3.2  <b>Side Roads Traffic Management Diagram:</b> TMNZ-HOF-240030-3.3, TMNZ-HOF-240030-3.4 and TMNZ-HOF-240030-3.5</p> <p><b>Stage Name:</b> SS6 &amp; SS8 - STOREY 1 &amp; 2</p> <p><b>Road Closure:</b> 1:20pm – 7:20pm   Saturday 16 March 2024</p> <p><b>Race Start Traffic Management Diagram:</b> TMNZ-HOF-240030-4.1  <b>Race Finish Traffic Management Diagram:</b> TMNZ-HOF-240030-4.2  <b>Side Roads Traffic Management Diagram:</b> TMNZ-HOF-240030-4.3 and TMNZ-HOF-240030-4.4</p> <p><b>Pre-event signage</b></p> <ul style="list-style-type: none"> <li>• Installed 14 days prior to event taking place. Must be undertaken by event contractor. <ul style="list-style-type: none"> <li>- Refer to signage schedule at the end of this document.</li> </ul> </li> </ul> <p><b>Set up and removal of the road closures:</b></p> <ul style="list-style-type: none"> <li>• L1 Mobile Operation used for set-up and removal of sites. <ul style="list-style-type: none"> <li>- Refer to TMNZ-HOF-240030-5 and TMNZ-HOF-240030-6</li> </ul> </li> </ul> <p><b>Notes</b></p> <ul style="list-style-type: none"> <li>• Marshals in place during attended closure to monitor and guide participants and general traffic.</li> </ul>				
<b>Alternative dates if activity delayed</b>	No alternate dates				
<b>Road aspects affected</b> ( <i>delete either Yes or No to show which aspects are affected</i> )					
<b>Pedestrians affected?</b>	No	<b>Property access affected?</b>	No	<b>Traffic lanes affected?</b>	Yes
<b>Cyclists affected?</b>	No	<b>Restricted parking affected?</b>	No	<b>Delays or queuing likely?</b>	Yes
<b>Proposed traffic management methods</b>					
<b>Installation</b> ( <i>includes parking of plant and materials storage</i> )	<p><b>Once on site prior to the installation of the TTM, the STMS is to:</b></p> <ul style="list-style-type: none"> <li>• Check all vehicles have correct signage and flashing beacons. They also need to have continuous and appropriate communication with the STMS and each other on an agreed channel at all times.</li> </ul> <p><b>Installation Process:</b>  <b>Site will be installed under a mobile operation with appropriate work vehicles and crew. TTM equipment will be unloaded from:</b></p> <ul style="list-style-type: none"> <li>• The non-traffic side of a stationary work vehicle. <b>Refer to TMNZ-HOF-240030-5</b></li> </ul> <p><b>TTM equipment is installed either:</b></p>				

	<ul style="list-style-type: none"> <li>To the non-traffic side of a work vehicle. <b>Refer to TMNZ-HOF-240030-5</b> OR</li> <li>From behind the work vehicle at 10m in front of the shadow vehicle. <b>Refer to TMNZ-HOF-240030-6</b> OR</li> <li>From the rear deck of the work vehicle with a shadow vehicle in place. Use this set up for the road closure cones. <b>Refer to TMNZ-HOF-240030-6.</b> When working from the rear deck the crew must be harnessed. No crew to be on the deck of work vehicle when turning around at loop points.</li> </ul> <p><b>Order of installation:</b></p> <p>Signs installed on the left-hand side of the road. Signs should be erected by travelling around the road network in a clockwise direction setting up each side road as they are passed. All turns in and out of side roads will be to the left which is to make turning easy and provide better safety.</p> <ul style="list-style-type: none"> <li>The first sign erected for the site must be the advance warning sign.</li> <li>The remaining signs are placed in order from the left as per the approved TMP.</li> <li>The vehicle then makes a loop to make the next run. This process will continue until the sign network is complete.</li> <li>Delineation devices must be placed once all signs have been installed.</li> </ul> <p>Once TTM is installed, a drive-through check of the site will be made by the STMS in all directions including all side roads.</p> <p>On completion of the drive through check and the above is confirmed, the STMS then must give the okay for the event crew to enter the site for the site safety (toolbox) briefing.</p> <p><b>Once on site, prior to the event commencing, the STMS will conduct the toolbox briefing using this approved TMP to explain:</b></p> <ul style="list-style-type: none"> <li><b>Identified hazards</b> – Identify public safety and site safety hazards and how they will be addressed and place on the hazard document for 'toolbox' briefing.</li> <li><b>The TTM requirements for the site</b> – STMS to check the TMP is appropriate to the site. Where the TMP is not suitable, halt proceedings until the necessary actions have been taken.</li> <li><b>Safety zone requirements and limits</b> – Where they are located. No plant, equipment or work vehicles within safety zones. These safety zones must be kept clear.</li> </ul> <p><b>On completion of site set up and toolbox briefing:</b></p> <ul style="list-style-type: none"> <li>Once the STMS can confirm the site is safe, legal and complies with the TMP, they must give the okay for the event crew to carry out the rally.</li> <li>Competition/Official Vehicles are staged within the road closure area. All stages have a minimum of 120 minutes for staging from the road closure point.</li> </ul>
<b>Attended (day)</b>	<p>The sites will be attended during the day by a Level 1 / CAT B STMS.</p> <p>During road closure times all stages are attended by Block Marshals and Officials.</p> <p>The STMS checks the stage setup prior to competition commencement. STMS will be within 30 minutes of stages.</p> <p>All staff on the site shall be briefed on the traffic management requirements before starting any work on site.</p> <p>A site safety / tailgate meeting is to be held at the start of each day and all hazards, the control measure implemented to control the hazards are to be noted on the Hazard ID form. The Hazard ID form must be signed by all staff and sub-contractors on the site.</p>
<b>Attended (night)</b>	Event is during the day only
<b>Unattended (day)</b>	Pre-event signage will be left unattended.
<b>Unattended (night)</b>	Pre-event signage will be left unattended.
<b>Detour route</b>	No detour planned

	Does detour route go into another RCA's roading network? N/A If Yes, has confirmation of acceptance been requested from that RCA? N/A <b>Note:</b> Confirmation of acceptance from affected RCA must be submitted prior to occupying the site.			
<b>Removal</b>	<p><b>Removal of the site will be done under a mobile closure with TTM equipment taken from:</b></p> <ul style="list-style-type: none"> <li>• The non-traffic side of a stationary work vehicle. <b>Refer to TMNZ-HOF-240030-5</b></li> </ul> <p><b>TTM equipment is removed either:</b></p> <ul style="list-style-type: none"> <li>• To the non-traffic side of a work vehicle. <b>Refer to TMNZ-HOF-240030-5</b> OR</li> <li>• From behind the work vehicle at 10m in front of the shadow vehicle. <b>Refer to TMNZ-HOF-240030-5</b> OR</li> <li>• From the rear deck of the work vehicle with a shadow vehicle in place. Use this set up for the road closure cones. <b>Refer to TMNZ-HOF-240030-6.</b> When working from the rear deck the crew must be harnessed. No crew to be on the deck of work vehicle when turning around at loop points.</li> </ul> <p><b>Removal Procedure</b></p> <ul style="list-style-type: none"> <li>• Removal of the site will commence as soon as the client has finished with their event.</li> <li>• The removal of TTM measures must be in order of delineation devices, direction and protection signs, and then finally advanced warning signs.</li> <li>• The last signs removed from the site <b>must</b> be the advanced warning signs.</li> <li>• The STMS will carry out the final check and sign off before leaving the site.</li> </ul>			
<b>Proposed TSLs</b> (see TSL decision matrix for guidance)				
	<b>TSL details as required</b> Approval of Temporary Speed Limits (TSL) are in terms of Section 7 of Land Transport Rule: Setting of Speed Limits 2022 (List speed, length and location)	<b>Times</b> (From and to)	<b>Dates</b> (Start and finish)	<b>Diagram ref. no.s</b> (Layout drawings or traffic management diagrams)
<b>Attended day/night</b>	TSL's not required	N/A	N/A	N/A
<b>Unattended day/night</b>	TSL's not required	N/A	N/A	N/A
<b>TSL duration</b>	Will the TSL be required for longer than 12 months? <b>If yes, attach the completed checklist from section I-18: Guidance on TMP Monitoring Processes for TSLs to this TMP.</b>			No
<b>Positive traffic management measures</b>				
No TSL's – not required				
<b>Contingency plans</b>				
<b>Generic contingencies for:</b> <ul style="list-style-type: none"> <li>• major incidents</li> <li>• incidents</li> <li>• pre-planned detours.</li> </ul>	<b>Major Incident</b> A major incident is described as: <ul style="list-style-type: none"> <li>• Fatality or notifiable injury - real or potential</li> <li>• Significant property damage, or</li> <li>• Emergency services (police, fire, etc) require access or control of the site.</li> </ul>	<b>Actions</b> The STMS must immediately conduct the following: <ul style="list-style-type: none"> <li>• stop all activity and traffic movement</li> <li>• secure the site to prevent (further) injury or damage</li> <li>• contact the appropriate emergency authorities</li> <li>• render first aid if competent and able to do so</li> <li>• notify the RCA representative and / or the engineer</li> <li>• under the guidance of the officer in charge of the site, reduce effects of TTM on the road or remove the activity if safe to do so</li> </ul>		

		<ul style="list-style-type: none"> <li>re-establish TTM and traffic movements when advised by emergency authorities that it is safe to do so</li> <li>Comply with any obligation to notify WorkSafe.</li> </ul>
	<p><b>Incident</b></p> <p>An incident is described as:</p> <ul style="list-style-type: none"> <li>excessive delays - real or potential</li> <li>minor or non-inquiry accident that has the potential to affect traffic flow</li> <li>structural failure of the road.</li> </ul>	<p><b>Actions</b></p> <p>The STMS must immediately conduct the following:</p> <ul style="list-style-type: none"> <li>stop all activity and traffic movement if required</li> <li>secure the site to prevent the prospect of injury or further damage</li> <li>notify the RCA representative and / or the engineer</li> <li>STMS to implement a plan to safely remove TTM and to establish normal traffic flow if safe to do so</li> <li>re-establish TTM and traffic movements when it is safe to do so and when traffic volumes have reduced.</li> </ul>
	<p><b>Detour</b></p> <p>If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for:</p> <ul style="list-style-type: none"> <li><del>excessive delays when using an alternating flow design for TTM</del></li> <li><del>redirecting one direction of flow and / or</del></li> <li><del>total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared.</del></li> </ul> <p>The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered.</p> <p>The detour and route must be designed including:</p> <ul style="list-style-type: none"> <li><del>pre-approval from the RCA's whose roads will be used or affected by the detour route</del></li> <li><del>ensure that TTM equipment for the detour - signs etc are on-site and pre-installed.</del></li> </ul>	<p><b>Actions</b></p> <p>When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following:</p> <ul style="list-style-type: none"> <li><del>Notify the RCA and / or the engineer when the detour is to be established</del></li> <li><del>Drive through the detour in both directions to check that it is stable and safe</del></li> <li><del>Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared</del></li> <li><del>Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.</del></li> </ul>
	<p><b>Note also the requirements for no interference at an accident scene:</b></p> <p>In the event of an accident involving serious harm the STMS must ensure that nothing, including TTM equipment, is removed or disturbed and any wreckage article or thing must not be disturbed or interfered with, except to:</p> <ul style="list-style-type: none"> <li>save a life of, prevent harm to or relieve the suffering of any person, or</li> <li>make the site safe or to minimise the risk of a further accident; or</li> <li>maintain the access of the general public to an essential service or utility, or</li> <li>prevent serious damage to or serious loss of property, or</li> <li>follow the direction of a constable acting in his or her duties or act with the permission of an inspector.</li> </ul>	
<p><b>Other contingencies to be identified by the applicant</b> (i.e. steel plates to quickly cover excavations)</p>	<p><b>Weather</b></p>	<p>The STMS will suspend or re-evaluate the methodology of the works if weather conditions e.g., rain, fog etc., will adversely affect safety, i.e., If CSD (3 x PSL or 75m for LV/ L1 Roads that are not State Highways less than 55km/h) is not achieved during site set-up, or sign visibility not achieved after site set up. Work can recommence only after the all clear has been given by the STMS.</p>
	<p><b>Event running late due to unforeseen circumstances.</b></p>	<p>Planned event will occur within the hours listed on the TMP (refer to Planned Work Programme on Page 1), however, should any unforeseen</p>

		circumstances occur that impact on the time the crews finish their planned event, the STMS will contact the TMC as soon as possible. This is to notify the TMC of the issues and the requirement to complete the job outside of the time that has been applied for in this TMP.		
	<b>Passage of emergency vehicles</b>	The STMS must allow passage of emergency service vehicles.		
<b>Authorisations</b>				
<b>Parking restriction(s) alteration authority</b>	<b>Will controlled street parking be affected?</b>	No	<b>Has approval been granted?</b>	N/A
	N/A			
<b>Authorisation to work at permanent traffic signal sites</b>	<b>Will portable traffic signals be used or permanent traffic signals be changed?</b>	No	<b>Has approval been granted?</b>	N/A
	N/A			
<b>Road closure authorisation(s)</b>	<b>Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?</b>	Yes	<b>Has approval been granted?</b>	Yes
	Roads closed for the URG event to take place. Council approval required			
<b>Bus stop relocation(s) – closure(s)</b>	<b>Will bus stop(s) be obstructed by the activity?</b>	No	<b>Has approval been granted?</b>	N/A
	N/A			
<b>Authorisation to use portable traffic signals</b>	<b>Make, model and description/number</b>	Not required		
	<b>NZTA compliant?</b>	N/A		
<b>EED</b>				
<b>Is an EED applicable?</b>	No	<b>EED attached?</b>	N/A	
<b>Delay calculations/trial plan to determine potential extent of delays</b>				
Delays not expected				
<b>Public notification plan</b>				
First Letter drop and/or door knock must take place prior to the event to all residents on affected road closures as early as possible. Once TMP is approved, the second letter drop is delivered and pre-event signage in place 2 weeks prior to the event. Resident gates and driveways taped to reinforce the closure. Notification undertaken by the event organiser.				
<b>Public notification plan attached?</b>	No			
<b>On-site monitoring plan</b>				
<b>Attended (day and/or night)</b>	<b>Level 1 / CAT B qualified STMS</b> to undertake 2-hourly checks. Block Marshals, Stage Commander and Timing Teams to all be constantly aware of TTM measures and must be monitoring and in communication with the STMS so any TTM changes can be remedied by the STMS			
<b>Unattended (day and/or night)</b>	STMS to check Pre-Warning Signage at least once in a 48 hour period.			
<b>Method for recording daily site TTM activity (eg CoPTTM on-site record)</b>				
STMS to complete on-site record forms attached to TMP.				
<b>Site safety measures</b>				
All Block Marshals/Officials are required to attend training prior to event start. All CoPTTM approved high-visibility vests and closed footwear to be worn at all times. Safety warning cars traverse the stage at 10-minute intervals, 1 hour prior to competition cars to confirm safety measures are in place and spectators are in safe positions. All official vehicles are fitted with Fleetlink radios with direct contact with Targa Base and all other officials and the clerk. All vehicles (competitors and officials) are fitted with a GPS tracking device for “real time” tracking and accident notification.				

High Visibility Clothing at CoPTTM standards, and Hard Hats, Long Sleeves, Long Pants, Safety Footwear, Safety Glasses and Cut Resistant Gloves as per TTM contractor policies.

All vehicles to have flashing beacons & sirens.

STMS to wear a yellow high visibility vest compliant with CoPTTM specifications.

All other work personnel wear orange/blue reflective overalls.

<b>Temporary safety barrier system</b>	<b>Will a temporary safety barrier system be used at this worksite?</b>	No	<b>If yes, has the temporary safety barrier system been designed by an installation designer and independently reviewed as being fit for purpose?</b>	N/A
	<b>Statement from temporary safety barrier installation designer attached</b>			N/A

#### Other information

All TMP changes are to be recorded and the TMC informed prior to any significant modifications to TTM measures, modifications that are not included in the approved TMP. All other changes are to be noted on the TMP and TMC to be advised as soon as possible.

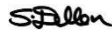
#### Site specific layout diagrams

Number	Title
TMNZ-HOF-240030-1.1	Road Closure – Race Start
TMNZ-HOF-240030-1.2	Road Closure – Race Finish
TMNZ-HOF-240030-1.3	Side Road Treatment
TMNZ-HOF-240030-1.4	Side Road Treatment
TMNZ-HOF-240030-2.1	Road Closure – Race Start
TMNZ-HOF-240030-2.2	Road Closure – Race Finish
TMNZ-HOF-240030-2.3	Side Road Treatment
TMNZ-HOF-240030-2.4	Side Road Treatment
TMNZ-HOF-240030-2.5	Side Road Treatment
TMNZ-HOF-240030-3.1	Road Closure – Race Start
TMNZ-HOF-240030-3.2	Road Closure – Race Finish
TMNZ-HOF-240030-3.3	Side Road Treatment
TMNZ-HOF-240030-3.4	Side Road Treatment
TMNZ-HOF-240030-3.5	Side Road Treatment
TMNZ-HOF-240030-4.1	Road Closure – Race Start
TMNZ-HOF-240030-4.2	Road Closure – Race Finish
TMNZ-HOF-240030-4.3	Side Road Treatment
TMNZ-HOF-240030-4.4	Side Road Treatment
TMNZ-HOF-240030-5	Mobile Operation - Personnel on the shoulder
TMNZ-HOF-240030-6	Mobile Operation - Personnel on the road

#### Contact details

	Name	24/7 contact number	CoPTTM ID	Qualification	Expiry date
<b>Principal</b>	URG Promotions (NZ) Ltd – Keith Williams	021 476 384	-----	-----	-----
<b>TMC</b>	Waikato District Council – Kevin Briggs	027 548 4812	61798	STMS (AB) - NP R	30/03/2025
<b>Engineers' representative</b>	Not required	-----	-----	-----	-----
<b>Contractor</b>	URG Promotions (NZ) Ltd – Keith Williams	021 476 384	-----	-----	-----
<b>TTM Contractor</b>	Traffic Management NZ – Robert Dallas	07 849 5800	-----	-----	-----



<b>STMS</b>	<b>STMS details must be shown and recorded in Daily onsite record.</b>		-----	-----	-----	-----
	Daniel Fowles		0275561961	143312	CAT (AB) P	17/12/2024
	Graham Andrews		0277021010	15562	STMS (AB) P	07/07/2025
	Karina Haira		0211409614	121325	STMS (ABC) P	05/09/2025
	Sheri Pitman		0220142196	51810	STMS (ABC) P	05/09/2025
	Stephen Morgan		0273091745	90504	STMS L2/3 P	12/04/2024
	Tony Henry		0274919511	32564	STMS (AB) P	05/09/2025
<b>TC</b>	Not required		-----	-----	-----	-----
<b>Others as required</b>	Not required		-----	-----	-----	-----
<b>TMP preparation</b>						
<b>Preparation</b>	Sabina Dillon	01/02/2024		99097	STMS (ABC) - NP TTM Planner	31/01/2026 99/99/9999
	<i>Name (STMS qualified)</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>	<i>Expiry date</i>
<b>This TMP meets CoPTTM requirements</b>				<b>Number of diagrams attached</b>		<b>20</b>
<b>TMP returned for correction (if required)</b>	<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>	<i>Expiry date</i>
	<b>Engineer/TMC to complete following section when approval or acceptance required</b>					
<b>Temporary safety barrier system</b>	<b>The attached temporary road safety barrier design has been independently reviewed as being fit for purpose</b>				Not required	
<b>TMP Approved</b>	<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>	<i>Expiry date</i>
	<b>Acceptance by TMC (only required if TMP approved by engineer)</b>					
<b>Acceptance by TMC (only required if TMP approved by engineer)</b>	<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>	<i>Expiry date</i>
	<b>Qualifier for engineer or TMC approval</b>					
Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.						
This TMP is approved on the following basis:						
<ol style="list-style-type: none"> <li>1. To the best of the approving engineer's/TMC's judgment this TMP conforms to the requirements of CoPTTM.</li> <li>2. This plan is approved on the basis that the activity, the location and the road environment have been correctly represented by the applicant. Any inaccuracy in the portrayal of this information is the responsibility of the applicant.</li> <li>3. The TMP provides so far as is reasonably practicable, a safe and fit for purpose TTM system.</li> <li>4. The STMS for the activity is reminded that it is the STMS's duty to postpone, cancel or modify operations due to the adverse traffic, weather or other conditions that affect the safety of this site.</li> </ol>						
<b>Notification to TMC prior to occupying worksite/Notification completed</b>						
<b>Type of notification to TMC required</b>	Notification is to be made on the Daily/Weekly work Activity Report Spreadsheet via email to <a href="mailto:tmc@waikatoalliance.co.nz">tmc@waikatoalliance.co.nz</a> before 8am on each day of work		<b>Notification completed</b>	Date		
				Time		

TMP or generic plan reference	
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<b>ON-SITE RECORD</b> On-site record must be retained with TMP for 12 months.	Today's date	
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<b>Location details</b>	Road names(s):	House number/RPs:	Suburb:
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**Working space**

<b>Person responsible for working space</b>	Name	Signature
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Where the STMS/TC is responsible for both the working space and TTM they sign above and in the appropriate TTM box below

**TTM**

<b>STMS in charge of TTM</b>	Name	TTM ID Number	Warrant expiry date	Signature	Time
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<b>Worksite handover accepted by replacement STMS</b>	Name	ID Number	Warrant expiry date	Signature	Time
Tick to confirm handover briefing completed					

**Delegation**

<b>Worksite control accepted by TC/STMS-NP</b>	Name	ID Number	Warrant expiry date	Signature	Time
Tick to confirm briefing completed					

**Temporary speed limit**

Street/road name (RPs or street numbers):	TSL action	Date:	Time:	TSL speed:	Length of TSL (m):
From: _____ To: _____	TSL installed				
	TSL remains in place				
	TSL removed				
Street/road name (RPs or street numbers):	TSL action	Date:	Time:	TSL speed:	Length of TSL (m):
From: _____ To: _____	TSL installed				
	TSL remains in place				
	TSL removed				
Street/road name (RPs or street numbers):	TSL action	Date:	Time:	TSL speed:	Length of TSL (m):
From: _____ To: _____	TSL installed				
	TSL remains in place				
	TSL removed				
Street/road name (RPs or street numbers):	TSL action	Date:	Time:	TSL speed:	Length of TSL (m):
From: _____ To: _____	TSL installed				
	TSL remains in place				
	TSL removed				

TMP or generic plan reference

**Worksite monitoring**

TTM to be monitored and 2 hourly inspections documented below.

Items to be inspected	TTM set-up	2 hourly check	2 hourly check	2 hourly check	2 hourly check	2 hourly check	TTM removal
High-visibility garment worn by all?							
Signs positioned as per TMP?							
Conflicting signs covered?							
Correct delineation as per TMP?							
Lane widths appropriate?							
Appropriate positive TTM used?							
Footpath standards met?							
Cycle lane standards met?							
Traffic flows OK?							
Adequate property access?							
Barrier deflection area is clear?							
<i>Add others as required</i>							
<b>Time inspection completed:</b>							
<b>Signature:</b>							
<b>Comments:</b>							
<b>Time</b>	<b>Adjustment made and reason for change</b>						

TMP or generic plan reference	
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### Checking process for generic TMPs

*This form, or a similar company record, must be completed prior to set up of a worksite where a generic TMP is used.*

#### Location details

Road name(s)		House number/RP(s)		Suburb	
Road name(s)		House number/RP(s)			
Generic TMP reference no.		TMD no(s).		<b>Note:</b> The checking process must include all the TMDs to be used	

Category	Points to consider	Y	N	Comment/Mitigation
<b>Road level</b>	Is this at the correct road level?			
<b>Shape</b>	Are the following catered for in the generic TMP? <ul style="list-style-type: none"> <li>Intersections</li> <li>Vertical Curves (hills)</li> <li>Horizontal Curves (corners)</li> <li>Sufficient advance warning</li> </ul>			
<b>Direction and protection</b>	Check that there is: <ul style="list-style-type: none"> <li>sufficient length to place the planned direction and protection</li> <li>sufficient road width to place the planned direction and protection ie minimum lane width is 2.75m</li> <li>adequate sight distance on both sides</li> <li>sufficient room to accommodate required positive traffic control</li> </ul>			
<b>Proposed speed restrictions</b>	Is a TSL required? Refer to the TSL decision matrix in CoPTTM (section E Appendix B)			
<b>Plant and equipment</b>	Will your plant and equipment fit within the designated working space?			
<b>Personal safety</b>	Are all workers able to carry out their work within the designated working space? If not are they covered by the rules for inspections?			
<b>Layout diagrams</b>	Is diagram(s) detailed in the generic TMP? Does the diagram(s) match the written section of the TMP?			
<b>RCA notification</b>	Has the RCA been notified?			

#### Completed by:

<b>STMS/TC in charge of worksite</b>					
(All names to be entered before site set-up)	<i>Name</i>	<i>Signature</i>	<i>Date</i>	<i>Qualification</i>	<i>ID number</i>
	<i>Name</i>	<i>Signature</i>	<i>Date</i>	<i>Qualification</i>	<i>ID number</i>

## C2.5 Combined level LV and level 1 worksite layout distances

Permanent speed limit or RCA-designated operating speed (km/h)	≤50	60	70	80	90	100			
<b>Traffic signs</b>									
A Sign visibility distance (m)	50	60	70	80	90	100			
B Warning distance (m)	50 or 30*	80	105	120	135	150			
C Sign spacing (m)	25 or 15*	40	50	60	70	75			
<b>Safety zones</b>									
D Longitudinal (m)+	10 or 5*	15	30	45	55	60			
E Lateral (m)+	1	1	1	1	1	1			
	Lateral behind barrier installation	As specified by the Installation Designer							
<b>Tapers</b>									
G Taper length (m)#	30	50	70	80	90	100			
G LV roads taper length (m)#	25	30	35	40	45	50			
K Distance between tapers (m)	40	50	70	80	90	100			
<b>Delineation devices</b>									
	Cone spacing in taper (m)	2.5	2.5	5	5	5			
	Cone spacing: Working space (m)##	5	5	10	10	10			
<p>* Larger minimum distances apply on all state highways and also on all multi-lane roads. The smaller minimum distances may be applied on other roads to accommodate road environment constraints.</p> <p>* On LV roads the longitudinal and lateral safety zones may be reduced, or eliminated, in order to retain a single lane width. Positive traffic management and an appropriate TSL must be used.</p> <p># 1. On non-state highways with speeds 50km/h or less, a <b>10m taper</b> (with cones at 1m centres) may be used when there are road environment constraints (eg intersections and commercial accesses).</p> <p>2. On all roads where the shoulder width is less than 2.5m and the activity does not affect the live lane, a <b>10m shoulder taper</b> is permitted (with at least 5 cones at no greater than 2.5m centres).</p> <p>3. A <b>taper of 30m</b> (with cones at 2.5m centres) <b>must</b> be used where manual traffic control (stop/go), portable traffic signals or priority give way are employed.</p> <p>## LV roads: double the cone spacing alongside working space (eg 5 = 10, 10 = 20).</p>									
<b>Lane widths (based on permanent speed or TSL if applied)</b>									
	Speed (km/h)	30	40	50	60	70	80	90	100
F	Lane width (m)	2.75	2.75	3.0	3.0	3.25	3.25	3.5	3.5

Except for delineation device spacings, which are maximum values, the distances specified in the above tables are minimum values.

### LV/low-risk roads (less than 250vpd - less than 20 vehicles per hour)

When on the shoulder:

- If CSD **not** available: Advance warning sign and base to be installed with sign visibility distance and warning distance in place
- If CSD available: Advance warning sign may be attached to the rear of a work vehicle which has an amber flashing beacon(s) and is visible to approaching road users from the rear.

When the activity encroaches onto a live lane consider alternating flow controls.


If the above requirements cannot be achieved, the operation must be modified to comply with the appropriate level LV or level 1 requirements.

Example of signage schedule:


### Signage Schedule

Static signs to be erected 7-14 days prior to the event, at the START and FINISH of the route and all intersections between.


**Standard**  
600mm x 450mm




**Large**  
900mm x 600mm



**Extra Large**  
600 x 1200mm





Removal of all static signs after each stage is completed.

## Spectator Safety Pamphlet



Heed the safety tape.  
Expect the unexpected.  
Listen for approaching cars.  
Remain alert.

Keep dogs on leads.  
Leave yourself room to move away quickly.  
Try to stay behind something solid.  
Keep children under supervision.

**DO AS THE MARSHALS ASK.**

Assist the marshals to run a safe stage

**NEVER**

- Stand on the road.
- Endanger the drivers or your safety.
- Stand or sit on walls, fences, or stock piles.
- Stand in prohibited areas.
- Sit close to the edge of the road.
- Block escape routes.
- Remove signs or arrows.
- Be the one to stop the stage.

**IN THE EVENT OF AN EMERGENCY PLEASE PHONE**

**0800 827 427**

WARNING TO THE PUBLIC – Motorsport can be dangerous. It is a condition of admission that all persons having any connection with the promotion, and/or organisation and/or conduct of the meeting, including the owners of the vehicles, are absolved from all liability arising out of accidents causing damage or personal injury (whether fatal or otherwise however caused to spectators or ticket holders).

**STAND SOMEWHERE SAFE**

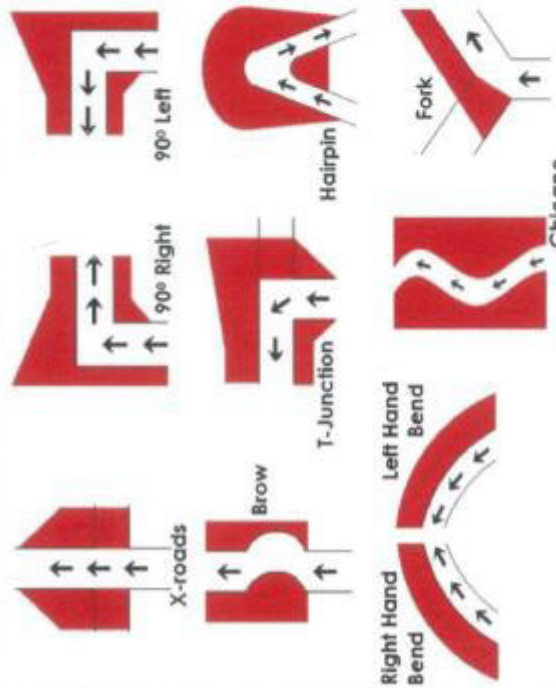
**RALLYING CAN BE DANGEROUS**

**Spectators are there at their own risk**

Study the diagram – the shaded areas are

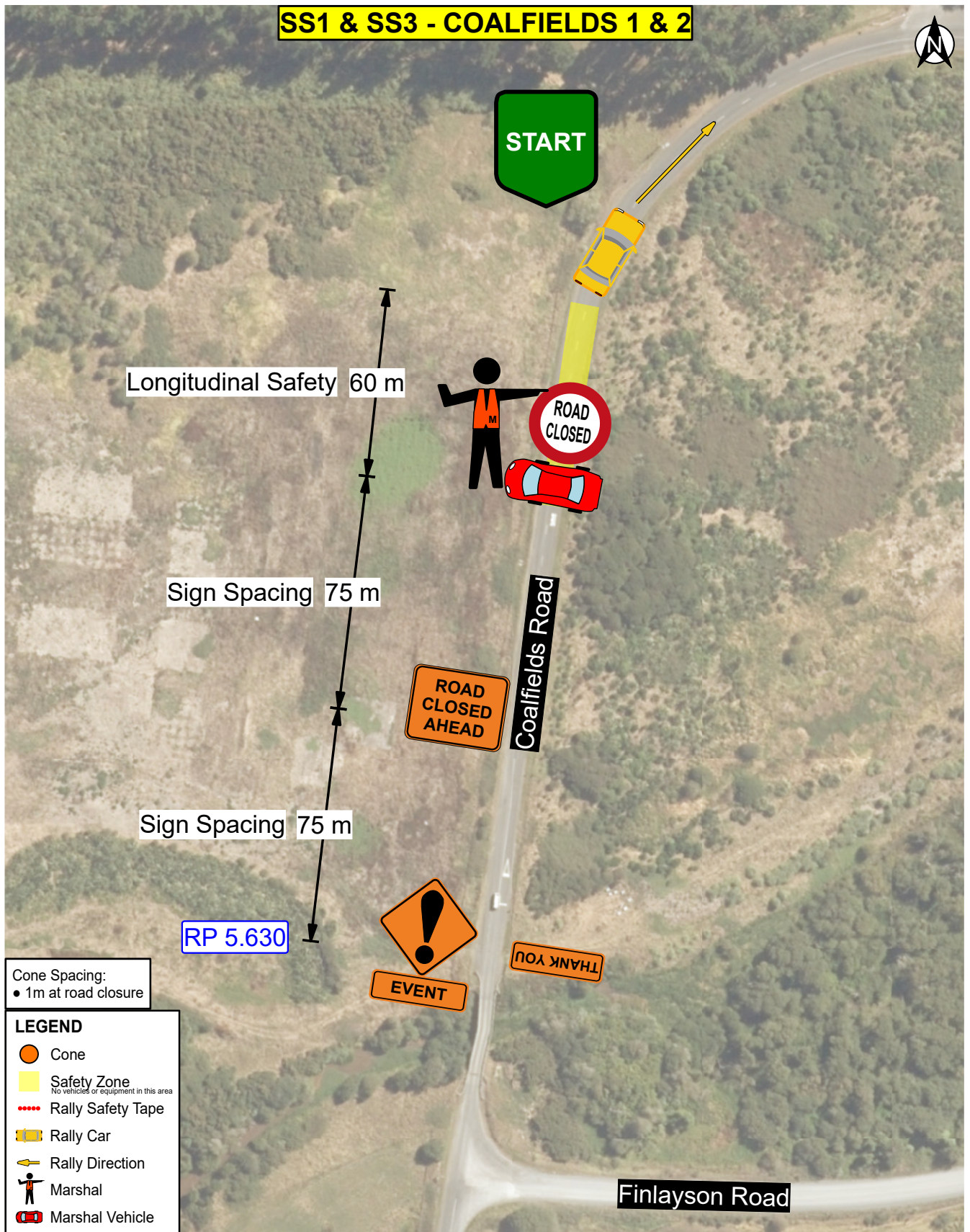
**'No – Go'**

Being there could cause delays or the cancellation of a stage



**DO NOT TRESPASS ON OR DAMAGE PRIVATE PROPERTY**

**SS1 & SS3 - COALFIELDS 1 & 2**



Cone Spacing:  
• 1m at road closure

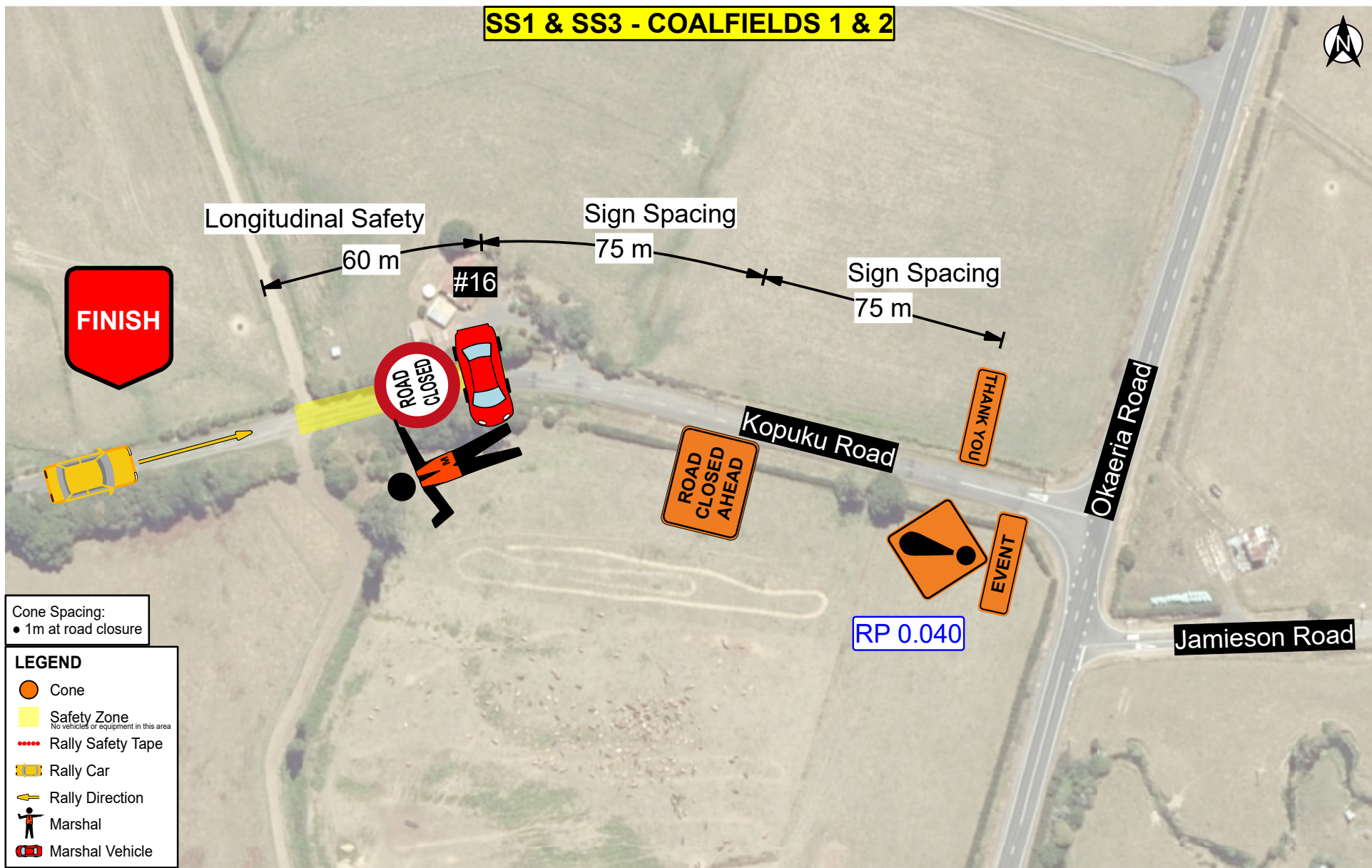
- LEGEND**
- Cone
  - Safety Zone  
No vehicles or equipment in this area
  - Rally Safety Tape
  - Rally Car
  - Rally Direction
  - Marshal
  - Marshal Vehicle

Situation: Coalfields Road, Waikato	Drawing No: TMNZ-HOF-240030-1.1	Revision: A Drawing By: Sabina Dillon
Drawing Title: Road Closure - Race Start	Checked:	Date: February 2024
<b>Traffic Management NZ</b>		TMC Approval:





**SS1 & SS3 - COALFIELDS 1 & 2**



Cone Spacing:  
• 1m at road closure

**LEGEND**

- Cone
- Safety Zone  
No vehicles or equipment in this area
- Rally Safety Tape
- Rally Car
- Rally Direction
- Marshal
- Marshal Vehicle

Situation:  
Kopuku Road, Waikato

**Traffic Management NZ**

Drawing No:  
TMNZ-HOF-240030-1.2

Drawing Title:  
Road Closure - Race Finish

Revision: A

Drawing By: Sabina Dillon

Checked:

Date: February 2024

TMC Approval:



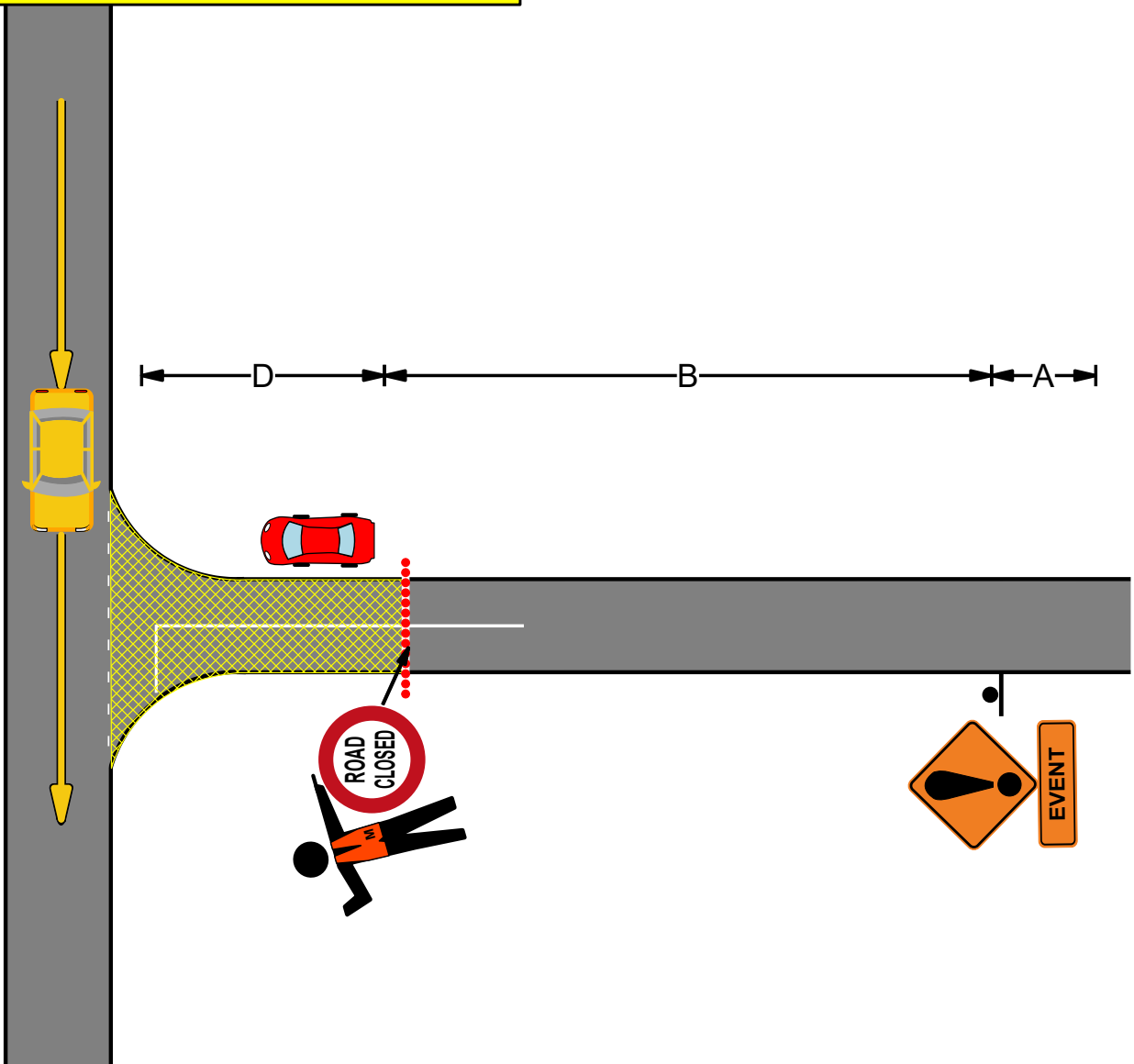
### SS1 & SS3 - COALFIELDS 1 & 2


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads	Marshals
Kopuko Mine Road (no exit)	2
Feist Road (no exit)	1
Dalgety Road (no exit)	1
Finlayson Road	1
Ferndale Road	1
Symes Road (no exit)	1
Mackay Road (no exit)	1
Schumacker Road (no exit)	1

**Targa tape required on no exit roads.  
Signs not required on no exit roads.**



Situation: Various	Drawing No: TMNZ-HOF-240030-1.3	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

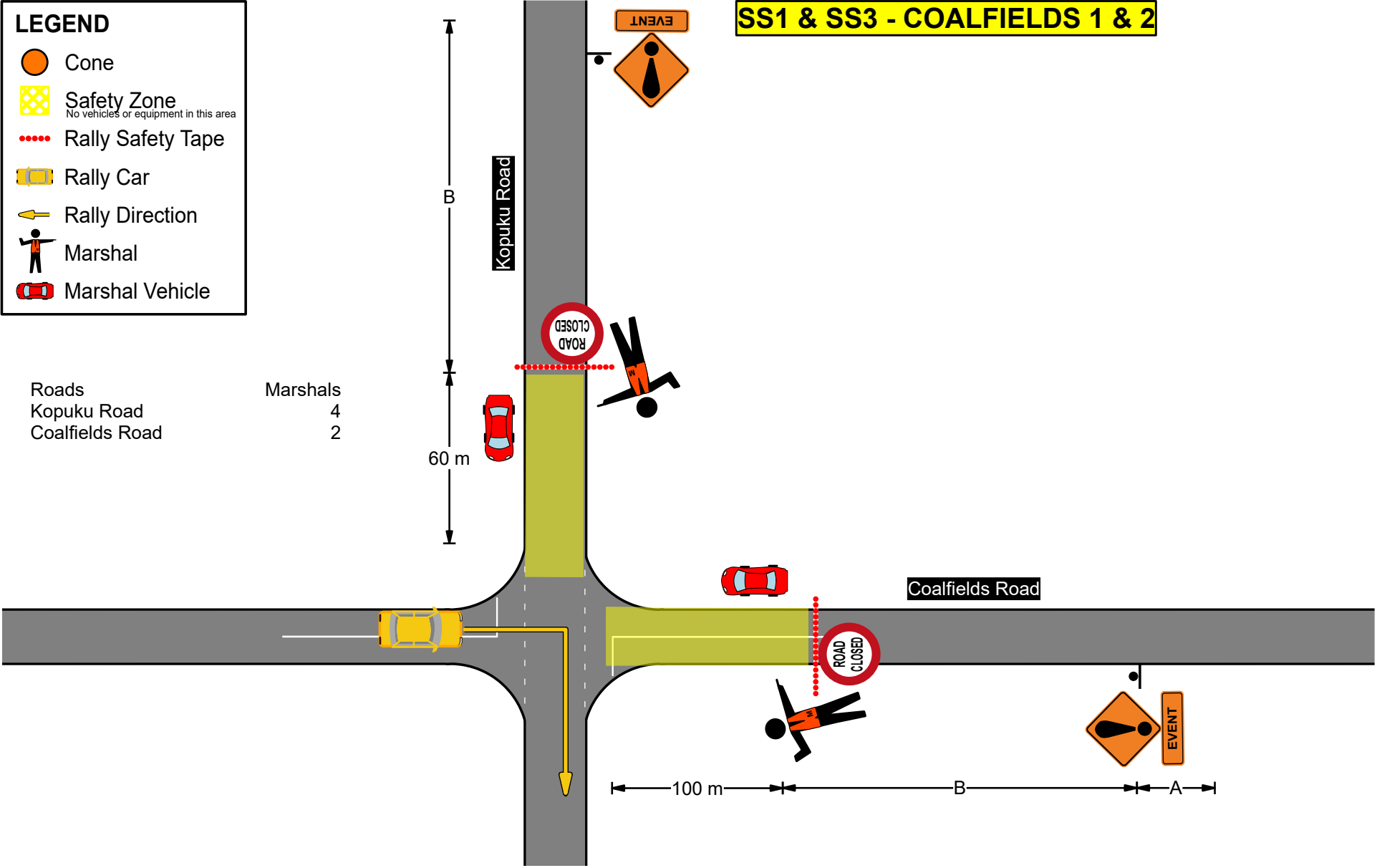
**SS1 & SS3 - COALFIELDS 1 & 2**


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads  
Kopuku Road  
Coalfields Road

Marshals  
4  
2



Situation: Various	Drawing No: TMNZ-HOF-240030-1.4	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

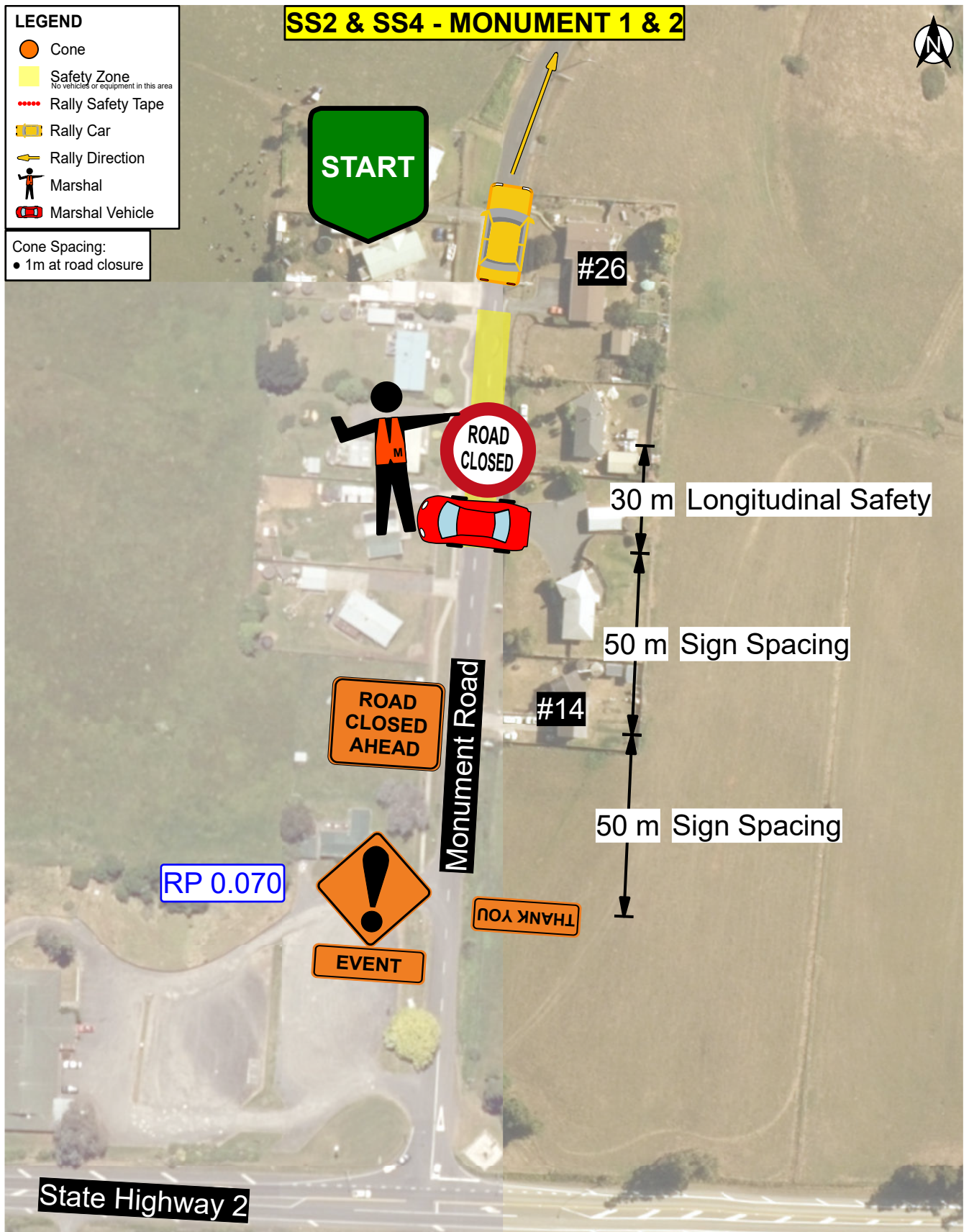


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Cone Spacing:  
• 1m at road closure

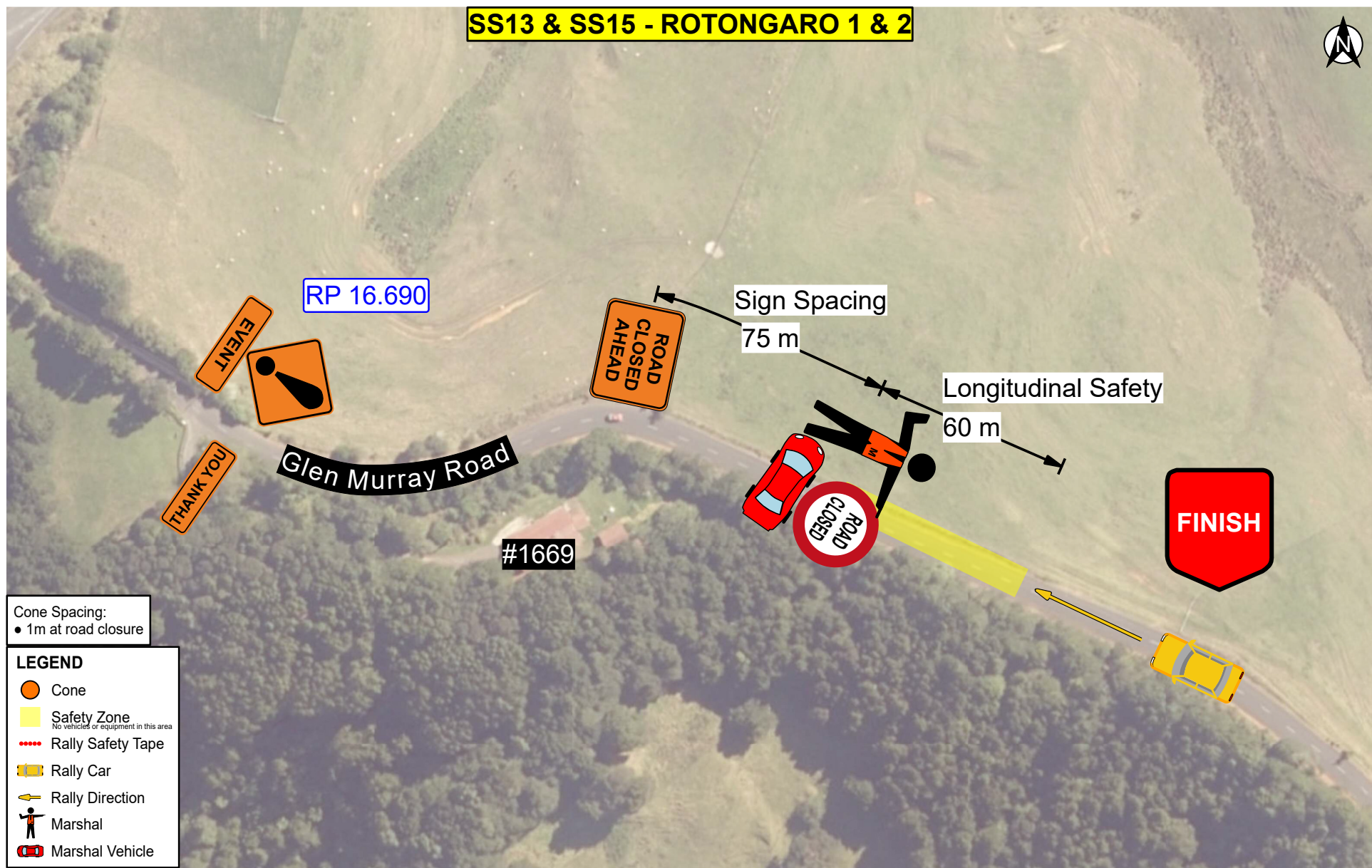
**SS2 & SS4 - MONUMENT 1 & 2**



Situation: Monument Road, Waikato	Drawing No: TMNZ-HOF-240030-2.1	Revision: A
Drawing Title: Road Closure - Race Start	Checked:	Drawing By: Sabina Dillon
	Date: February 2024	
<b>Traffic Management NZ</b>		TMC Approval:



**SS13 & SS15 - ROTONGARO 1 & 2**



Cone Spacing:  
• 1m at road closure

**LEGEND**

- Cone
- Safety Zone  
No Vehicles or equipment in this area
- Rally Safety Tape
- Rally Car
- Rally Direction
- Marshal
- Marshal Vehicle

Situation: Glen Murray Road, Waikato	Drawing No: TMNZ-HOF-240031-2.2	Revision: A Drawing By: Sabina Dillon	TMC Approval:	
<b>Traffic Management NZ</b>	Drawing Title: Road Closure - Race Finish	Checked:		
		Date: February 2024		

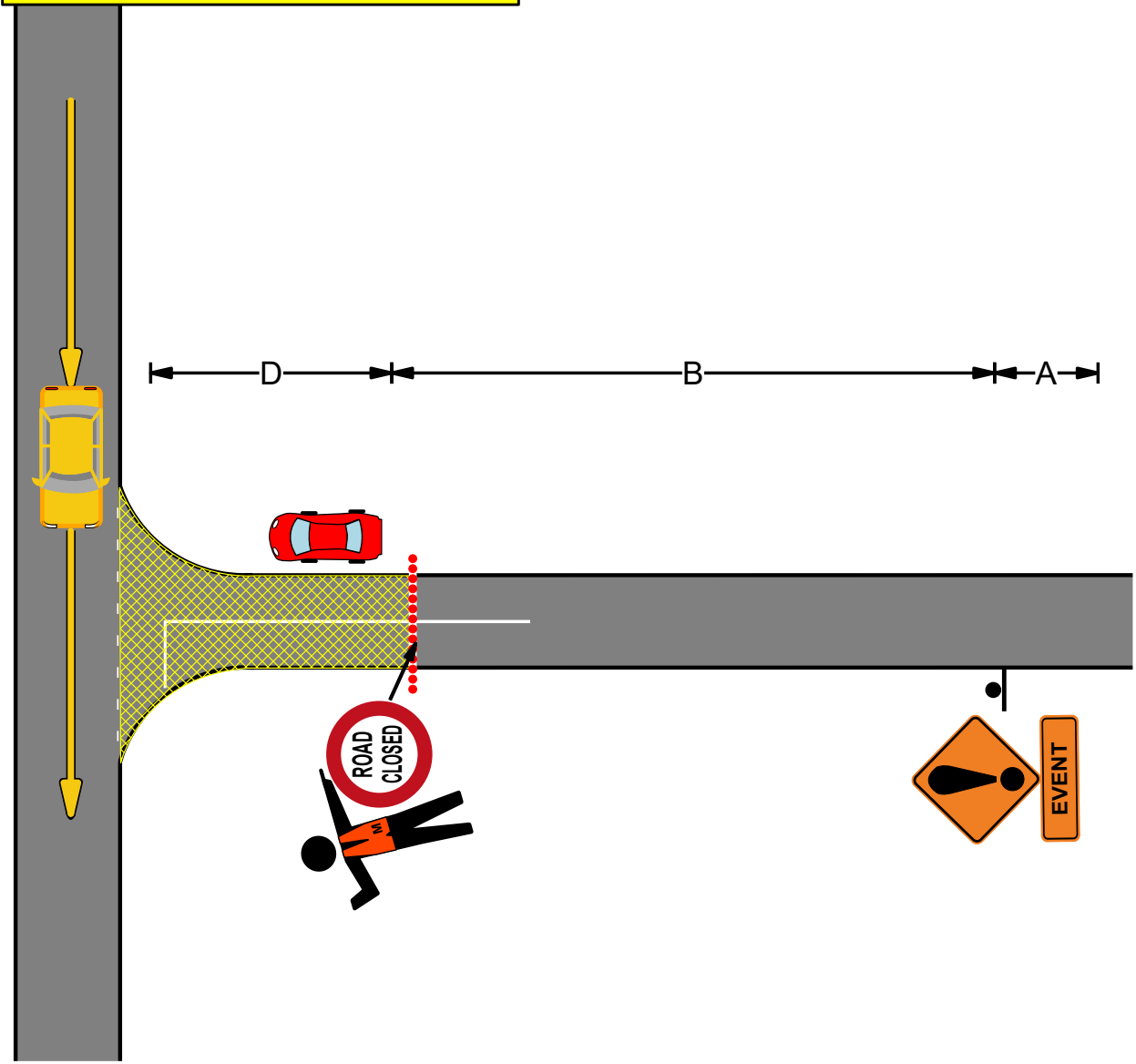
**LEGEND**


-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads	Marshals
Waikarakia Road (no exit)	2
Findlay Road	1
Marshall (no exit)	1
Kaiaua Road	1
Montana Road (no exit)	1
Raewiri Road	1
Bell Road	1
Cae Road	1

**Targa tape required on no exit roads.  
Signs not required on no exit roads.**

**SS2 & SS4 - MONUMENT 1 & 2**

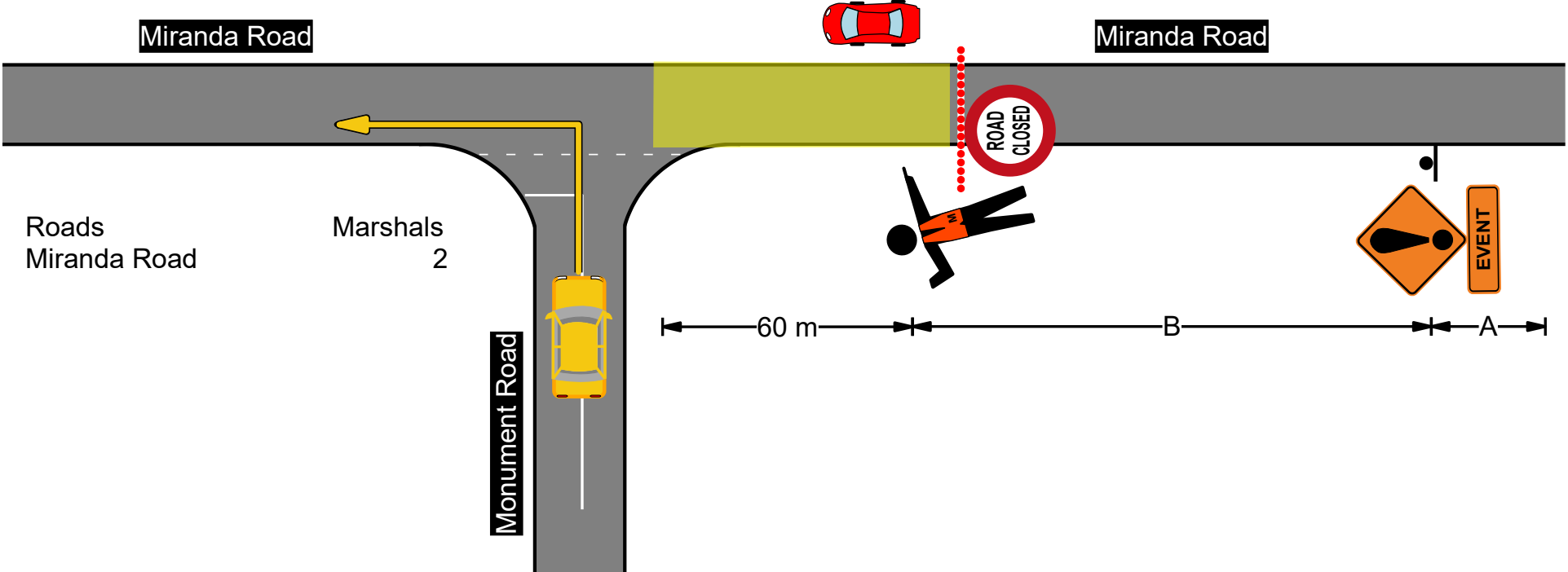



Situation: Various	Drawing No: TMNZ-HOF-240030-2.3	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

**SS2 & SS4 - MONUMENT 1 & 2**

**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

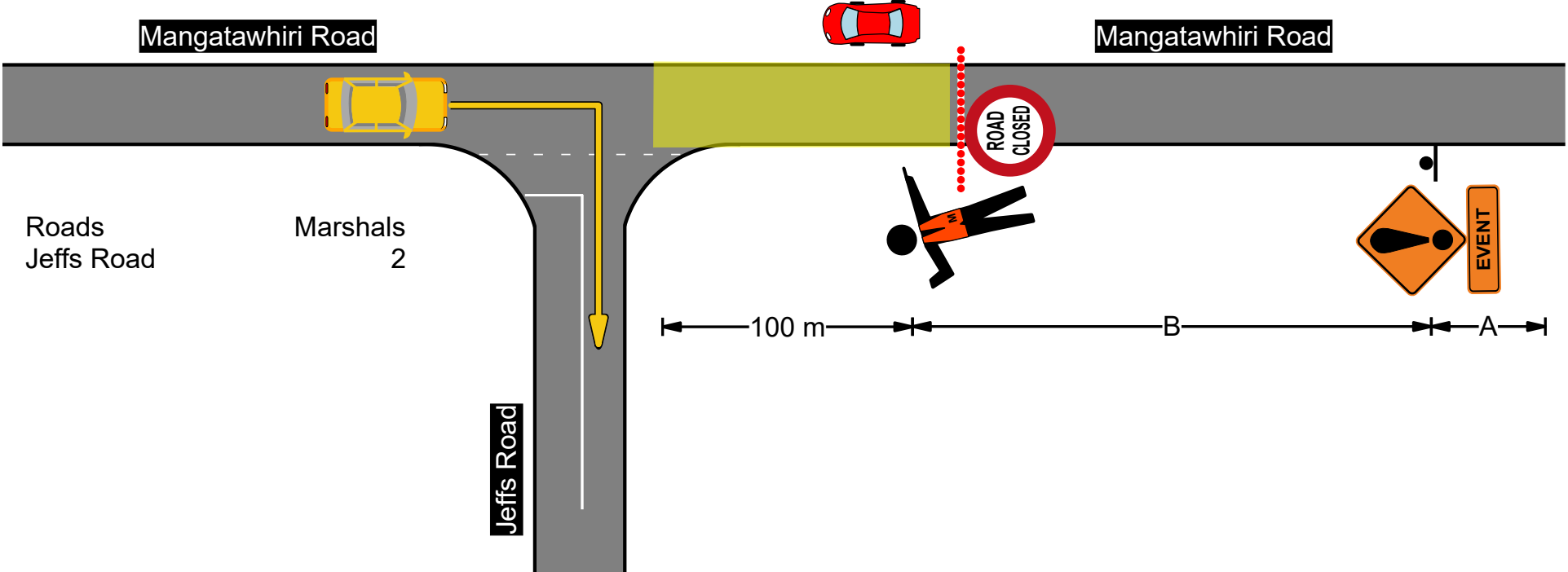



Situation: Various	Drawing No: TMNZ-HOF-240030-2.4	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

**SS2 & SS4 - MONUMENT 1 & 2**

**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle



Situation: Various	Drawing No: TMNZ-HOF-240030-2.5	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

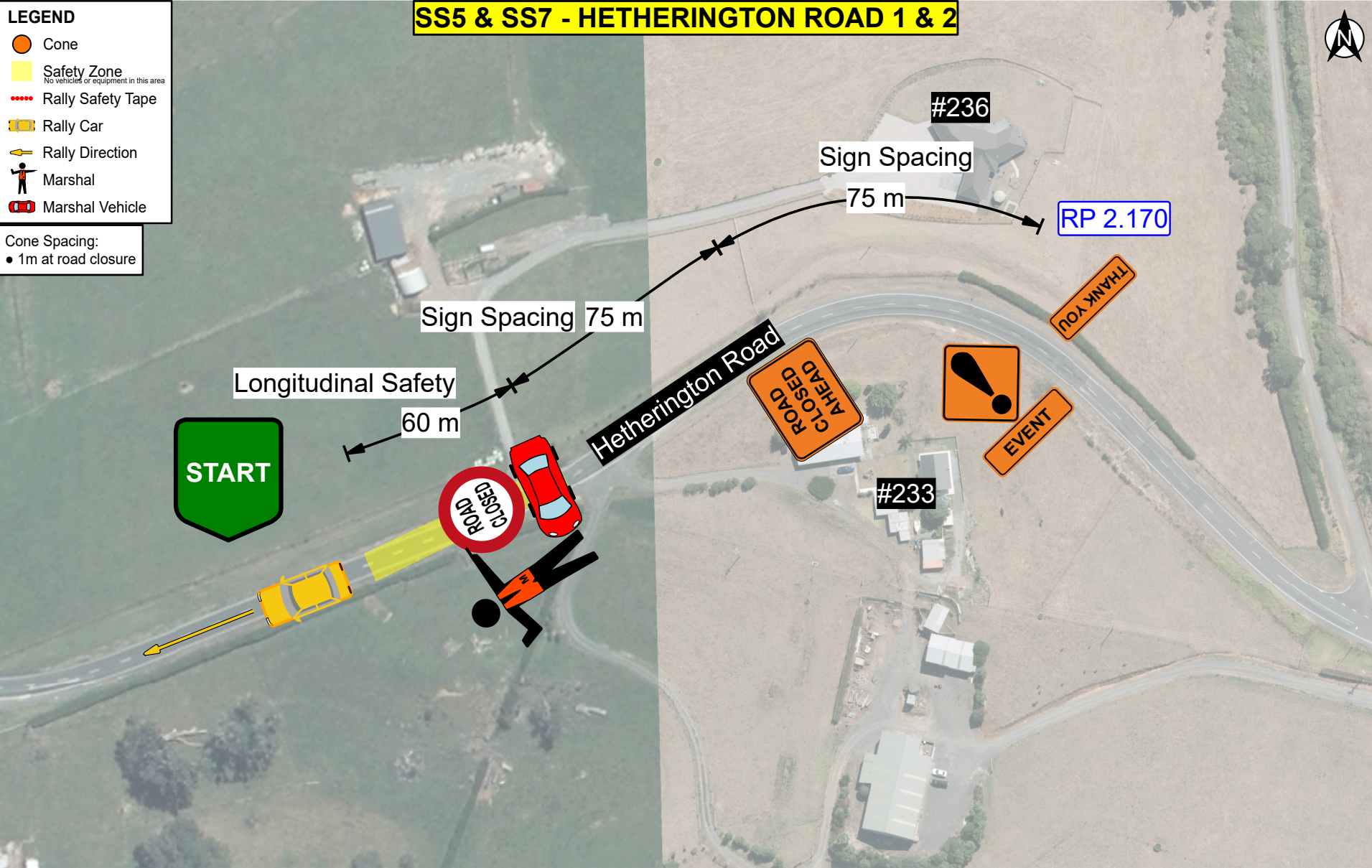


### SS5 & SS7 - HETHERINGTON ROAD 1 & 2

**LEGEND**

-  Cone
-  Safety Zone  
No Vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Cone Spacing:  
● 1m at road closure



Situation:  
Hetherington Road, Waikato

Drawing No:  
TMNZ-HOF-240030-3.1

Revision: A  
Drawing By: Sabina Dillon

TMC Approval:

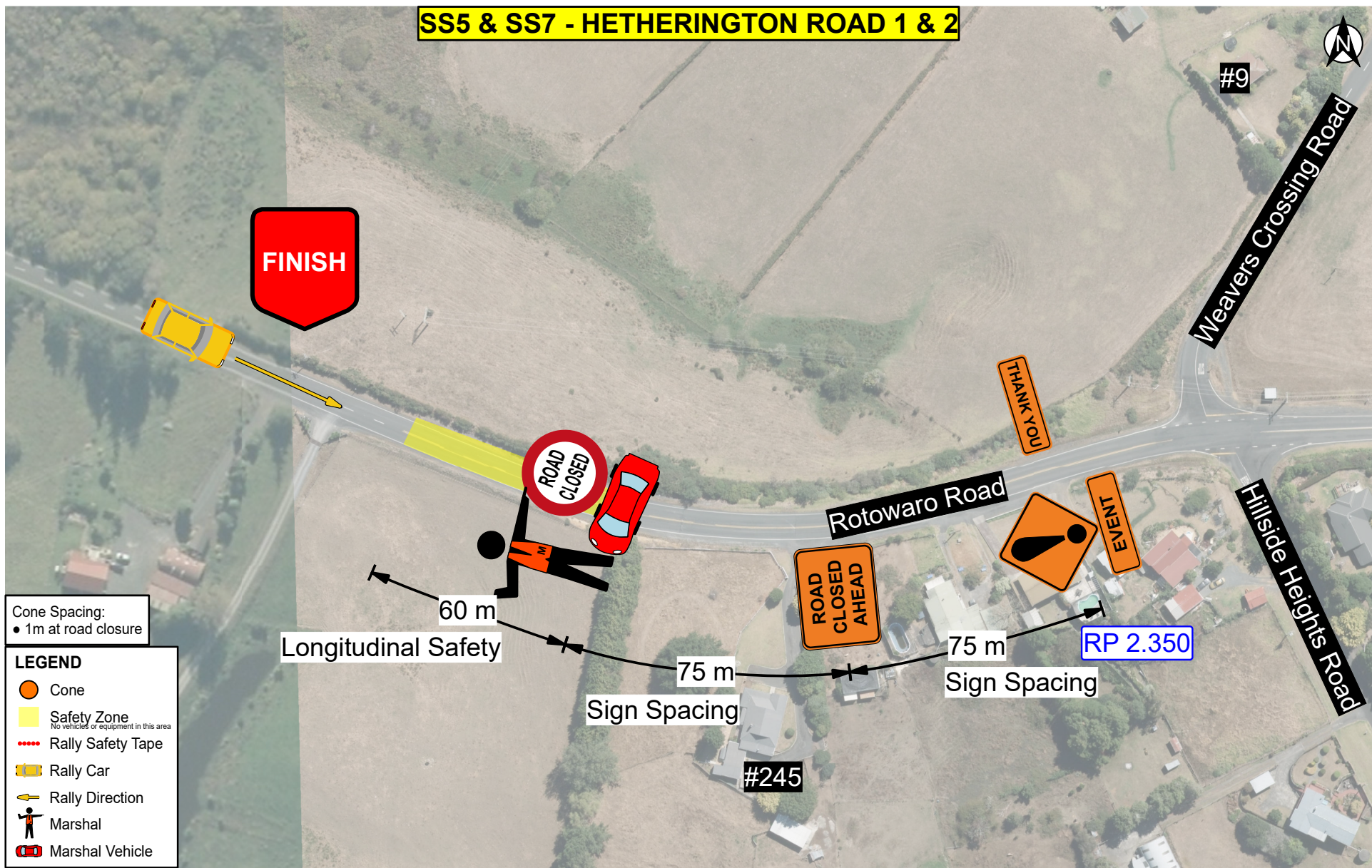
**Traffic Management NZ**

Drawing Title:  
Road Closure - Race Start

Checked:  
Date: February 2024



**SS5 & SS7 - HETHERINGTON ROAD 1 & 2**



Cone Spacing:  
• 1m at road closure

- LEGEND**
-  Cone
  -  Safety Zone  
No vehicles or equipment in this area
  -  Rally Safety Tape
  -  Rally Car
  -  Rally Direction
  -  Marshal
  -  Marshal Vehicle

Situation:  
Rotowaro Road, Waikato

**Traffic Management NZ**

Drawing No:  
TMNZ-HOF-240030-3.2

Drawing Title:  
Road Closure - Race Finish

Revision: A

Drawing By: Sabina Dillon

Checked:

Date: February 2024

TMC Approval:



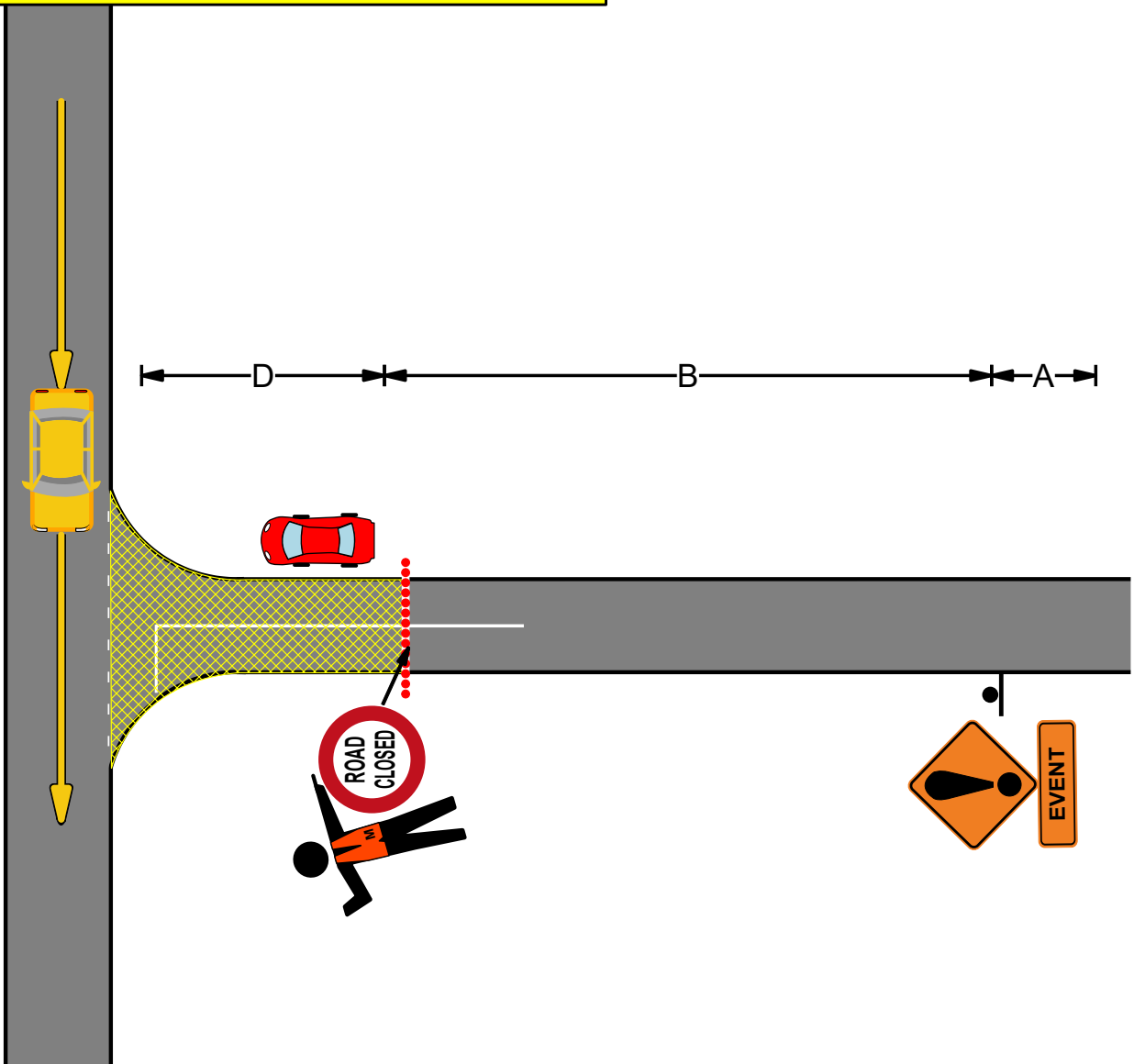
### SS5 & SS7 - HETHERINGTON ROAD 1 & 2


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

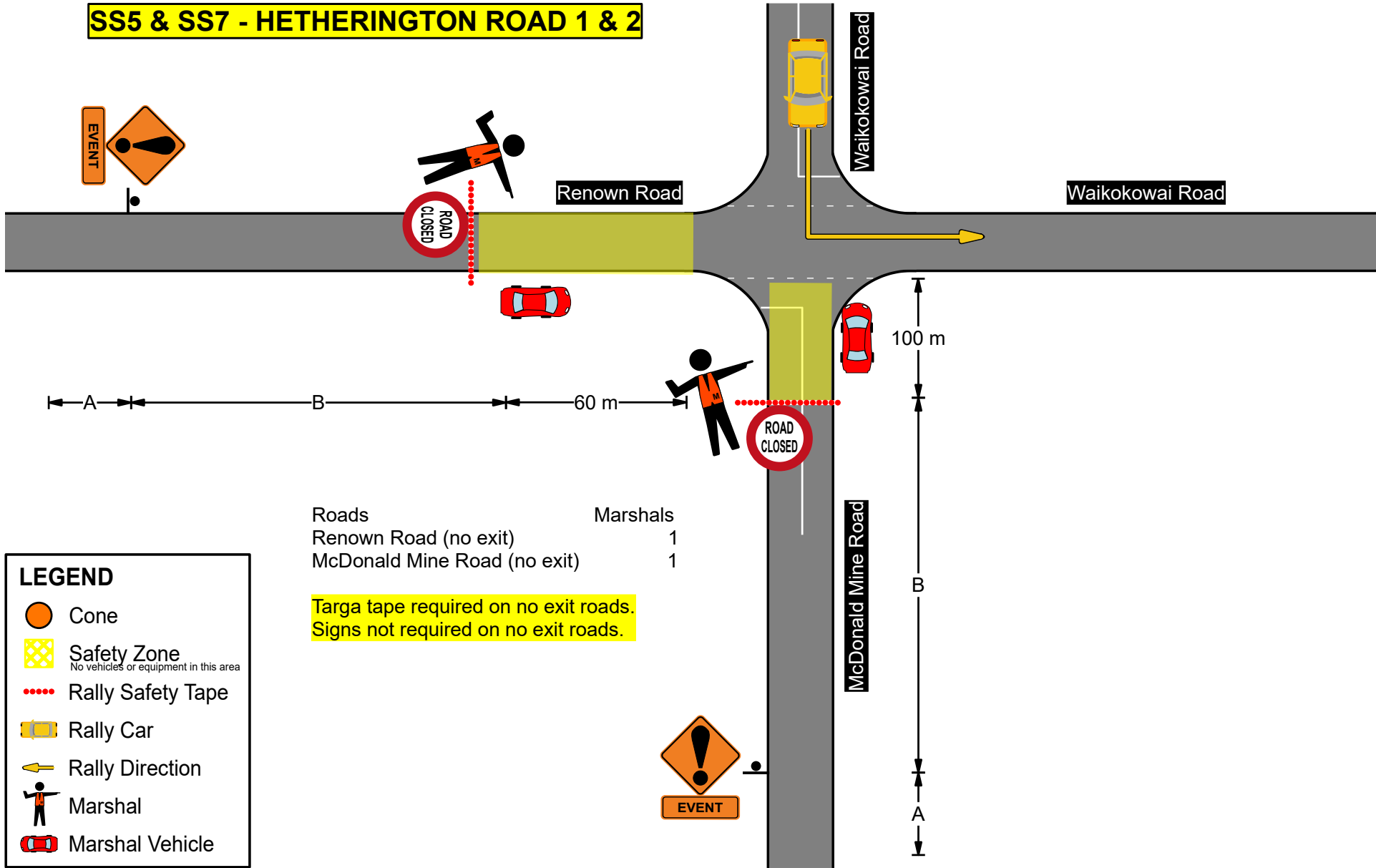
Roads	Marshals
West Mine Road (no exit)	1
Comins Road (no exit)	1
Pukekapia Road (no exit)	1
Rotongaro Road	2
Ginn Road	1
Huhu Road	1
Mahuta Station Road	1

Targa tape required on no exit roads.  
Signs not required on no exit roads.



Situation: Various	Drawing No: TMNZ-HOF-240030-3.3	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	


# SS5 & SS7 - HETHERINGTON ROAD 1 & 2



- |                              |          |
|------------------------------|----------|
| Roads                        | Marshals |
| Renown Road (no exit)        | 1        |
| McDonald Mine Road (no exit) | 1        |

Targa tape required on no exit roads.  
Signs not required on no exit roads.

**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

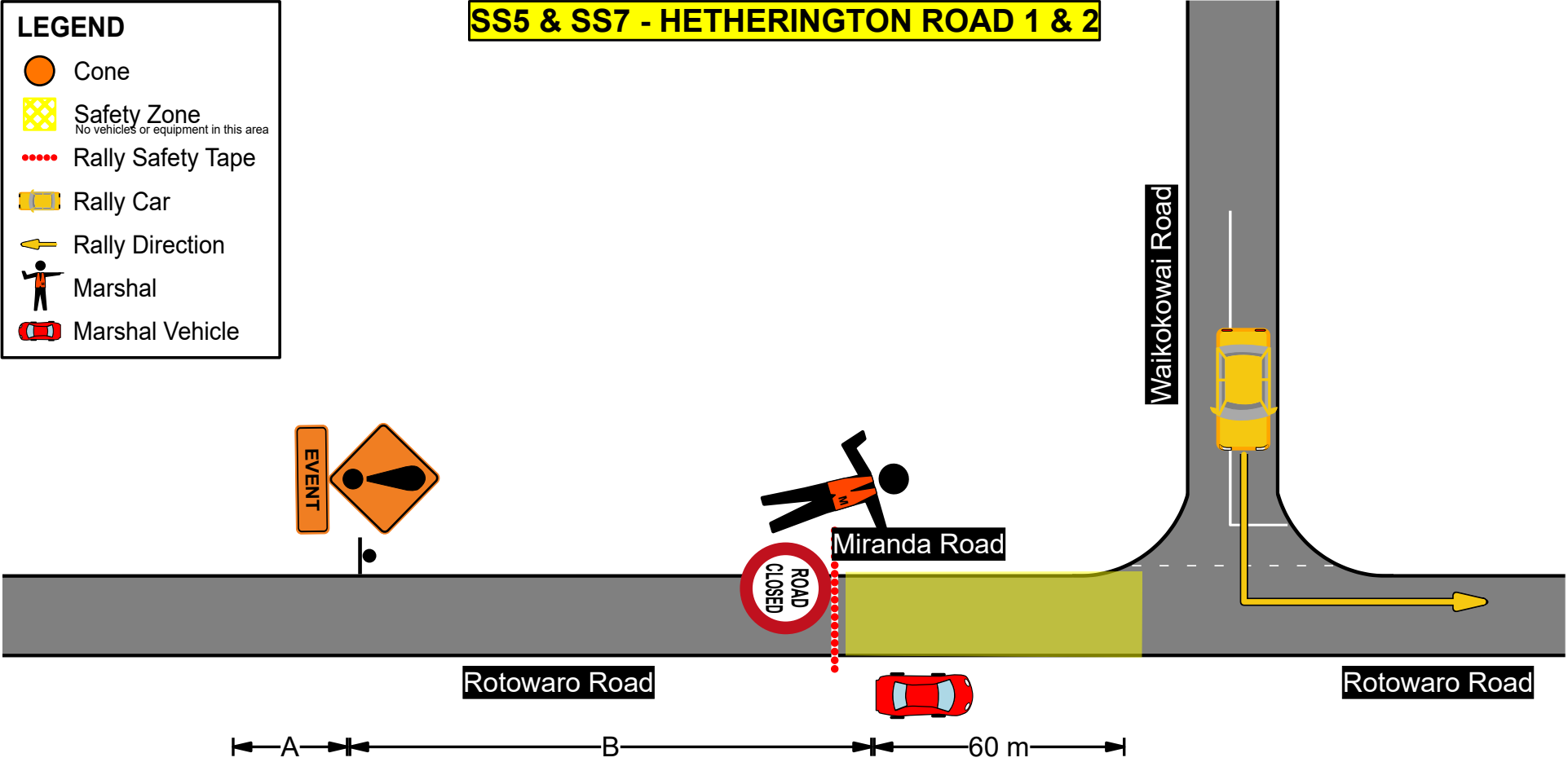
Situation: Various	Drawing No: TMNZ-HOF-240030-3.4	Revision: A	TMC Approval:
<b>Traffic Management NZ</b>	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
		Checked:	
		Date: February 2024	



### SS5 & SS7 - HETHERINGTON ROAD 1 & 2


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle



Roads  
Rotowaro Road

Marshals  
2

Situation: Various	Drawing No: TMNZ-HOF-240030-3.5	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

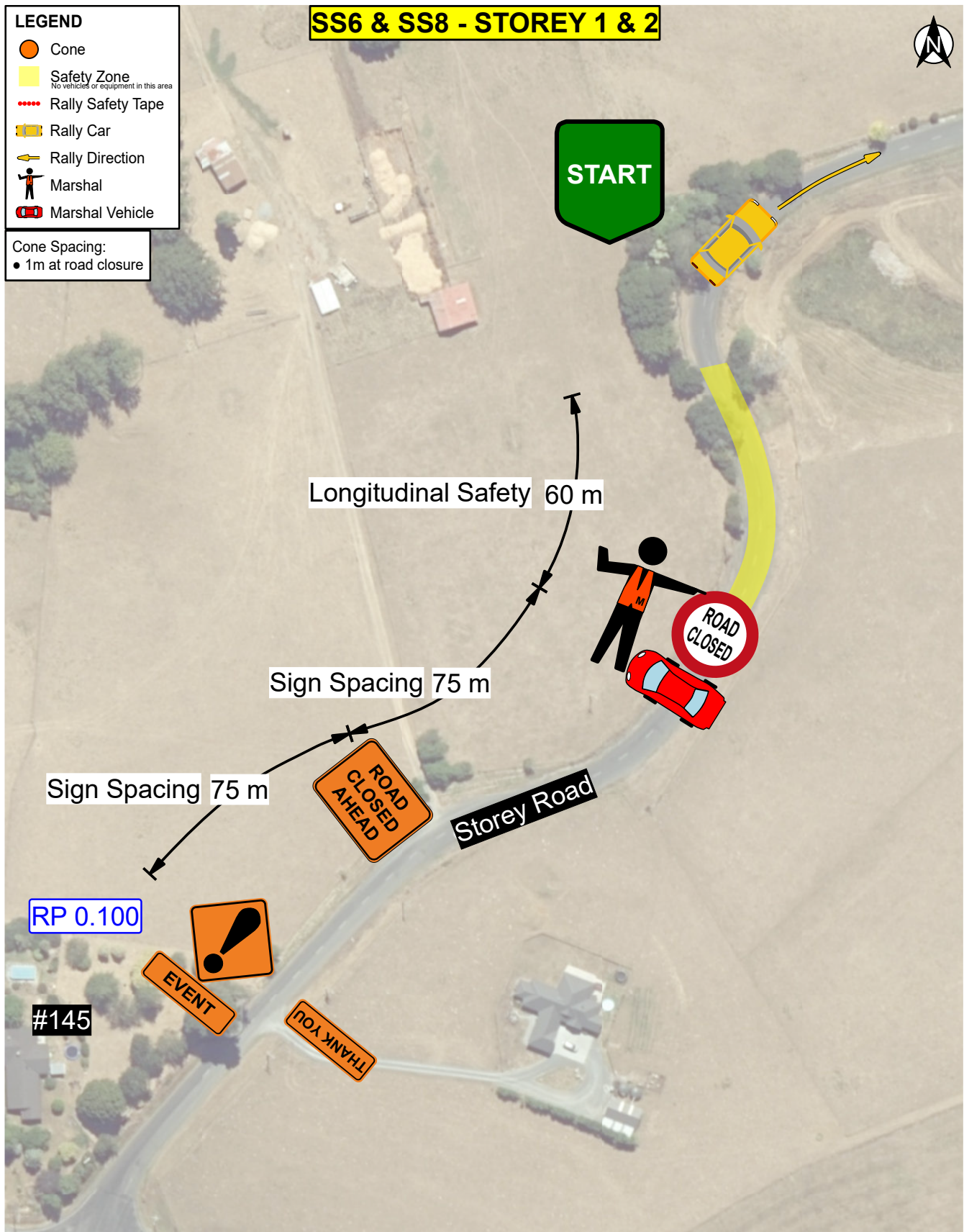
**SS6 & SS8 - STOREY 1 & 2**



**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

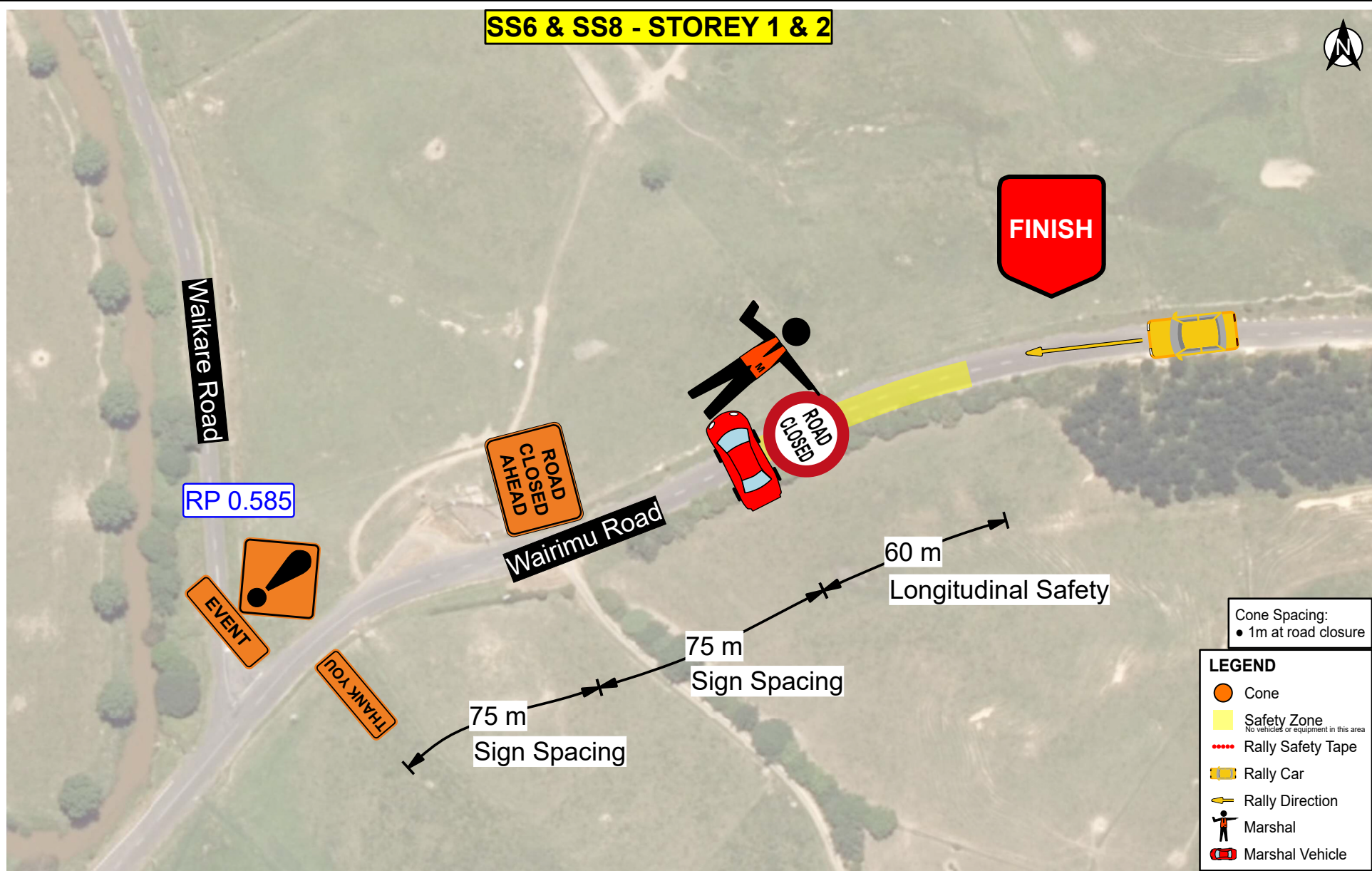
Cone Spacing:  
• 1m at road closure



Situation: Storey Road, Waikato	Drawing No: TMNZ-HOF-240030-4.1	Revision: A Drawing By: Sabina Dillon	
Drawing Title: Road Closure - Race Start		Checked:	
		Date: February 2024	
		TMC Approval:	

**Traffic Management NZ**

**SS6 & SS8 - STOREY 1 & 2**



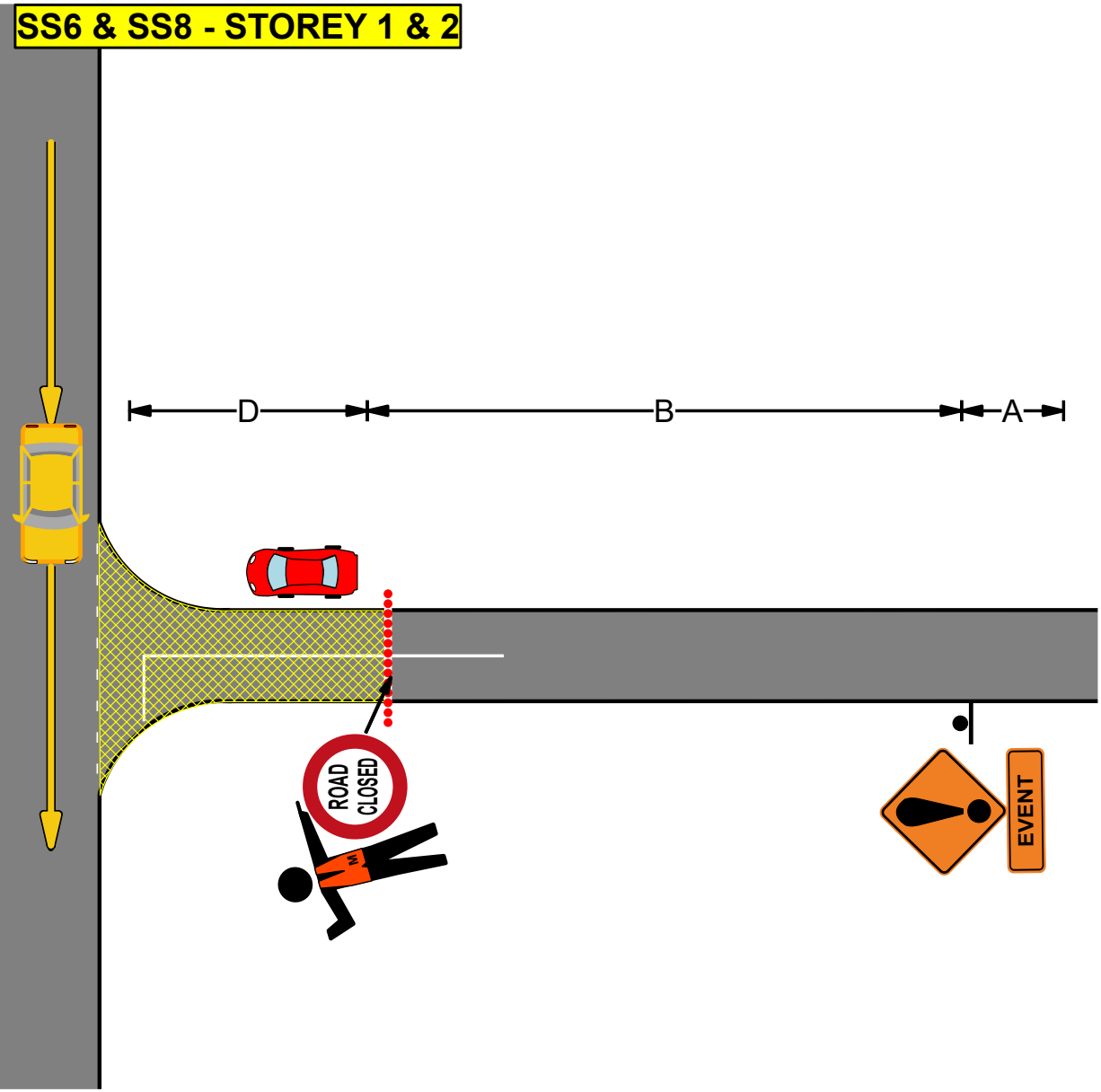
Situation: Waiterimu Road, Waikato	Drawing No: TMNZ-HOF-240030-4.2	Revision: A	TMC Approval:
	Drawing Title: Road Closure - Race Finish	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>	Checked:	Date: February 2024	


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads	Marshals
Rollo Road (no exit)	1
Waiu Road (no exit)	1
Mangapiko Valley Road	2
East Road (no exit)	1
Mangapiko Valley Road	1
Mahoe Road (no exit)	1
Waitotara Road (no exit)	1
Waiu Road (no exit)	1

Targa tape required on no exit roads.  
Signs not required on no exit roads.



Situation: Various	Drawing No: TMNZ-HOF-240030-4.3	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

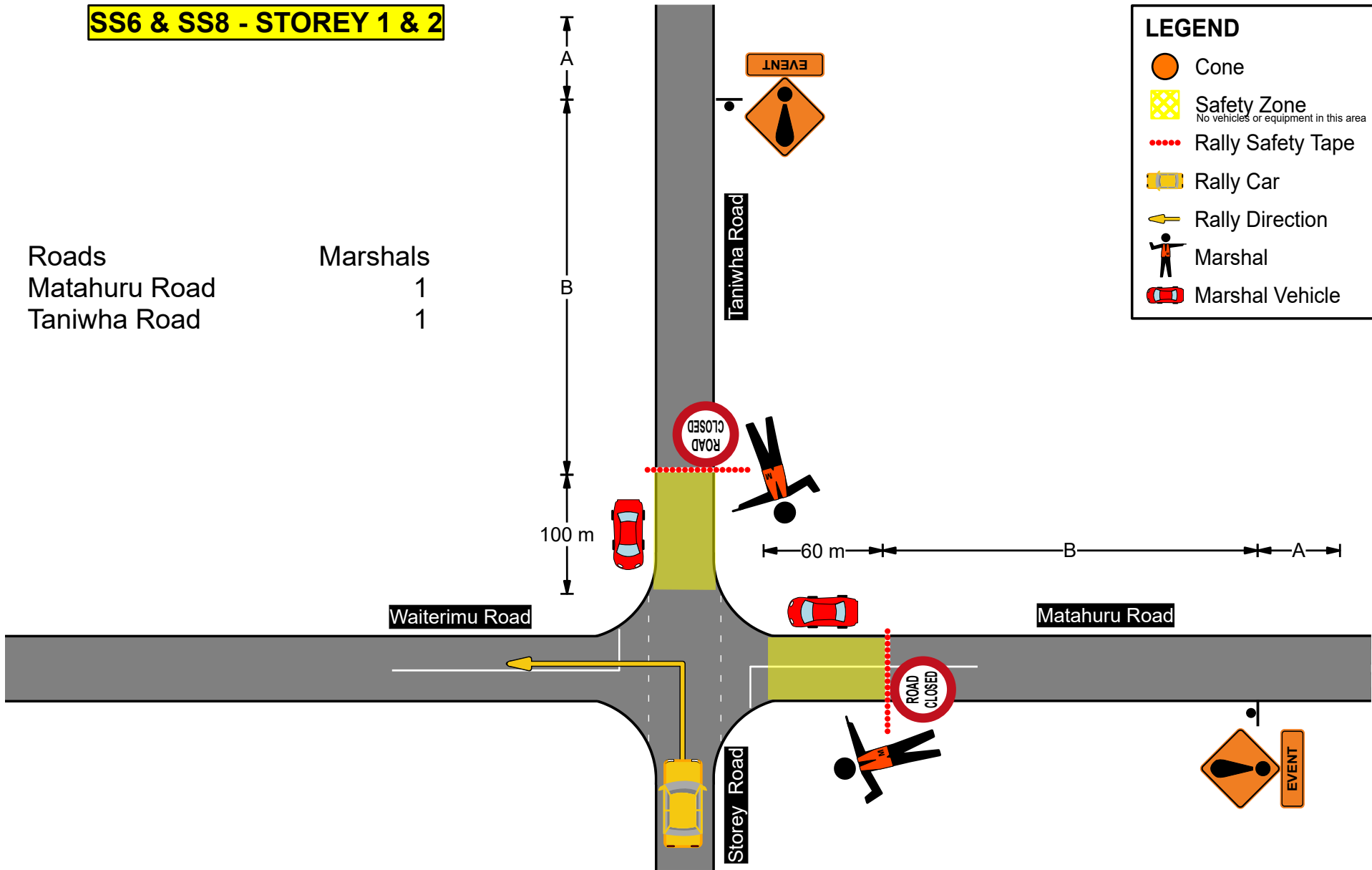


**SS6 & SS8 - STOREY 1 & 2**

Roads	Marshals
Matahuru Road	1
Taniwha Road	1

**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle



Situation: Various	Drawing No: TMNZ-HOF-240030-4.4	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	Date: February 2024

**LEGEND**

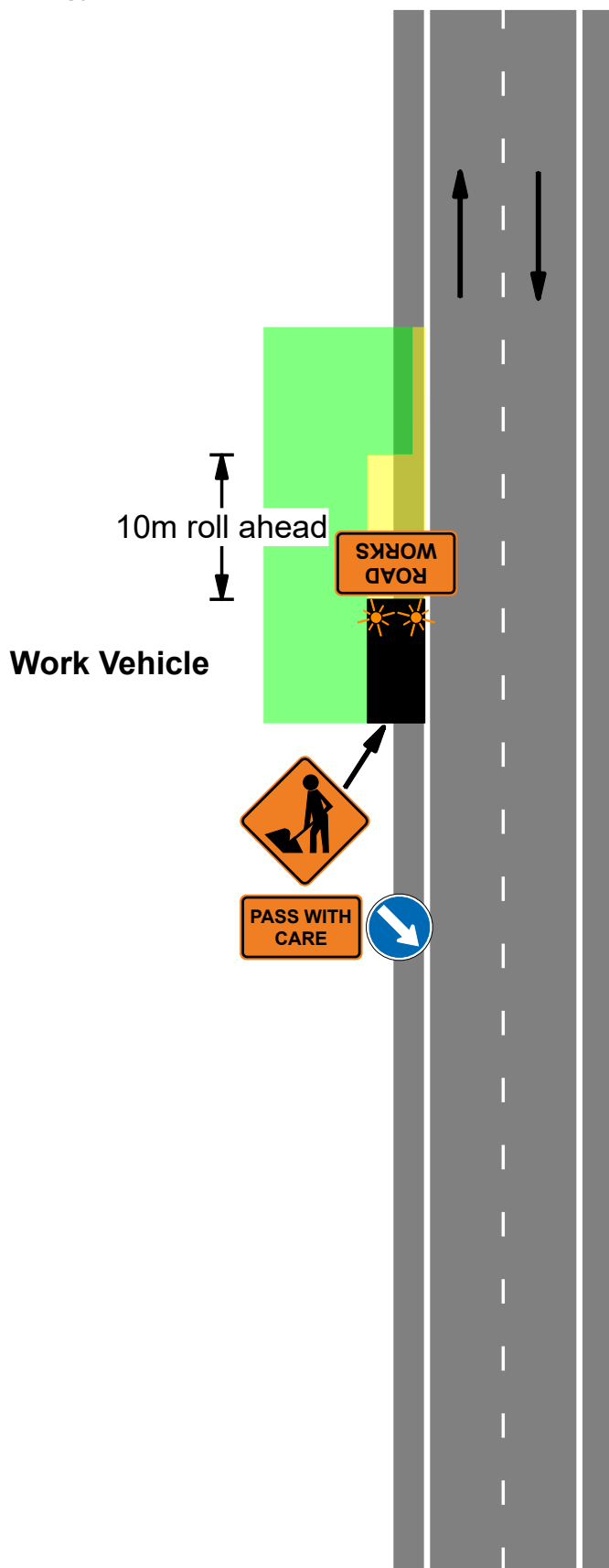
- Work Area
- No-go Zone

Mobile Operation layout using work vehicle.  
 May not stay in location for more than 5 minutes

Vehicle must avoid unnecessary delays to traffic (eg. pull over when 10 or more vehicles are delayed)

Vehicle to have amber flashing lights in operation whilst entering and leaving the sites TM and whilst it is being installed or removed

All personnel handling TTM equipment must take it from or place onto the the non-traffic side of the work vehicle without getting onto the deck of the work vehicle. TTM must be installed or removed either 10m in front of the work vehicle or TTM may be installed at any location on the non-traffic side of the work vehicle, free from the live lanes.



Situation: Various	Drawing No: TMNZ-HOF-240030-5	Revision: A
Drawing Title: Mobile Operation - Personnel on the shoulder	Checked:	Drawing By: Sabina Dillon
	Date: February 2024	
<b>Traffic Management NZ</b>		TMC Approval:



**LEGEND**

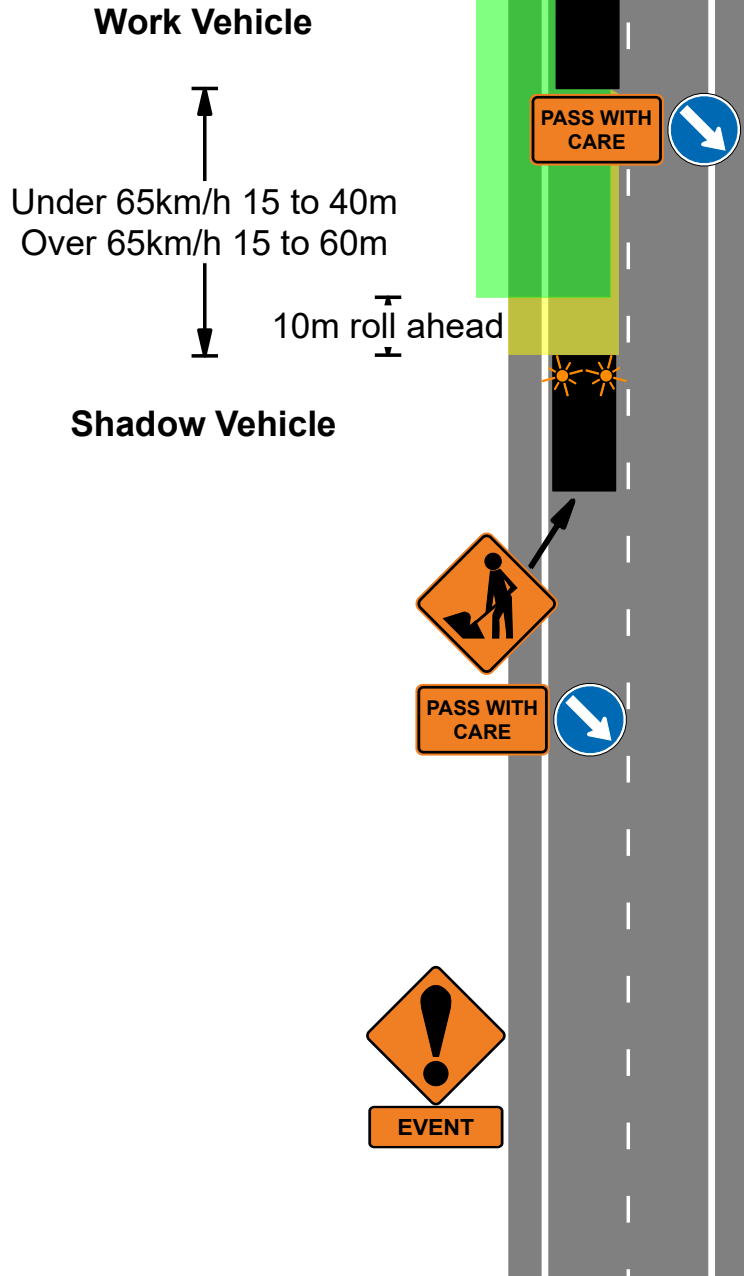
- Work Area
- No-go Zone

Mobile Operation layout using Level 1 Shadow Vehicle and a work vehicle. May not stay in location for more than 5 minutes

Vehicles must avoid unnecessary delays to traffic (eg. pull over when 10 or more vehicles are delayed)

All vehicles to have amber flashing lights in operation whilst they are entering and leaving the sites TM and whilst it is being installed or removed

Shadow is mandatory for working on the rear of the work vehicle



Situation: Various	Drawing No: TMNZ-HOF-240030-6	Revision: A Drawing By: Sabina Dillon	
Drawing Title: Mobile Operation - Personnel on the road		Checked:	
		Date: February 2024	
		TMC Approval:	

Traffic Management NZ

### TRAFFIC MANAGEMENT PLAN (TMP) – FULL FORM

Use this form for complex activities. Refer to the NZ Transport Agency's Traffic control devices manual, part 8 Code of practice for temporary traffic management (CoPTTM), section E, appendix A for a guide on how to complete each field.

<b>Organisations /TMP reference</b>	<b>TMP reference:</b> TMNZ-HOF-240031	<b>Contractor (Working space):</b> URG Promotions (NZ) Ltd	<b>Principal (Client):</b> URG Promotions (NZ) Ltd		
		<b>Contractor (TTM):</b> Traffic Management NZ	<b>RCA:</b> Waikato District Council		
<b>Location details and road characteristics</b>	<b>Road names and suburb</b>		<b>House no./RPs</b> (from and to)	<b>Road level</b>	<b>Permanent Speed</b>
	<b>SS9 &amp; SS11 - RUTHERFORD 1 &amp; 2</b>				
	Rutherford Road		4.030 to 0.000	LV	100km/h
	Peacocke Road		210m from Rutherford Road	LVL R	100km/h
	Kneebone Road		210m from Rutherford Road	LVL R	100km/h
	Orini Road		5.740 to 8.775	L1	100km/h
	McConnell Road		210m from Orini Road	LVL R	100km/h
	Tenfoot Road		8.385 to 5.540	LV	100km/h
	Catley Road		210m from Tenfoot Road	LVL R	100km/h
	Henry Road		7.580 to 1.730	Level 1	100km/h
	Davies Road		210m from Henry Road	LVL R	100km/h
	Uapoto Road		210m from Henry Road	LVL R	100km/h
	Gower Road		3.950 to 0.050	LV	100km/h
	<b>SS13 &amp; SS15 - ROTONGARO 1 &amp; 2</b>				
	Rotongaro Road		0.040 to 10.895	LV	100km/h
	Herbert Road		210m from Rotongaro Road	LVL R	100km/h
	Beverland Road		210m from Rotongaro Road	LVL R	100km/h
	Glen Murray Road		3.565 to 16.690	Level 1	100km/h
	Churchill Road		210m from Murray Road	LV	100km/h
	Lakeside Lane		210m from Murray Road	LV	100km/h
	Tikotiko Road		210m from Murray Road	LV	100km/h
	Marshall Road		210m from Murray Road	LVL R	100km/h
	<b>SS14 &amp; SS16 - HUNT 1 &amp; 2</b>				
	Hunt Road		0.050 to 3.900	LV	100km/h
	Logan Road		210m from Hunt Road	LV	100km/h
	Kauri Road		Entire Length	LV	100km/h
	Waimaramara-Onewhero Road		2.270 to 0.000	Level 1	100km/h 70km/h
	Klondyke Road		210m from Waimaramara-Onewhero Road	Level 1	100km/h
	Parsons Road		110m from Waimaramara-Onewhero Road	LV	50km/h
	Onewhero Tuakau Bridge Road		150m from Waimaramara-Onewhero Road	LV	50km/h
	Kohanga Road		6.690	LV	70km/h
	Kaipo Heights Road		210m from Kohanga Road	LV	100km/h

	Kaipo Flats Road	210m from Kohanga Road	LV	100km/h			
	Henderson Road	210m from Kohanga Road	LVL	100km/h			
	McKinney Road	210m from Kohanga Road	LVL	100km/h			
	Lee Road	210m from Kohanga Road	LVL	100km/h			
	Kohanga-Te Kumi Slip Road	210m from Kohanga Road	LVL	100km/h			
	Te Kumi Road	210m from Kohanga Road	LVL	100km/h			
<b>Traffic details (main route)</b>	<b>AADT</b> Under 1000	<b>Peak flows</b> 0700-0900 and 1500-1800 Monday to Friday					
<b>Description of work activity</b>							
<p>This TMP is for Leg 2 URG Bambina.</p> <p>Rally will be on closed roads, time trial with Motorsport compliant competition vehicles. These leave the start line in 30-60 second intervals.</p>							
<b>Planned work programme</b>							
<b>Unattended Start date (Pre-event Signage)</b>	03/03/2024	<b>Time</b>	24 hours	<b>End date</b>	17/03/2024	<b>Time</b>	24 hours
<b>Start date</b>	17/03/2024	<b>Time</b>	0600	<b>End date</b>	17/03/2024	<b>Time</b>	2000
<b>Consider significant stages, for example:</b>	<ul style="list-style-type: none"> <li>road closures</li> <li>detours</li> <li>no activity periods.</li> </ul> <p>Timing teams arrive 30 minutes before road closure and prepare setup for road closure under guidance from the STMS.</p> <p>Block marshals arrive 30 minutes before road closure. Then at road closure time, they secure the START/FINISH and all side roads. STMS travels the stage after road closure time to check or amend the road closure setups.</p> <p>Non-activity periods are used for escorting residents to and from properties.</p> <p><b>Site Safety Protocol:</b></p> <ul style="list-style-type: none"> <li>Rally marshals to tape the track route, all the gates, and the driveways.</li> <li>Road closure notification will be delivered by the organizers to residents in the vicinity well in advance.</li> <li>Resident gates and driveways taped by the organizers to reinforce the closure.</li> <li>000 safety car, 00 safety car, 0 safety car with sirens and beacons to ensure the track is clear before releasing the rally cars.</li> </ul> <p><b>Stage Name:</b> SS9 &amp; SS11 - RUTHERFORD 1 &amp; 2</p> <p><b>Road Closure:</b> 7:25am – 1:25pm   Sunday 17 March 2024</p> <p><b>Race Start Traffic Management Diagram:</b> TMNZ-HOF-240031-1.1</p> <p><b>Race Finish Traffic Management Diagram:</b> TMNZ-HOF-240031-1.2</p> <p><b>Side Roads Traffic Management Diagram:</b> TMNZ-HOF-240031-1.3, TMNZ-HOF-240031-1.4 and TMNZ-HOF-240031-1.5</p> <p><b>Stage Name:</b> SS13 &amp; SS15 - ROTONGARO 1 &amp; 2</p> <p><b>Road Closure:</b> 12:35pm – 6:35pm   Sunday 17 March 2024</p> <p><b>Race Start Traffic Management Diagram:</b> TMNZ-HOF-240031-2.1</p> <p><b>Race Finish Traffic Management Diagram:</b> TMNZ-HOF-240031-2.2</p> <p><b>Side Roads Traffic Management Diagram:</b> TMNZ-HOF-240031-2.3 and TMNZ-HOF-240031-2.4</p>						

	<p><b>Stage Name:</b> SS14 &amp; SS16 - HUNT 1 &amp; 2</p> <p><b>Road Closure:</b> 1:20pm – 7:20pm   Sunday 17 March 2024</p> <p><b>Race Start Traffic Management Diagram:</b> TMNZ-HOF-240031-3.1</p> <p><b>Race Finish Traffic Management Diagram:</b> TMNZ-HOF-240031-3.2</p> <p><b>Side Roads Traffic Management Diagram:</b> TMNZ-HOF-240031-3.3, TMNZ-HOF-240031-3.4 and TMNZ-HOF-240031-3.5</p> <p><b>Pre-event signage</b></p> <ul style="list-style-type: none"> <li>• Installed 14 days prior to event taking place. Must be undertaken by event contractor.</li> <li>- Refer to signage schedule at the end of this document.</li> </ul> <p><b>Set up and removal of the road closures:</b></p> <ul style="list-style-type: none"> <li>• L1 Mobile Operation used for set-up and removal of sites.</li> <li>- Refer to TMNZ-HOF-240031-4 and TMNZ-HOF-240031-5</li> </ul> <p><b>Notes</b></p> <ul style="list-style-type: none"> <li>• Marshals in place during attended closure to monitor and guide participants and general traffic.</li> </ul>				
<b>Alternative dates if activity delayed</b>	No alternate dates				
<b>Road aspects affected</b> ( <i>delete either Yes or No to show which aspects are affected</i> )					
<b>Pedestrians affected?</b>	No	<b>Property access affected?</b>	No	<b>Traffic lanes affected?</b>	Yes
<b>Cyclists affected?</b>	No	<b>Restricted parking affected?</b>	No	<b>Delays or queuing likely?</b>	Yes
<b>Proposed traffic management methods</b>					
<b>Installation</b> <i>(includes parking of plant and materials storage)</i>	<p><b>Once on site prior to the installation of the TTM, the STMS is to:</b></p> <ul style="list-style-type: none"> <li>• Check all vehicles have correct signage and flashing beacons. They also need to have continuous and appropriate communication with the STMS and each other on an agreed channel at all times.</li> </ul> <p><b>Installation Process:</b> <b>Site will be installed under a mobile operation with appropriate work vehicles and crew. TTM equipment will be unloaded from:</b></p> <ul style="list-style-type: none"> <li>• The non-traffic side of a stationary work vehicle. <b>Refer to TMNZ-HOF-240031-4</b></li> </ul> <p><b>TTM equipment is installed either:</b></p> <ul style="list-style-type: none"> <li>• To the non-traffic side of a work vehicle. <b>Refer to TMNZ-HOF-240031-4</b> OR</li> <li>• From behind the work vehicle at 10m in front of the shadow vehicle. <b>Refer to TMNZ-HOF-240031-5</b> OR</li> <li>• From the rear deck of the work vehicle with a shadow vehicle in place. Use this set up for the road closure cones. <b>Refer to TMNZ-HOF-240031-5.</b> When working from the rear deck the crew must be harnessed. No crew to be on the deck of work vehicle when turning around at loop points.</li> </ul> <p><b>Order of installation:</b></p> <p>Signs installed on the left-hand side of the road. Signs should be erected by travelling around the road network in a clockwise direction setting up each side road as they are passed. All turns in and out of side roads will be to the left which is to make turning easy and provide better safety.</p> <ul style="list-style-type: none"> <li>• The first sign erected for the site must be the advance warning sign.</li> <li>• The remaining signs are placed in order from the left as per the approved TMP.</li> <li>• The vehicle then makes a loop to make the next run. This process will continue until the sign network is complete.</li> </ul>				

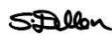
	<ul style="list-style-type: none"> <li>Delineation devices must be placed once all signs have been installed.</li> </ul> <p>Once TTM is installed, a drive-through check of the site will be made by the STMS in all directions including all side roads.</p> <p>On completion of the drive through check and the above is confirmed, the STMS then must give the okay for the event crew to enter the site for the site safety (toolbox) briefing.</p> <p><b>Once on site, prior to the event commencing, the STMS will conduct the toolbox briefing using this approved TMP to explain:</b></p> <ul style="list-style-type: none"> <li><b>Identified hazards</b> – Identify public safety and site safety hazards and how they will be addressed and place on the hazard document for 'toolbox' briefing.</li> <li><b>The TTM requirements for the site</b> – STMS to check the TMP is appropriate to the site. Where the TMP is not suitable, halt proceedings until the necessary actions have been taken.</li> <li><b>Safety zone requirements and limits</b> – Where they are located. No plant, equipment or work vehicles within safety zones. These safety zones must be kept clear.</li> </ul> <p><b>On completion of site set up and toolbox briefing:</b></p> <ul style="list-style-type: none"> <li>Once the STMS can confirm the site is safe, legal and complies with the TMP, they must give the okay for the event crew to carry out the rally.</li> <li>Competition/Official Vehicles are staged within the road closure area. All stages have a minimum of 120 minutes for staging from the road closure point.</li> </ul>
<b>Attended (day)</b>	<p>The sites will be attended during the day by a Level 1 / CAT B STMS.</p> <p>During road closure times all stages are attended by Block Marshals and Officials.</p> <p>The STMS checks the stage setup prior to competition commencement. STMS will be within 30 minutes of stages.</p> <p>All staff on the site shall be briefed on the traffic management requirements before starting any work on site.</p> <p>A site safety / tailgate meeting is to be held at the start of each day and all hazards, the control measure implemented to control the hazards are to be noted on the Hazard ID form. The Hazard ID form must be signed by all staff and sub-contractors on the site.</p>
<b>Attended (night)</b>	Event is during the day only
<b>Unattended (day)</b>	Pre-event signage will be left unattended.
<b>Unattended (night)</b>	Pre-event signage will be left unattended.
<b>Detour route</b>	No detour planned
	<p>Does detour route go into another RCA's roading network? N/A</p> <p>If Yes, has confirmation of acceptance been requested from that RCA? N/A</p> <p><b>Note:</b> Confirmation of acceptance from affected RCA must be submitted prior to occupying the site.</p>
<b>Removal</b>	<p><b>Removal of the site will be done under a mobile closure with TTM equipment taken from:</b></p> <ul style="list-style-type: none"> <li>The non-traffic side of a stationary work vehicle. <b>Refer to TMNZ-HOF-240031-4</b></li> </ul> <p><b>TTM equipment is removed either:</b></p> <ul style="list-style-type: none"> <li>To the non-traffic side of a work vehicle. <b>Refer to TMNZ-HOF-240031-4</b> OR</li> <li>From behind the work vehicle at 10m in front of the shadow vehicle. <b>Refer to TMNZ-HOF-240031-4</b> OR</li> <li>From the rear deck of the work vehicle with a shadow vehicle in place. Use this set up for the road closure cones. <b>Refer to TMNZ-HOF-240031-5.</b> When working from the rear deck the crew must be harnessed. No crew to be on the deck of work vehicle when turning around at loop points.</li> </ul> <p><b>Removal Procedure</b></p> <ul style="list-style-type: none"> <li>Removal of the site will commence as soon as the client has finished with their event.</li> </ul>

	<ul style="list-style-type: none"> <li>The removal of TTM measures must be in order of delineation devices, direction and protection signs, and then finally advanced warning signs.</li> <li>The last signs removed from the site <b>must</b> be the advanced warning signs.</li> <li>The STMS will carry out the final check and sign off before leaving the site.</li> </ul>			
<b>Proposed TSLs</b> (see <i>TSL decision matrix for guidance</i> )				
	<b>TSL details as required</b> Approval of Temporary Speed Limits (TSL) are in terms of Section 7 of Land Transport Rule: Setting of Speed Limits 2022 (List speed, length and location)	<b>Times</b> (From and to)	<b>Dates</b> (Start and finish)	<b>Diagram ref. no.s</b> (Layout drawings or traffic management diagrams)
<b>Attended day/night</b>	TSL's not required	N/A	N/A	N/A
<b>Unattended day/night</b>	TSL's not required	N/A	N/A	N/A
<b>TSL duration</b>	Will the TSL be required for longer than 12 months? <i>If yes, attach the completed checklist from section I-18: Guidance on TMP Monitoring Processes for TSLs to this TMP.</i>			No
<b>Positive traffic management measures</b>				
No TSL's – not required				
<b>Contingency plans</b>				
<b>Generic contingencies for:</b> <ul style="list-style-type: none"> <li>major incidents</li> <li>incidents</li> <li>pre-planned detours.</li> </ul>	<b>Major Incident</b> A major incident is described as: <ul style="list-style-type: none"> <li>Fatality or notifiable injury - real or potential</li> <li>Significant property damage, or</li> <li>Emergency services (police, fire, etc) require access or control of the site.</li> </ul>	<b>Actions</b> The STMS must immediately conduct the following: <ul style="list-style-type: none"> <li>stop all activity and traffic movement</li> <li>secure the site to prevent (further) injury or damage</li> <li>contact the appropriate emergency authorities</li> <li>render first aid if competent and able to do so</li> <li>notify the RCA representative and / or the engineer</li> <li>under the guidance of the officer in charge of the site, reduce effects of TTM on the road or remove the activity if safe to do so</li> <li>re-establish TTM and traffic movements when advised by emergency authorities that it is safe to do so</li> <li>Comply with any obligation to notify WorkSafe.</li> </ul>		
	<b>Incident</b> An incident is described as: <ul style="list-style-type: none"> <li>excessive delays - real or potential</li> <li>minor or non-inquiry accident that has the potential to affect traffic flow</li> <li>structural failure of the road.</li> </ul>	<b>Actions</b> The STMS must immediately conduct the following: <ul style="list-style-type: none"> <li>stop all activity and traffic movement if required</li> <li>secure the site to prevent the prospect of injury or further damage</li> <li>notify the RCA representative and / or the engineer</li> <li>STMS to implement a plan to safely remove TTM and to establish normal traffic flow if safe to do so</li> <li>re-establish TTM and traffic movements when it is safe to do so and when traffic volumes have reduced.</li> </ul>		
	<b>Detour</b> If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for:	<b>Actions</b> When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following: <ul style="list-style-type: none"> <li>Notify the RCA and / or the engineer when the detour is to be established</li> </ul>		



	<ul style="list-style-type: none"> <li>excessive delays when using an alternating flow design for TTM</li> <li>redirecting one direction of flow and / or</li> <li>total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared.</li> </ul> <p>The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered.</p> <p>The detour and route must be designed including:</p> <ul style="list-style-type: none"> <li>pre-approval from the RCA's whose roads will be used or affected by the detour route</li> <li>ensure that TTM equipment for the detour - signs etc are on-site and pre-installed.</li> </ul>	<ul style="list-style-type: none"> <li>Drive through the detour in both directions to check that it is stable and safe</li> <li>Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared</li> <li>Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.</li> </ul>		
	<p><b>Note also the requirements for no interference at an accident scene:</b></p> <p>In the event of an accident involving serious harm the STMS must ensure that nothing, including TTM equipment, is removed or disturbed and any wreckage article or thing must not be disturbed or interfered with, except to:</p> <ul style="list-style-type: none"> <li>save a life of, prevent harm to or relieve the suffering of any person, or</li> <li>make the site safe or to minimise the risk of a further accident; or</li> <li>maintain the access of the general public to an essential service or utility, or</li> <li>prevent serious damage to or serious loss of property, or</li> <li>follow the direction of a constable acting in his or her duties or act with the permission of an inspector.</li> </ul>			
<b>Other contingencies to be identified by the applicant</b> <i>(i.e. steel plates to quickly cover excavations)</i>	<b>Weather</b>	The STMS will suspend or re-evaluate the methodology of the works if weather conditions e.g., rain, fog etc., will adversely affect safety, i.e., If CSD (3 x PSL or 75m for LV/ L1 Roads that are not State Highways less than 55km/h) is not achieved during site set-up, or sign visibility not achieved after site set up. Work can recommence only after the all clear has been given by the STMS.		
	<b>Event running late due to unforeseen circumstances.</b>	Planned event will occur within the hours listed on the TMP (refer to Planned Work Programme on Page 1), however, should any unforeseen circumstances occur that impact on the time the crews finish their planned event, the STMS will contact the TMC as soon as possible. This is to notify the TMC of the issues and the requirement to complete the job outside of the time that has been applied for in this TMP.		
	<b>Passage of emergency vehicles</b>	The STMS must allow passage of emergency service vehicles.		
<b>Authorisations</b>				
<b>Parking restriction(s) alteration authority</b>	<b>Will controlled street parking be affected?</b>	No	<b>Has approval been granted?</b>	N/A
<b>Authorisation to work at permanent traffic signal sites</b>	<b>Will portable traffic signals be used or permanent traffic signals be changed?</b>	No	<b>Has approval been granted?</b>	N/A
<b>Road closure authorisation(s)</b>	<b>Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?</b>	Yes	<b>Has approval been granted?</b>	Yes
<b>Bus stop relocation(s) – closure(s)</b>	<b>Will bus stop(s) be obstructed by the activity?</b>	No	<b>Has approval been granted?</b>	N/A
	N/A			

<b>Authorisation to use portable traffic signals</b>	<b>Make, model and description/number</b>	Not required		
	<b>NZTA compliant?</b>	N/A		
<b>EED</b>				
<b>Is an EED applicable?</b>	No	<b>EED attached?</b>	N/A	
<b>Delay calculations/trial plan to determine potential extent of delays</b>				
Delays not expected				
<b>Public notification plan</b>				
First Letter drop and/or door knock must take place prior to the event to all residents on affected road closures as early as possible. Once TMP is approved, the second letter drop is delivered and pre-event signage in place 2 weeks prior to the event. Resident gates and driveways taped to reinforce the closure. Notification undertaken by the event organiser.				
<b>Public notification plan attached?</b>	No			
<b>On-site monitoring plan</b>				
<b>Attended</b> <i>(day and/or night)</i>	<b>Level 1 / CAT B qualified STMS</b> to undertake 2-hourly checks. Block Marshals, Stage Commander and Timing Teams to all be constantly aware of TTM measures and must be monitoring and in communication with the STMS so any TTM changes can be remedied by the STMS			
<b>Unattended</b> <i>(day and/or night)</i>	STMS to check Pre-Warning Signage at least once in a 48 hour period.			
<b>Method for recording daily site TTM activity</b> (eg CoPTTM on-site record)				
STMS to complete on-site record forms attached to TMP.				
<b>Site safety measures</b>				
All Block Marshals/Officials are required to attend training prior to event start. All CoPTTM approved high-visibility vests and closed footwear to be worn at all times. Safety warning cars traverse the stage at 10-minute intervals, 1 hour prior to competition cars to confirm safety measures are in place and spectators are in safe positions. All official vehicles are fitted with Fleetlink radios with direct contact with Targa Base and all other officials and the clerk. All vehicles (competitors and officials) are fitted with a GPS tracking device for "real time" tracking and accident notification. High Visibility Clothing at CoPTTM standards, and Hard Hats, Long Sleeves, Long Pants, Safety Footwear, Safety Glasses and Cut Resistant Gloves as per TTM contractor policies. All vehicles to have flashing beacons & sirens. STMS to wear a yellow high visibility vest compliant with CoPTTM specifications. All other work personnel wear orange/blue reflective overalls.				
<b>Temporary safety barrier system</b>	<b>Will a temporary safety barrier system be used at this worksite?</b>	No	<b>If yes, has the temporary safety barrier system been designed by an installation designer and independently reviewed as being fit for purpose?</b>	N/A
	<b>Statement from temporary safety barrier installation designer attached</b>			N/A
<b>Other information</b>				
All TMP changes are to be recorded and the TMC informed prior to any significant modifications to TTM measures, modifications that are not included in the approved TMP. All other changes are to be noted on the TMP and TMC to be advised as soon as possible.				
<b>Site specific layout diagrams</b>				
<b>Number</b>	<b>Title</b>			
TMNZ-HOF-240031-1.1	Road Closure – Race Start			
TMNZ-HOF-240031-1.2	Road Closure – Race Finish			
TMNZ-HOF-240031-1.3	Side Road Treatment			

TMNZ-HOF-240031-1.4	Side Road Treatment					
TMNZ-HOF-240031-1.5	Side Road Treatment					
TMNZ-HOF-240031-2.1	Road Closure – Race Start					
TMNZ-HOF-240031-2.2	Road Closure – Race Finish					
TMNZ-HOF-240031-2.3	Side Road Treatment					
TMNZ-HOF-240031-2.4	Side Road Treatment					
TMNZ-HOF-240031-3.1	Road Closure – Race Start					
TMNZ-HOF-240031-3.2	Road Closure – Race Finish					
TMNZ-HOF-240031-3.3	Side Road Treatment					
TMNZ-HOF-240031-3.4	Side Road Treatment					
TMNZ-HOF-240031-3.5	Side Road Treatment					
TMNZ-HOF-240031-4	Mobile Operation - Personnel on the shoulder					
TMNZ-HOF-240031-5	Mobile Operation - Personnel on the road					
<b>Contact details</b>						
	<b>Name</b>	<b>24/7 contact number</b>	<b>CoPTTM ID</b>	<b>Qualification</b>	<b>Expiry date</b>	
<b>Principal</b>	URG Promotions (NZ) Ltd – Keith Williams	021 476 384	-----	-----	-----	
<b>TMC</b>	Waikato District Council – Kevin Briggs	027 548 4812	61798	STMS (AB) - NP R	30/03/2025	
<b>Engineers' representative</b>	Not required	-----	-----	-----	-----	
<b>Contractor</b>	URG Promotions (NZ) Ltd – Keith Williams	021 476 384	-----	-----	-----	
<b>TTM Contractor</b>	Traffic Management NZ – Robert Dallas	07 849 5800	-----	-----	-----	
<b>STMS</b>	<b>STMS details must be shown and recorded in Daily onsite record.</b>	-----	-----	-----	-----	
	Daniel Fowles	0275561961	143312	CAT (AB) P	17/12/2024	
	Graham Andrews	0277021010	15562	STMS (AB) P	07/07/2025	
	Karina Haira	0211409614	121325	STMS (ABC) P	05/09/2025	
	Sheri Pitman	0220142196	51810	STMS (ABC) P	05/09/2025	
	Stephen Morgan	0273091745	90504	STMS L2/3 P	12/04/2024	
	Tony Henry	0274919511	32564	STMS (AB) P	05/09/2025	
<b>TC</b>	Not required	-----	-----	-----	-----	
<b>Others as required</b>	Not required	-----	-----	-----	-----	
<b>TMP preparation</b>						
<b>Preparation</b>	Sabina Dillon	02/02/2024		99097	STMS (ABC) - NP TTM Planner	31/01/2026 99/99/9999
		<i>Name (STMS qualified)</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>
<b>This TMP meets CoPTTM requirements</b>				<b>Number of diagrams attached</b>	<b>16</b>	
<b>TMP returned for correction (if required)</b>						
		<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>
<b>Engineer/TMC to complete following section when approval or acceptance required</b>						

<b>RCA consent (eg CAR/WAP) and/or RCA contract reference</b>	
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<b>Temporary safety barrier system</b>	<b>The attached temporary road safety barrier design has been independently reviewed as being fit for purpose</b>				Not required	
<b>TMP Approved</b>						
	<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>	<i>Expiry date</i>
<b>Acceptance by TMC (only required if TMP approved by engineer)</b>						
	<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualification</i>	<i>Expiry date</i>
<b>Qualifier for engineer or TMC approval</b>						
<p>Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.</p> <p>This TMP is approved on the following basis:</p> <ol style="list-style-type: none"> <li>1. To the best of the approving engineer's/TMC's judgment this TMP conforms to the requirements of CoPTTM.</li> <li>2. This plan is approved on the basis that the activity, the location and the road environment have been correctly represented by the applicant. Any inaccuracy in the portrayal of this information is the responsibility of the applicant.</li> <li>3. The TMP provides so far as is reasonably practicable, a safe and fit for purpose TTM system.</li> <li>4. The STMS for the activity is reminded that it is the STMS's duty to postpone, cancel or modify operations due to the adverse traffic, weather or other conditions that affect the safety of this site.</li> </ol>						
<b>Notification to TMC prior to occupying worksite/Notification completed</b>						
<b>Type of notification to TMC required</b>	Notification is to be made on the Daily/Weekly work Activity Report Spreadsheet via email to <a href="mailto:tmc@waikatoalliance.co.nz">tmc@waikatoalliance.co.nz</a> before 8am on each day of work		<b>Notification completed</b>	Date	<input style="width: 100%; height: 20px;" type="text"/>	
				Time	<input style="width: 100%; height: 20px;" type="text"/>	

TMP or generic plan reference

ON-SITE RECORD						Today's date	
On-site record must be retained with TMP for 12 months.							
<b>Location details</b>	<b>Road names(s):</b>	<b>House number/RPs:</b>	<b>Suburb:</b>				
Working space							
<b>Person responsible for working space</b>	Name				Signature		
Where the STMS/TC is responsible for both the working space and TTM they sign above and in the appropriate TTM box below							
TTM							
<b>STMS in charge of TTM</b>	Name	TTM ID Number	Warrant expiry date	Signature		Time	
<b>Worksite handover accepted by replacement STMS</b>	Name	ID Number	Warrant expiry date	Signature		Time	
	Tick to confirm handover briefing completed						
Delegation							
<b>Worksite control accepted by TC/STMS-NP</b>	Name	ID Number	Warrant expiry date	Signature		Time	
	Tick to confirm briefing completed						
Temporary speed limit							
<b>Street/road name (RPs or street numbers):</b>		<b>TSL action</b>	<b>Date:</b>	<b>Time:</b>	<b>TSL speed:</b>	<b>Length of TSL (m):</b>	
From: To:		TSL installed					
		TSL remains in place					
		TSL removed					
<b>Street/road name (RPs or street numbers):</b>		<b>TSL action</b>	<b>Date:</b>	<b>Time:</b>	<b>TSL speed:</b>	<b>Length of TSL (m):</b>	
From: To:		TSL installed					
		TSL remains in place					
		TSL removed					
<b>Street/road name (RPs or street numbers):</b>		<b>TSL action</b>	<b>Date:</b>	<b>Time:</b>	<b>TSL speed:</b>	<b>Length of TSL (m):</b>	
From: To:		TSL installed					
		TSL remains in place					
		TSL removed					

TMP or generic plan reference

**Worksite monitoring**

TTM to be monitored and 2 hourly inspections documented below.

Items to be inspected	TTM set-up	2 hourly check	2 hourly check	2 hourly check	2 hourly check	2 hourly check	TTM removal
High-visibility garment worn by all?							
Signs positioned as per TMP?							
Conflicting signs covered?							
Correct delineation as per TMP?							
Lane widths appropriate?							
Appropriate positive TTM used?							
Footpath standards met?							
Cycle lane standards met?							
Traffic flows OK?							
Adequate property access?							
Barrier deflection area is clear?							
<i>Add others as required</i>							
<b>Time inspection completed:</b>							
<b>Signature:</b>							
<b>Comments:</b>							
<b>Time</b>	<b>Adjustment made and reason for change</b>						

TMP or generic plan reference	
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Checking process for generic TMPs					
<i>This form, or a similar company record, must be completed prior to set up of a worksite where a generic TMP is used.</i>					
Location details					
Road name(s)		House number/RP(s)		Suburb	
Road name(s)		House number/RP(s)			
Generic TMP reference no.		TMD no(s).		<b>Note:</b> The checking process must include all the TMDs to be used	
Category	Points to consider	Y	N	Comment/Mitigation	
<b>Road level</b>	Is this at the correct road level?				
<b>Shape</b>	Are the following catered for in the generic TMP? • Intersections • Vertical Curves (hills) • Horizontal Curves (corners) • Sufficient advance warning				
<b>Direction and protection</b>	Check that there is: • sufficient length to place the planned direction and protection • sufficient road width to place the planned direction and protection ie minimum lane width is 2.75m • adequate sight distance on both sides • sufficient room to accommodate required positive traffic control				
<b>Proposed speed restrictions</b>	Is a TSL required? Refer to the TSL decision matrix in CoPTTM (section E Appendix B)				
<b>Plant and equipment</b>	Will your plant and equipment fit within the designated working space?				
<b>Personal safety</b>	Are all workers able to carry out their work within the designated working space? If not are they covered by the rules for inspections?				
<b>Layout diagrams</b>	Is diagram(s) detailed in the generic TMP? Does the diagram(s) match the written section of the TMP?				
<b>RCA notification</b>	Has the RCA been notified?				
Completed by:					
<b>STMS/TC in charge of worksite</b> (All names to be entered before site set-up)	Name	Signature	Date	Qualification	ID number
	Name	Signature	Date	Qualification	ID number

## C2.5 Combined level LV and level 1 worksite layout distances

Permanent speed limit or RCA-designated operating speed (km/h)	≤50	60	70	80	90	100		
<b>Traffic signs</b>								
A Sign visibility distance (m)	50	60	70	80	90	100		
B Warning distance (m)	50 or 30*	80	105	120	135	150		
C Sign spacing (m)	25 or 15*	40	50	60	70	75		
<b>Safety zones</b>								
D Longitudinal (m)+	10 or 5*	15	30	45	55	60		
E Lateral (m)+	1	1	1	1	1	1		
	Lateral behind barrier installation	As specified by the Installation Designer						
<b>Tapers</b>								
G Taper length (m)#	30	50	70	80	90	100		
G LV roads taper length (m)#	25	30	35	40	45	50		
K Distance between tapers (m)	40	50	70	80	90	100		
<b>Delineation devices</b>								
Cone spacing in taper (m)	2.5	2.5	5	5	5	5		
Cone spacing: Working space (m)##	5	5	10	10	10	10		
<p>* Larger minimum distances apply on all state highways and also on all multi-lane roads. The smaller minimum distances may be applied on other roads to accommodate road environment constraints.</p> <p>+ On LV roads the longitudinal and lateral safety zones may be reduced, or eliminated, in order to retain a single lane width. Positive traffic management and an appropriate TSL must be used.</p> <p># 1. On non-state highways with speeds 50km/h or less, a <b>10m taper</b> (with cones at 1m centres) may be used when there are road environment constraints (eg intersections and commercial accesses).</p> <p>2. On all roads where the shoulder width is less than 2.5m and the activity does not affect the live lane, a <b>10m shoulder taper</b> is permitted (with at least 5 cones at no greater than 2.5m centres).</p> <p>3. A <b>taper of 30m</b> (with cones at 2.5m centres) <b>must</b> be used where manual traffic control (stop/go), portable traffic signals or priority give way are employed.</p> <p>## LV roads: double the cone spacing alongside working space (eg 5 = 10, 10 = 20).</p>								
<b>Lane widths (based on permanent speed or TSL if applied)</b>								
Speed (km/h)	30	40	50	60	70	80	90	100
F Lane width (m)	2.75	2.75	3.0	3.0	3.25	3.25	3.5	3.5

Except for delineation device spacings, which are maximum values, the distances specified in the above tables are minimum values.

### LV/low-risk roads (less than 250vpd - less than 20 vehicles per hour)

When on the shoulder:

- If CSD **not** available: Advance warning sign and base to be installed with sign visibility distance and warning distance in place
- If CSD available: Advance warning sign may be attached to the rear of a work vehicle which has an amber flashing beacon(s) and is visible to approaching road users from the rear.

When the activity encroaches onto a live lane consider alternating flow controls.

If the above requirements cannot be achieved, the operation must be modified to comply with the appropriate level LV or level 1 requirements.




Example of signage schedule:


### Signage Schedule

Static signs to be erected 7-14 days prior to the event, at the START and FINISH of the route and all intersections between.


**Standard**  
600mm x 450mm




**Large**  
900mm x 600mm



**Extra Large**  
600 x 1200mm





Removal of all static signs after each stage is completed.

### Spectator Safety Pamphlet



- Heed the safety tape.
- Expect the unexpected.
- Listen for approaching cars.
- Remain alert.
- Keep dogs on leads.
- Leave yourself room to move away quickly.
- Try to stay behind something solid.
- Keep children under supervision.
- DO AS THE MARSHALS ASK.**
- Assist the marshals to run a safe stage

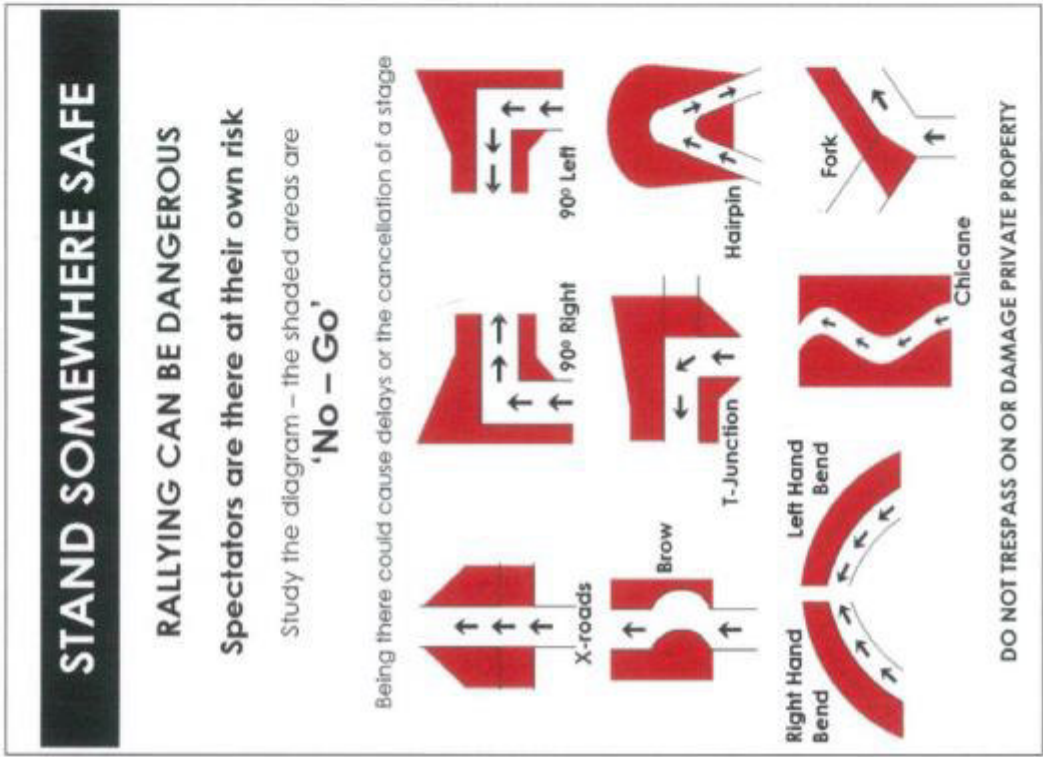
### NEVER

- Stand on the road.
- Endanger the drivers or your safety.
- Stand or sit on walls, fences, or stock piles.
- Stand in prohibited areas.
- Sit close to the edge of the road.
- Block escape routes.
- Remove signs or arrows.
- Be the one to stop the stage.

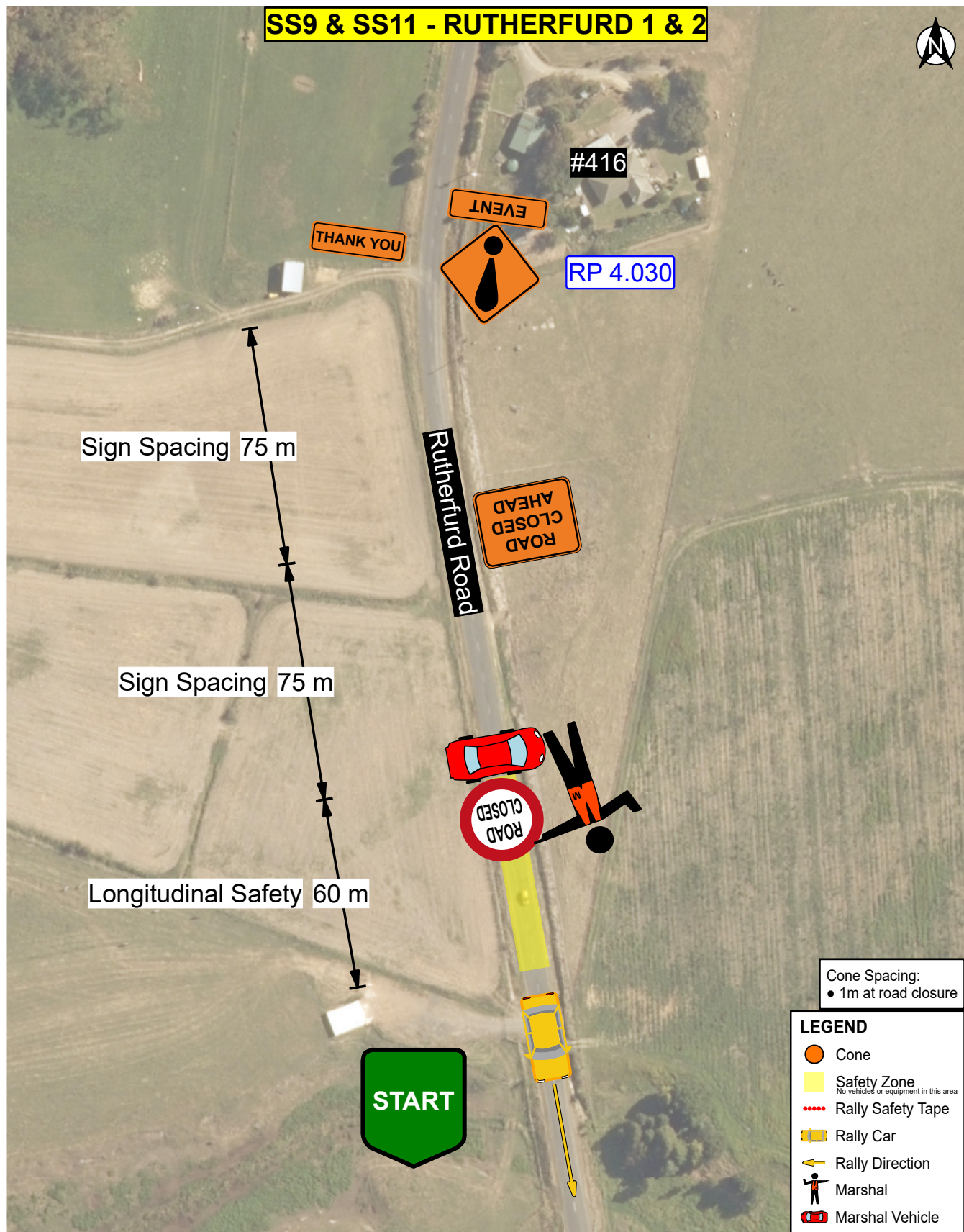
**IN THE EVENT OF AN EMERGENCY PLEASE PHONE**

**0800 827 427**

WARNING TO THE PUBLIC – Motorsport can be dangerous. It is a condition of admission that all persons having any connection with the promotion and/or organisation and/or conduct of the meeting, including the owners of the vehicles, are absolved from all liability arising out of accidents causing damage or personal injury (whether fatal or otherwise however caused to spectators or ticket holders).



**SS9 & SS11 - RUTHERFURD 1 & 2**



Cone Spacing:  
• 1m at road closure

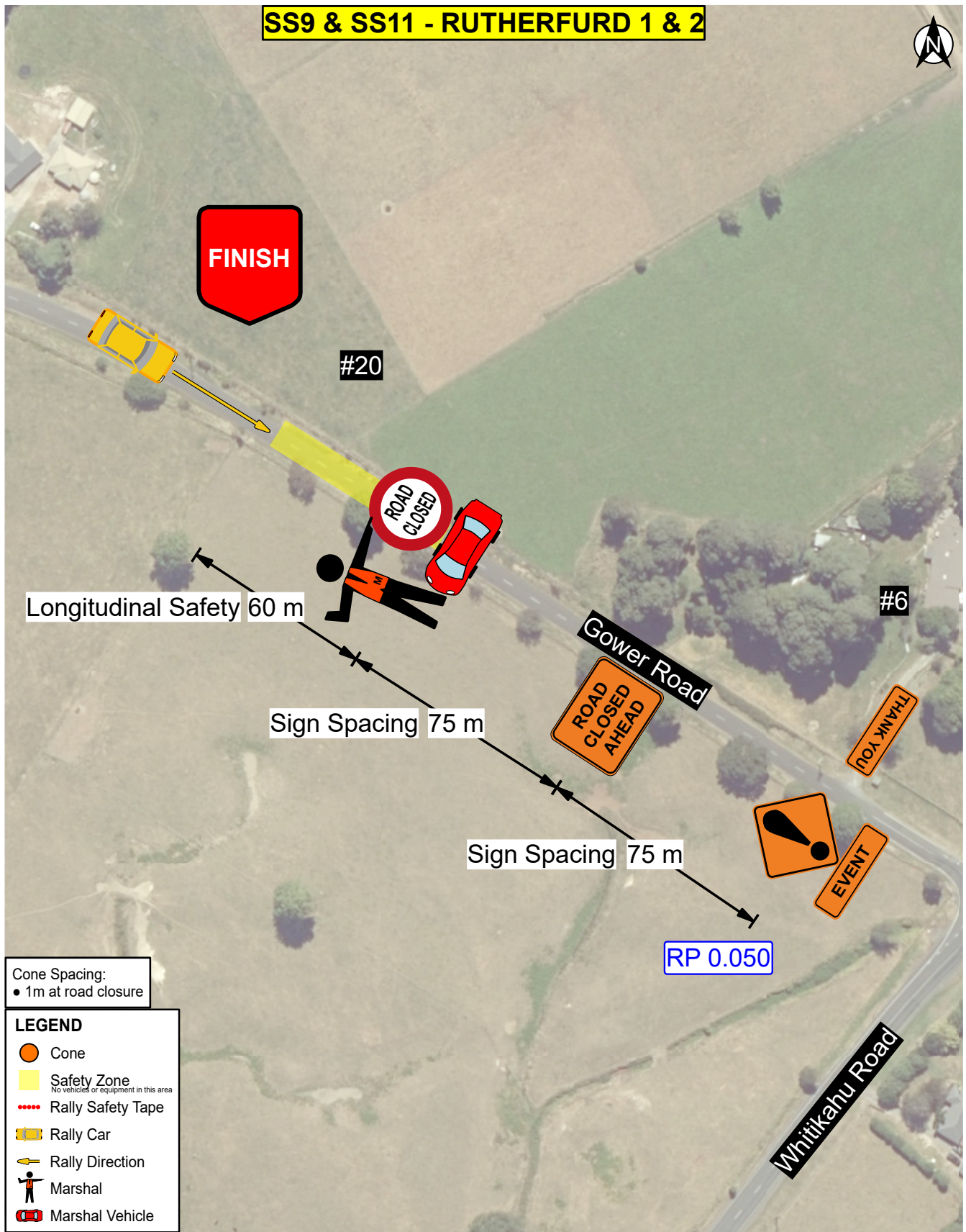
**LEGEND**

- Cone
- Safety Zone  
No vehicles or equipment in this area
- Rally Safety Tape
- Rally Car
- Rally Direction
- Marshal
- Marshal Vehicle

Situation: Rutherford Road, Waikato	Drawing No: TMNZ-HOF-240031-1.1	Revision: A Drawing By: Sabina Dillon
Drawing Title: Road Closure - Race Start	Checked:	Date: February 2024
<b>Traffic Management NZ</b>		TMC Approval:



**SS9 & SS11 - RUTHERFURD 1 & 2**



Cone Spacing:  
• 1m at road closure

- LEGEND**
- Cone
  - Safety Zone  
No vehicles or equipment in this area
  - Rally Safety Tape
  - Rally Car
  - Rally Direction
  - Marshal
  - Marshal Vehicle

Situation: Rutherford Road, Waikato	Drawing No: TMNZ-HOF-240031-1.2	Revision: A Drawing By: Sabina Dillon
Drawing Title: Road Closure - Race Finish	Checked:	Date: February 2024
<b>Traffic Management NZ</b>		TMC Approval:



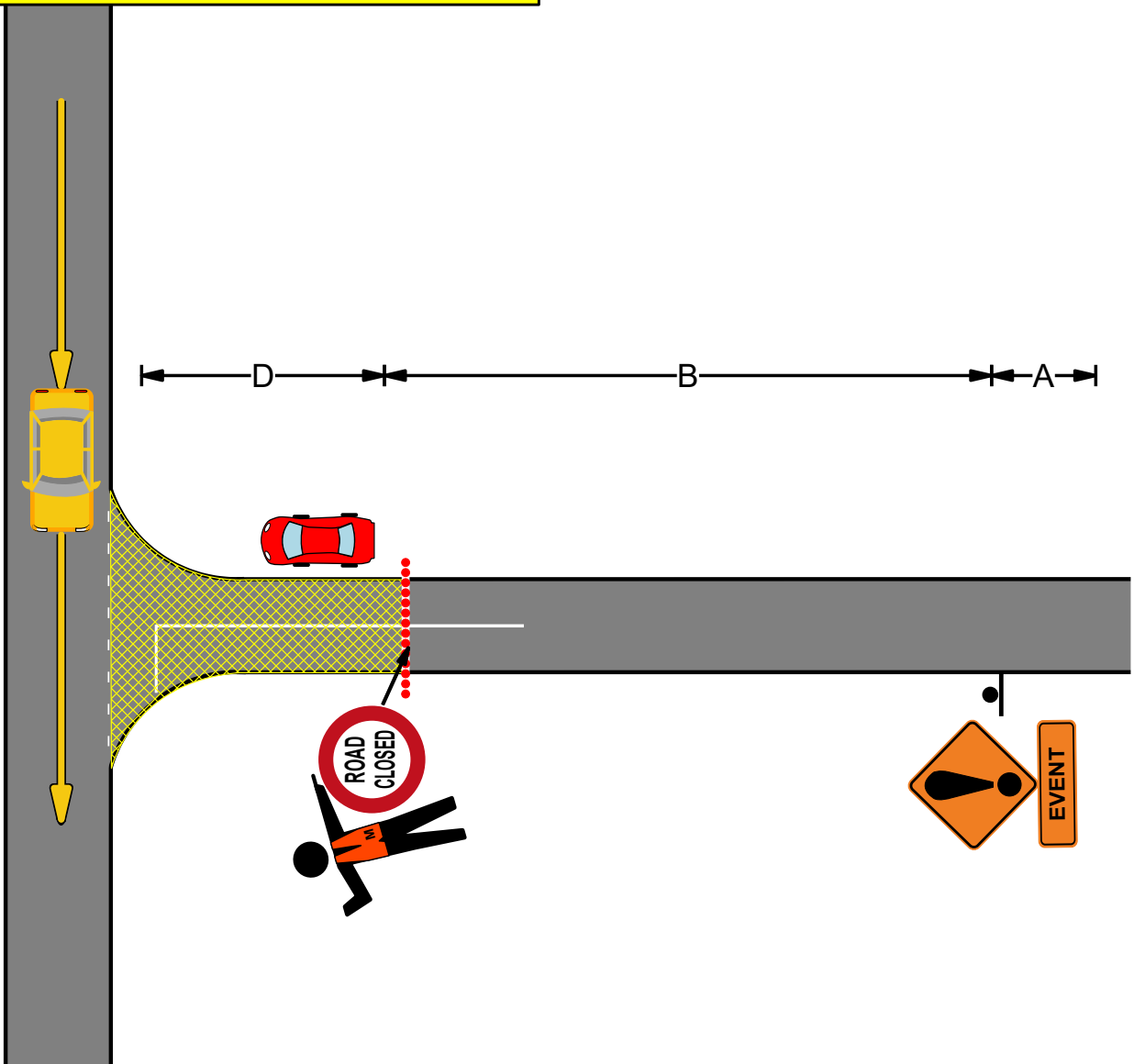
**SS9 & SS11 - RUTHERFURD 1 & 2**


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads	Marshals
Peacocke Road (no exit)	1
Kneebone Road	1
McConnell Road (no exit)	1
Catley Road (no exit)	1
Davies Road (no exit)	1
Uapoto Road	1

Targa tape required on no exit roads.  
Signs not required on no exit roads.



Situation: Various	Drawing No: TMNZ-HOF-240031-1.3	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

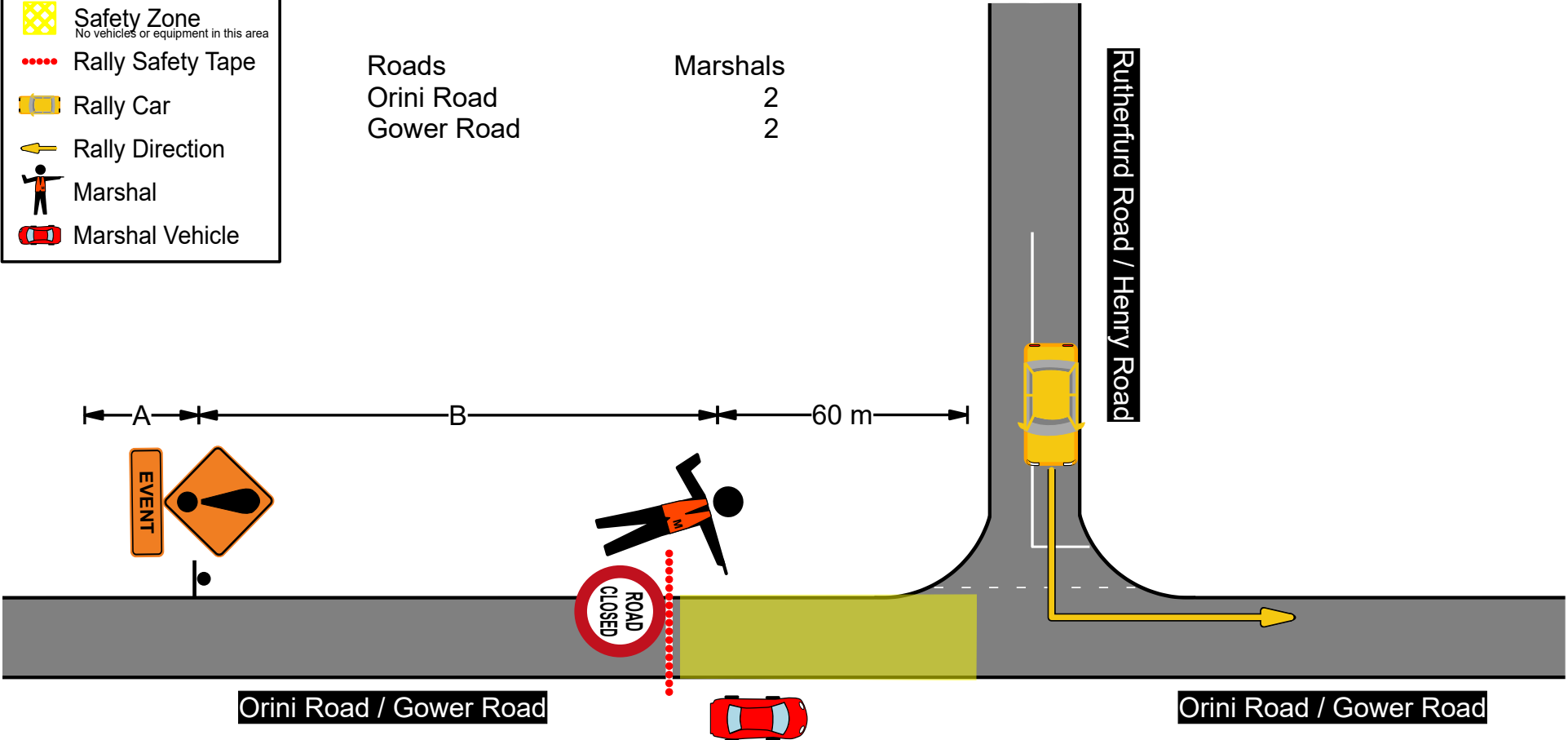
**SS9 & SS11 - RUTHERFURD 1 & 2**


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads  
Orini Road  
Gower Road

Marshals  
2  
2



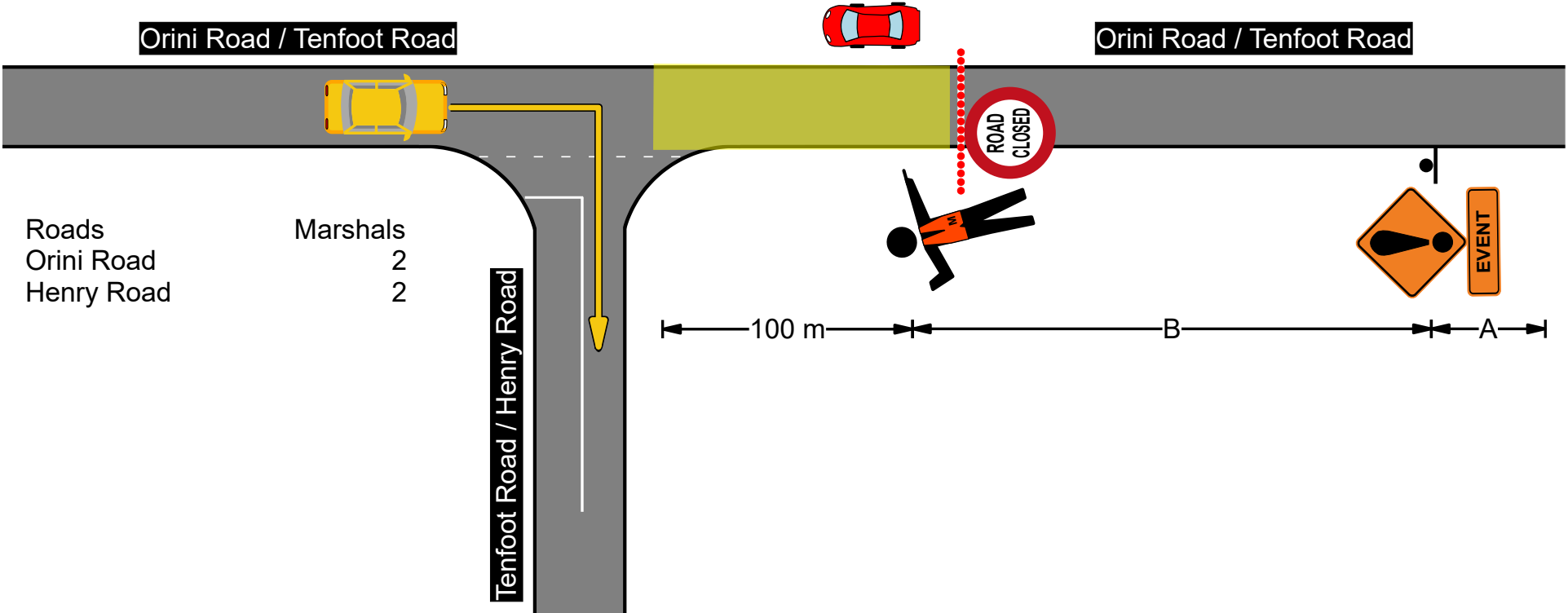
Situation: Various	Drawing No: TMNZ-HOF-240031-1.4	Revision: A	TMC Approval:	
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon		
		Date: February 2024		

**Traffic Management NZ**

**SS9 & SS11 - RUTHERFURD 1 & 2**

**LEGEND**


-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle



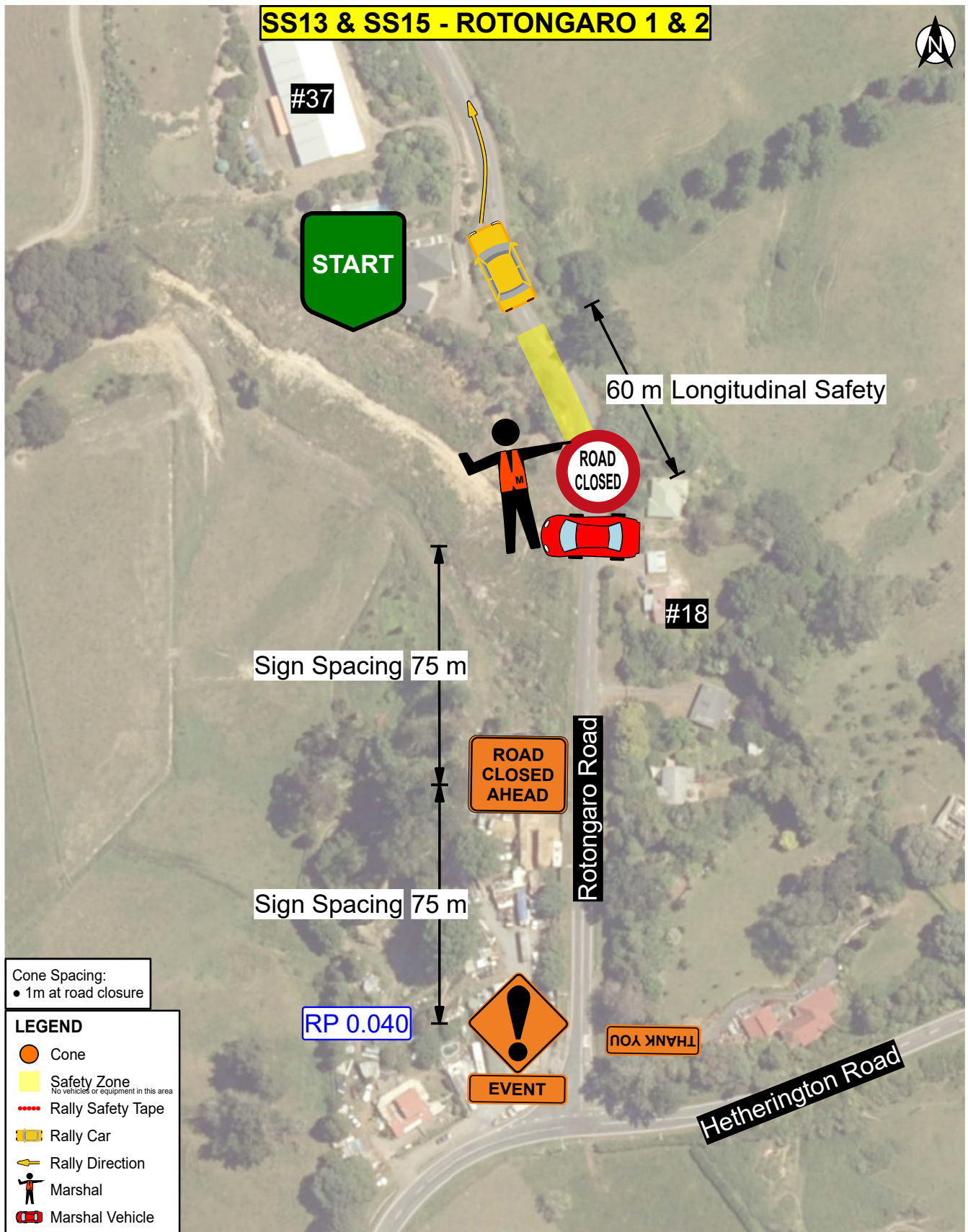
Roads	Marshals
Orini Road	2
Henry Road	2

Tenfoot Road / Henry Road

100 m      B      A

Situation: Various	Drawing No: TMNZ-HOF-240031-1.5	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

**SS13 & SS15 - ROTONGARO 1 & 2**



Cone Spacing:  
• 1m at road closure

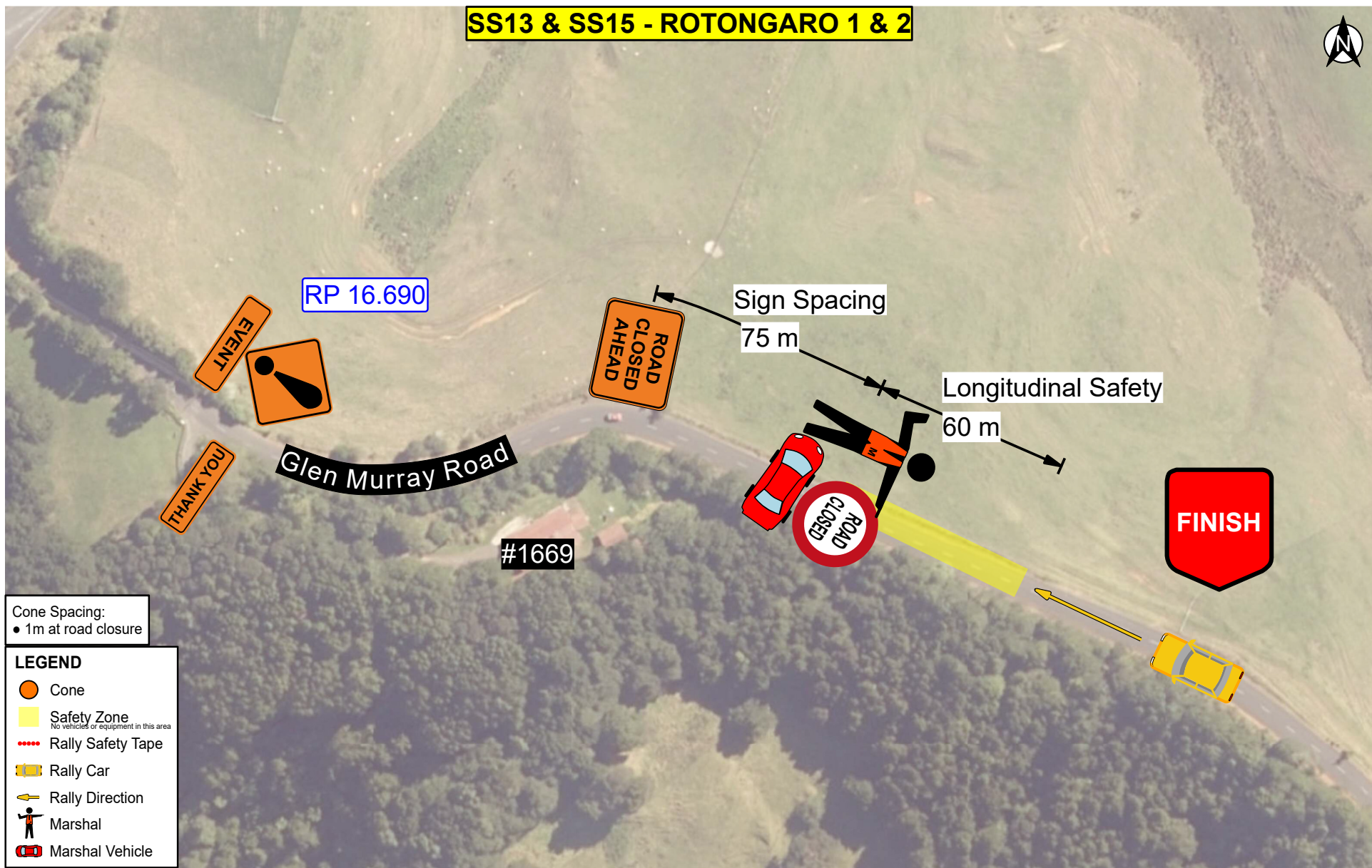
- LEGEND**
- Cone
  - Safety Zone  
No vehicles or equipment in this area
  - Rally Safety Tape
  - Rally Car
  - Rally Direction
  - Marshal
  - Marshal Vehicle

Situation: Rotongaro Road, Waikato	Drawing No: TMNZ-HOF-240031-2.1	Revision: A
Drawing Title: Road Closure - Race Start	Checked:	Drawing By: Sabina Dillon
	Date: February 2024	
<b>Traffic Management NZ</b>		TMC Approval:





**SS13 & SS15 - ROTONGARO 1 & 2**



Cone Spacing:  
• 1m at road closure

**LEGEND**

- Cone
- Safety Zone  
No Vehicles or equipment in this area
- Rally Safety Tape
- Rally Car
- Rally Direction
- Marshal
- Marshal Vehicle

Situation: Glen Murray Road, Waikato	Drawing No: TMNZ-HOF-240031-2.2	Revision: A Drawing By: Sabina Dillon Checked: Date: February 2024	TMC Approval:
<b>Traffic Management NZ</b>	Drawing Title: Road Closure - Race Finish		

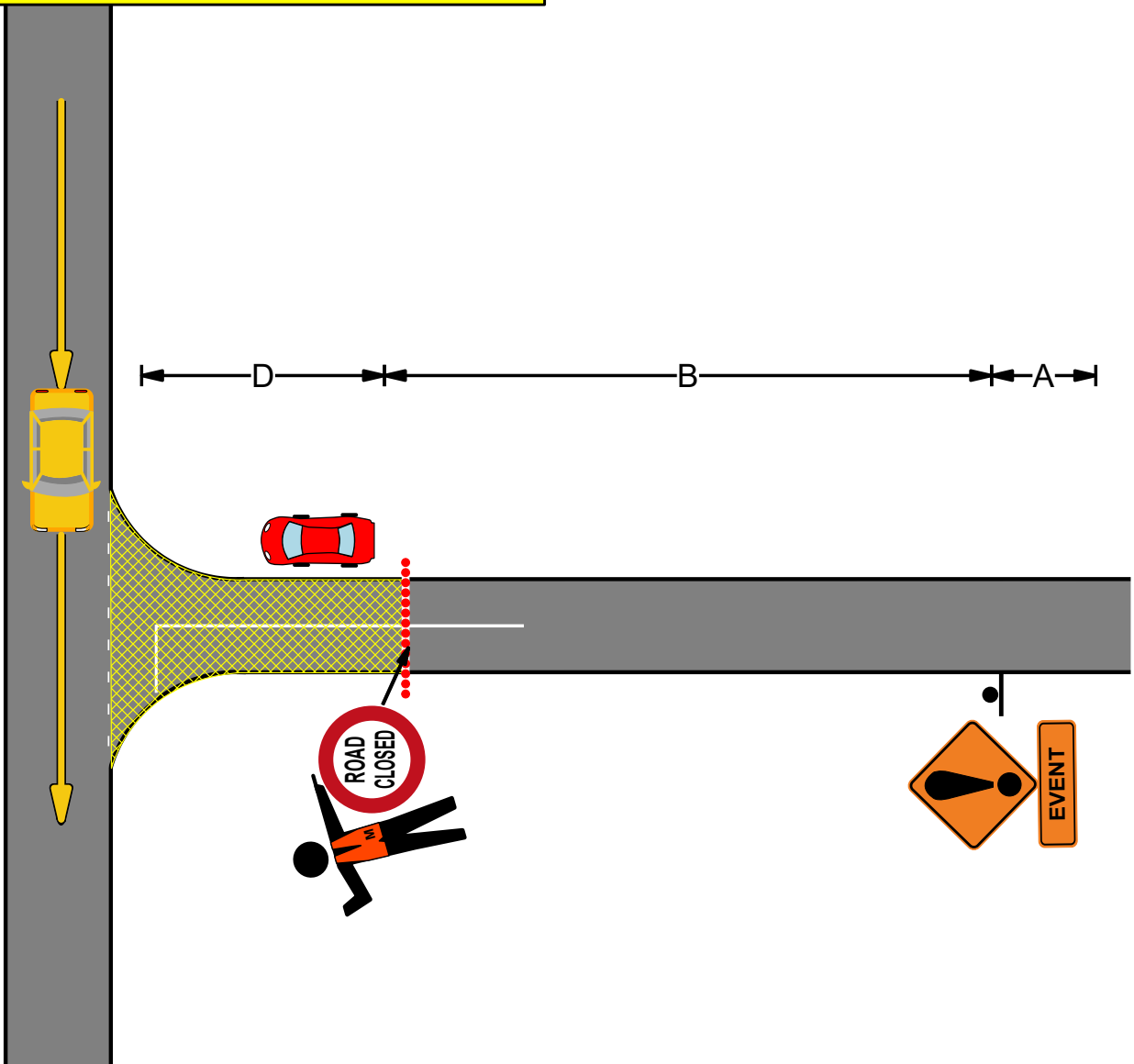
**SS13 & SS15 - ROTONGARO 1 & 2**


**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads	Marshals
Herbert Road	1
Beverland Road (no exit)	1
Churchill Road	1
Lakeside Lane (no exit)	1
Tikotiko Road	1
Marshall Road (no exit)	1

**Targa tape required on no exit roads.  
Signs not required on no exit roads.**

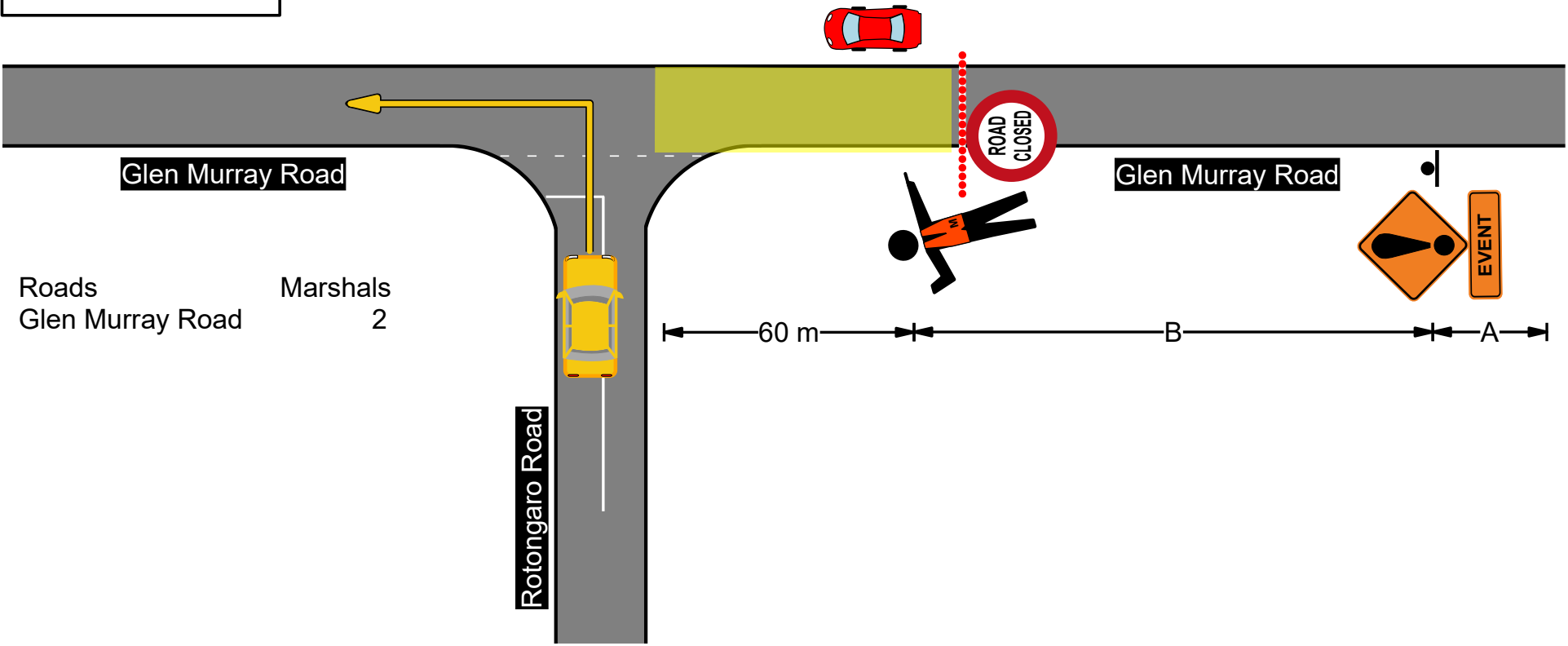


Situation: Various	Drawing No: TMNZ-HOF-240031-2.3	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

### SS13 & SS15 - ROTONGARO 1 & 2

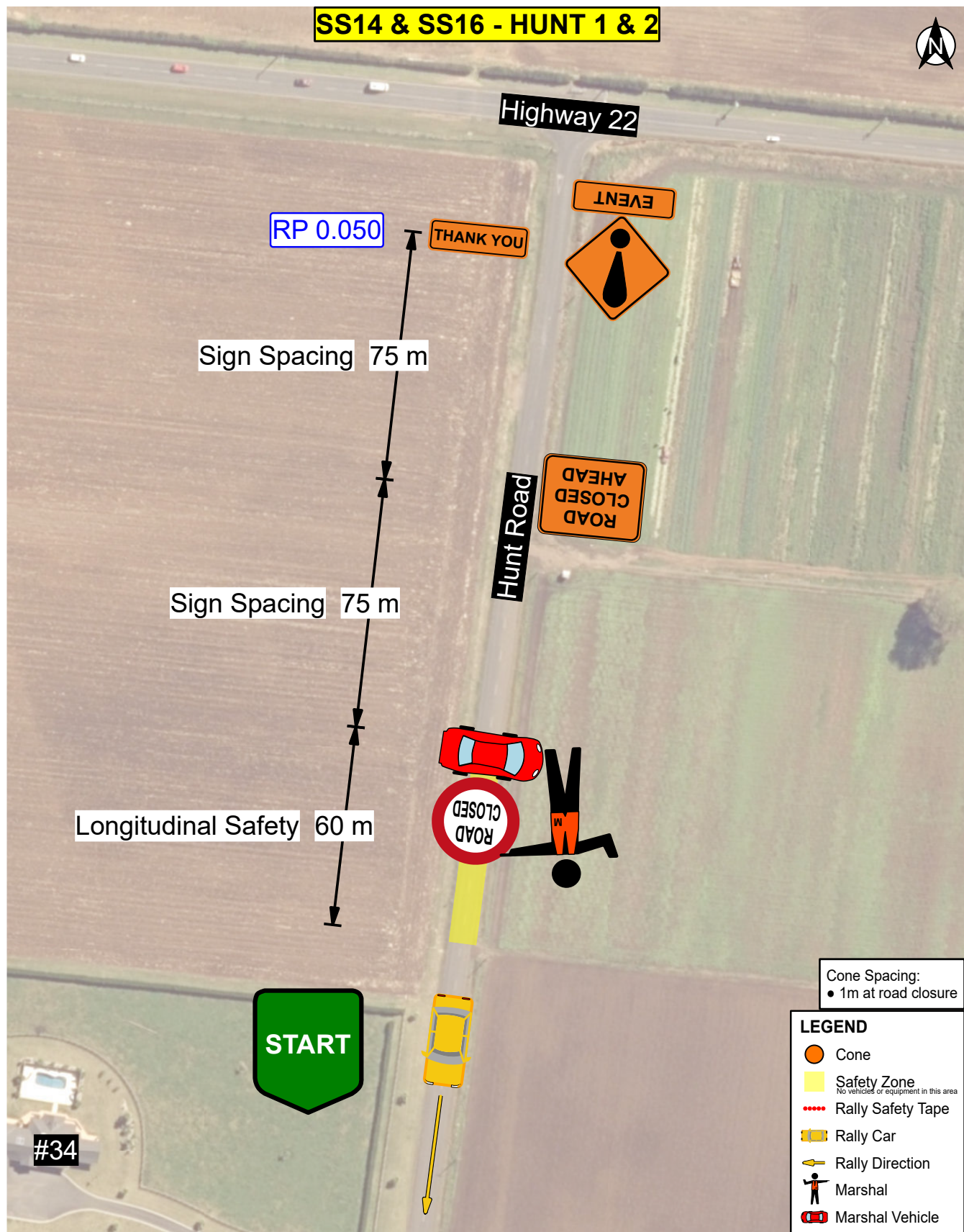
**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle



Situation: Various	Drawing No: TMNZ-HOF-240031-2.4	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	Date: February 2024

# SS14 & SS16 - HUNT 1 & 2



Cone Spacing:  
 • 1m at road closure

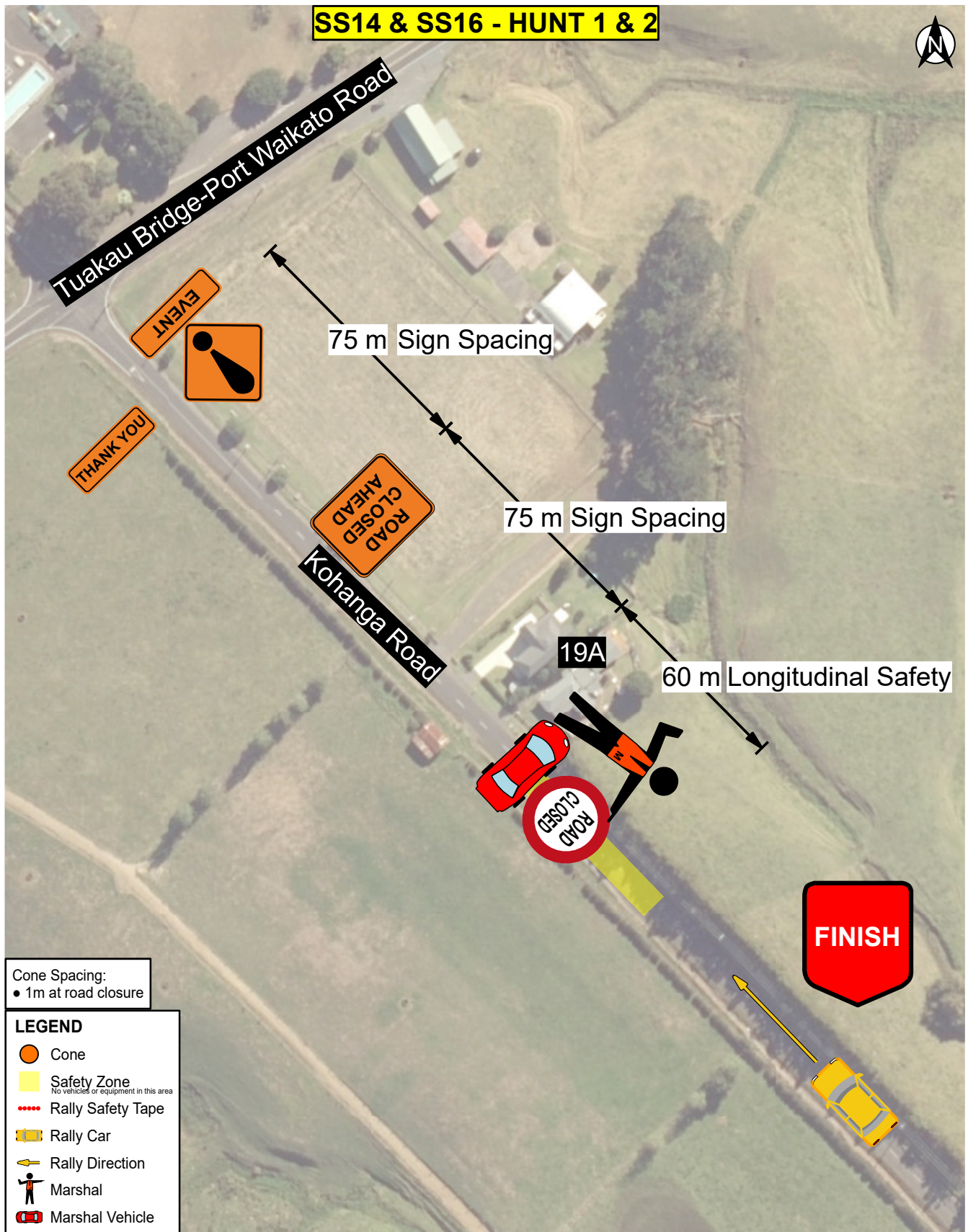
**LEGEND**

- Cone
- Safety Zone  
No vehicles or equipment in this area
- Rally Safety Tape
- Rally Car
- Rally Direction
- Marshal
- Marshal Vehicle

Situation: Hunt Road, Waikato	Drawing No: TMNZ-HOF-240031-3.1	Revision: A Drawing By: Sabina Dillon
Drawing Title: Road Closure - Race Start	Checked:	Date: February 2024
<b>Traffic Management NZ</b>		TMC Approval:



**SS14 & SS16 - HUNT 1 & 2**



Cone Spacing:  
 • 1m at road closure

**LEGEND**

- Cone
- Safety Zone  
No vehicles or equipment in this area
- Rally Safety Tape
- Rally Car
- Rally Direction
- Marshal
- Marshal Vehicle

Situation: Kohanga Road, Waikato	Drawing No: TMNZ-HOF-240031-3.2	Revision: A Drawing By: Sabina Dillon
Drawing Title: Road Closure - Race Finish	Checked:	Date: February 2024
<b>Traffic Management NZ</b>		TMC Approval:

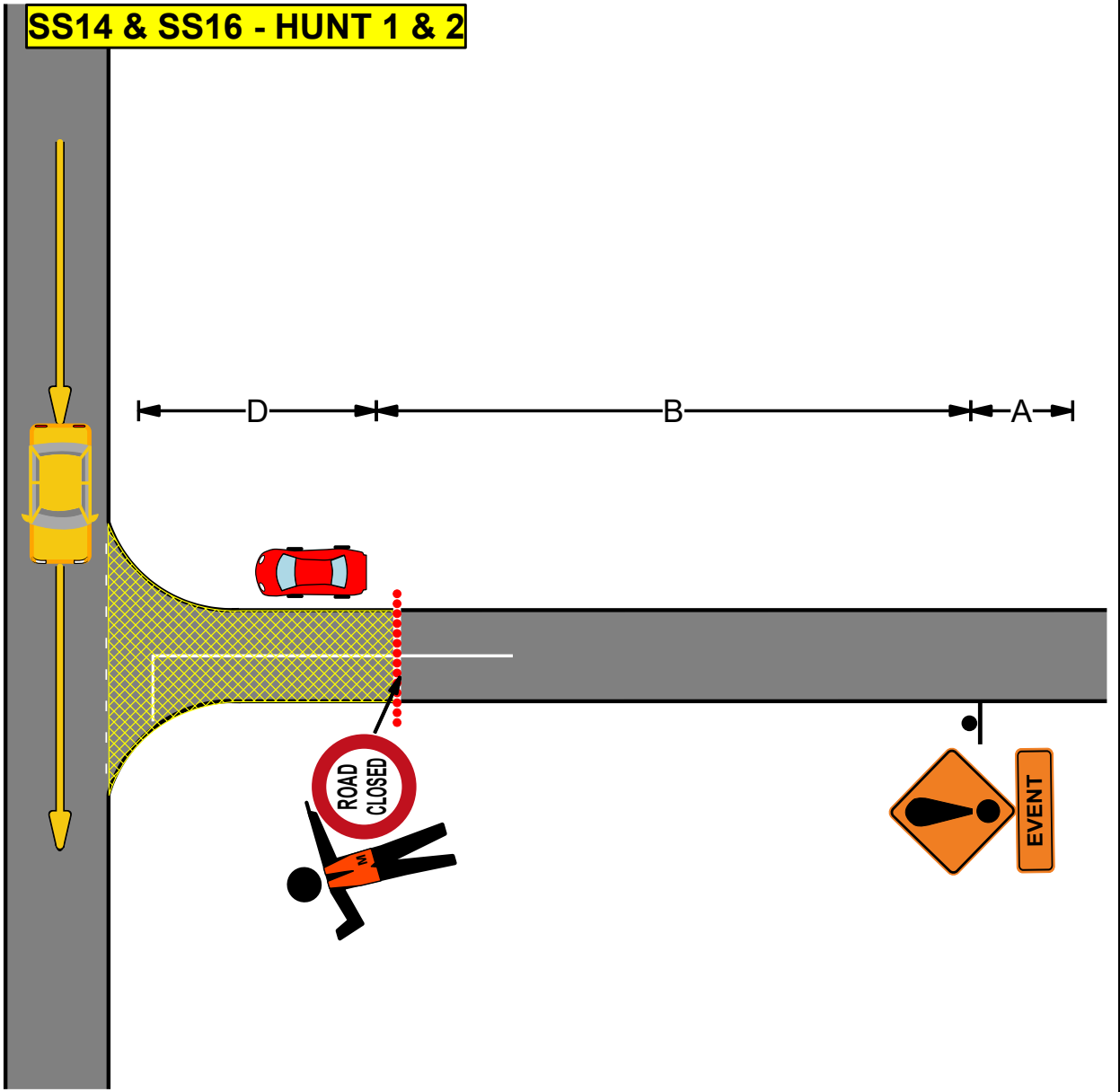



**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Roads	Marshals
Logan Road	1
Klondyke Road	1
Kaipo Heights Road	1
Kaipo Flats Road	1
Henderson Road (no exit)	1
McKinney Road (no exit)	1
Lee Road (no exit)	1
Kohanga-Te Kumi Slip Road (no exit)	1
Te Kumi Road (no exit)	1

Targa tape required on no exit roads.  
Signs not required on no exit roads.

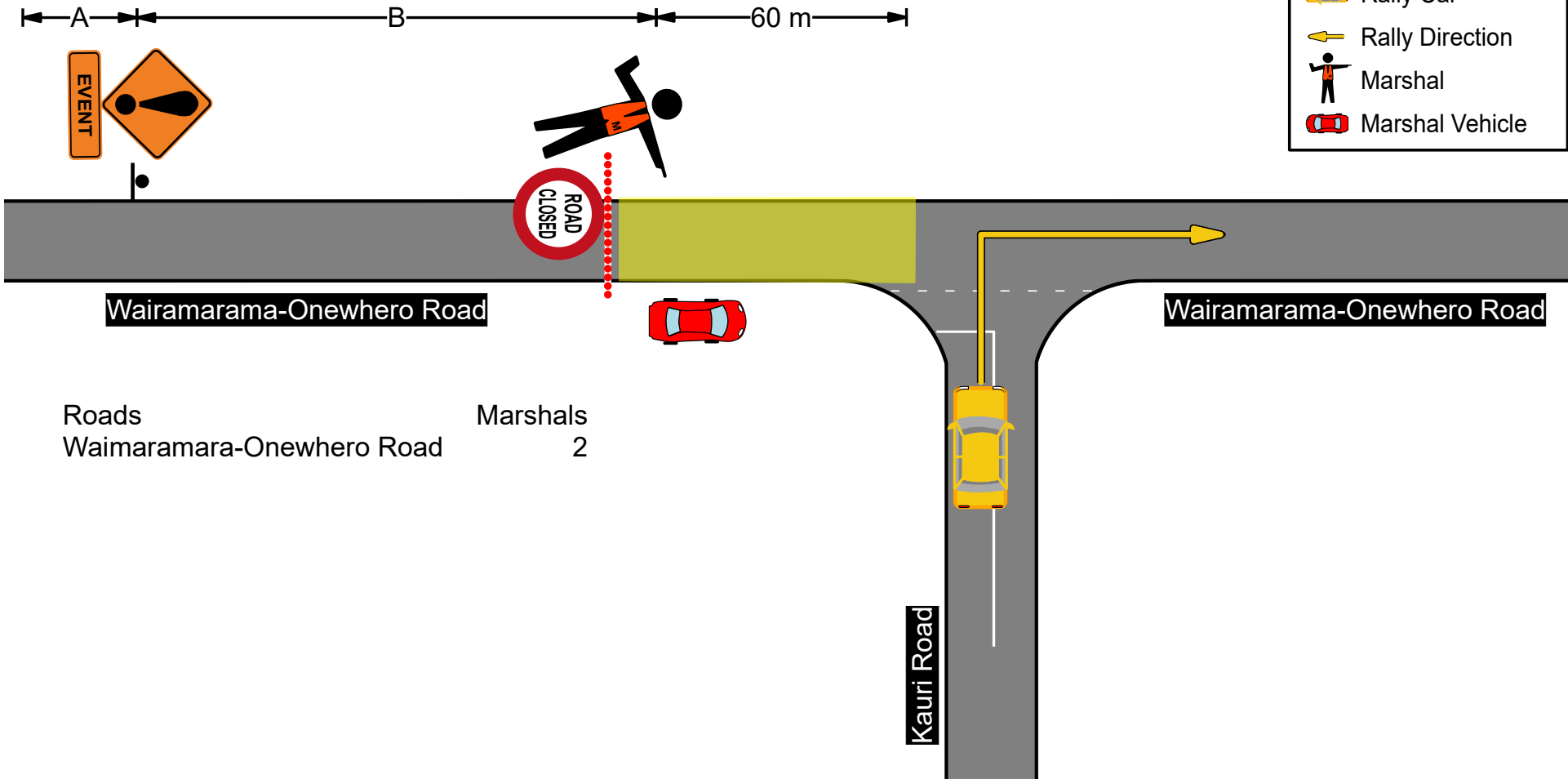


Situation: Various	Drawing No: TMNZ-HOF-240031-3.3	Revision: A	TMC Approval:
	Drawing Title: Side Road Treatment	Drawing By: Sabina Dillon	
<b>Traffic Management NZ</b>		Checked:	
		Date: February 2024	

**SS14 & SS16 - HUNT 1 & 2**

**LEGEND**

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle



Roads  
Wairamarama-Onewhero Road

Marshals  
2

Situation: Various	Drawing No: TMNZ-HOF-240031-3.4	Revision: A	TMC Approval:	<b>URG</b>   <b>ULTIMATE RALLY GROUP</b>
	Drawing Title: Side Road Treatment	Checked:		
<b>Traffic Management NZ</b>		Date: February 2024		

# SS14 & SS16 - HUNT 1 & 2

Wairamarama-Onewhero Road

Kohanga Road

Onewhero Tuakau Road

Parsons Road

Roads	Marshals
Parsons Road	1
Onewhero Tuakau Road	2

60 m

100 m

B

A

### LEGEND

-  Cone
-  Safety Zone  
No vehicles or equipment in this area
-  Rally Safety Tape
-  Rally Car
-  Rally Direction
-  Marshal
-  Marshal Vehicle

Situation:  
Various

**Traffic Management NZ**

Drawing No:  
TMNZ-HOF-240031-3.5

Drawing Title:  
Side Road Treatment

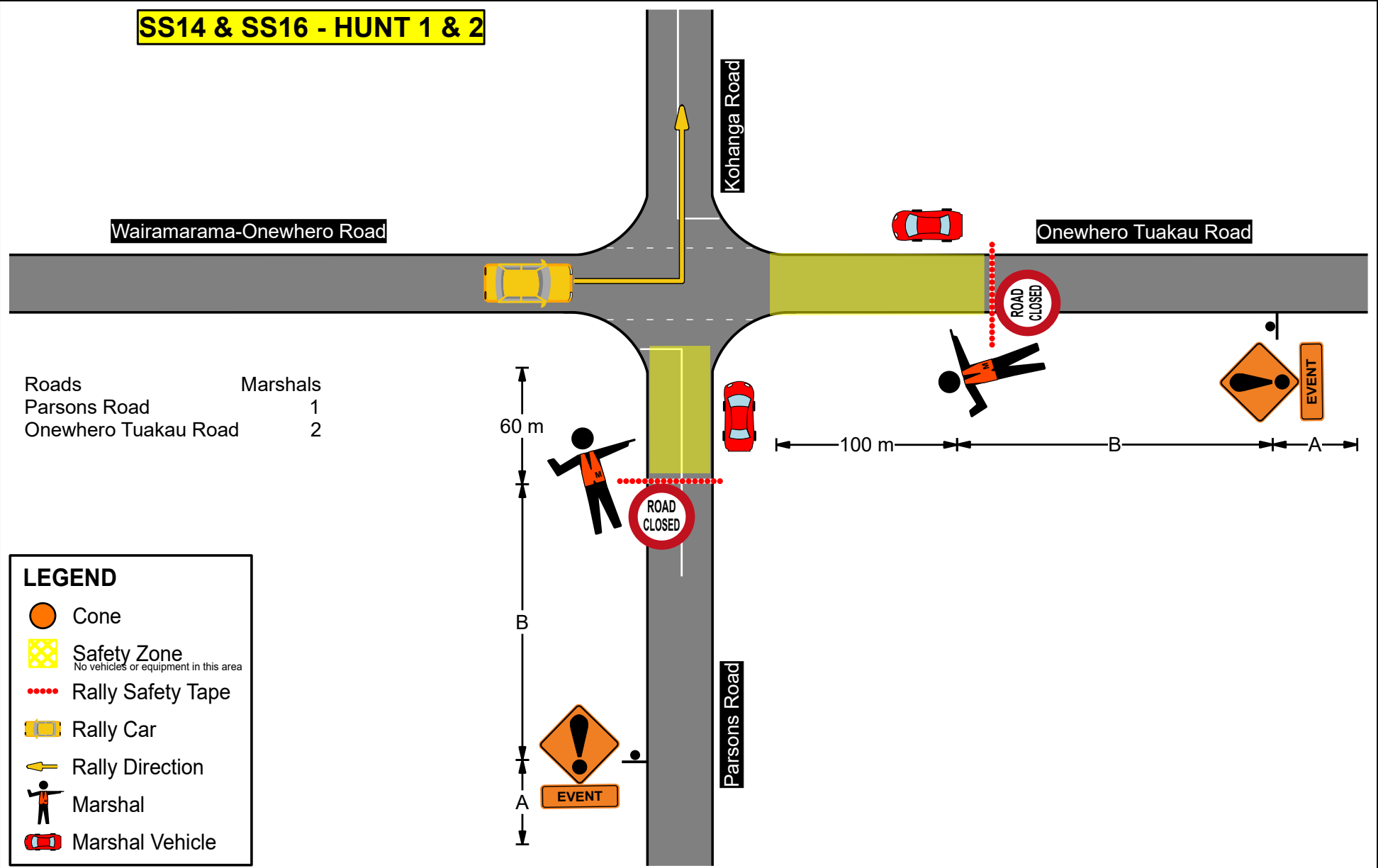
Revision: A

Drawing By: Sabina Dillon

Checked:

Date: February 2024

TMC Approval:





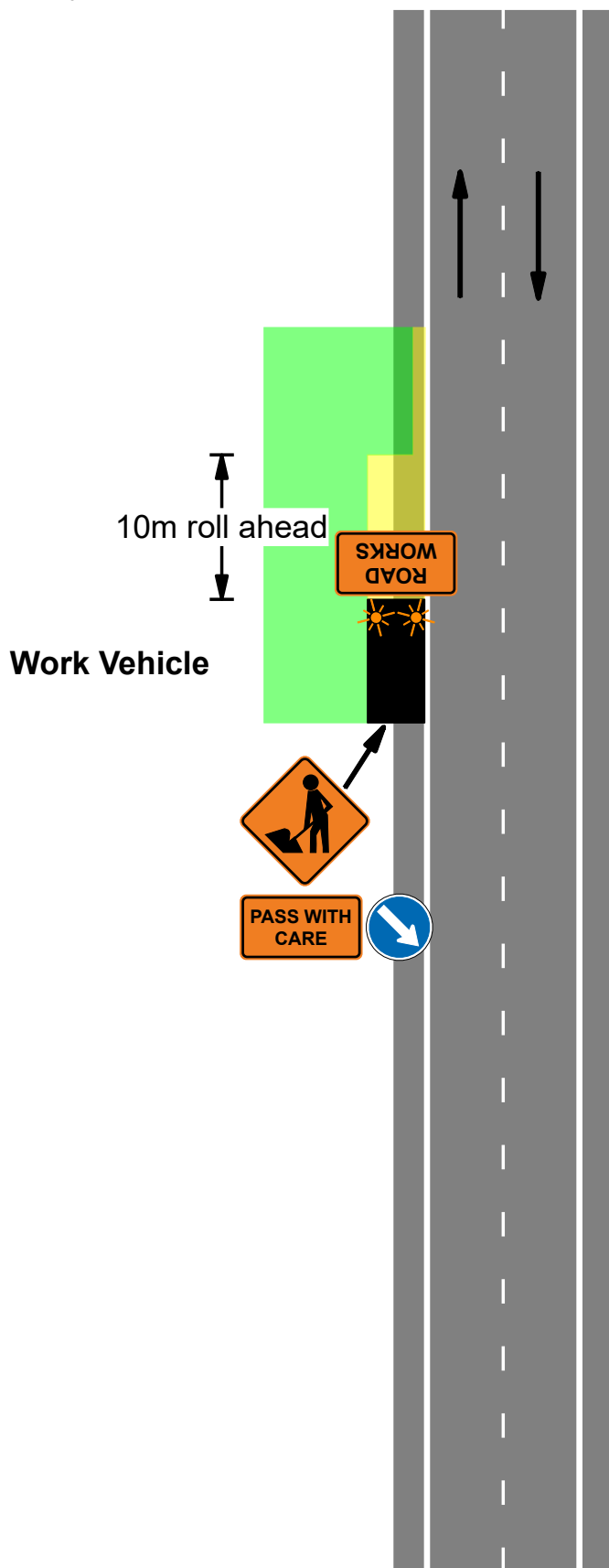
LEGEND	
<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span>	Work Area
<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span>	No-go Zone

Mobile Operation layout using work vehicle.  
 May not stay in location for more than 5 minutes

Vehicle must avoid unnecessary delays to traffic (eg. pull over when 10 or more vehicles are delayed)

Vehicle to have amber flashing lights in operation whilst entering and leaving the sites TTM and whilst it is being installed or removed

All personnel handling TTM equipment must take it from or place onto the non-traffic side of the work vehicle without getting onto the deck of the work vehicle. TTM must be installed or removed either 10m in front of the work vehicle or TTM may be installed at any location on the non-traffic side of the work vehicle, free from the live lanes.



Situation: Various	Drawing No: TMNZ-HOF-240031-4	Revision: A
Drawing Title: Mobile Operation - Personnel on the shoulder	Checked:	Drawing By: Sabina Dillon
	Date: February 2024	
<b>Traffic Management NZ</b>		TMC Approval:



**LEGEND**

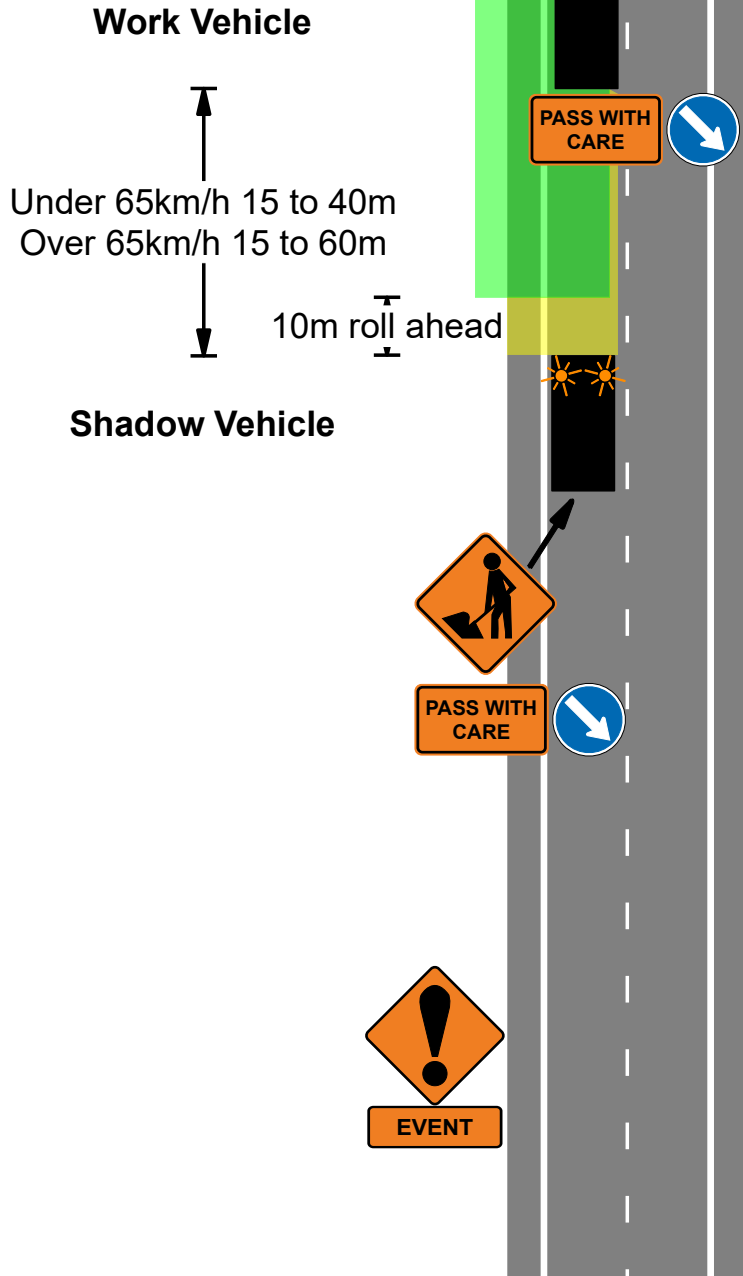
- Work Area
- No-go Zone

Mobile Operation layout using Level 1 Shadow Vehicle and a work vehicle. May not stay in location for more than 5 minutes

Vehicles must avoid unnecessary delays to traffic (eg. pull over when 10 or more vehicles are delayed)

All vehicles to have amber flashing lights in operation whilst they are entering and leaving the sites TM and whilst it is being installed or removed

Shadow is mandatory for working on the rear of the work vehicle

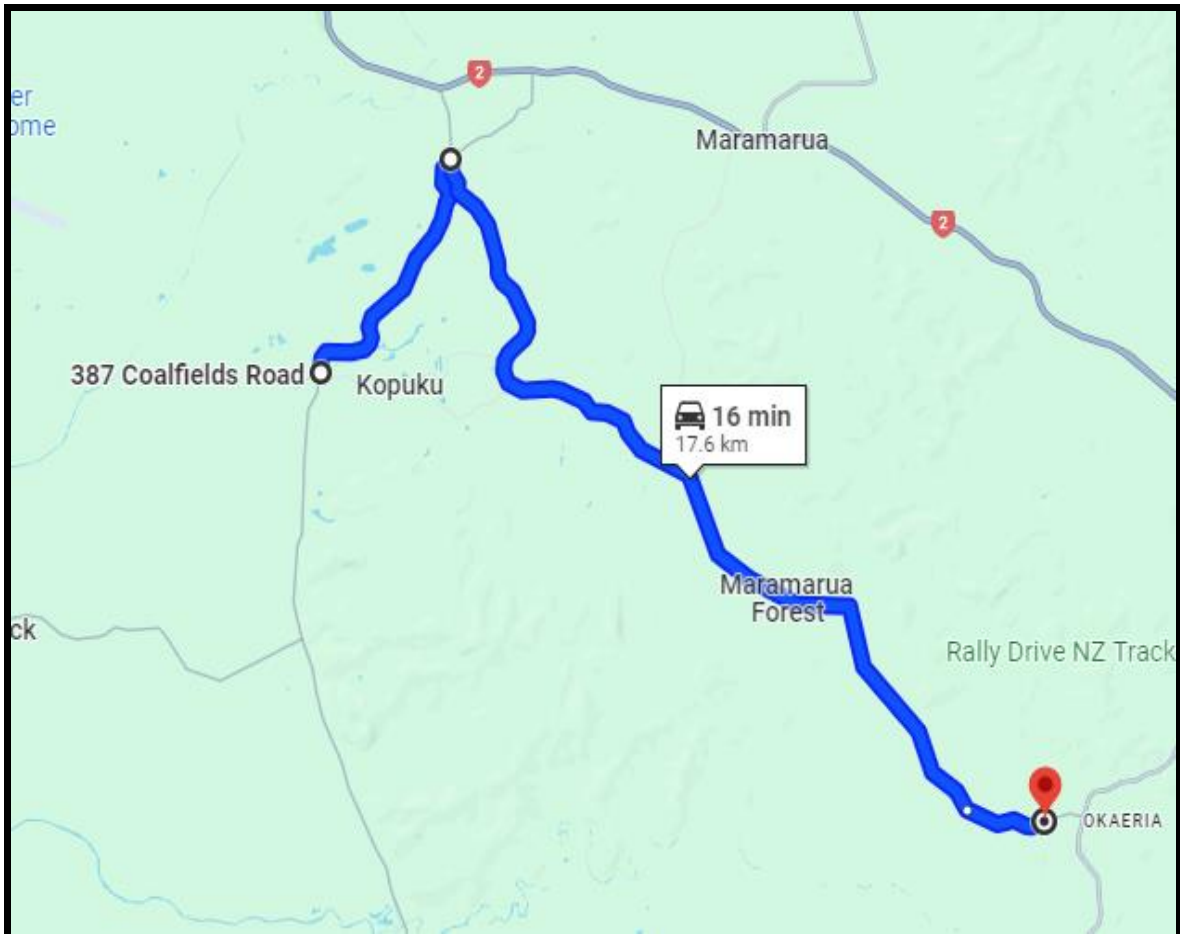


Situation: Various	Drawing No: TMNZ-HOF-240031-5	Revision: A Drawing By: Sabina Dillon	
Drawing Title: Mobile Operation - Personnel on the road		Checked:	
		Date: February 2024	
		TMC Approval:	

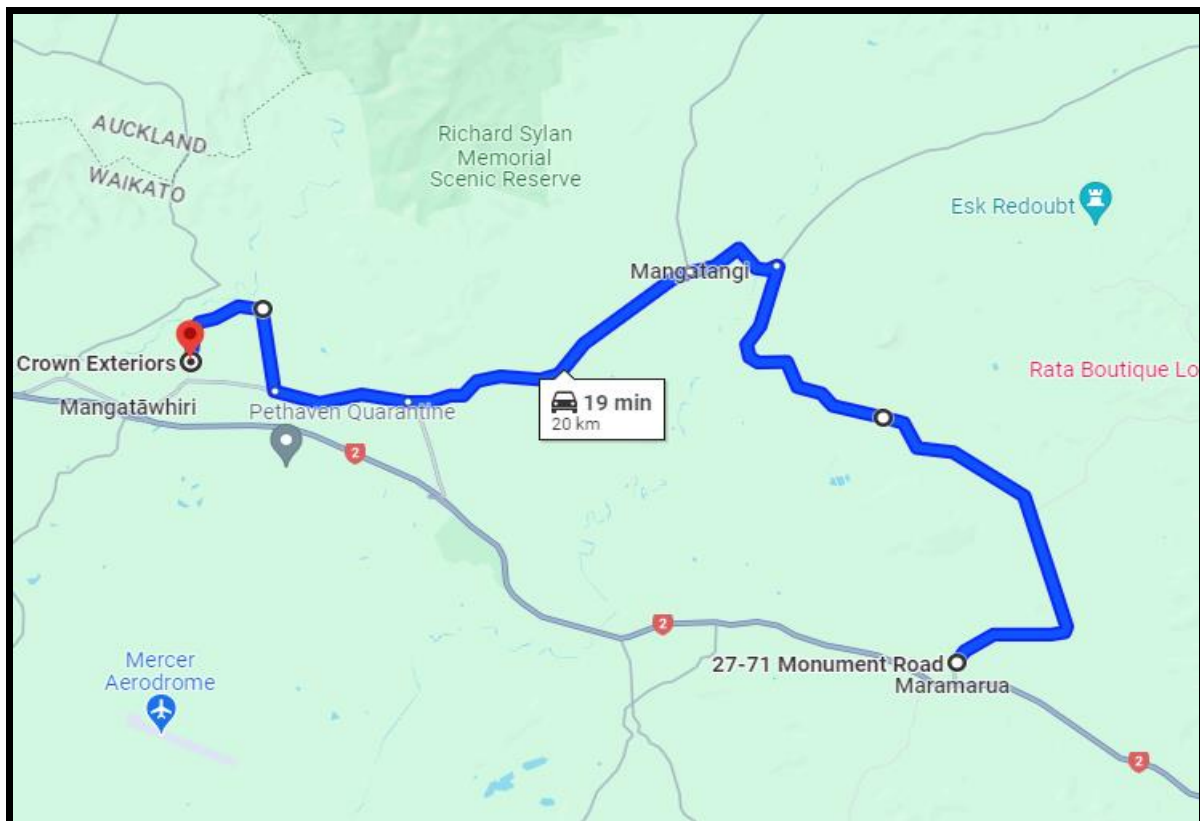
Traffic Management NZ

# LEG 1

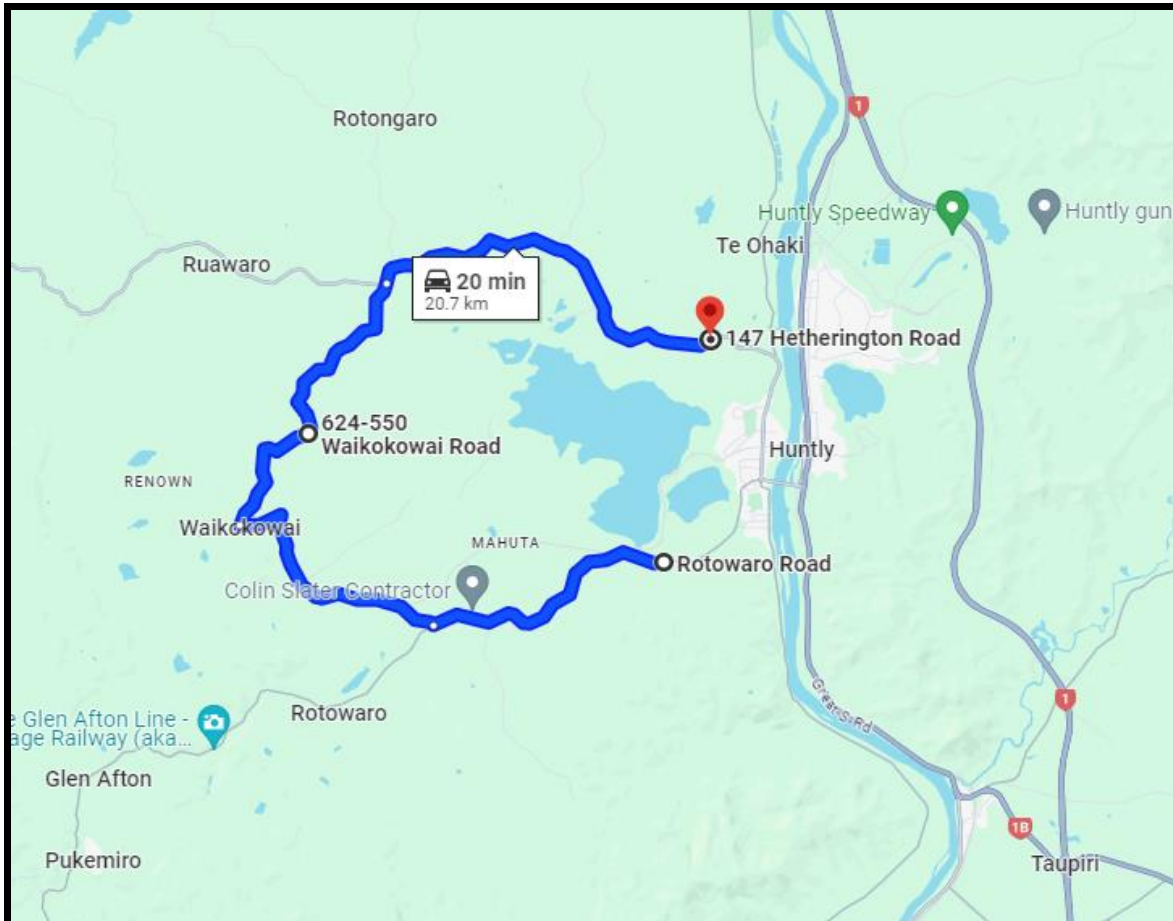
<b>Stage Name:</b>	<b>SS1 &amp; SS3 - COALFEILDS 1 &amp; 2</b>	<b>Marshal Numbers</b>
<b>Road Closure:</b>	<b>7:25am – 1:25pm   Saturday 16 March 2024</b>	
<b>RCA:</b>	<b>Waikato District Council</b>	
<b>Start:</b>	<b>On Coalfields Road, 250mtrs from its intersection with Finlayson Road</b>	<b>2</b>
	Past Kopuko Mine Road (no exit)	1
	Past Feist Road (no exit)	1
	Right into Kopuku Road	2/4
	Past Dalgety Road (no exit)	1
	Past Finlayson Road	1
	Past Ferndale Road	1
	Past Symes Road (no exit)	1
	Past Mackay Road (no exit)	1
	Past Schumacker Road (no exit)	1
<b>Finish:</b>	<b>On Kopuku Road, 250mtrs from its intersection with Okaeria Road</b>	<b>2</b>
<b>Total Number of Marshals</b>		<b>14/16</b>



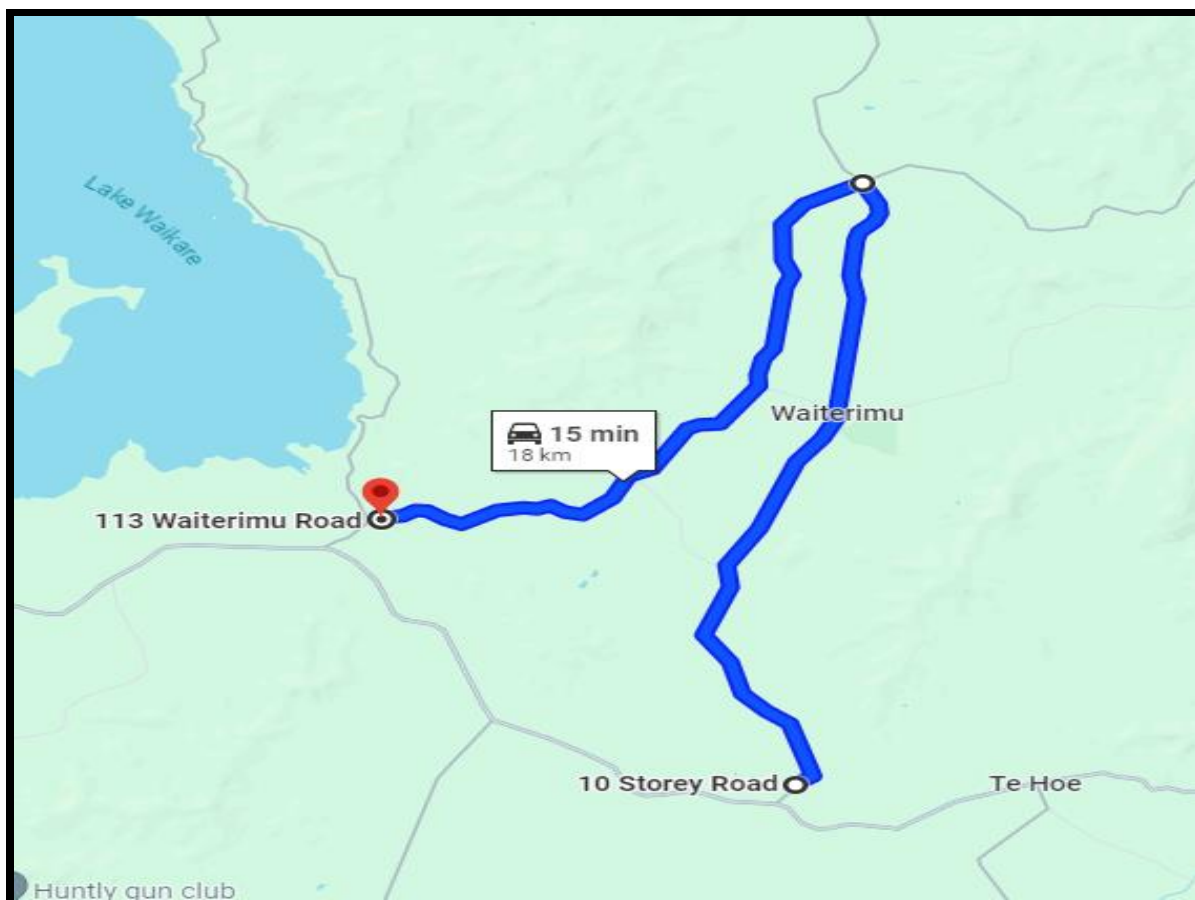
Stage Name:	<b>SS2 &amp; SS4 - MONUMENT 1 &amp; 2</b>	<b>Marshal Numbers</b>
Road Closure: RCA:	<b>8:00am – 2:00pm   Saturday 16 March 2024</b> <b>Waikato District Council</b>	
Start:	<b>On Monument Road, 300mtrs from its intersection with SH2</b>	<b>2</b>
	Past Waikarakia Road (no exit)	1
	Past Findlay Road	1
	Past Marshall (no exit)	1
	Left into Miranda Road	2
	Continue into Mangatangi Road at intersection with Miranda Road and Kaiaua Road	1
	Past Montana Road (no exit)	1
	Continue into Mangatawhiri Road at its intersection with Raewiri Road	2
	Past Bell Road	1
	Right into Jeffs Road	2
	Left into McKenzie Road	2
Finish:	<b>On McKenzie Road, 200mtrs from its intersection with Mangatawhiri Road</b>	<b>2</b>
<b>Total Number of Marshals</b>		<b>18</b>



Stage Name:	<b>SS5 &amp; SS7 - HEATHERINGTON ROAD 1 &amp; 2</b>	<b>Marshal Numbers</b>
Road Closure:	<b>12:30pm – 6:30pm   Saturday 16 March 2024</b>	
RCA:	<b>Waikato District Council</b>	
Start:	<b>On Heatherington Road, 350mtrs from its intersection with Okowhao Road</b>	<b>2</b>
	Past Westmine Road	1
	Past Comins Road (no exit)	1
	Past Pukekapia Road (no exit)	1
	Past Rotongaro Road	2
	Left into Waikokowai Road	2
	Past Renown Road (no exit) & McDonald Mine Road (no exit)	2
	Past Ginn Road (no exit)	1
	Left into Rotowaro Road	2
	Past Huhu Road (no exit) & Mahuta Station Road (no exit)	2
Finish:	<b>On Rotowaro Road, 200mtrs from its intersection with Weavers Crossing Road (no exit) &amp; Hillside Heights Road (no exit)</b>	<b>2</b>
<b>Total Number of Marshals</b>		<b>18</b>

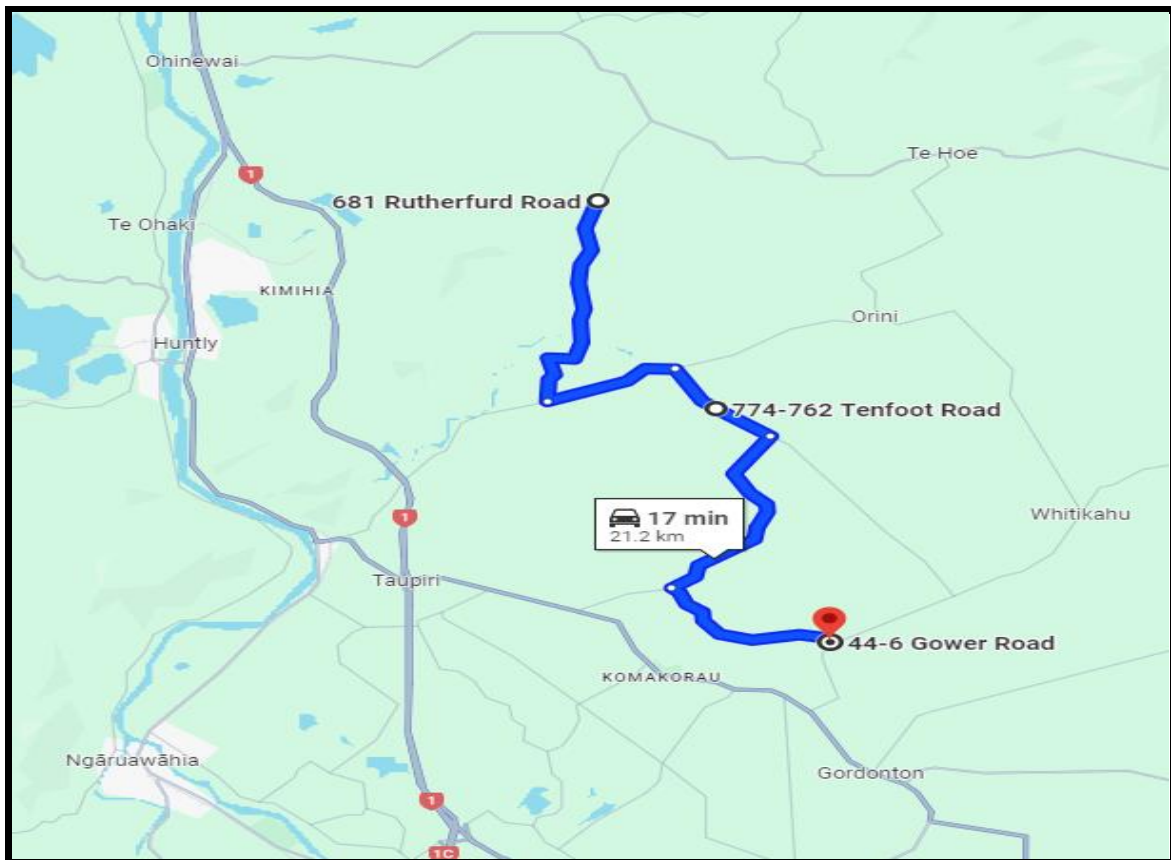


Stage Name:	<b>SS6 &amp; SS8 - STOREY 1 &amp; 2</b>	<b>Marshal Numbers</b>
Road Closure:	<b>1:20pm – 7:20pm   Saturday 16 March 2024</b>	
RCA:	<b>Waikato District Council</b>	
Start:	<b>On Storey Road, 350mtrs from its intersection with Tahuna Road</b>	<b>2</b>
	Past Rollo Road (no exit)	1
	Past Waiu Road (locked in)	1
	Past Mangapiko Valley Road (crosses Storey Road)	2
	Left into Waiterimu Road at its intersection with Matahuru Road & Taniwaha Road	2
	Past East Road (no exit)	1
	Past Mangapiko Valley Road (locked in)	1
	Past Mahoe Road (no exit)	1
	Past Waitotara Road (no exit)	1
	Past Waiu Road (locked in)	1
Finish:	<b>On Waiterimu Road, 200mtrs from its intersection with Waikare Road</b>	<b>2</b>
<b>Total Number of Marshals</b>		<b>15</b>



# LEG 2

Stage Name:	<b>SS9 &amp; SS11 - RUTHERFORD 1 &amp; 2</b>	<b>Marshal Numbers</b>
Road Closure: RCA:	<b>7:25am – 1:25pm   Sunday 17 March 2024</b> <b>Waikato District Council</b>	
Start:	<b>On Rutherford Road, 2000mtrs from its intersection with Welch Road</b>	<b>2</b>
	Past Peacocke Road (no exit) & Kneebone Road	<b>2</b>
	Left into Orini Road	<b>2</b>
	Past McConnell Road (no exit)	<b>1</b>
	Right into Tenfoot Road	<b>2</b>
	Past Catley Road (no exit)	<b>1</b>
	Right into Henry Road	<b>2</b>
	Past Davies Road (no exit)	<b>1</b>
	Past Uapoto Road	<b>1</b>
	Left into Gower Road	<b>2</b>
Finish:	<b>On Gower Road, 300mtrs from its intersection with Whitiakahu Road</b>	<b>2</b>
<b>Total Number of Marshals</b>		<b>18</b>

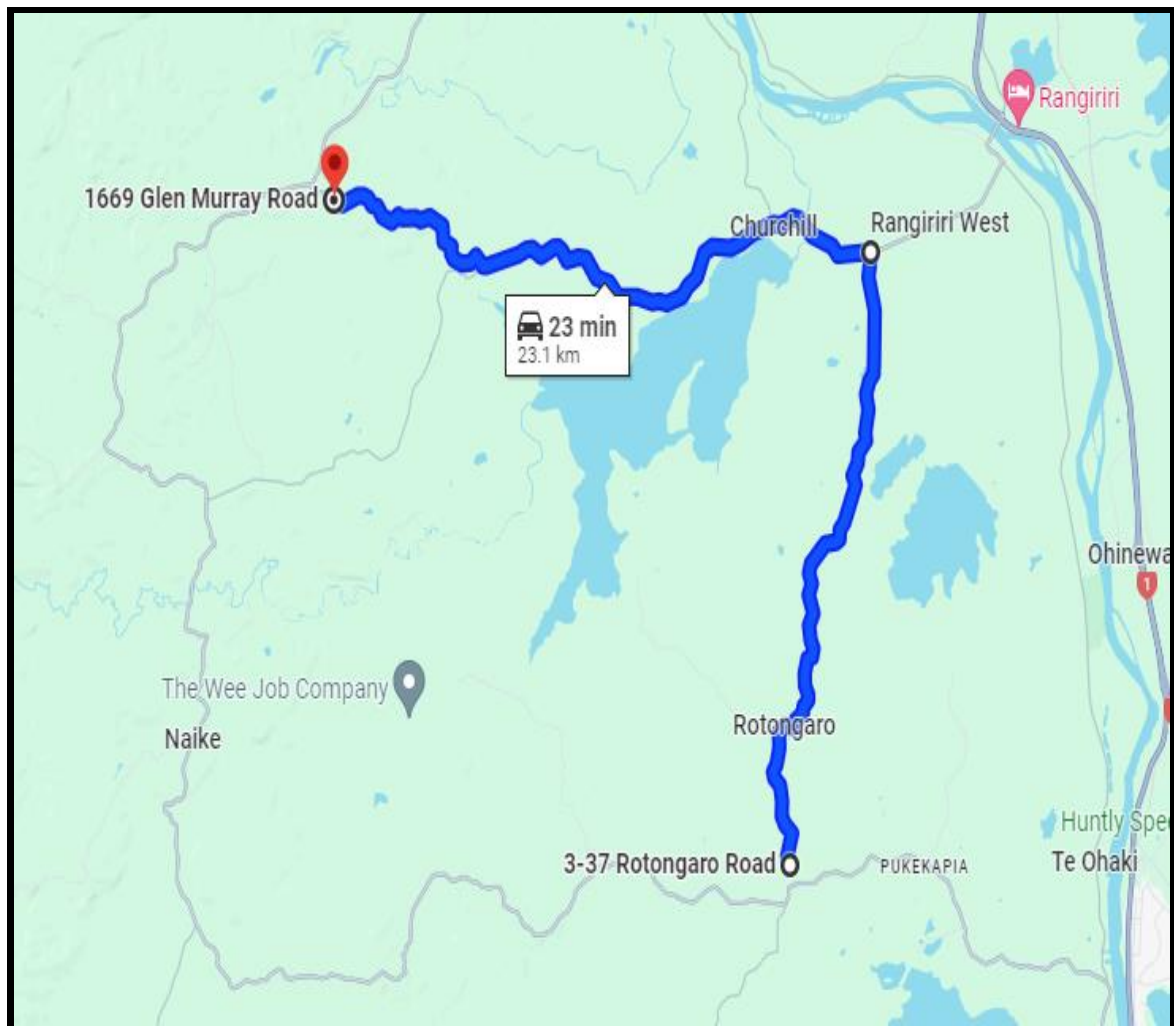


Stage Name:	<b>SS10 &amp; SS12 - TAUHEI-TAINUI 1 &amp; 2</b>	<b>Marshal Numbers</b>
Road Closure:	<b>8:00am – 2:00pm   Sunday 17 March 2024</b>	
RCA:	<b>Waikato District Council</b>	
Start:	On Tauhei Road, 350mtrs from its intersection with Orini Road	2
	Past Seifert Road	1
	Left into Tainui Road	2
	Past Kiwi Road (no exit)	1
Finish:	On Tainui Road, 250mtrs from its intersection with Tahuna-Ohinewai Road	2
Total Number of Marshals		8

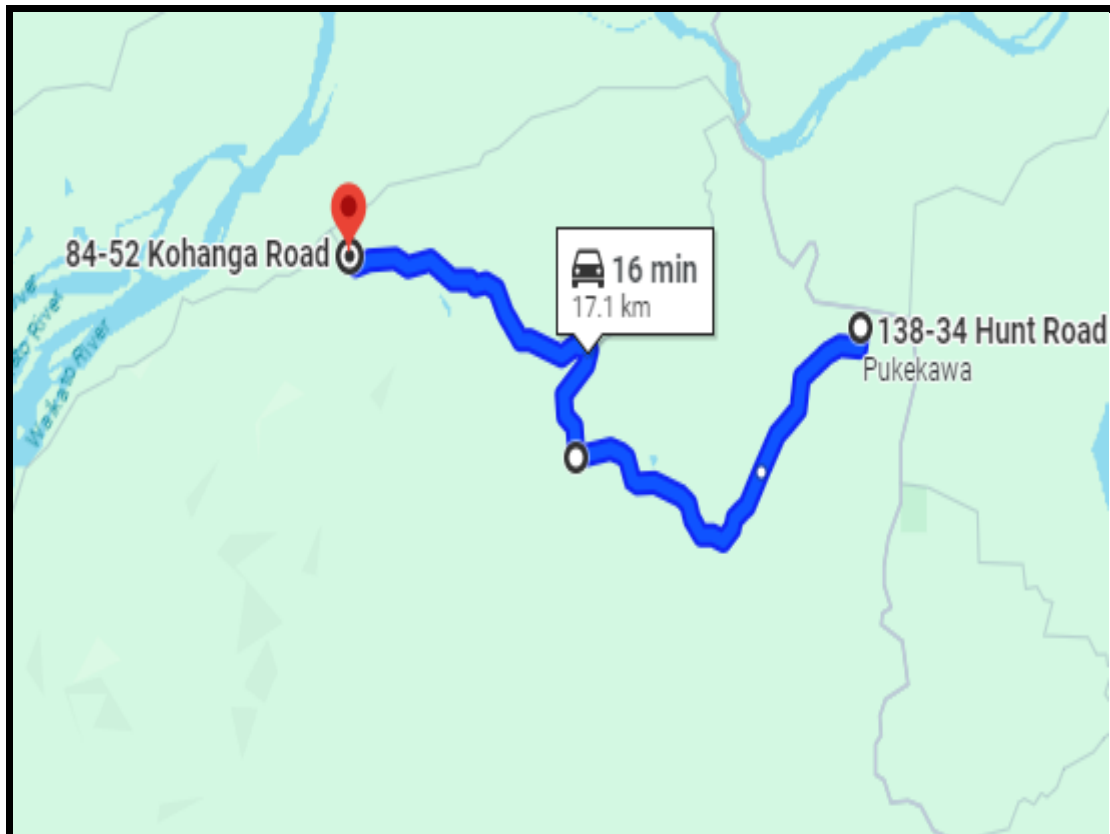




Stage Name:	<b>SS13 &amp; SS15 - ROTONGARO 1 &amp; 2</b>	<b>Marshal Numbers</b>
Road Closure: RCA:	<b>12:35pm – 6:35pm   Sunday 17 March 2024</b> <b>Waikato District Council</b>	
Start:	<b>On Rotongaro Road, 250mtrs from its intersection with Hetherington Road</b>	<b>2</b>
	Past Herbert Road (no exit)	1
	Past Beverland Road (no exit)	1
	Left into Glen Murray Road	2
	Past Churchill Road	1
	Past Lakeside Lane (no exit)	1
	Past Tikotiko Road	1
	Past Marshall Road (no exit)	1
Finish:	<b>On Glen Murray Road, 3000mtrs from its intersection with Highway 22 Road</b>	<b>2</b>
<b>Total Number of Marshals</b>		<b>12</b>



Stage Name:	<b>SS14 &amp; SS16 - HUNT 1 &amp; 2</b>	<b>Marshal Numbers</b>
Road Closure: RCA:	<b>1:20pm – 7:20pm   Sunday 17 March 2024</b> <b>Waikato District Council</b>	
Start:	<b>On Hunt Road, 250mtrs from its intersection with Highway 22</b>	<b>2</b>
	Continue into Kauri Road at its intersection with Logan Road	1
	Right into Waimaramara-Onewhero Road	2
	Past Klondyke Road	1
	Left into Kohanga Road at its intersection with Parsons Road	2
	Past Kaipō Heights Road	1
	Past Kaipō Flats Road	1
	Past Henderson Road (no exit) & McKinney Road (no exit)	2
	Past Lee Road (no exit)	1
	Past Kohanga-Te Kumi Slip Road	1
	Past Te Kumi Road (no exit)	1
Finish:	<b>On Kohanga Road, 250mtrs from its intersection with Tuakau Bridge-Port Waikato Road</b>	<b>2</b>
<b>Total Number of Marshals</b>		<b>17</b>



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<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Pookeno Tennis and Recreation Hub Incorporated</b>
Date:	5 March 2024
Report Author:	Daniel Lincoln, Property Portfolio Advisor
Authorised by:	Anthony Averill, Deputy General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To inform the Infrastructure Committee of an application received from the Pookeno Tennis and Recreation Hub Incorporated for a lease of their existing club building.

#### **AND**

To seek approval under section 54 of the Reserves Act 1977 to enter into a lease with the Club.

## **2. Executive summary**

### **Whakaraapopotanga matua**

---

Waikato District Council ("the Council") has received an application from the Pookeno Tennis and Recreation Hub Incorporated ("the Club") for a new lease for their club building on a Recreation Reserve formally known as the Pookeno Domain.

The Club has never held a formal lease with Waikato District Council for their building but have been operating from the building infrequently. Now that the club wants to increase utilisation of the building, they have sought a new lease.

As the Club own the building improvements on the land, Council will only be considering whether to grant a ground lease for the footprint of the building.

This report contains recommendations, which if approved, would enable the lease to be granted, subject to conditions.

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### 3. Staff recommendations Tuutohu-aa-kaimahi

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**THAT the Infrastructure Committee:**

- a. **subject to Council staff engaging with mana whenua regarding this proposal, exercises its delegated authority under Section 54 of the Reserves Act 1977 to grant a lease to the Pookeno Tennis and Recreation Hub Incorporated (“the Club”) of 160m2 being part of Allotment 336 Suburban Section 1 Parish of Mangatawhiri, for a term of 10 years.**
- b. **delegates to the Chief Operating Officer authority to execute all relevant documentation to give effect to the resolution, provided he is satisfied by the outcome of the engagement with mana whenua.**

### 4. Background Koorero whaimaarama

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Waikato District Council (“the Council”) has received an application from the Pookeno Tennis and Recreation Hub Incorporated (“the Club”) for a new lease for their club building on a Recreation Reserve formerly known as the Pookeno Domain.

The Club hasn’t historically held a lease for on the Reserve and want to formalise their occupation in order to provide a greater role to support sports in the Pookeno community.

#### **Reserve and sport club history**

The land (now vested in Council as a Recreation Reserve) first became held for sport and recreation in 1962 following a unanimous public meeting decision to become a public domain managed by the Franklin County Council.

In June 1962 the Franklin County Council gave permission to the Tennis Club to construct 4 courts on the Reserve.

In March 1978, a permit was granted to the Club for the construction of the pavilion, which is situated on the north side of the courts. However, over the years the courts and pavilion fell into disrepair and the Club became less active.

The Council upgraded the courts, fencing, decking and pavilion (separate from Club building) in 2023. A full replacement of the court improvements was required due to the degradation.

In addition to repairing the courts, Council is also installing new lights to enable greater use of the facility into the later evening. The courts now support basketball, netball and futsal in addition to tennis.

The only remaining asset of the Club is the Club building, as such, Council is only considering a ground lease for the Club building.

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### **Lease considerations/arrangements.**

The Club initially requested a lease of the court as well, but Council considered that it would not be appropriate as public access should be retained over the upgraded Council funded hard courts.

The Club may book out specific times on the courts with Council to ensure they can use the courts when holding events.

This approach was considered the best way to manage a wider range of users and a growing Pookeno community who have limited sporting facilities.

The Club have been very facilitating and recognise that they have the only toilet within proximity of the Courts. Any members of the public wishing to use the courts can contact the Club and arrange use of the toilet facilities while using the courts.

Council will also direct any members of the public booking the courts to talk with the club if they need toilet facilities or wish to use the club room.

### **Clubs support of the Community**

The Club have shown a strong commitment to supporting the community and plan to use their facilities to support a wide range of user groups. This not only includes tennis and basketball, but also includes other social events focused around recreation.

This is important for Pookeno as the area has limited recreational opportunities.

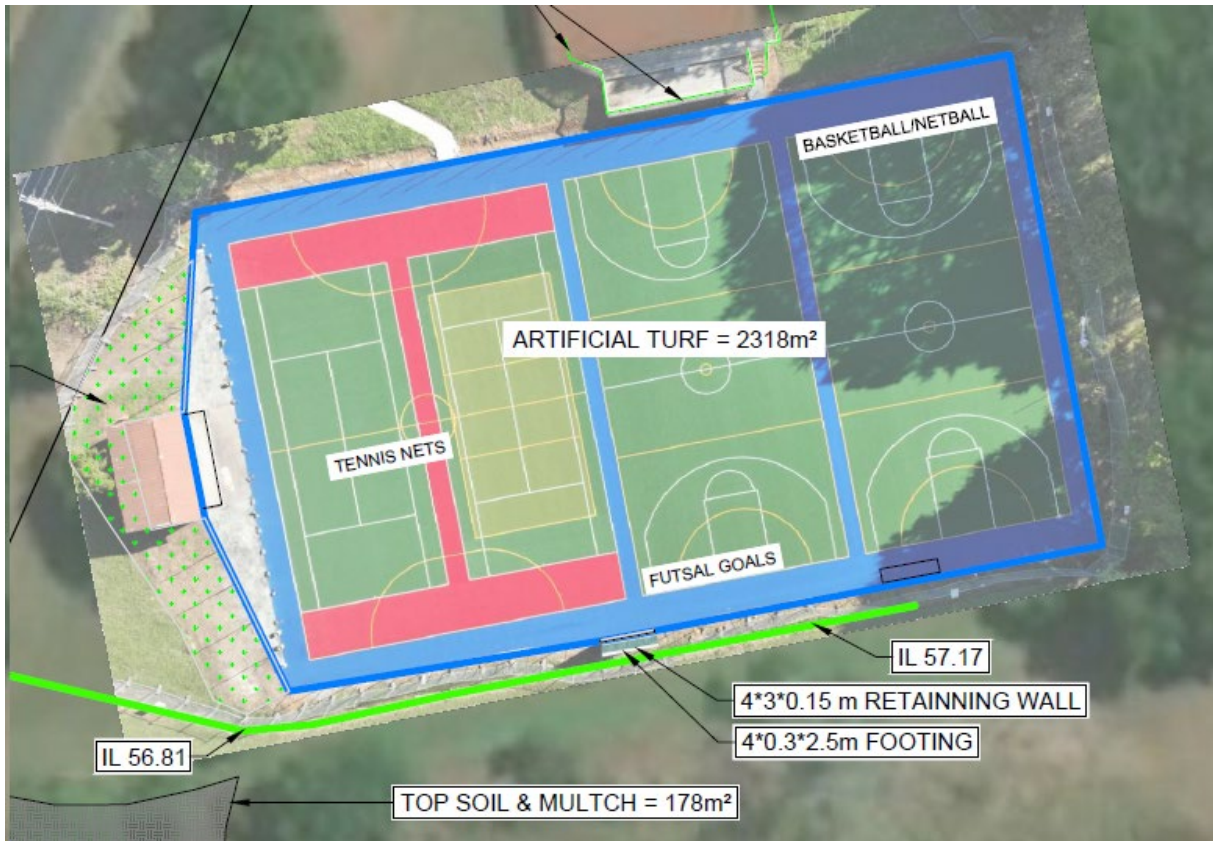
This report contains recommendations, which if approved, would enable the lease to be granted, subject to conditions.

### **Lease Area**

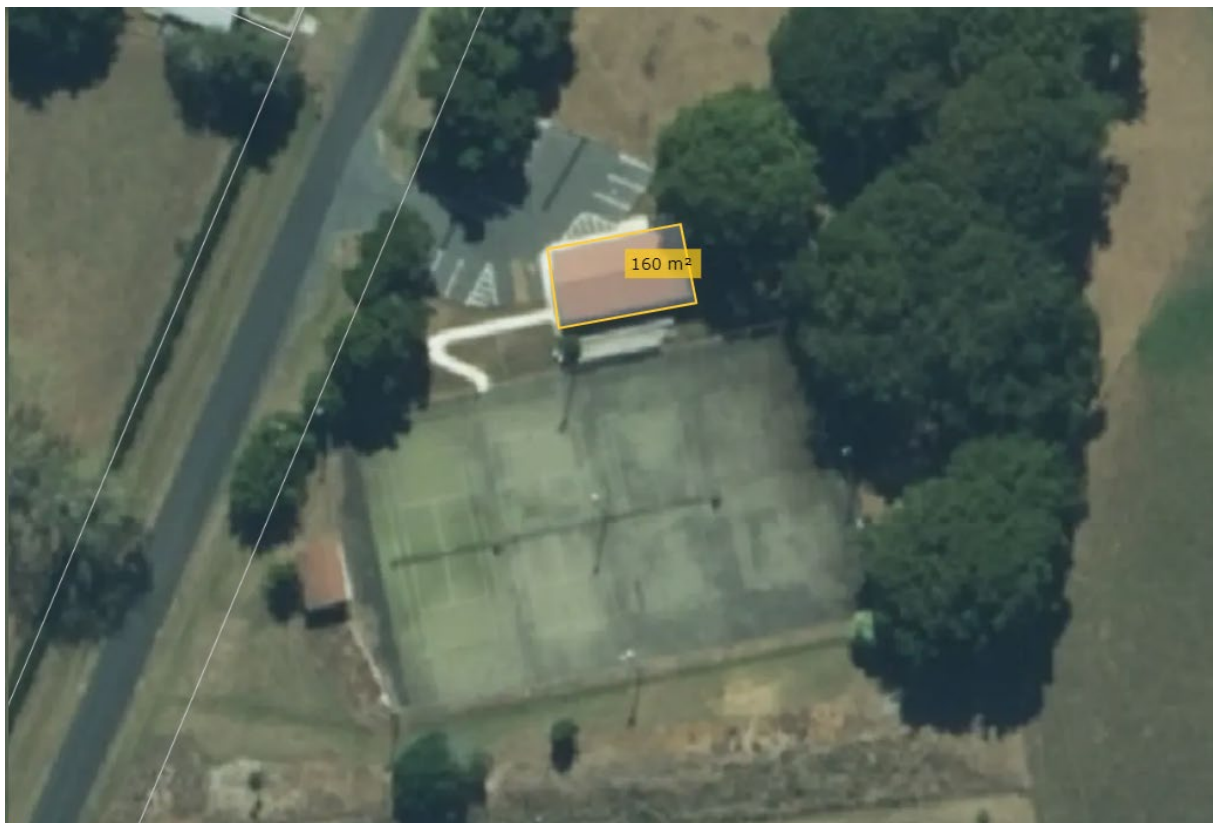
Pookeno Tennis Club Building



Overview of the new courts (now supporting tennis, futsal and basketball/netball)



Lease Footprint – Club Building only (160m<sup>2</sup>).



## 5. Discussion and analysis

### Taataritanga me ngaa tohutohu

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#### **Term**

Council staff recommend a term of 10 years is appropriate in this case. The surrounding area is developing quickly and the Club building is already established.

A term longer than 10 years is not recommended in this case due to the forecasted pace of development and limited recreational spaces in Pookeno.

#### **Lease Rental**

The lease rental will be consistent with Council's use fees and charges for community ground Leases. The standard ground community rental is currently \$10.00 + GST but is being reviewed. The lease will provide for regular rent reviews to account for any changes in Council's rental charges.

#### **Social**

The Club as an incorporated society is a not-for-profit entity that focuses on supporting and enhancing recreational use of the reserve for the community of Pookeno.

Supporting this lease will support the community of Pookeno and will meet the objectives of the reserve and its classification as a recreation reserve.

#### **Economic**

The Council will only incur staff costs for the processing of this lease. Moreover, as the building is owned by the Club, all ongoing maintenance costs will be met by the Club.

#### **Environmental**

As the building already exists on the land there will be no new environmental impacts. There are no proposals to expand the building in the foreseeable future.

#### **Culture**

As the Reserve is Crown derived and lies within the Waikato Tainui Raupatu boundary, the land is subject to the Waikato Raupatu Claims Settlement Act 1995. Council staff will engage with mana whenua to ensure that they have no objections to the proposed new lease.

Council has been working with Mana whenua with regard to a proposal for a community marae on part of this reserve adjacent to the tennis courts. This lease proposal for the Club building does not compromise that proposal which will be considered at a further Committee meeting.

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## **Land Origin**

The land was originally classified Crown land by gazette in 1865 and vested to the Education Board for a public school. In 1961 a gazette removed any education classification and vested the land in the Crown.

The land was then set apart under the Land Act as a reserve for recreation purposes in 1962 under the Reserves and Domains Act 1953. Franklin County Council at the time was appointed to control and manage the land then known as the Pookeno Domain.

As a result of the reorganisation of Franklin County Council, the land transferred to Waikato District Council.

## **5.1 Options**

### **Ngaa koowhiringa**

Staff have assessed that there are two reasonable and viable options for the Infrastructure Committee to consider. This assessment reflects the level of significance (see paragraph 6.1) and relevant factors considered in completing the options assessment. The options are set out below.

#### **Option 1: As the delegated authority under the Reserves Act 1977, the Committee may grant a new lease to the Club**

The new lease will enable the Club to support the Pookeno community by facilitating and enhancing recreational use on the recreation reserve.

The Waikato District Sports Park Reserve Management Plan supports the granting of a lease to the Club.

#### **Option 2: Council can decline to exercise its delegated authority to grant a new lease to the Club**

Should the recommendations of this report not be approved, the Club will be required to remove their facilities from the land, unless Council sought to acquire them.

Declining the Clubs application for a lease will have negative impacts on the community and recreation in Pookeno.

While the courts would remain available despite declining this lease, the supportive role the club plays would be missed from the community, including the provision of toilets at the reserve.

The Club would need to relocate and remove their building from the land resulting in significant costs for them. If this occurs, Council would need to construct new toilets to support recreational users of this reserve.

**Staff recommend Option 1.**

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## **5.2 Financial considerations**

### **Whaiwhakaaro puutea**

Council will incur no financial costs for the processing of this lease. Moreover, as the building is owned by the Club, all ongoing maintenance costs will be met by the Club.

There are no material financial considerations associated with the recommendations of this report.

## **5.3 Legal considerations**

### **Whaiwhakaaro-aa-ture**

This lease is being considered under section 54(1)(b) of the Reserves Act 1977 which gives power for Council to grant leases to community organisations on recreation reserves.

The Minister of Conservation has delegated decision making powers under this section of the Act for recreation reserves vested in territorial authorities.

Pursuant to ss 54(2) & (2A) of the Reserves Act, granting leases on a recreation reserve are required to be publicly notified unless the lease is consistent with The Reserve Management Plan.

Refer to the section below, where it outlines that the lease is consistent with the Waikato District Sports Park Reserve Management Plan. This means that public notification is not required before granting this lease.

The lease is also consistent with the purpose for which the land is held. This is also further discussed in the immediate section below.

Staff confirm that the preferred option complies with the Council's legal and policy requirements.

## **5.4 Strategy and policy considerations**

### **Whaiwhakaaro whakamaaherehere kaupapa here**

The Waikato District Sports Park Reserve Management Plan ("the Management Plan") supports the granting of a lease to the Club for this reserve.

The Management Plan also supports the granting of a lease for the pavilion and tennis courts to the Club. This management plan was drafted before Council took over management of and replaced the courts and pavilion.

### **Purpose for which the land is held**

When granting a lease under section 54, consideration should also be given to the purpose for which the land is held. This reserve is classified as a recreation reserve and managed pursuant to s17 of the Act.

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## **Section 17 – Recreation Reserve**

- *The purpose of providing areas for the recreation and sporting activities and the physical welfare and enjoyment of the public, and for the protection of the natural environment and beauty of the countryside, with emphasis on the retention of open spaces and on outdoor recreational activities.*
- *Where scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife are present on the reserve, those features or that flora or fauna or wildlife shall be managed and protected to the extent compatible with the principal or primary purpose of the reserve:*
  - o *those qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment and to the better use and enjoyment of the reserve shall be conserved:*

It is considered that this lease activity fits the above criteria because it supports recreation activities and enables the enjoyment of the public.

The activity will not present any impacts detrimental to the values of the reserve and will not significantly impact other users of the reserve.

The Management Plan also supports this activity and recognises that greater recreation activity is encouraged on this reserve.

Therefore, it is considered that the lease activity is consistent with the purpose for which the land is held.

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

### **5.5 Maaori and cultural considerations** **Whaiwhakaaro Maaori me oona tikanga**

As the Reserve is Crown derived and lies within the Waikato Tainui Raupatu boundary, the land is subject to the Waikato Raupatu Claims Settlement Act 1995. Council staff will engage with mana whenua to ensure that they have no objections to the proposed new lease.

The Management Plan does not give any direction as to whether this land has any specific cultural considerations and this should be further addressed when the Management Plan is reviewed.

### **5.6 Climate response and resilience considerations** **Whaiwhakaaro-aa-taiao**

The matters in this report have no known impact on climate change or resilience for the Council.

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## 5.7 Risks

### Tuuraru

The Overall Risk Profile is Low as determined by Council's Risk Profile Assessment Tool.

## 6. Significance and engagement assessment

### Aromatawai paahekoheko

### 6.1 Significance

#### Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's [Significance and Engagement Policy](#).

### 6.2 Engagement

#### Te Whakatuutakitaki

Internal engagement with key stakeholders within Council (Open Spaces & Reserves Planning team) has been undertaken and their views considered.

Highest level of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Consult</i>	<i>Council teams were consulted prior to this report. Iwi and Hapuu will be consulted after this resolution is passed.</i>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Internal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community Boards/Community Committees
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (Please Specify)

## 7. Next steps

### Ahu whakamua

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Should the recommendations be approved by Council, the following steps will require action in order to conclude the matter:

- a. Continued mana whenua engagement.
- b. Prepare & execute the new Lease in favour of the Club.

## 8. Confirmation of statutory compliance

### Te Whakatuuturutanga aa-ture

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As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Infrastructure Committee's Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages ( <i>Section 5.1</i> ).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy ( <i>Section 6.1</i> ).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance ( <i>Section 6.2</i> ).	Confirmed
The report considers impact on Maaori ( <i>Section 5.5</i> )	Confirmed
The report and recommendations are consistent with Council's plans and policies ( <i>Section 5.4</i> ).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities ( <i>Section 5.3</i> ).	Confirmed

## 9. Attachments

### Ngaa taapirihanga

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Attachment 1 – Aerial plan of lease area

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### Attachment 1 – Aerial plan of lease area



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<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Request for additional funds to complete construction of the Huntly Rail Building</b>
Date:	5 March 2024
Report Author:	Anthony Averill, Deputy General Manager Service Delivery
Authorised by:	Megan May, General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To inform the Infrastructure Committee on the status of construction on the Huntly Rail Building project.

To recommend to Council a request for additional funding to enable the original project scope to be completed.

## **2. Executive summary**

### **Whakaraapopototanga matua**

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Contract No. 21/064 is for the historic Huntly Railway Station building to be moved from Lake Puketirini to the Raahui Pookeka. The project includes the Huntly Railway Station platform, and includes construction of new decking and stairs, refitting the interior public toilets, and interior electrical and lining work to enable the Huntly Museum to refit the building as their key museum space.

The contract was awarded on 28 July 2022 and the building contractor took possession of the site on 29 August 2022. Significant delays were incurred to complete KiwiRail approval processes to carry out the works in and around the railway platform and rail corridor, finally establishing on 20 February 2023.

The station building was moved in two pieces over two nights, 30 and 31 May 2023. On the night of 31 May, the section of building already at the new site was significantly damaged by arson. On 21 June 2023 construction was formally suspended as Waikato District Council awaited the results of the insurance claim for the repair and associated costs.

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The processing of the insurance claim has taken a significant length of time due to the insurance industry constraints as a result of the ongoing effects of significant weather events and there being a need to resolve matters between two insurance companies.

The Council has claimed \$344,081 in costs from the insurers arising from the arson. At the time of writing we have received a settlement proposal from the Loss Adjusters for \$294,081. Council is seeking the balance of the \$50,000 of our full claim.

There is \$841,812.22 of budget remaining including \$410,140.92 of Waka Kotahi NZTA funding component which expires on 30 June 2023 if not spent.

Some additional costs incurred as a result of the arson were not covered by insurance and as a result of the delays while the project was on hold while seeking various Kiwirail consents. These extra costs mean that a further \$222,000 may be needed to complete the original project scope.

On 21 February 2024 the Engineers Representative lifted the suspension and instructed the contractor to recommence works on site and proceed with fire remediation works and original contract works to complete the external structure of the building up to the value of the remaining available funds.

### 3. Staff recommendations Tuutohu-aa-kaimahi

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**THAT the Infrastructure Committee recommends to Council:**

- a. **that approval be provided to complete the Huntly Rail Building project to enable the building to be available for the Waikato Coalfields Museum to use and public toilets to be available for use as well as the exterior finishings.**
- b. **that the Infrastructure Committee notes the Insurance settlement remains to be finalised and approves the additional funding of up to \$222,000 from the Tuakau Hall Seismic Upgrade Project 103637-9220-0000-00-25514.**

### 4. Background Koorero whaimaarama

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#### **Project History**

On 13 August 1877 the original Huntly Railway Station was opened, and it operated for almost 62 years. The original building was then demolished to enable a platform extension. On 28 May 1939 a new station building slightly south of the old building, on an island platform (rail lines both sides) was opened to the public along with a footbridge providing access over the rail tracks from the town side (west). This new station building is the historic station now being relocated to the new Raahui Pookeka | Huntly rail platform.

In 2008 the historic station building was moved to lake Puketirini with the intention that it would house the Waikato Coalfields Museum and work went on to restore the building.

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In 2019 work was started by Waikato District Council on the upgrade and extension of the Huntly Railway platform, as well as an adjacent Park and Ride carpark, with the bulk of the funding provided by central government via Waikato Regional Council as part of the Te Huia passenger rail 5 year trial.

The Raahui Pookeka | Huntly rail platform and the Park and Ride was constructed by Waikato District Alliance and the new platform opened on 6 April 2021 with the Te Huia passenger train coming into operation.

Waikato District Council received a \$100,000 financial contribution from Genesis Energy and plans to relocate the historic building to the railway platform got underway. The building would provide improved access to the rail platform with stairs and a ramp, the historic buildings awnings would provide rail patrons with shelter, old public toilets in the south end of the building would be refurbished to modern specifications and made available again for public use. And the remainder of the building would be tenanted by the museum, further generating activity and improving security at the station.

### **Contract Works**

Contract No. 21/064 is a Measure and Value physical works contract for the Huntly Railway Station related project [PR-1686] Huntly Railway Station Building Relocation.

Preliminary and General items including Bonds and Insurances, Establishment, H&S, Traffic Management, environmental controls, and documentation, Site Preparation, Earthworks, Retaining Wall construction, Foundations, Drainage, Railway Platform Widening, Relocation of the historic Huntly Railway Station building to the new Raahui Pookeka | Huntly Railway Station, all carpentry associated with decking, refurbishments of building interior for use as a museum, and construction of 24-hour public toilets.

This contract for Huntly Rail Building with Jack Thorburn Builders Limited (Contract No. C21 064) has a Contract Sum of \$ 1,368,917.00 excl. GST.

### **Award and Delay in Establishment**

The contract period is 3 months and was originally intended to commence on Monday, 1 August 2022 and ending on Monday, 31 October 2022.

The contract was awarded on 28 July 2022 and the Contractor took possession of the site on 29 August 2022. Significant delays were incurred to complete KiwiRail approval processes to carry out the works in and around the railway platform and rail corridor. The Contractor could not proceed with the establishment because of delays in obtaining a Permit to Enter (PTE) from KiwiRail, and then a further requirement of a Deed of Grant from KiwiRail, which was finally issued on 5 October 2022, valid until 31 January 2023.

Having received the Deed of Grant a Permit to Dig (PTD) was applied for, but was delayed with KiwiRail advising of new services, a fibre duct, having been installed in the site. KiwiRail relocated these services by which time the original PTE had expired. A new one was issued 13 February 2023, finally enabling establishment on 20 February 2023.

Works commenced to relocate the building to its new site.

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Due to the KiwiRail delays the Contractor claimed an Extension of Time (EOT). The Engineer to Contract (WT Partners Ltd) assessed the claim, and as the delay was due to unforeseen circumstances, and the Contractor demonstrated reasonable efforts to resolve the issue through ongoing correspondence with KiwiRail and escalation to WDC, awarded an EOT of 113 days. As a result, the amended due date for Practical Completion became 1 June 2023.

### **Arson and Suspension of Works**

The building was moved in two pieces from Lake Puketirini to the Huntly Railway Platform via the Tainui Bridge over two nights (30 & 31 May 2023). During the shift on the second night the section of building already at the new site was found to be on fire, a suspected arson. The Fire Service put out the blaze but there was significant damage to the building.

The undamaged half of the building has been placed on its permanent foundations and temporarily closed up for security reasons and to reduce deterioration from exposure to the weather.

On 21 June 2023 the Project Manager formally suspended works at the site while options for the way forward were considered.

### **Ongoing Costs**

There is a significant portion of the budget funded from NZTA Waka Kotahi which has been carried over from the previous financial year. It is not expected that this could be repeated so it is important to utilise this funding in the current financial year.

With the contract currently suspended there are ongoing costs to the value of \$10,505 each month covering project holding costs including, site security, insurances, bonds, and monthly management time while suspended in accordance with NZS3910:2013 Clause 6.7.

Also, the building is in two sections, with the undamaged section closed up against the weather, though not to the same effect as if the building was complete. And the damaged section is still largely open to the elements.

The costs to Council of the fire are currently some \$ 351,537.84. Council has claimed the full amount from its insurers.

### **Actions Taken to Date**

The building contractor has placed the undamaged section of the building onto permanent piles. For the damaged section of the building the building contractor has levelled and cleared debris to allow for a better assessment, as well as installing bracing inside the building to support the structure around the badly damaged section.

A structural engineer and architect have both visually assessed the building, and the architect has produced drawings (Attachment 2) of the extent of the damage and the required repairs. From these drawings and site observations, the building contractor has provided pricing to these plans and provided them to the insurer.

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Discussions are ongoing with the insurers regarding the value of the insurance settlement.

On 21 February 2024 the Engineers Representative lifted the suspension and instructed the contractor to recommence works on site and proceed with fire remediation works and original contract works to complete the external structure of the building up to the value of the remaining available funds.

### **Huntly Mining and Cultural Museum Society Incorporated Agreement**

The Huntly Train Station building was prior to it being relocated owned by the Huntly Mining and Cultural Museum Society Incorporated (Museum). In July 2021 Council entered into Transfer Agreement with the Museum and purchased the building for \$1. In addition, the Council committed to fund the relocation, structural strengthening and refurbishment of the building, for use as a main exhibit space for the museum society, up to the available funds, which at the time were defined as \$408,824.59, being the proceeds of sale from a property at Harlock Place Huntly

## **5. Discussion and analysis**

### **Taataritanga me ngaa tohutohu**

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#### **Social**

The historic station building will perform important social functions, providing access to the railway platform with stairs as well as a ramp and a shelter from the elements for rail patrons to make use of the rail platform. Once fully completed, public toilets are intended to be available at the southern end of the building.

Into the future the station building will house a museum which will also provide an important function in holding the history and stories of the people in the area and district. The museum activity will also contribute to the foot and vehicle traffic in the area, providing improved security for those rail patrons leaving their vehicles in the Park and Ride during the day.

#### **Economic**

To support growth in the town and district from future commuters utilising the rail infrastructure, to live in the Huntly area and commute to work in Hamilton or Auckland, or visitors coming into the area, facilities such as the Park and Ride, rail platform shelters, public toilets and are needed.

The museum activity further promotes economic activity in the area.

#### **Environmental**

The station building and the activity related to the museum supports the use and growth of public transport with the rail platform adjacent, and links to networked bus services currently stopping in William Street nearby, and in future expected to access the station building directly. This in turn promotes a lower carbon transport option for current, and future commuters and travellers, benefiting the environment.

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## **Culture**

There are no changes to the project as already consulted on. Council does not consider it necessary to consult with Iwi or hapuu for the decision sought in this report.

## **Ways Forward with the Contract Works**

The processing of the insurance claim has taken a significant length of time. In the meantime, works have been suspended, and the area is an unsightly construction site with temporary fencing. The damaged section of the building is open to the weather, there are ongoing contractual costs, and there is further risk of cost increases due to the ongoing delay to complete the works.

The damaged section of the building can be structurally repaired, installed on its waiting new timber piles, and joined again to the existing undamaged section of the building, and made weatherproof within the remaining available funds. This would include new roofing for both the damaged and undamaged sections.

In addition, the decking around the building envelope and the deck balustrades could be installed allowing the temporary construction fencing to be removed, and the buildings wing-shelters made available to protect rail patrons from rain, all within the available funding.

Completing these works will place the site in a condition where the public will have full access to the exterior of the building, its decks, stairs, ramps and shelters without unsightly construction fencing or construction hazards.

Any further works could then be deferred as long as necessary or until suitable funding was available, with an aesthetically pleasing weatherproof envelope protecting the historic building structure and interior from further weather-related deterioration.

## **Funding**

Proceeding with the project will utilise the currently available NZTA funding (which will no longer be available after 31 June 2024), stop the ongoing monthly costs associated with construction suspension, provide some level of building function for the community, and protect the condition of the asset – the historic railway building itself.

With the insurance position at the time of writing this report there is a funding shortfall of between \$172,000 and \$222,000 depending on the final outcome of the insurance settlement.

The Committee is asked to consider two options.

1. Proceeding to complete the project as planned to a white wall interior and approving additional funds of up to \$222,000 for the project, or
  2. Proceeding to complete works with the current funds available and deferring the completion of the interior.
-

## 5.1 Options

### Ngaa koowhiringa

Staff have assessed that there are two reasonable and viable options for the Infrastructure Committee to consider. This assessment reflects the level of significance (see paragraph 6.1) and relevant factors considered in completing the options assessment. The options are set out below.

**Option 1** - Complete the building as planned with a white wall interior finish.

Recommence construction works connecting the two building parts back together resulting in a weathertight building envelope and concluding the project.

This option delivers all of the benefits of the project, including the roof wing shelters, and stairs to access the rail platform, public toilets, as well as a “white box” interior ready for the museum to start its detailed fitout.

This work could be completed before 30 June 2024. Additional funds of up to \$222,000 are required.

**Option 2** - Make weathertight the building envelope, complete all exterior works and a commencement of some internal elements until the current funding including the insurance settlement funds are spent.

The building would be made secure, but additional funds of some \$222,000 would be needed at some stage in the future to complete the original scope.

Further delays to complete the interior may result in a higher construction cost, due to cost escalations, and reestablishment and procurement of the trades to undertake the works.

This makes the building envelope weather tight stopping any further deterioration to the structure from being open to the weather.

This option delivers some of the benefits of the project, being public use of the building wing shelters and stairs to access the rail platform, as well as an aesthetically pleasing historic railway station building free of construction fencing.

These works would not include the interior fittings, or wall linings, or the public toilets inside the south end of the building.

The building could remain in this state until either the result of the insurance claims process is known, and/or further funding is sourced to complete the interior and public toilet works.

Staff recommend **Option 1**. As this will be the most cost effective and ensure the project objective is achieved.

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## 5.2 Financial considerations

### Whaiwhakaaro puutea

The recommended option will ensure Council will be able to utilise the considerable remaining approved NZTA funds. These funds will not be available beyond 31 June 2023.

There are currently sufficient budgeted funds to complete the works outlined in Option 2 with the insurance settlement. Additional funds are required to progress Option 1 (preferred).

The exact value of the shortfall in funds needed to complete the full scope of contract works can only be assessed once the outcome of the insurance claim is known. At this stage we know that the amount of extra funds required will be between \$172,000 and \$222,000.

#### Estimated Cost to Completion and Available Budget

Fire Repair Costs	\$351,537.84
Project Scope	\$921,920.71
Professional Fees	\$ 74,420.00

<b>Required Funds for completion</b>	<b>\$1,347,878.55</b>
Remaining Budget	\$ 841,812.22
Current Insurance Settlement Offer	\$ 294,081.33
Less Excess	\$ - 10,000.00
<i>Insurance amount still to be confirmed</i>	<i>\$ 50,000.00</i>
<b>Full Budget available</b>	<b>\$ 1,175,893.55</b>

Therefore, additional funds required to complete the project is \$171,985.00 (rounded to \$172,000) or if the insurance company does not approve the additional \$50,000 sought then \$221,985.00 (rounded to \$222,000), will be required to complete the project to the original specification.

It is proposed this additional funding comes from the Tuakau Hall Seismic Upgrade project. This seismic work has been completed and resulted in the Tuakau Hall now being at 80% of the New Building Standards. There is a remaining budget of \$1,056,780 Budget code 103637-9220-0000-00-25514.

As a result of these additional costs, the final cost of the Huntly Rail Building project is estimated to be between \$1,726,518 and \$1,776,518 plus GST. This includes the funds spent prior to the current financial year and the funds required to complete the building as outlined in this report.

### **5.3 Legal considerations** **Whaiwhakaaro-aa-ture**

Staff confirm that the staff recommendation complies with the Council's legal and policy requirements.

### **5.4 Strategy and policy considerations** **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

The recommendation requests approval to complete the contract works.

### **5.5 Maaori and cultural considerations** **Whaiwhakaaro Maaori me oona tikanga**

This report is recommending the restart of construction works of an existing project and there are not expected to be any new cultural considerations.

### **5.6 Climate response and resilience considerations** **Whaiwhakaaro-aa-taiao**

The decisions sought by, and matters covered in, this report have climate change implications in accordance with the Council's [Climate Response and Resilience Policy](#) and [Climate Action Plan](#).

This project provides increased access and shelter to rail patrons at the earliest opportunity, promoting the use of public transport and so reducing greenhouse emissions in line with Action Category 4: Community Emissions Reduction.

### **5.7 Risks** **Tuuraru**

There is potential for the following risks which will vary depending on the approved option. If the project commences with additional funding then there are limited risks outside those considered under the existing contract arrangements.

If there is no additional Council funding for the project then there is a risk that the building will not be able to be used for its intended purpose, being the home of the museum and public toilets, for some time. Delaying completion will also result in greater costs to complete due to costs escalations and having to procure and reestablish works on site.

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## 6. Significance and engagement assessment Aromatawai paahekoheko

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### 6.1 Significance Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's [Significance and Engagement Policy](#).

The significance of the decision sought is low, as it is asking to continue with already contracted works, but under Option 2 recognising the risk that once the exterior works are complete, the value of the funding shortfall to complete the public toilets and interior work is not known.

### 6.2 Engagement Te Whakatuutakitaki

Internal engagement with key stakeholders within Council has been undertaken and their views considered.

If the decision does not provide additional funding then staff will engage with the Museum representatives to discuss the impact of not being able to complete the interior.

Highest level of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	Council Facilities Team who manages the rail platform and associated facilities were consulted. They support the recommended option.				

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State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
✓	<input type="checkbox"/>	✓	Internal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community Boards/Community Committees
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (Please Specify)

## 7. Next steps Ahu whakamua

Should the recommended option be approved, the following steps will be taken:

- The full scope of works for Option 1 will be confirmed with the building contractor.
- A programme of work will be agreed with the building contractor to confirm timeframes for the full scope of works.
- The applicable extensions of time under the contract conditions will be confirmed and the due date for completion reset for the full scope of work.



## 8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Infrastructure Committee's Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages ( <i>Section 5.1</i> ).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy ( <i>Section 6.1</i> ).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance ( <i>Section 6.2</i> ).	Confirmed
The report considers impact on Maaori ( <i>Section 5.5</i> )	Confirmed
The report and recommendations are consistent with Council's plans and policies ( <i>Section 5.4</i> ).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities ( <i>Section 5.3</i> ).	Confirmed

## 9. Attachments Ngaa taapirihanga

Attachment 1 – Artists rendering of completed building, decks and balustrades.

Attachment 2 – Architects drawing of arson damaged areas.

**Attachment 1** – Artists rendering of completed building, decks and balustrades

View looking southwest at the station building with railway platform behind.



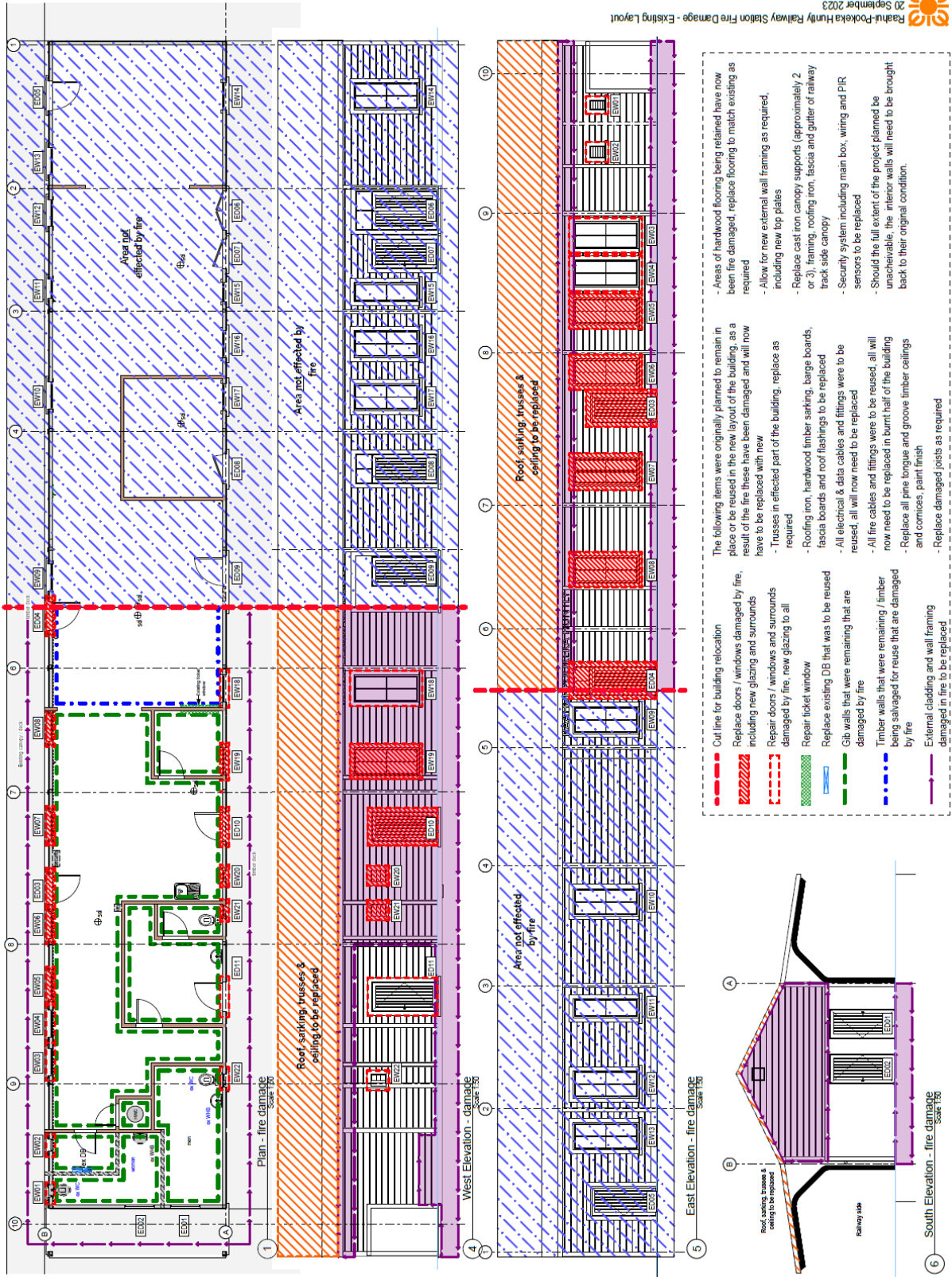
View looking northwest from the Park and Ride at the station building with railway platform behind.



View looking north from the rail platform at station building.

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Attachment 2 – Architects drawing of arson damaged areas.



<b>To</b>	<b>Infrastructure Committee</b>
<b>Report title</b>	<b>Exclusion of the Public</b>
Date:	Tuesday, 5 March 2024
Report Author:	Thomas Rowland, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

## 1. **Staff recommendations** **Tuutohu-aa-kaimahi**

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 1 Minutes from meeting held on Wednesday, 4 December 2023  Item PEX 2 PEX Action Register	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 3.1 Raglan Seawall Repair		

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
<p>Item PEX 1 Minutes from meeting held on Wednesday, 4 December 2023</p> <p>Item PEX 2 PEX Action Register</p>	<p>Refer to the previous Public Excluded reason in the agenda for this meeting.</p>	
<p>Item PEX 3.1 Raglan Seawall Repair</p>	<p>7(2)(b)(ii)</p> <p>7(2)(i)</p>	<p>To protect information that would otherwise unreasonably prejudice a person's commercial position.</p> <p>To enable negotiations to carry on without prejudice or disadvantage.</p>

## 2. Attachments

### Ngaa taapirihanga

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There are no attachments for this report.