

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 23 MAY 2017** commencing at **9.00am**.

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.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

Representatives from Sport Waikato will be in attendance from 9.00am to discuss item 5.1.

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 28 March 2017

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5. REPORTS

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6. EXCLUSION OF THE PUBLIC

86

GJ Ion

CHIEF EXECUTIVE

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Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	28 March 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Infrastructure Committee meeting held on Tuesday 28 March 2017.

2. RECOMMENDATION

THAT the minutes of the meeting of the Infrastructure Committee held on Tuesday 28 March 2017 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

INF minutes 28 March 2017

MINUTES for a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 MARCH 2017** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson *[from 9.04am]*
Cr JA Church *[until 10.36am and from 11.00am]*
Cr JM Gibb
Cr S Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McNally
Cr BL Main
Cr EM Patterson *[until 10.36am and from 10.59am]*
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mr B MacLeod (Chairperson Raglan Community Board)
Mr G Ion (Chief Executive)
Mr T Harty (General Manager Service Delivery)
Mr R MacCulloch (Acting General Manager Customer Support)
Mr T Whittaker (General Manager Strategy & Support)
Mrs LM Wainwright (Committee Secretary)
Ms J Remihana (Programme Delivery Manager)
Mr M Mould (Waters Manager)
Mr C Clarke (Roading Manager)
Ms D Rawlings (Management Accountant)
Ms M McIntyre (Operations Team Leader – Water)
Mr T Mylchreest (Maintenance Manager Waikato District Alliance)
Mr W Furlong (Asset Management Team Leader Roading)
Mr E Parata (Asset Management Team Leader)
Ms M Smart (Property Officer)
Mr P Simcock (NZTA)
Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Patterson)

THAT an apology be received from and leave of absence granted to Cr Bech.

CARRIED on the voices

INF1703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Sedgwick)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 28 March 2017 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be considered with the public excluded;

AND THAT the Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Sedgwick/Henderson)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

INF1703/03

REPORTS

Waikato Expressway Update: Presentation by New Zealand Transport Agency
Agenda Item 5.1

The NZTA representative gave a powerpoint presentation and answered questions of the committee.

Resolved: (Crs Patterson/Lynch)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

INF1703/04

His Worship the Mayor entered the meeting at 9.04am during discussion on the above item and was present when voting took place.

Award of Contract
Agenda Item 5.2

Resolved: (Crs Main/Thomson)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

INF1703/05

Contract 12/013 Cleaning – Increase in Approved Contract Sum
Agenda Item 5.3

Resolved: (Crs Lynch/Gibb)

THAT the report from the General Manager Service Delivery be received;

AND THAT the increase of \$151,140.42 in Approved Contract Sum for Contract 12/013 Cleaning be approved.

CARRIED on the voices

INF1703/06

Service Delivery Report for March 2017
Agenda Item 5.4

Resolved: (His Worship the Mayor/Cr Thomson)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

INF1703/07

Vehicle Dimension and Mass (VDAM) Rule Changes
Agenda Item 5.5

Resolved: (Crs Smith/Patterson)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

INF1703/08

Review of Public Toilet Strategy
Agenda Item 5.6

Resolved: (His Worship the Mayor/Cr Church)

THAT the report from the General Manager Service Delivery be received;

AND THAT the 2014 Public Toilet Strategy be reviewed and include considering the priority and need for future new facilities in Te Kowhai, Whatawhata, Mercer and Maramarua.

CARRIED on the voices

INF1703/09

Crs Church and Smith withdrew from the meeting at 10.36am at the conclusion of the above item and were present when voting took place.

The meeting adjourned at 10.36am and resumed at 10.58am.

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Cr McNally/His Worship the Mayor)

THAT the report of the Chief Executive be received;

AND THAT the public be excluded from the meeting to enable the Infrastructure Committee to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated Tuesday 28 February 2017

REPORTS

a. Meremere Community Facilities

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(h)(i)(j)

Section 48(1)(d)

b. Proposed Saalbrey Road/Great South Road Intersection Upgrade

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(a)(h)

Section 48(1)(d)

c. Legalisation of the constructed alignment of Potter Road, Pokeno

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(a)

Section 48(1)(d)

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	24 April 2017
Prepared by	Karen Bredesen Business Support Team Leader/PA
Chief Executive Approved	Y
Reference/Doc Set #	INF2017 (23/05/2017)
Report Title	Sport Waikato Report for January-March 2017

1. EXECUTIVE SUMMARY

Attached is the Sport Waikato Report for the period January to March 2017. In this report the Waikato District Sport 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.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received.

3. ATTACHMENTS

Sport Waikato Report for the period January-March 2017



Sport Waikato Council Reporting

Waikato District Council
January – March 2017

Fiona Devonshire
District Coordinator – Waikato District



MOVING WAIKATO 2025

**A STRATEGY TO GROW PARTICIPATION IN SPORT,
RECREATION AND PHYSICAL ACTIVITY**

Moving Waikato 2025 is an evidenced based strategy that seeks to build on the positive momentum of existing loyal partnerships and to increase the provision of opportunities for both participation and sporting success for the people of the region.

ONE VISION

**A HEALTHY,
VIBRANT, PHYSICALLY
ACTIVE & SUCCESSFUL
SPORTING REGION**



A focus on the provision of opportunities that meet the needs of the people of our region - more adults and more children out there and active

- Women and Girls
- Young People
- Maori
- Rural Communities
- Older People



A focus on quality local delivery of sport, recreation and physical activity experiences – helping communities to help themselves

- Local Sport
- Education
- Recreation & Physical Activity
- Maaori Settings



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

- Insights
- Facilities
- Urban Growth
- Home of High Performance

ACHIEVING SUCCESS THROUGH WORKING TOGETHER



Sport Waikato Council

Reporting

Waikato District Council

January - March 2017

Updates

- **Waikato District Council Sport and Recreation Plan**

Sport Waikato and Waikato District Council staff are in the final stages of completing the draft plan for submission to councillors. The plan prioritises facility projects and programme/service delivery priorities to be delivered in partnership with Sport Waikato and the local community.

- **Waikato Regional Sports Facilities Plan - Forum #4 - Regional Aquatics Strategy**

Sport Waikato hosted the fourth Sports Facilities Planning Forum with a focus on the development of a Regional Aquatics Strategy. The strategy is being developed as a partnership project and delivered by Dave Alan and the team at Global Leisure Group. The objective of the plan is to deliver long term view of the need for aquatics facilities across the region. With an ageing portfolio of assets forward planning is a critical concept for all.

- **Northern Waikato District**

Sport Waikato has been successful in securing funding from Aktive Auckland to support delivery in the Northern part of the Waikato district which includes the fast growing towns of Pokeno and Tuakau. The value of this funding is \$12K so an investigation is currently under way to consider opportunities to grow this value to enable the introduction of personnel into this part of the District. Our understanding is that no additional funding is available from Council, we are currently entering into conversations with Youthtown to consider opportunities to partner.

- **Tuakau Community Facility Meeting**

Sport Waikato representatives attended the recent public forum held at the Tuakau Community Hall. A large turnout from the local community was present with a session facilitated to discuss the possibility of a project in this area and motivations of the local community. Sport Waikato will remain available via the Facilities Advisor to support the exploration of any potential project for this area.



Sport Waikato Council
Reporting
 Waikato District Council
 January - March 2017

Outcome - Participation and Equity: Reducing barriers and increasing participation in recreation and sport	
KPI	Evidence/ Measurement
Coordinate local Kiwisport initiatives for primary and secondary aged children.	<ul style="list-style-type: none"> • Sport Waikato continue to manage the Kiwisport Funding Initiative for Sport NZ • Application rounds for Kickstart funding closed in Feb 2017 • Successful Kickstart applications within the Waikato District include; <ul style="list-style-type: none"> ➢ Hukanui Golf Club - Junior Programme ➢ Te Kura o Rangiriri - Purchase of life jackets for water sports events ➢ Surfing NZ - Raglan Wave Warriors Project in schools • Application rounds for Kickstart funding open in May 2017 and the Community Partnership Fund (CPF) in August 2017 • Successful CPF Applications in the Waikato District include; <ul style="list-style-type: none"> ➢ Squash Waikato ➢ Waikato Golf ➢ WaiBOP Football Federation
Work with primary schools sport cluster. To increase sport opportunities and participation	<ul style="list-style-type: none"> • Supported the Huntly Schools Cluster Swimming Sports Day which was held at the Genesis Huntly Aquatic Centre on Friday 10th March • Preparation and planning is underway for the Huntly Schools Cluster Winter Sports Day to be held on Friday 16th June at the Huntly Complex • Squash in Schools has been delivered in Taupiri School, Kimihia School, Glen Massey School, Bernard Ferguson School
Work with Secondary Schools in the Waikato District to increase sport opportunities and participation.	<ul style="list-style-type: none"> • Squash Waikato's micro court was set up at Ngaruawahia High School for students and teachers to experience squash • Ngaruawahia student leaders and teachers were trained in Squash Waikato's new pilot programme - Gym Squash • The Waikato Regional Secondary Schools Nines Rugby League Tournament was held at Paterson Park, Ngaruawahia. The following local secondary schools entered teams; Ngaruawahia High School, Tai Wananga and Te Whare Kura O Rakaumangamanga


Sport Waikato Council
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Waikato District Council

January - March 2017

	<ul style="list-style-type: none"> • The North Waikato Secondary Schools Cluster Swimming Day was held in February at the Genesis Huntly Aquatic Centre. Ngaruawahia High School were overall winners on the day • Preparation and planning is underway for the five week North Waikato Secondary Schools Basketball Module
Involvement in or working with providers to increase participation in local events.	<ul style="list-style-type: none"> • Support provided at the prestigious annual Regatta held at Turangawaewae Marae in Ngaruawahia. Sport Waikato representatives led the marshalling area, finish line and were apart of the H&S team on the Safety Boat at both the Waka Kopapa days where primary schools attended and on the Regatta Day • Support with event promotion and participant registrations for the Huntly Half Marathon Event held in March in Huntly
Support holiday programmes	<ul style="list-style-type: none"> • Sport Waikato's Energizer team continue to support Holiday Programmes in the Waikato District • Planning and preparation is underway to support the Waahi Paa Holiday programme in the Term 1 holidays held at Waahi Paa • Our Sport Waikato Energize team supported the Raglan Kids Triathlon on the day and running a two week triathlon training programme prior to the event in the January school holidays
Local community recreation projects	<ul style="list-style-type: none"> • Meremere Boot Camp Active & Well ran a 6 week boot camp at the Meremere Community Hall from January 17. This was initiated after the community identified a need/want to have an exercise class available within the village community. During the sessions that were in the school holidays, Project Energize came along and ran a programme for children to reduce the barriers of adult participation. An on-going challenge of this boot camp was consistent engagement from the community and numbers varied considerably over the 6 week period. • Sport Waikato continue to support the Huntly Upright & Active Class through the free provision of an exercise space to deliver this weekly class



Sport Waikato Council

Reporting

Waikato District Council

January - March 2017

Outcome - Quality of life: Increasing physical Activity and improving nutrition for health, fun and as a lifelong habit	
KPI	Evidence/ Measurement
Deliver parent education sessions related to foundation and fundamental skills.	<ul style="list-style-type: none"> • Our Under 5 Energizer continues to service 31 Centres/Kohanga in the Waikato District • Our Under 5 Energizer team facilitated an Under 5 Toddler Movement Workshop at Friendship House in Huntly for parents • Four He Pi Ka Rere Wananga were held in Kohanga
Raise awareness of the importance of fundamental skills through distribution of KiwiBaby, KiwiToddler and KiwiPreschooler manuals	<ul style="list-style-type: none"> • Our Kiwi Manuals are now a free online resource accessible via the Sport Waikato website • EBooks have replaced the printed manuals
Promote and support community activity options/groups	<ul style="list-style-type: none"> • Marketing and promotional support given to the organisers of Fitness for Life Bootcamp run out of Davies Park, Huntly on a weekly basis. • Marketing and promotional support given to the organisers of the Huntly Line Dancing group • Our Active & Well coordinator encourages all new Green Prescription clients to attend the Upright and Active group exercise class
Healthy lifestyle sessions/workshops/events	<ul style="list-style-type: none"> • Sport Waikato's Active & Well Team continue to deliver the Green Prescription programme which is a healthy lifestyle support service, delivered via email, phone, face to face and group workshops • Nineteen interactive Oral Health displays were delivered to parents at centres and Kohanga across the district by our Under 5 Energizer • Sixteen Oral health and nutrition modelling sessions were delivered to educators and children


Sport Waikato Council
Reporting

Waikato District Council

January - March 2017

Healthy lifestyle sessions/workshops/ Events continued...	<ul style="list-style-type: none"> • Our Under 5 Energizer team supported both the Raglan and Huntly West Fun Days held in March. Both Fun Days were well supported by the local centres. The Raglan Fun Day was held at Te Kopua Domain and the Huntly West one was held at Papatakaroa, behind the Te Whare Oranga in Huntly. The scheduled Ngaruawahia Fun Day to be held at The Point was cancelled due to inclement weather • Five nutrition educator workshops were delivered in centres
Support Green Prescription (GRx) programmes in the community	<ul style="list-style-type: none"> • Aqua Fit continues to be delivered by our Active & Well Coordinator at the Genesis Energy Huntly Aquatic Centre on a weekly basis. Numbers are stable with between 5-15 participants. This class is low impact and most participants have complex health issues • Upright & Active weekly exercise classes continue to be held at the Sport Waikato Huntly office on a weekly basis. These classes are low impact and low intensity ideal for all ages and activity levels

Outcome - Community Development:	Developing capability to ensure effective delivery of physical activity, recreation and sport
KPI	Evidence/ Measurement
Provide ongoing training to primary school teachers and coaches in understanding and teaching fundamental skills	<ul style="list-style-type: none"> • Swimming in Schools was a focus in schools for Term 1 working towards increased participation in school and interschool swimming sports • Our Sportsforce Swimming Officer delivered a teacher professional development day at the Genesis Energy Huntly Aquatic Centre with teachers from all Huntly schools attending • A number of Squash professional development sessions have been held as part of the Squash Waikato Squash in Schools Project, Taupiri School, Glen Massey, Kimihia School and Bernard Ferguson have been involved


Sport Waikato Council
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Waikato District Council

January - March 2017

<p>Work with primary, intermediate and secondary schools to facilitate development and implementation</p>	<ul style="list-style-type: none"> • 2017 Cluster dates and activities set • Cluster Modules - planning and preparation is underway to deliver cluster modules to schools • Cluster meetings are facilitated by Sport Waikato in the secondary schools space and supported in the primary schools space
<p>Provide opportunities for secondary school leadership through local Kiwisport initiatives and other community sport events</p>	<ul style="list-style-type: none"> • Collaborated with the Waikato Institute of Leisure Studies (WILS) to promote their Kiwisport Leadership Development Programme into secondary schools in the Waikato District, Ngaruawahia High, Raglan Area School and Te Kauwhata college have shown an interest in the programme
<p>Provide development or training for officials' administrators and coaches and clubs. Work with agencies to improve provision for sport.</p>	<ul style="list-style-type: none"> • Sportsforce Athletics delivered a professional development day for teachers and students at Huntly College • Sportsforce Football delivered an Introduction to Junior Coaching at the Huntly Thistle Soccer Club • Sportsforce Golf supported Ngaruawahia Golf Club around the redesign of the footgolf course • Sportsforce Kaiwhakahaere delivered a number of Leadership and Traditional maori games workshops to primary and secondary schools in the Waikato District • Sportsforce Squash have been delivered six teacher in service, professional development days, five administrator visits and 12 community coach and development sessions to primary schools and secondary schools in the Waikato District as part of the North Waikato Kiwi Squash Project and North Waikato Secondary Schools Project • Sportsforce Swimming have delivered swim progression training at Te Mata School with the Western Cluster Primary Schools • Sportsforce Waka Ama have met with coaches and clubs in Tuakau around coach development



**Sport Waikato Council
Reporting**
Waikato District Council
January - March 2017

Outcome - Information and promotion: Improve coordination and promotion of information of all physical activity recreation and sport opportunities in the district	
KPI	Evidence/ Measurement
Providing community with information on events, development and funding opportunities Effective use of communication including information on website, window displays, local newspapers, information centres and other stakeholders	<ul style="list-style-type: none"> • Our Sport Waikato Facebook page and local Active Waikato Hub pages are used regularly to share articles, stories, news and events to the community • Sport Waikato continues to promote Kiwisport funding opportunities to local providers and secondary schools. Assistance around the application process is provided on a needs basis • Our Huntly Office Window display continues to serve as a popular noticeboard for the community with a number of community organisations posting flyers

Outcome - Creating pride in community: Through supporting , encouraging and valuing volunteers	
KPI	Evidence/ Measurement
Recognizing volunteers by supporting volunteer recognition through the Sport Maker Initiative	<ul style="list-style-type: none"> • The Sportmaker Initiative to celebrate and reward volunteers in sport continues to acknowledge Sport Makers • Over 40 nominees from the 2016 Waikato District Sports Awards were nominated to go into the nationwide draw to recognize their contribution to sport
Hosting Waikato District Sports Awards to recognise contribution to and excellence in sport	<ul style="list-style-type: none"> • The 2017 Waikato District Sports Awards will be held on Wednesday 15th November 2017 • Preparation and planning is underway with regards to venue and theming • Two Waikato District Sports Awards winners were nominated for the Regional Sports Awards held in Hamilton in January; local Coach of the Year - Eugene Davis and local Sportsperson of the Year - Clarke Johnstone

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Karen Bredesen Business Support Team Leader/PA
Chief Executive Approved	Y
Reference/Doc Set #	INF 2017 (23/05/2017)
Report Title	Service Delivery Report for May 2017

1. EXECUTIVE SUMMARY

This report is to inform the Infrastructure Committee of significant operations/projects commenced, in progress, or completed since the date of the last report.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received.

3. ATTACHMENTS

- Dash Board Reports

REPORT

Service Delivery

Parks & Facilities

Grass Verges

Grass verge mowing will change to monthly winter frequencies at the end of May until spring. Staff continue to field calls and requests to maintain residential verges and have been informing customers of the policy. There have been no additional verges added to the schedule over April.

In total there are 69 properties that have been granted an exemption and have their verges maintained by Council. The total annual cost to maintain verges is approximately \$54,000 per annum. However this figure also includes areas where Council owns the verge and where Council has assets set within the verge.

Koupa Domain Playground Upgrade

The Koupa Domain play equipment replacement programme began 3 years ago and is now in the final stage. This stage of the project is programmed to be complete by the end of May.

Winter Planting Programme

The Parks Operations team have identified 43 of street and park gardens across the district that requires renewal or replanting. The winter planting programme is planned to start late May and be completed by late August.

Reserve Signage Project

In a 2015 an audit of park signage was undertaken. This audit identified that existing park signage was poorly implemented across the district. Staff have since been working to replace outdated and redundant signage across the district.

Ecological Enhancement Update 2017

A number of ecological enhancement initiatives are underway or planned for completion this year.

Native species planting:

The main planting season is winter so the majority of the native species planting projects are soon to be undertaken. This includes a large scale kahikatea forest and swamp planting at Rotokauri, additional native plants for Tumate Mahuta, plants along the stream at Puketirini, at Hartis Av and the second stage of planting at Narrows reserve. The Waikato RiverCare planting sites are to be planted, including a major planting scheme along the Te Onetea Stream esplanade at Rangariri. Plantings are also planned for the Waikare south reserve and at Nikau park as well as a number of dune sites in Raglan.

Pest control:

Working with our partners at the Waikato Regional Council, the pest plant biocontrol programme continues, with biocontrol being undertaken for Tradescantia, Chinese privet and woolly nightshade throughout the District.

Japanese walnuts have been removed from along the stream at the Waingaro bush reserve and pest trees are to be removed from Waikare south reserve.

Shepherd bush has had a comprehensive weed control operation completed and there is mammalian pest control ongoing at Rotokauri, Waingaro bush and Kainui.

Recognition:

Accolades for ecological enhancement activities have been received this year – including WDC being nominated as a finalist by the Society for Ecological Restoration in the category for excellence in ecological restoration practice. WDC also won the award for Local Authority Protecting Native Plant Life from the Plant Conservation New Zealand Plant Conservation Network. The prize included a painting of an extinct native mistletoe which has been presented to the Mayor for display at Council offices.

Programme DeliveryPokeno Wastewater Phase II

Works are underway. More properties have signed up to the scheme - 62 properties formally connecting out of a possible 121 (51%) for phase two and 3 additional properties have signed up that are in the Phase one catchment.

Tamahere Recreation Reserve – Phase One

Currently in the grow in period for the turf. There are a few issues with that are being worked through with the contractor. Pond construction and planting is underway is final finishing works. Programmed contract completion date for June.

Reservoirs*Pokeno*

Access track metaled, security fence complete and all stock fencing secure. Geotech testing still to be complete at subgrade level.

Huntly

Tank walls complete with dome to be completed mid-May.

Hopuhopu

Slab reinforcing complete early May with concrete pour week of 8 May.

Central Districts

Tank walls construction complete with dome to be completed early May. Connection from existing watermain to Pump Station building and tank inlet to be completed early May.

Hopuhopu to Huntly Watermain Connection

Hakarimata Road 95% complete (4.75km). Southern River Crossing 50% complete (Pilot hole drilled full length of crossing). SH1 (3km) to start this month. Northern River Crossing private land use still to be negotiated. Water Treatment Plant connections and upgrades 70% complete (WEL still to upgrade transformer).

Wastewater and Stormwater Renewals

Mahi Road Wastewater upgrade 10% complete (end of line tie in complete 50m of new line installed).

Te Kauwhata Skatepark

Construction is now 75% complete, completion is due end of May 2017.

Whangarata Road Water Main

Construction is now 70% complete with completion due end of May 2017.

Waters

Wastewater Continuous Programme

CCTV and Jetting

Raglan area is 75% complete and work has started across the rest of the district.

Data is currently being processed that will provide condition assessment of pipe network. There have been a few issues with blowbacks in residents properties and staff and contractors are working through these issues.

Education

Kaye Whittle has been contracted to engage with the Community Boards to identify local champions and discuss the best approach for each community.

Generators Service Level Agreement

The generator service level supply contract is currently being tendered.

Scada/ telemetry

Investigations on a Microwave link between Raglan and Ngaruawahia continue. A Fibre optic network has been identified in Raglan and has the potential to offer a solution and provide an increased scada backbone. Work is underway for the next level of improvements to the radio network.

Service Delivery Improvements

The separation of crews continues to be planned with processes in place for current practises and a Separation Implementation plan being written.

Water Metering

Good progress is being made to complete the installation of water meters. Multiple dwelling metering is still a risk for completion before July 2017 and is being actively managed. An update will be given at the meeting.

Status of Roading Projects

2016/17

Construction Phase

Ward	Name/Location	RP Start	RP end	Lengths (km) to be constructed	Status
Onewhero - Te Akau	Hetherington Rd	16.876	17.758	0.882	Construction of 700m of this site is complete. Some earthworks will be undertaken in October/November.
Onewhero - Te Akau	Highway 22 (long)	42.987	45.333	2.346	Construction complete.
Whangamarino	Island Block Rd	6.000	7.100	1.100	Construction complete.
Whangamarino	Island Block Rd	2.253	3.260	1.007	Construction complete.
Awaroa - Tuakau	Pokeno Rd – The Cutting	2.500	3.782	1.282	Construction complete.
Awaroa - Tuakau	Ray Wright Rd	0.785	1.235	0.450	Straight section at the top of this site will be completed this season. This will remove the heavily flushed pavement to remedy the safety issue here. Speed advisory and slippery surface signs will be installed on the curves over the winter period.
Hukanui - Waerenga	Sainsbury Rd	0.008	0.185	0.177	Construction complete.

Rehabilitation**2017/18****Design Phase**

Ward	Name/Location	RP Start	RP end	Lengths (km) to be constructed	Status
Awaroa - Tuakau	Bright Rd	0.003	1.840	1.837	Off Crouch and Otatau Rds west of Aka Aka. Survey complete.
Whangamarino	Falls Rd I	0.010	1.333	1.323	From Waerenga Rd intersection. Survey complete.
Whangamarino	Falls Rd II	1.842	2.080	0.238	North of Waikiwi Rd. Survey complete.
Whangamarino	Falls Rd III	2.638	3.429	0.791	North of Waikiwi Rd. Survey complete.
Ngaruawahia	Hakarimata Rd	2.098	3.414	1.316	Old Dairy Shed to Morepork Lane. Survey complete.
Huntly	Hetherington Rd	19.375	19.741	0.366	Slumped area west of 2016/17 project. Geotechnical input required.
Onewhero - Te Akau	Highway 22 (walls)	26.700	27.450	0.750	Design continuing. Investigating repair options.
Hukanui - Waerenga	Keith Rd	1.945	3.648	1.703	Off Waerenga Rd east of Te Kauwhata. Survey complete.
Hukanui - Waerenga	Mangapiko Valley Rd	0.906	1.930	1.024	East off Storey Rd, alongside golf course. Design complete.
Onewhero - Te Akau	Mercer Ferry Rd	1.578	2.910	1.332	Hill ascent. Survey complete.
Hukanui - Waerenga	Orini Rd	8.627	10.150	1.523	Tenfoot Rd to Piri Rd. Survey complete.
Awaroa - Tuakau	Ray Wright Rd	0.385	1.265	0.880	From Nandina Lane west. Awaiting land purchase resolution.
Onewhero - Te Akau	Richardson Rd	3.230	4.093	0.863	Traction seal down of hill with slips LHS. Likely be deferred and minor drainage works and slip repairs done.

Ward	Name/Location	RP Start	RP end	Lengths (km) to be constructed	Status
Awaroa - Tuakau	Ridge Rd	1.999	2.512	0.513	From the quarry south. Design complete.
Hukanui - Waerenga	Tahuna Rd	17.299	17.586	0.287	From Te Hoe to the east. Design underway.
Eureka	Tauwhare Rd	5.924	6.940	1.016	Up to Platt Rd intersection. Survey complete.
Whangamarino	Te Kauwhata Rd	1.406	1.554	0.148	East of Travers Rd intersection.
Huntly	Tregoweth Lane	0.460	0.642	0.182	From Metrapanel north (deferred from 2015/16). Property purchase negotiations to be carried out by WDC Properties staff. Design being updated to a two lane configuration. Works deferred to 2017/18 season.
Whangamarino	Vineyard Rd	0.004	0.900	0.896	Off Wayside Rd. Growth from subdivision. Heavy maintenance carried out in March. Likely to be deferred for several years.
Huntly	Waingarō Rd	14.550	14.780	0.230	West of long left bend (east of Rotowaro Rd). Survey complete.
Onewhero - Te Akau	Waikaretu Valley Rd	1.190	1.900	0.710	1.2km from Highway 22 past long slip area (deferred from 2015/16). Design complete.
Onewhero - Te Akau	Waikaretu Valley Rd	2.080	2.598	0.2	Downhill past dropout. Survey complete.
Awaroa - Tuakau	Whangarata Rd	2.892	3.663	0.771	From Ridge Rd (rail overbridge) past Ewing Rd then west. Design complete. Construction to dovetail with watermain installation (February 2017).
Awaroa - Tuakau	Whangarata Rd	1.356	1.586	0.230	Bollard Rd to the west. Design complete.

Roading

Waikato District Alliance (WDA)

Month Overview

The last month has seen significant weather issues that have had a significant impact on the roading network, with the highest number of services requests received in any one month since the formation of the alliance. The team responded exceptionally well in conjunction with the Civil defence emergency management teams. A total of 179 Cyclone Debbie-related Service Requests were received at the beginning of April, with 133 of these being urgent in nature. 27 roads were closed due to slips and flooding, with the team working around the clock to re-open them.

The effects of these weather events are still visible as crews systematically work on remediating slips and opening roads.

Zero Harm

One Medically Treated Injury (MTI) was reported during the February to April period. An employee who is allergic to bees was stung while on site. The staff member utilised his epi-pen and was taken to A&E where he was monitored and then released.

Two minor injuries were also reported in this period. Neither required any medical intervention:

- One shoulder strain due to manual lifting
- A traffic controller was struck by member of the public's car wingmirror.

Road Shows

Two community engagement road shows are planned in for coming months in Waerenga and Te Mata.

Asset Management

The second High Speed data collection has been completed. This will be analysed to assist with identifying sites for future renewal works.

The Asset Management team are currently working in conjunction with the WDC Roothing team on the Activity Management Plans which form part of the NZTA and WDC LTP submissions.

Capital Works

Capital works continued to progress with 7.3km completed in the last three months. Construction crews had to utilise periods of fine weather to prepare sites for sealing before inclement weather effected the work.

February and March were the wettest recorded in the past three years, resulting in the Capital Works programme being slightly behind; the construction programme is now planned to be completed in May.

Maintenance

Stabilisation repairs for potential safety issues prior to winter have been completed. The WDA recently completed some work at the Raglan Wastewater Treatment Plant (bank drainage and stabilisation) in conjunction with WDC.

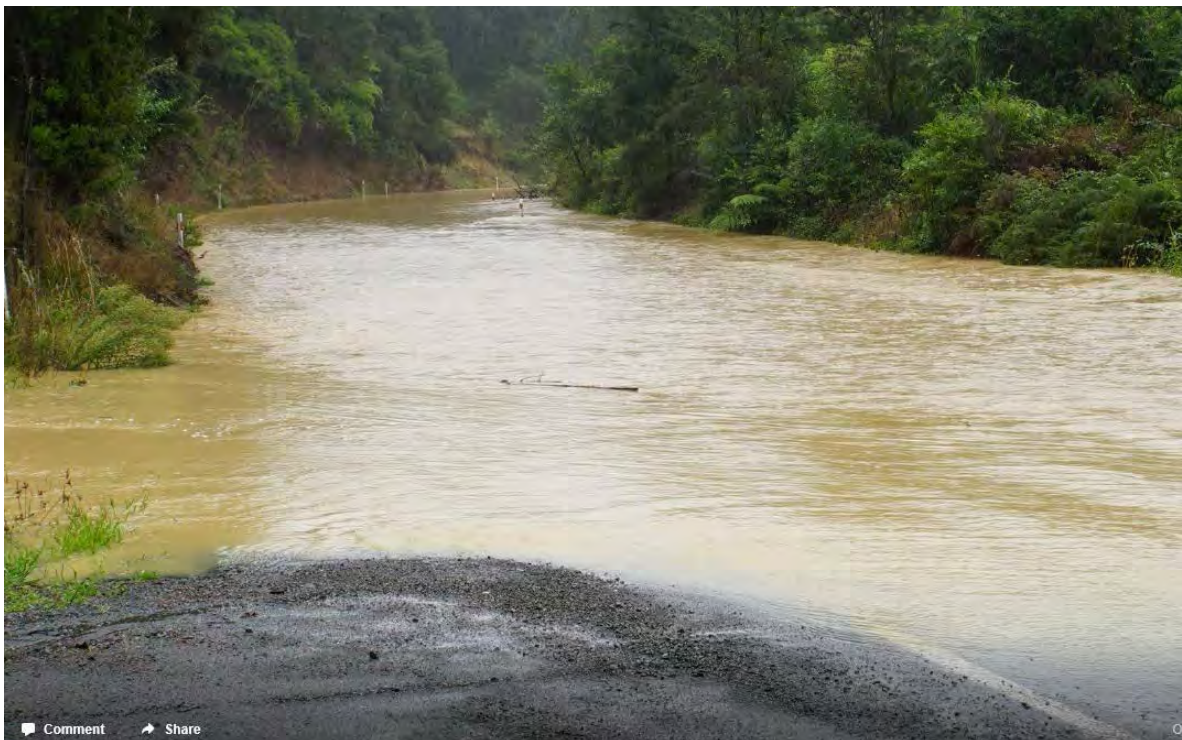


Picture 1: Slump on Koheroa Road, Mercer

Picture 2: Flooding on Waingaro Road



Picture 3: Slip on River Road, Tuakau



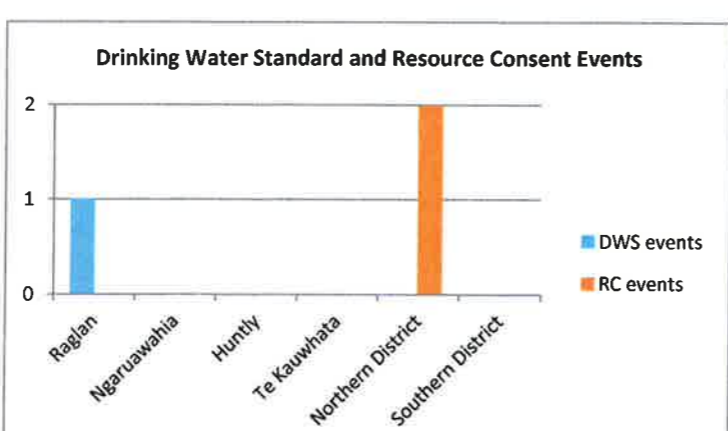
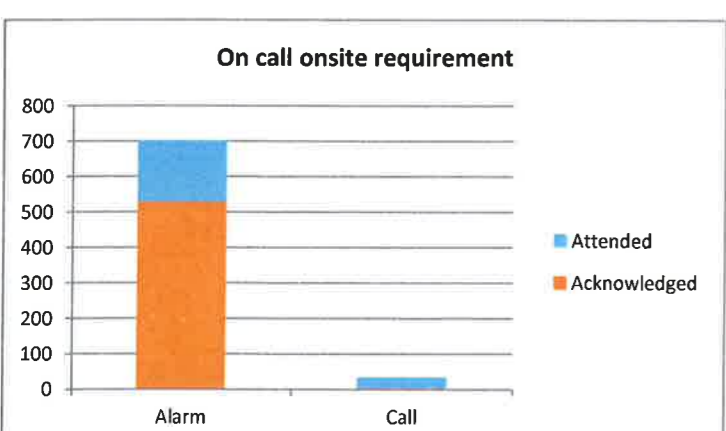
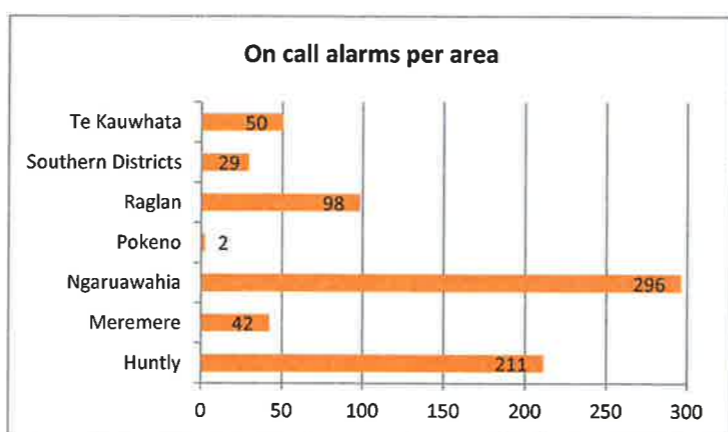
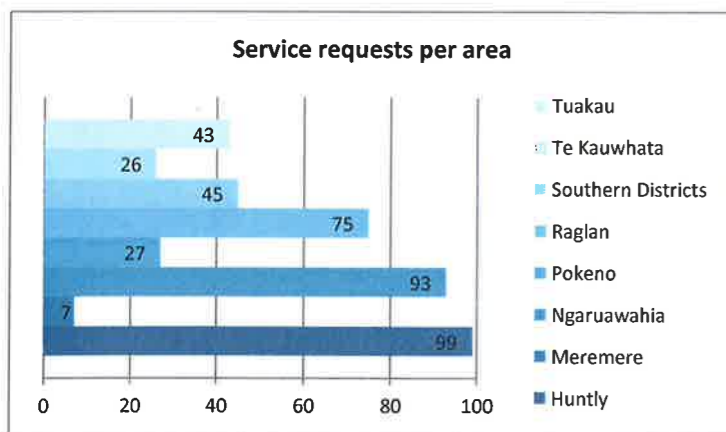
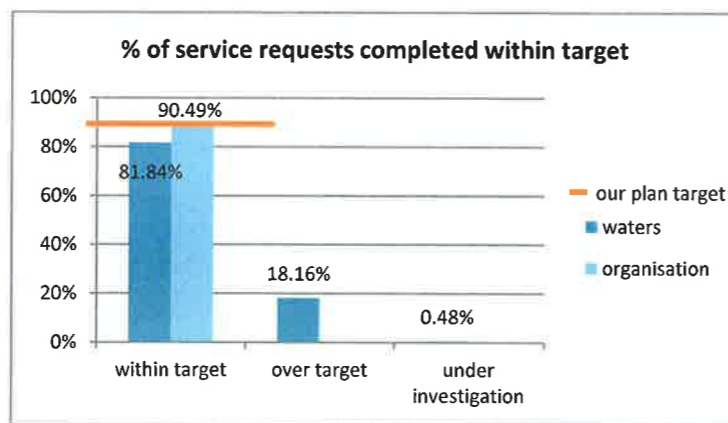
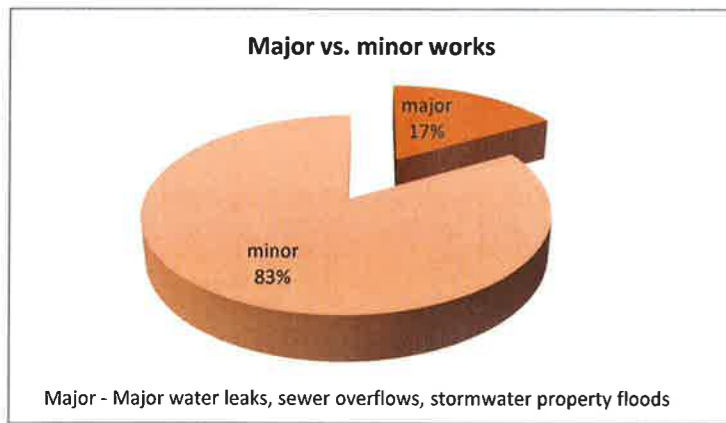
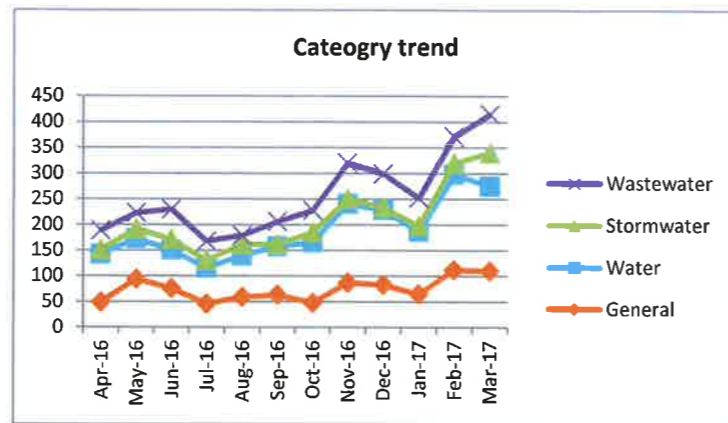
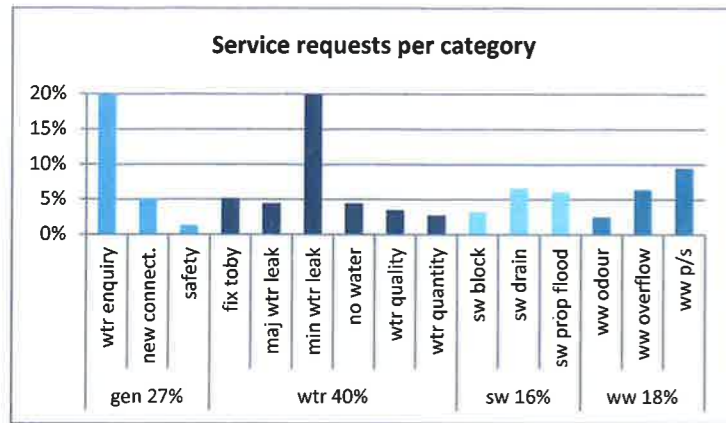
Below is a list of residual major slip and closed road solutions:

Road	Issue	Possible Solution	Rough date for completion
Clarke and Denize Road	Collapsed culvert	Replace culvert	June 2017
Kellyville Road	Underslip, Gabions moved	Reinstate gabions and backfill – may have to micropile	Unknown
Kellyville Road	Underslip	Unknown at this stage	Unknown
Koheroa Road	One lane underslip	Leave as one lane until solution and funding available	Unknown
Koheroa Road	Major underslip	Cut road down, key in at each end, form concrete channel	June 2017
Koheroa Road	Slump in road	Cut road down	July 2017
Koheroa Road	Gabions rotated on RHS, Gabions moving LHS	Reinstate gabions	July 2017
Klondyke	Underslip	Retreat road into bank opposite	May 2017
Highway 22	Underslip and slump in pavement	Brush-willow wall if funding available	June 2017
Pioneer Road	Large underslip taken 75% of road	Trench in drainage and backfill	Mid May 2017
Wairamarama – Onewhero Road	Slump in Road	Cut road down and await further funding	End April and on-going

Programme: Waters – District Wide
Manager: Martin Mould

Date: February – March 17
Version: Final

Service Requests Breakdown



Mandatory Performance Measures

Measure	Measure	February (16 th -)	March	
Water	The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	0.84 per 1000 connections (12 complaints)	2.16 per 1000 connections (31 complaints)
	Fault Response Times for Urgent call outs	60 minutes median	36.33 minutes	25.5 minutes
	Fault Completion Times for Urgent call outs	240 minutes median	133.33 minutes	92.5 minutes
	Fault Response Times for Non-Urgent call outs	1 day median	2.57 days	1.52 days
Wastewater	Fault Completion Times for Non-Urgent call outs	5 day median	2.95 days	1.52 days
	The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0.00 per 1000 connections (0 complaint)	0.27 per 1000 connections (3 complaints)
	The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	0.00 per 1000 connections (0 complaint)	1.35 per 1000 connections (15 complaints)
	Fault Response Times for Sewerage Overflows	60 minutes median	N/A	64.43 minutes
Stormwater	Fault Completion Times for Sewerage Overflows	240 minutes median	N/A	127.14 minutes
	The number of flooding events (affecting habitable floors)	<0.3 per 1000 connections	0	0
	The number of complaints received by WDC about the stormwater system	<4 per 1000 connections	0.07 per 1000 connections (1 complaint)	1.49 per 1000 connections (20 complaints)
	Median Fault Response Times to attend a flooding event	8 hours	NA	NA

Number of Service Requests

	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	YTD
Wtr enquiry	27	67	47	35	37	45	31	62	63	45	82	84	625
New connect.	20	23	24	7	16	14	14	19	13	16	25	21	212
Safety	2	4	5	4	6	4	3	6	7	4	5	5	55
Toby repair	6	18	17	11	9	24	12	12	13	14	20	21	177
Major wtr leak	13	7	9	4	10	6	21	15	14	19	24	18	160
Minor wtr leak	54	30	34	25	36	38	42	87	78	56	76	83	639
No water	10	17	11	5	6	4	9	20	26	23	38	18	187
Wtr quality	2	1	4	16	13	12	25	7	6	4	19	14	123
Wtr quantity	9	6		9	7	11	9	13	9	6	9	11	99
SW block	2	8	11	5	6	1	4	6	2	6	5	13	69
SW drain	5	5	5	5	6		5	2	1	5	15	27	81
SW property flood	2	6	5	5	10	3	10	2	2		2	25	72
WW odour	2	2	4	2	1	3	3	2	1	2		10	32
WW overflow	5	5	14	7	12	12	9	17	20	14	10	26	151
WW p/station	30	24	40	28	4	29	31	50	44	38	41	39	398

Comments

- Category trend – increasing trend line for wastewater related activities as we come into the rainy months
- Fault response times for non-urgent call outs – breached performance measure due to contractor related issues with levels of service requirements
- Service request completion rates – dropped due to increased load of requests relating to weather events across the district
- On call alarms per area – increased to almost twice as many as usual district wide due to rain events in February and cyclone events in March
- Drinking Water Standards – one event attributed to Raglan's water treatment UV process
- Resource Consents – Meremere discharge outside of consented period due to high pond levels as a result of weather events

DWS Event – compliance measure transgression requiring the Drinking Water Assessor to be notified, transgression is not the same as non-compliant

RC Event – breach of resource consent condition that requires WRC to be notified, this is not necessarily a measure of overall compliance for the year and excludes WWTP laboratory results outside of consent conditions

WAIKATO DISTRICT ALLIANCE DASHBOARD - April 2017

ZERO HARM

Month: **Apr**

ZH Audit Month

15

TARGET=23

Traffic Mgmt Month

17

TARGET>25

Safety Behaviour Month

35

TARGET>30

Env score: 10 TTM Standard: 94%

Monthly tally of Safety metrics

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
MTI	0	1	0	1	0	0	0	0	1	0	0	0
LTI	0	0	0	0	0	0	0	0	0	0	0	0
Near miss	6	13	24	13	19	9	12	25	5	8	0	0
FAI	0	0	1	0	0	0	0	0	0	0	0	0
SBC	17	33	36	36	58	36	28	35	30	35	0	0
CoFTTM	14	24	27	19	17	21	26	28	28	17	0	0
TMP/CAR	80	65	71	85	128	120	113	110	88	122	0	0
% audits	17.5	36.9	38.0	22.4	13.3	17.5	23.0	25.5	31.8	13.9	0.0	0.0
Worked Hrs	18037	19322	22927	26298	29701	17811	21875	28964	27517	21365	0	0

SERVICE REQUEST MANAGEMENT

Response time

YTD: 1.50
LTD: 1.50
Target: <5

95.58%

Top 5 CRM Types

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Roads Urgent	73	40	19	31	37	22	22	20	137	188	0	0
Roads Routine	57	58	49	65	51	38	38	26	42	33	0	0
Emergency	5	1	3	18	5	5	4	18	37	0	0	0
Road Assessment	96	82	59	59	78	61	43	72	117	123	0	0
Drainage	52	40	28	34	29	7	10	21	106	88	0	0
Total	396	351	256	295	319	225	225	270	586	566	0	0

NETWORK INDICATORS

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Litter collected (tn)	21	17	16	19	12	13	10	11	14	14	-	-	146
Edge marker post(ea)	34	104	93	7	1	51	6	140	74	36	-	-	546
Sign renewals (ea)	33	56	37	52	67	25	56	52	42	50	-	-	470
Potholes filled (ea)	616	675	985	489	365	239	342	486	374	108	-	-	4,679
Edgebreak repair (m)	1,237	1,496	391	11	37	24	31	63	220	42	-	-	3,551
Unsealed grading (km)	113	280	168	222	219	217	131	236	110	95	-	-	1,791
Watertable clean (km)	3.3	5.9	27.0	7.7	7.4	7.1	10.6	1.4	-	-	-	-	70.5
Vegetation mowing (km's)	-	-	185	1,088	871	438	677	806	853	681	-	-	5,599
Sweeping (tn)	56	58	3	81	46	56	34	25	38	48	-	-	444

SLIP MITIGATION WORKS - STATUS

Site name	Geotech Report	Design	Construct	Complete
TUAKAU BR-P/WKTO RP6.6				Monitoring
TUAKAU BR-P/WKTO RP13				Monitoring
ONEWHERO-TUAKAU BR RP 4				
MATAKITAKI RD RP 0.4				
OHAUTIRA RP 1043				
MAKOMAKO				
OHAUTIRA RP 906				
RUAKIWI/HALLIDAY				
PONGANUI RP 16.5				
ONEWHERO-WAIRAMARAMA RP 10.1				
ONEWHERO-WAIRAMARAMA RP 10.2				
HIGHWAY 22 RP27.2				
ONEWHERO-WAIRAMARAMA RP 8.0				Monitoring

PAVEMENT REHABILITATION WORKS - STATUS

Site name	Options Testing	Design	Construct	Complete
WOODLANDS RD				
SEDDON RD				
BANKIER RD				
FROST RD (OHINEWAI)				
ONEWHERO-TUAKAU BR RD				
HORSHAM DOWNS RD				
POKENO RD				
WAINUI RD				
GORDONTON RD				
HIGHWAY 22 RP43				
RIVER RD (TUAKAU)				
HETHERINGTON RD				
ISLAND BLOCK RD				
POKENO RD CUTTING				
RAY WRIGHT RD				
SAINSBURY RD				
WAIKARETU VALLEY RD				
WHANGARATA RD RP1.3-1.5				
RIDGE RD				
WHANGARATA RD RP2.8-3.6				

A separate report with the status of the most recent wet weather slips will be circulated to WDC.

FINANCIAL SUMMARY YEAR TO DATE

Rehabilitation 2016 - 17

Sealing 16-17

Subsidised Maintenance

Unsubsidised Maintenance

Subsidised Renewals

Unsubsidised Renewals

KEY PERFORMANCE INDICATORS

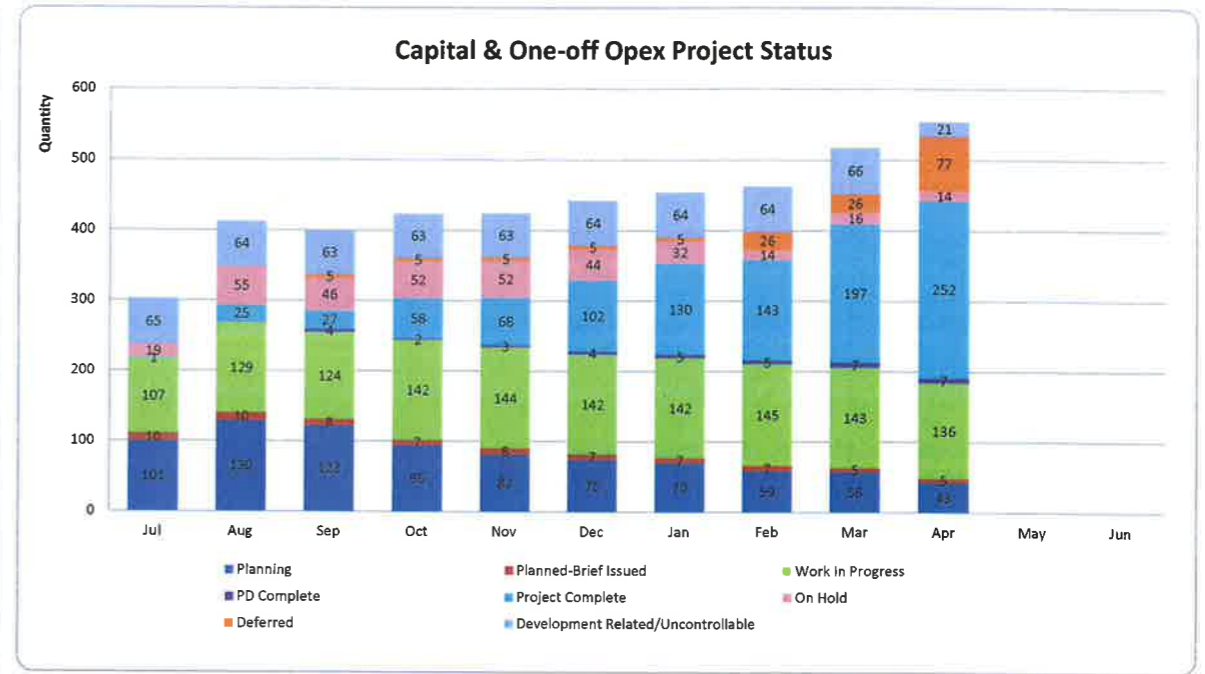
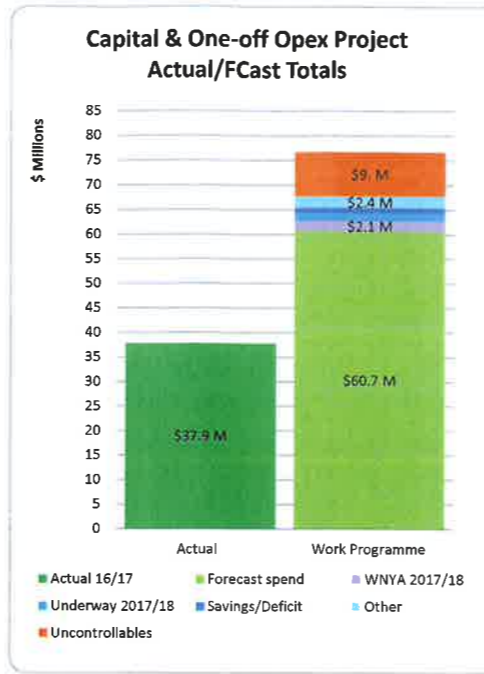
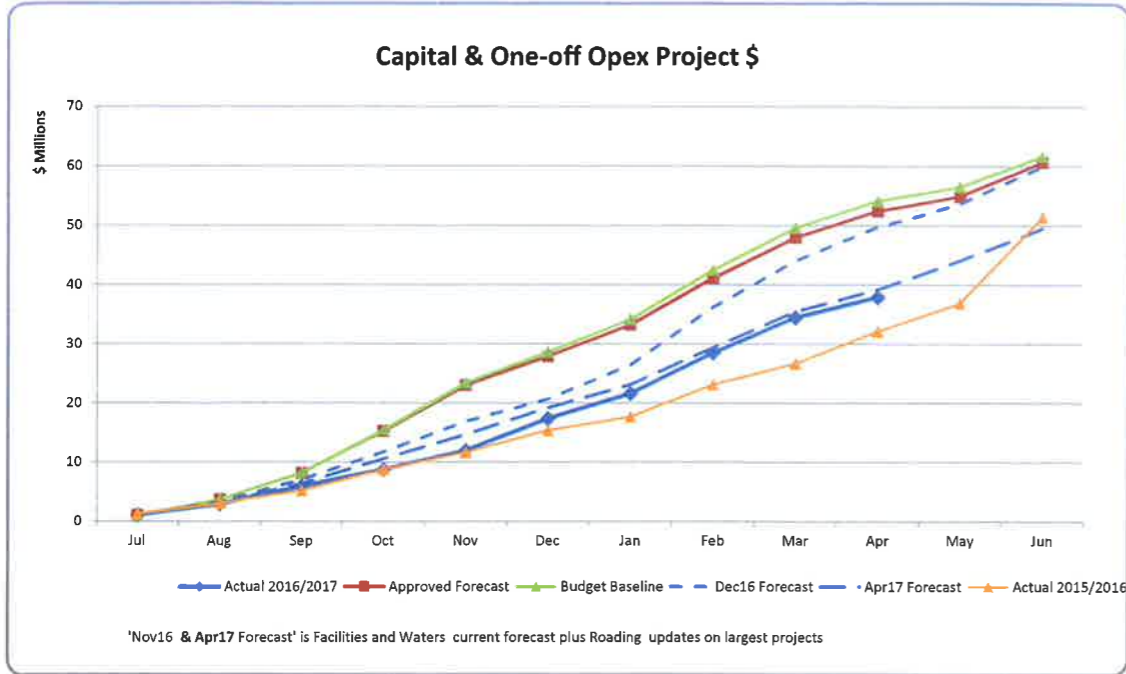
- Zero Harm** ● There was 1 MTI and 2 minor injuries sustained in the February to April period.
- Customer** ● The average response time to Customer Requests remains at 1 day, despite the requests received in March and April being double the amount received earlier in the 2017 year.
- Financial** ● The Maintenance spend has been additionally impacted by the recent storm events. We are working with WDC and NZTA to enable appropriate funding.
- Team** ● Team performance during the recent storms was pleasing under significant stress.
- Risk** ● The WDA Risk Management Plan is currently being reviewed.
- Quality** ● The Quality team have completed their post completion audits on 2015-16 rehab sites with no major issues reported.
- Bright Ideas/Innovation** ● WDA have submitted an application to LGNZ for the Excellence Award for Best Practice in Infrastructure Management.

Key

MTI - Medical Treatment Injury
 Near miss - Event that could have the potential to cause harm
 FAI - First Aid Injury
 SBC - Safety Behavioural Conversation

TMP/CAR - Number of TMP/Corridor Access Requests Received

SERVICE DELIVERY GIS SUMMARY to APRIL 2017



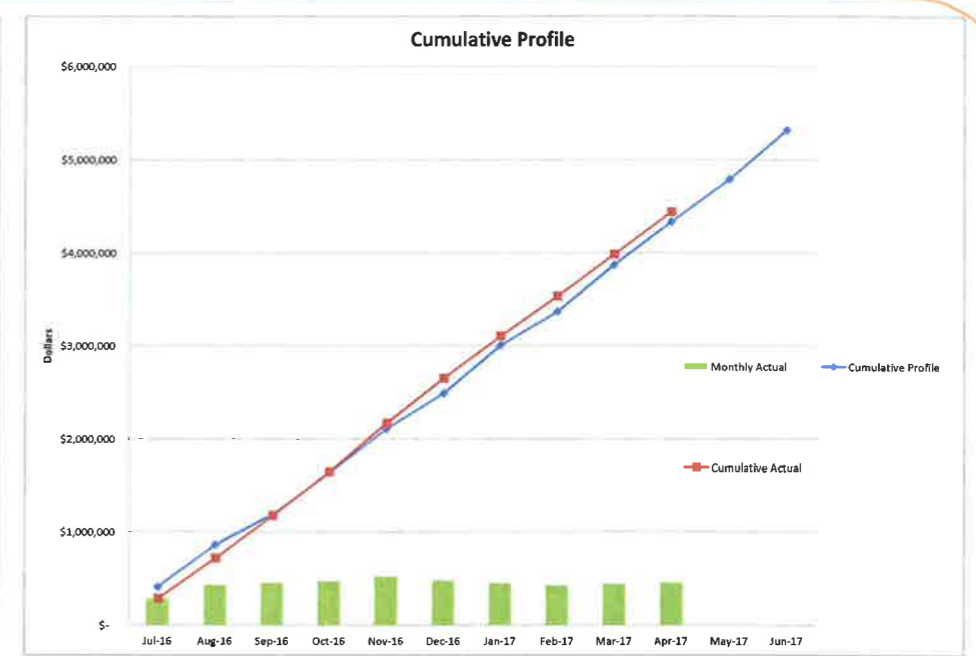
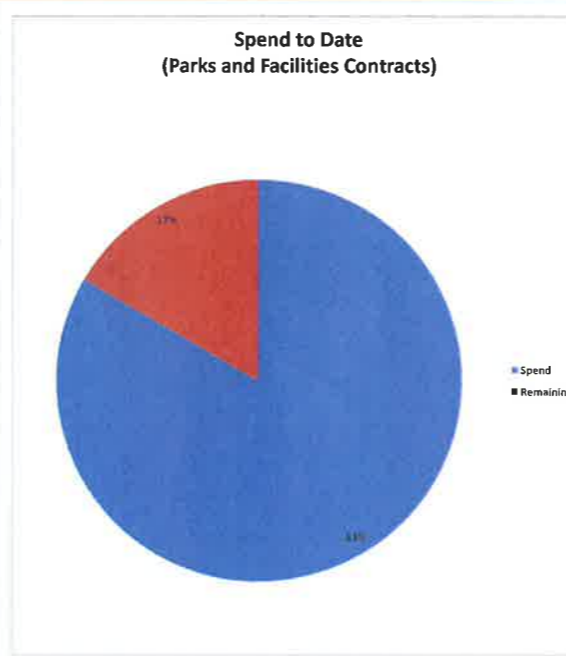
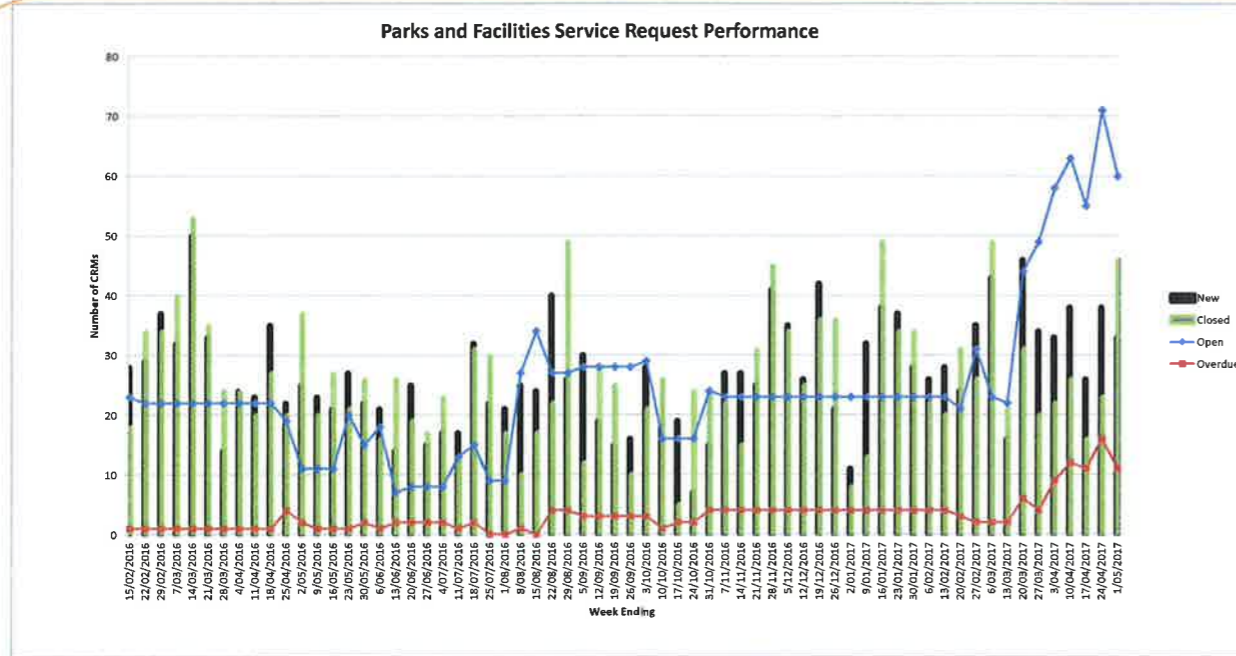
CAPITAL & ONE-OFF OPEX PROJECTS						
Team	Full Year Budget	YTD Fcast	YTD Actual	Fcast vs Actual Variance	Variance %	Variance Status
Roothing	30,046,834	23,276,351	18,430,201	4,846,150	21%	
Facilities	10,297,775	6,544,310	5,470,006	1,074,304	16%	
Waters	36,413,595	22,643,349	14,021,991	8,621,358	38%	
TOTAL	76,758,204	52,464,010	37,922,198	14,541,812	28%	

CARRY FORWARDS to 2017/2018				
Team	WNYA	Underway	Develop./Uncontrol.	Comment
Roothing	482,816	4,000,947	3,227,781	<p>WNYA Ext to Annebrook Rd, land purchase only this yr, construction in later yrs (483K), UNDERWAY Taupiri Mangawara Stream Crossing (\$2,013K) to be completed by Nov17, Te Awa River Ride (\$1,786K) expected completion date Aug17, Bridge Renewals (\$100K), Traction Seal (\$102K).</p>
Facilities	1,762,744	2,201,111	1,954,988	<p>WNYA relates to \$1,536k Ngaruawahia Community Facility, \$227k Ngaruawahia Council Office, \$175k DW Toilets, \$51k Tuakau Library design.</p> <p>Underway relates to \$71k DW Boat Ramps, \$47k Whatawhata Community Centre, \$23k Mercer Community Centre, \$378k Ngaruawahia Council Office, \$489k Tuakau Animal Control Facilities, \$412k Ngaruawahia Community Facility, \$150k Lake Kainui, \$203k Meremere Library, \$32k Wainui Reserve, \$53k DW Sports Grounds, \$76k DW Toilets, \$267k Tamahere Walkways</p> <p>There is a further -\$1.94m in negative carry forward under Development Led.</p> <p>Facilities are also looking to carryforward the following operational budgets \$80k Port Waikato if not demolished, \$50k fences required under resource consent without fencing covenant and the balance (approx \$90k) of the Huntly Hall budget if required for potential demolition.</p>
Waters	1,224,125	5,282,768	7,310,840	<p>WNYA relates to \$504k WW overflows reduction plan operations; \$356k Raglan SW Retic extensions with construction dependent on if consents rqd; \$200k DW WWPS renewals that tenders are due mid May and \$77k Pokeno Hydraulic Improvements to Gr Sth Rd that has stalled due to issues with NZTA owning bridge and WDC owning road; further \$87k spread over four projects.</p> <p>Underway relates to 19 projects, main items are \$1.3m Pokeno, Hopuhopu and Central District Reservoirs portion of the works expected to slip into 2017/18 largely due to the delays in securing land; \$1.3m Pokeno WW Stage 2 (contractor works expected to start from Apr to Aug); \$472k Nga stormwater network upgrades; \$450k WW Overflows SCADA improvements; \$200k Huntly water supply treatment plant UV (July completion); \$402k DW water supply retic renewals; \$330k Tuakau water supply reticulation extensions provisional item in awarded contract; \$438k DW WW pump stations renewals and upgrades; \$310k DW WW reticulation renewals. There is a further -\$850k in negative carry forward for the Huntly Reservoir.</p>
TOTAL	3,469,685	11,484,826	12,493,609	<p>WNYA amount under/(over) \$5.816m max = \$2,992,363</p> <p>Goal - 10% reduction in WNYA</p>
2015/2016	6,462,048			
% Reduction	46%			

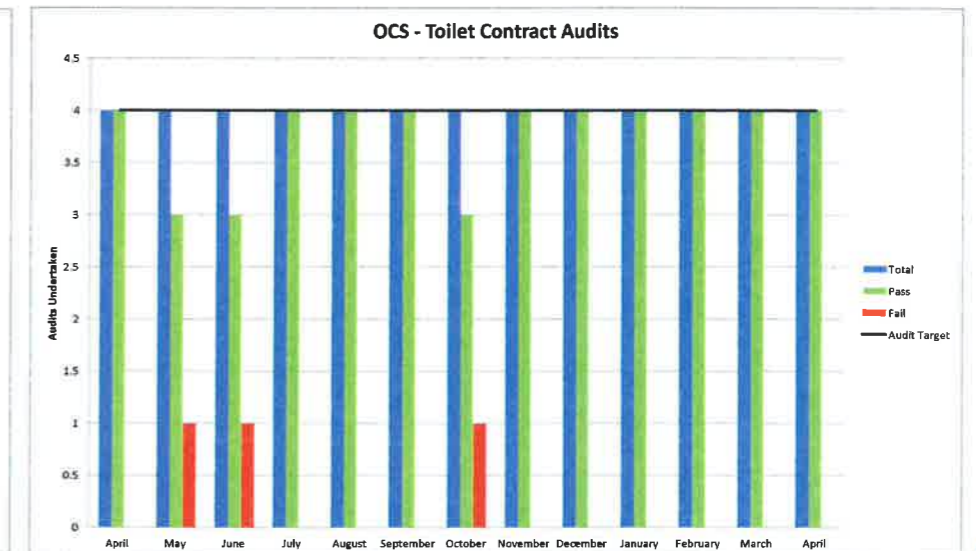
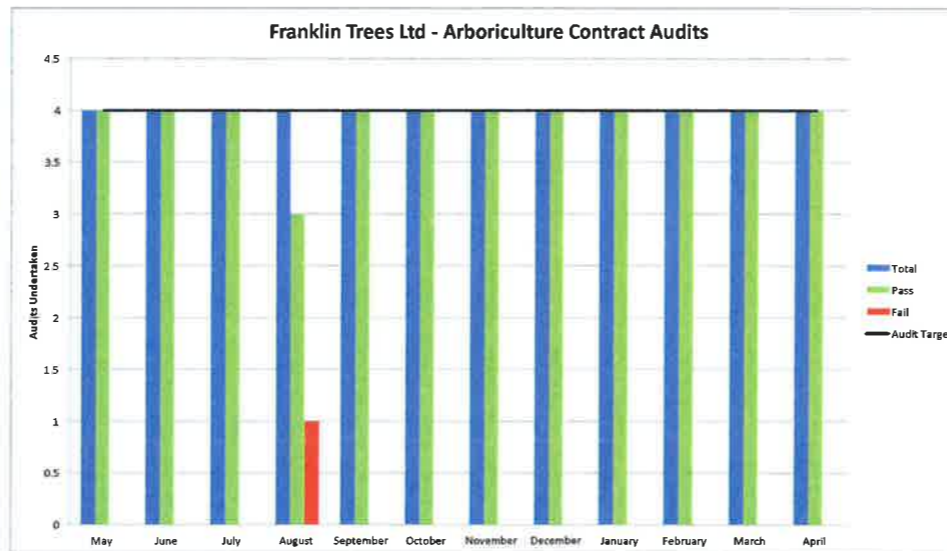
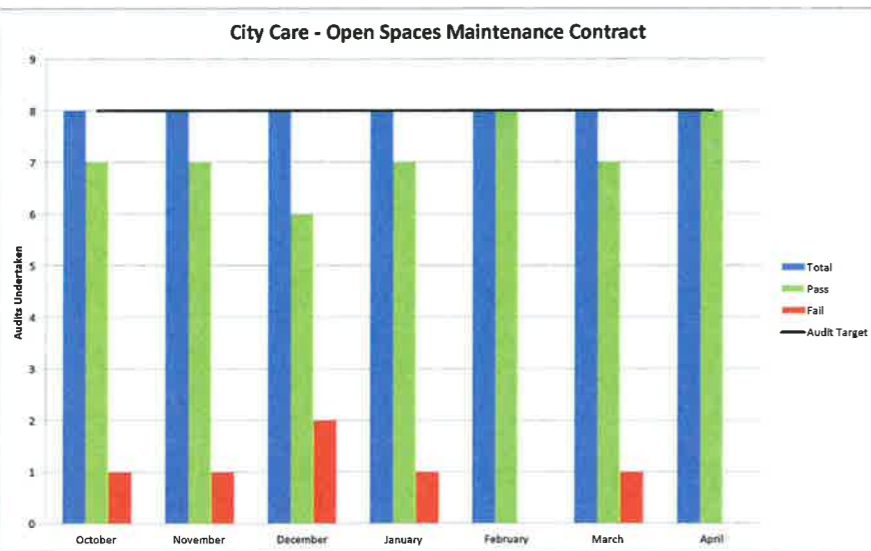
Activity Dashboard Report

Programme : Open Spaces Operations
 Manager: Duncan MacDougall

Date: Apr-17
 Version: Final



DSFGH



Service Request Performance:

The number of service requests remains similar to previous months. However, the number of open service requests have increased significantly over March and April due to low staff resourcing levels. Staff have been working hard to close open requests and aim to have open service request to normal levels as soon as possible. The majority of Service request over the previous two months has been in relation to the grass verge policy and the recent storms.

Financial:

As of 1 August 2016 Open Spaces maintenance is performed by City Care and Belgravia who have taken over management of the aquatic centers and open spaces network. Staff are managing overall spends on a monthly basis and are adjusting spends accordingly. A number of contracts are approaching their approved contract sum. A report to the Infrastructure Committee in May will request the increases to these contract sums while remaining within available budgets.

Audits: City Care (Open Spaces Maintenance Contract)

The contract specifies that 8 joint audits are to be undertaken each month in conjunction with the contractor. The audit pass mark is 90% and above. City Care averaged 97% over April. The highest score was 100% and the lowest score 87%.

Audits: Franklin Trees (Arboriculture Maintenance Contract)

The contract specifies that 4 audits be undertaken each month. The audit pass mark is 95% and above. Franklin Trees audits averaged 100% over the April period.

Audits: OCS (Public Facilities Cleaning Contract)

The contract specifies that 10% of the Public Cleaning Contract shall be audited each month. An audit pass mark is 90% and above. OCS audits averaged 92% over April. The highest audit scored 100% and the lowest scored 90%.

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Michelle Smart Property Officer
Chief Executive Approved	Y
Reference #	06323/219.01; Inf2017 (23/05/2017)
Report Title	Giftng of Ruawaro Tennis Courts

I. EXECUTIVE SUMMARY

The Ruawaro Tennis Courts are located on privately owned land, which is situated adjacent to the Ruawaro Combined School on Bain Road Ruawaro.

The trustees of the land have offered to gift ownership of the land and improvements, to preserve the site for use as a reserve for the benefit of current and future generations of the Ruawaro Community.

While it is proposed that the land will transfer at nil consideration, Council will be responsible for any costs incurred in completing the legal process; and will become responsible for the cost of capital improvements and for the maintenance of the site. A capital budget to this effect is not currently provided. The maintenance costs will be an ongoing cost to the Parks Open Spaces maintenance budget.

The formal approval of Council is required to enable the acceptance of the endowment, and the transfer of ownership of the land to Council.

2. RECOMMENDATION

THAT the report from the **General Manager Service Delivery** be received;

AND THAT Council accept the ownership of Lot 2 DP 496467 held in CFR 738245, to be gifted at nil consideration;

AND FURTHER THAT the **Chief Executive** be delegated to execute the relevant documentation to give effect to acceptance of the endowed land.

3. BACKGROUND AND DISCUSSION

The Ruawaro Tennis Courts are located on privately owned land, which is situated adjacent to the Ruawaro Combined School on Bain Road Ruawaro. Refer Attachment 1: Location Diagram.

The land was formerly legally described as Lot 1 DPS 5956 held in Certificate of Title SA 1491/74 and comprised 1378 square metres.

In the early 1990's, a classroom at the neighbouring school was constructed in such a position that it straddled the legal boundary of the school and tennis court sites.

The Ministry of Education ("the Ministry"), at its total cost, has arranged for the survey and subdivision of the site. Refer Attachment 2: LT 496467.

Lot 1 DP 496467, being the site of the classroom encroachment is to be transferred to Ministry ownership for amalgamation with the school site.

The trustees of the private estate, have generously offered to endow (gift) upon Council the ownership (at nil consideration) of the parcel of land comprising 1260 square metres, which is (now) legally described as Lot 2 DP 496467 held in CFR 738245. Refer Attachment 3: CFR 738245.

This site accommodates two concrete based astroturf surfaced tennis courts, 4 floodlights, chain mesh fencing, and clubhouse. The clubhouse appears to have been constructed in such a position that it straddles the legal boundary, and partially encroaches onto the adjacent legal road.

The courts are in average condition and require cleaning. It is anticipated that the courts will likely require resurfacing within 5 years at an anticipated cost of \$120 per square metre. A capital renewal budget of \$120,000 will be required, and is not currently provided for in existing budgets.

The overhead line that supplies electricity to the clubhouse, from a pole situated on the property boundary does not currently meet overhead clearance requirements. This line will need to be raised at an estimated cost of \$5000. A separate metered supply may be required at an estimated cost of \$2000. A capital budget to this effect is not currently provided.

There is no formed car park, car parking is currently on the road berm, and this will require re-metalling, or sealing in the future. A capital budget to this effect is not currently provided.

The intended purpose of the endowment (gift) is to preserve the site for use as a reserve for the benefit of current and future generations of the Ruawaro Community.

The formal approval of Council is required to enable the acceptance of the endowment, and the transfer of ownership of the land to Council.

It is intended that Council will meet the costs incurred in completing the legal process.

4. ANALYSIS OF OPTIONS

4.1 OPTIONS

Option 1: Council can accept the gift of ownership of the Ruawaro Tennis Courts site.

Should Council approve the recommendations of this report, the site will be preserved for the current and future benefit of the community, to be used and maintained as a reserve.

This option is recommended.

Option 2: Council can decline to accept the gift of ownership of the Ruawaro Tennis Courts site.

The land will remain in private ownership, and as such there can be no guarantee that the public will continue to be permitted access, for the use of the courts and other facilities on site.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

Council will be responsible for any costs incurred in completing the legal process; and will become responsible for the cost of any future capital improvements and the ongoing maintenance of the site, which will be an ongoing cost to the Parks Open Spaces maintenance budget.

5.2 LEGAL

The power to acquire land is contained within the general competence provisions of s.12 Local Government Act 2002.

The transfer of ownership will be effected through the Land Transfer Act 1952.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The investigation work for the 2014 Parks Strategy did not identify if/that there is sufficient park provision in Ruawaro and its environs.

The Ruawaro Central Districts Hall site, located on the corner of Hetherington and Waikokowhai Roads Ruawaro, is the nearest Council owned land in this locality.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Core Service is a term defined in Section 11 A of the Local Government Act 2002, and provides that in performing its role, the local authority must have particular regard to the contribution that core services, including reserves, other recreational facilities and community amenities make to its communities.

The Significance and Engagement Policy requires the Council to take into account the degree of importance and determine the appropriate level of engagement, as assessed by the local authority, of the issue, proposal, decision, or matter, in terms of its likely impact on, and likely consequences for:

- (a) The district or region;
- (b) Any persons who are likely to be particularly affected by, or interest in, the issue, proposal, decision, or matter;
- (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.

The Policy provides at Schedule 1 a list of Waikato District Council's strategic assets that Council needs to retain if it is to maintain its capacity to achieve or promote any outcome that it determines to be important to the current or future well-being of the community.

Schedule 1 identifies "Reserves listed and managed under the Reserves Act 1977" are considered to be strategic assets.

Should the recommendations of this report be approved, it is intended that the endowed land will be used and managed as a Reserve.

6. CONCLUSION

The trustee owners of the land which is known as the Ruawaro Tennis Courts have generously offered to gift ownership of the land and improvements, to preserve the site for the benefit of current and future generations of the Ruawaro Community.

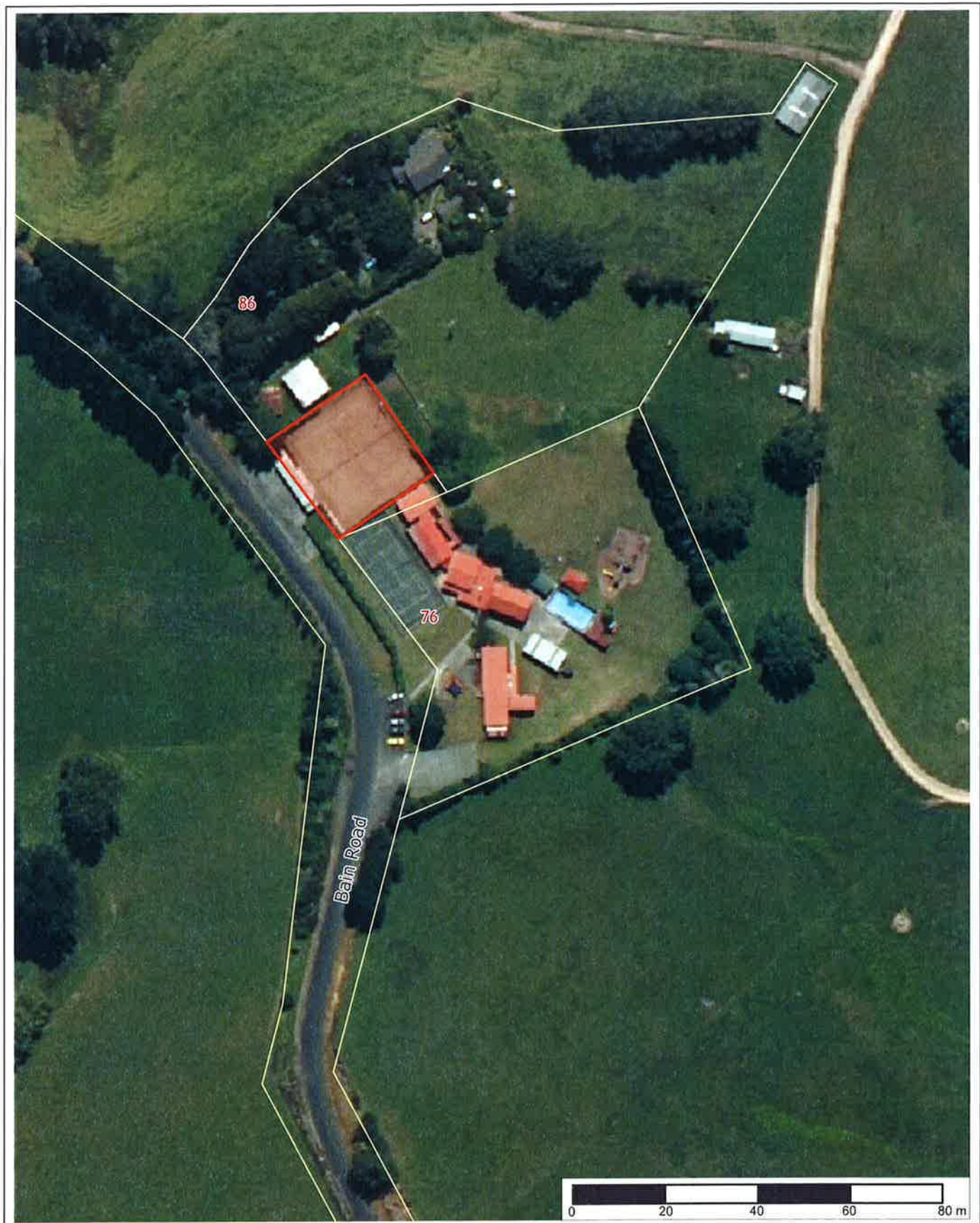
The recommendations of this report, if approved, will enable the completion of the legal processes to give effect to that gift.

7. ATTACHMENTS

- Attachment 1 : Location Diagram
- Attachment 2 : LT 496467
- Attachment 3: CFR 738245



Waikato District Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that WDC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information





Land District: South Auckland
Digitally Generated Plan
Generated on 26/01/2017 3:28pm Page 3 of 3

Lots 1 & 2 being a Subdivision of Lot 1 DPS 5956

Surveyor: David Vernon McCracken
Firm: McCracken Surveys Ltd

Title Plan
DP 498467
Deposited on: 25/01/2017



**COMPUTER FREEHOLD REGISTER
UNDER LAND TRANSFER ACT 1952**

Search Copy



R. W. Muir
Registrar-General
of Land

Identifier 738245
Land Registration District South Auckland
Date Issued 25 January 2017

Prior References
SA1491/74

Estate Fee Simple
Area 1260 square metres more or less
Legal Description Lot 2 Deposited Plan 498467

Proprietors
Linette Doris Becker, Carol Ann Weatherley and Charles Allan Sanson as Executors

Interests
Subject to Section 206 Land Act 1924

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	15 May 2017
Prepared by	Chris Clarke Roading Manager
Chief Executive Approved	Y
Reference/Doc Set #	Inf2017 (23/05/2017)
Report Title	Declare Local Purpose (Segregation) Reserve Road – Aspenleigh Drive, Tamahere

1. EXECUTIVE SUMMARY

This report recommends that the Local Purpose (Segregation) Reserve described as Section 3 Survey Office Plan 469645 being part of the land comprised in Computer Freehold Register 640899 be declared road. This is subject to Council granting an application for subdivision consent of the adjoining land described as Lot 3 Deposited Plan 447645 and Section 7 Survey Office Plan 496887. The purpose is to provide practical and legal access to proposed Lot 1 shown coloured blue on the attached scheme plan of subdivision prepared by Blue Wallace Surveyors Limited.

2. RECOMMENDATION

THAT the report from the **General Manager, Service Delivery** be received;

AND THAT pursuant to Section 114(1) of the Public Works Act 1981 the portion of segregation strip described as Section 3 Survey Office Plan 469645 – Local Purpose (Segregation) Reserve be declared road. This is subject to Council granting the application for subdivision consent of the adjoining land described as Lot 3 Deposited Plan 447508 and Section 7 Survey Office Plan 496887.

3. BACKGROUND

Creation of Local Purpose (Segregation) Reserve

Lot 11 Deposited Plan 363916 was vested in Council as a Local Purpose (Segregation) Reserve in connection with a previous subdivision. A subsequent subdivision was undertaken, creating new Lots 1, 2 and 3 on Deposited Plan 447508. The segregation strip separated the adjoining Lots 1, 2 and 3 Deposited Plan 447508 from Aspenleigh Drive.

Prior Application for removal of part of the Segregation Strip

Lot 2 Deposited Plan 447508 was sold to new owners who applied to Council for removal of that part of the segregation strip adjoining their land. The application was granted and Council resolved to change that part of segregation strip to road. Lot 11 Deposited Plan 363916 segregation strip was surveyed as three separate sections under SO Plan 469645 and Section 2 SO Plan 469645 adjoining Lot 2 Deposited Plan 447508 was declared road by gazettal on 28 November 2013.

At the time of this application Council's Roading staff further confirmed that there was no engineering reason to retain the part of the strip adjoining Lot 2.

The segregation strip remained in respect of Lots 1 and 3 Deposited Plan 447508.

An application has now been received from the Owner of Lot 3 and Section 7 under subdivision consent number SUB0197/17 to subdivide the land into three lots namely Lots 1, 2 and 3 (Stage 1) on the attached scheme plan of subdivision and to cancel the segregation strip described as Section 3 on SO Plan 469645 which adjoins the land being subdivided.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The proposed vehicle access to proposed Lot 1 on the scheme plan of subdivision is currently impeded by the segregation strip.

The existing access to Lot 2 on the scheme plan of subdivision is off Newell Road. The Punnett Kitchen Café is located on this site. Lot 2 on the scheme plan of subdivision also shares access with Lot 3 on the scheme plan off Devine Road.

An engineering assessment against Appendix A & B of the District Plan will be undertaken as part of the application for subdivision consent to ensure that safe and efficient access can be provided to proposed Lot 1 on the scheme plan from Aspenleigh Drive.

The Local Purpose (Segregation) Reserve in respect of Lot 1 Deposited Plan 447508 will remain in place. This Lot obtains access off Newel Road.

4.2 OPTIONS

There are two options:

Option 1: Council can resolve to declare Section 3 on Survey Office Plan 469645 road, subject to Council granting the application for subdivision consent of the adjoining land. This will provide legal access for the proposed Lot 1 on the scheme plan and is the preferred option.

Option 2: Council can resolve to leave Section 3 Survey Office Plan 469645 as Local Purpose (Segregation) Reserve.

4.3 FINANCIAL

The applicant will pay all costs associated with declaring Section 3 Survey Office Plan 469645 road.

4.4 LEGAL

Pursuant to Section 114(1) of the Public Works Act 1981 Council may declare the Local Purpose (Segregation) Reserve road.

4.5 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Nil

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

This does not trigger Council's Significance and Engagement Policy.

5. CONCLUSION

In order to provide legal access from Aspenleigh Road, Tamahere to Lot 1 on the scheme plan, it is necessary to declare Section 3 Survey Office Plan 469645 - Local Purpose Reserve (Segregation Strip) road. The resolution is subject to Council granting subdivision consent of the land adjoining Section 3 Survey Office Plan 469645.

6. ATTACHMENTS

- Scheme Plan of subdivision
- Survey Office Plan 469645 and Computer Freehold Register 640899



**COMPUTER FREEHOLD REGISTER
UNDER LAND TRANSFER ACT 1952**



Search Copy

R. W. Muir
Registrar-General
of Land

Identifier **640899**
Land Registration District **South Auckland**
Date Issued 03 December 2013

Prior References

260053

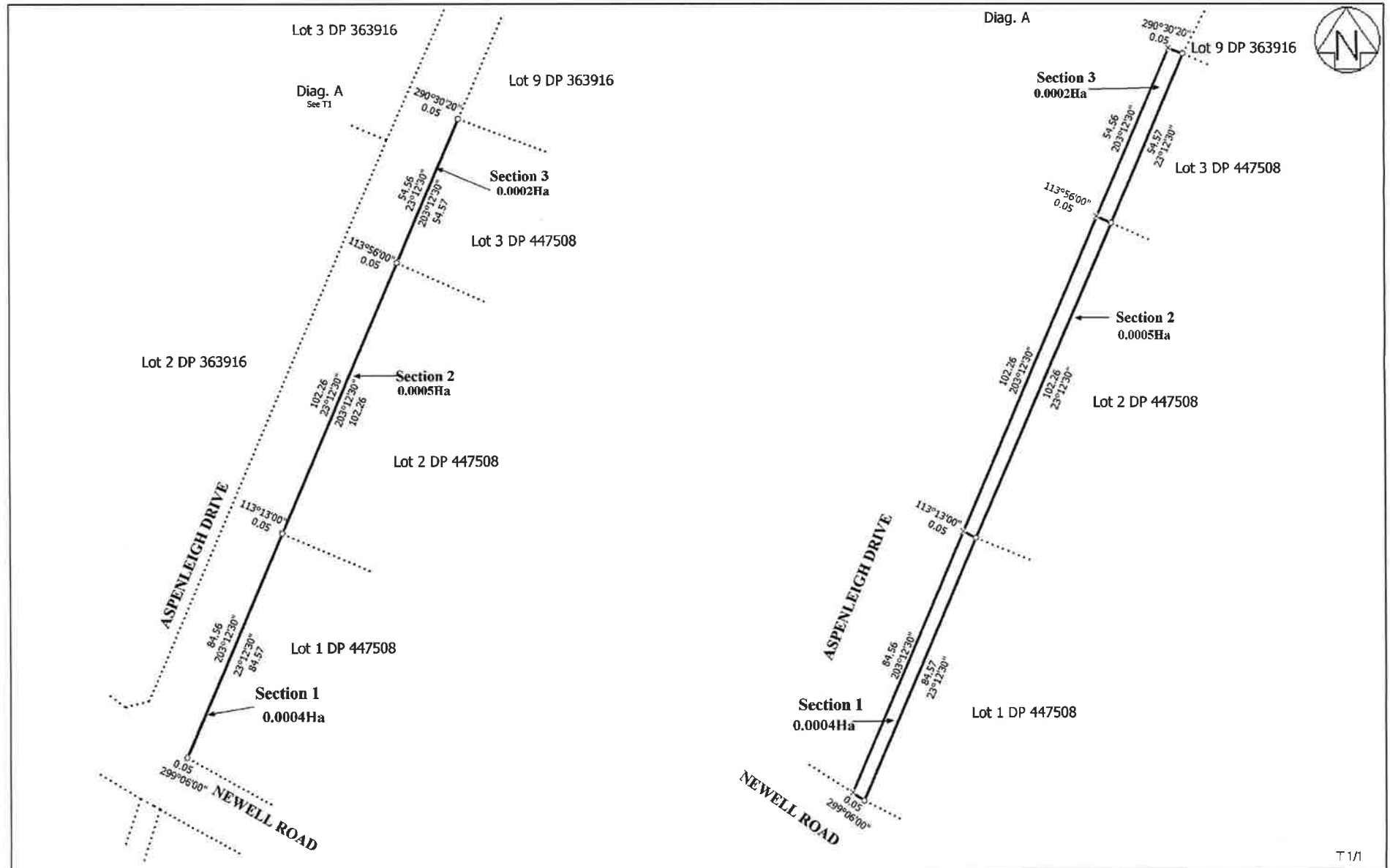
Estate Fee Simple
Area 6 square metres more or less
Legal Description Section 1, 3 Survey Office Plan 469645
Purpose Local Purpose (Segregation) Reserve

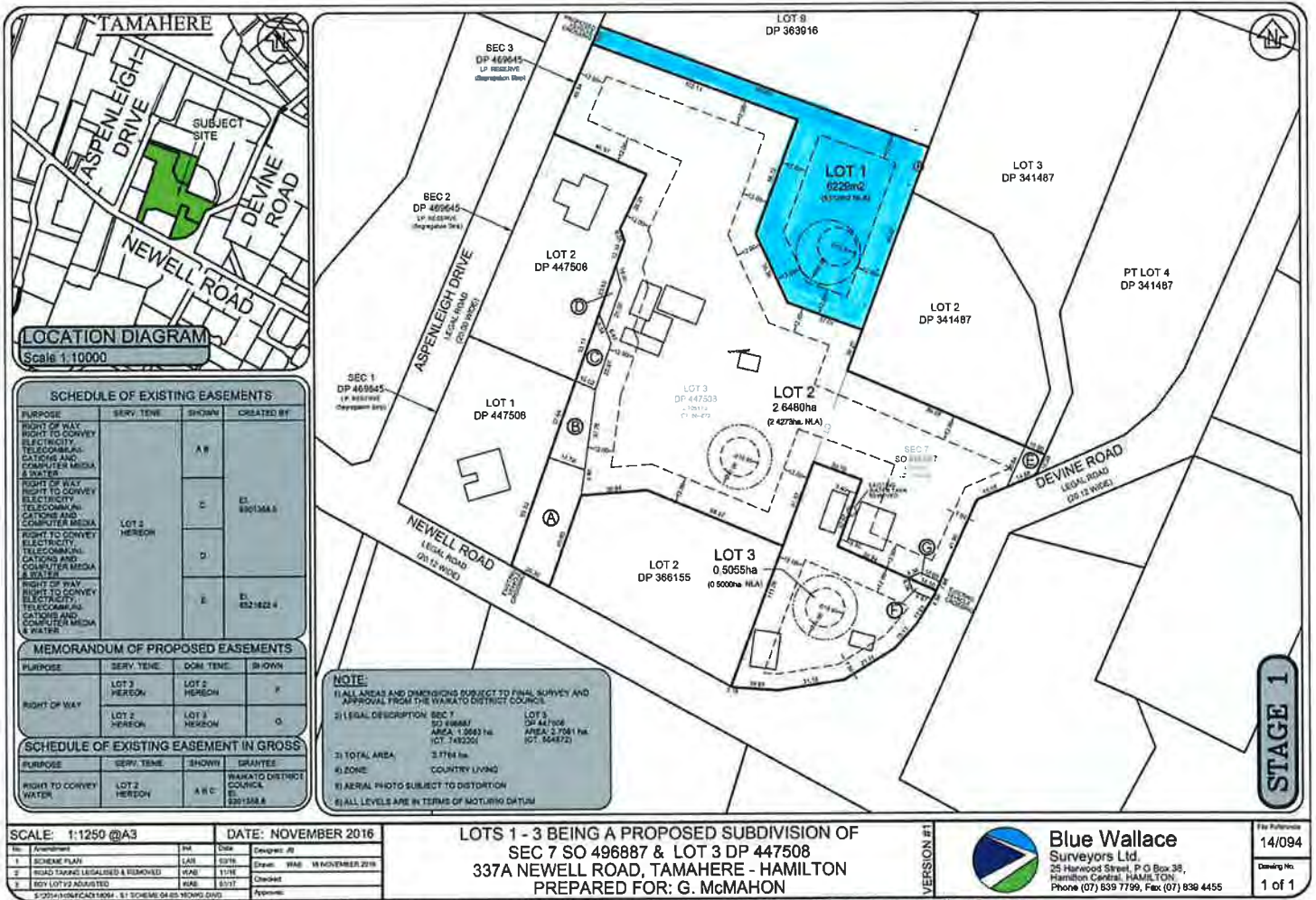
Proprietors

Waikato District Council

Interests

Subject to the Reserves Act 1977





Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Wayne Furlong Asset Manager Team Leader
Chief Executive Approved	Y
Reference #	Inf2017 (23/05/2017)
Report Title	Te Awa/Horotiu Cycle Bridge Crossing Increase Approved Contract Sum - Contract 15/288

I. EXECUTIVE SUMMARY

The purpose of this report is to obtain Council approval to increase the contract sum for the Horotiu Cycle Bridge Contract (15/288) and to request that Council contribute to the increased costs.

Emmetts Civil Construction Ltd (Emmetts), were awarded the Design and Construct (D&C) contract in May/June 2016 for the Horotiu Cycle Bridge Crossing. The tender price, based on the Principals Requirements (i.e. the bridge design parameters), was \$1,877,500. Council approved a budget of \$1,972,500, which was inclusive of 5% contingency.

Under the D&C tender process, the final price is determined after the design and a Guaranteed Maximum Price (GMP) is agreed upon for the construction of the bridge. Post tender design specification changes and bridge improvements have increased the project cost. As such, the new GMP submitted with the approved and signed-off design is \$2,461,969. As it is now above \$2m, this requires that the increased contract sum is approved by Council, in line with our procurement policy.

As a result of the bridge price increase, there is a funding shortfall that is being shared by funding partners for this project. It is recommended that Waikato District Council approve an additional \$150,000 to support this significant community and regional project that has far-reaching social, cultural and environmental benefits.

2. RECOMMENDATION

THAT the report from the **General Manager Service Delivery** be received;

AND THAT the **Infrastructure Committee** recommend to Council that the approved contract sum of **Contract 15/288 Horotiu Cycle Bridge** be increased to **\$2,461,969 (excl GST)**;

AND FURTHER THAT the Infrastructure Committee recommend to Council that it contribute \$150,000 of loan funded money to the shortfall.

3. BACKGROUND

The purpose of this report is to outline the rationale for the increased Guaranteed Maximum Price (GMP) as it relates to the design and construction of the Horotiu Cycle Bridge. The bridge is a key component of the Te Awa River Ride and a project with significant social, economic and health benefits to the Ngaruawahia area and Waikato district as a whole.

In 2016, Waikato District Council resolved to take over the role of Principal to the contract from the Te Awa Trust for the two Te Awa River Ride projects between Ngaruawahia and Horotiu. The projects were:

- i) the construction for the new walking and cycling bridge across the Waikato river; and
- ii) construction of the remaining section of footpath between the Ngaruawahia golf course and Horotiu Bridge road.

Council signed a MoU with Te Awa for the transfer of the project Principal role. As part of that agreement, Te Awa accepted all project financial risk. Emmetts Civil Construction Ltd (Emmetts), were awarded the Design and Construct (D&C) contract in May/June 2016. The tender price, based on the Principals requirements (i.e. the bridge design parameters), was \$1,877,500. Council approved a budget of \$1,972,500, which was inclusive of 5% contingency. Under the D&C tender process, the final price is determined after the detailed design is completed and a Guaranteed Maximum Price (GMP) is agreed upon.

AECOM New Zealand Ltd (AECOM) were awarded the role of Project Manager and design reviewers under a professional services contract with WDC. WDC and Te Awa have relied upon the technical expertise of AECOM to deliver a bridge that meets our requirements in the most efficient manner.

Since award the bridge design has progressed to completion and the GMP has been negotiated between AECOM and Emmetts. There has been substantial liaison and technical discussion between AECOM and Emmetts during this process.

After design, the GMP price has been delivered at \$2,461,969.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Design Change Financial Implications

Post tender award in 2016, a new version of the NZTA Bridge Manual was released. This manual is the design standard for the bridge. The new standard had substantial changes to the requirements for earthquake protection for bridge foundations. The original tender design had been undertaken on the previous Bridge Manual requirements and, as a result, there was significant time and effort put into refining the design under the new standard to get the most efficient outcome.

Other complications that have arisen during the design relate to the requirements to refine the design, which has resulted in several months of programme delays. This was caused by the efforts of the bridge designers and our consultant design reviewer to finalise and accept the design. This time delay has added costs. The relatively late advice on the cost increase (with the exception of the architectural changes which were known) has placed a number of the funding partners under pressure, to confirm availability of additional funding for the shortfall.

A positive aspect is that a major milestone has been achieved with the design sign-off by AECOM, which is a significant component of Council's risk management for the project.

The impact of the change had some flow-on effects for the final design of the bridge, these have been tabulated as follows:

Item	Description	\$ Impact
1	Reduced deflection bridge performance standard. This reduces the bridges ability to shake vertically and laterally during use by crowds	\$100,000
2	Additional architectural finishes	\$80,000
3	Additional site testing when the bridge location was moved to better match existing ground topography.	\$45,000
4	Methodology for launching bridge. The different bridge launching methodology allows for better risk mitigation against inclement weather and allows movement on the river to be kept unrestricted during construction.	\$80,000
5	Increased requirements to meet new earthquake seismic standards	\$180,000
6	Larger crane establishment costs i.e. heavier structure approximately	\$45,000
7	Additional planning and design fees	\$170,000
TOTAL		\$700,000

Design Change Impact Considerations

The final costs are in line with typical rates for bridge construction. In particular, when considering that this bridge will be the first of its kind in New Zealand, a single span, 2.5 m wide, 135m long bridge that has unique architectural elements that speak to the cultural, social and environmental surrounds. Considerable effort has gone into refining the structural and foundation design to get a bridge that mitigates risk, without incurring excessive cost increases.

The bridge is now designed to a standard that allows unrestricted use in terms of loading (ie no posted limit on the number of persons on the bridge at one time) and hence opens up the opportunity for the structure to be used for events. This will result in great community opportunities.

Project Savings

Savings have been realised on the project. This includes:

- Perry's will undertake the galvanising of the bridge handrails at no cost to the project.
- The steel procurement was undertaken early in the project, when the prices were approximately 10% lower than current prices.

- Council have contributed significant personnel resources, at no direct cost to the project.
- Further savings have been made to reduce the deficit such as the removal of lighting elements on the footpath and refining the contract management approach.

Project Risk

The project still has cost risk that will need to be closely managed, as they can be the basis for claims over and above the GMP. These risks included:

- Inclement weather, resulting in delays. This has largely been mitigated by the choice of methodology for the bridge installation;
- The discovery of archaeological items of interest, resulting in delays;
- Unforeseen groundworks – should the piling of the foundations not go as planned. This has been substantially mitigated by site specific testing during design.

4.2 OPTIONS

This is considered a project of significance not only for Council, but for all funding partners and the wider community. As part of the MOU between Te Awa and Council, Te Awa has assumed financial risk for the project and as such will honour the project increases as outlined in this report. However, in the interests of ongoing relationships Te Awa has requested that Council contribute to the shortfall.

The options available to Council are as follows:

Option 1: Council approves the increased GMP to \$2,461,969 and support the request from Te Awa to contribute a maximum further \$150,000 to co-fund the shortfall.

This amount would be the final contribution to the Te Awa bridge project by Council. No further requests will be considered.

Option 2: Council approve the increased GMP to \$2,461,969 and **do not** support the request from Te Awa to contribute a further \$150,000 to co-fund the shortfall.

5. CONSIDERATION

5.1 FINANCIAL

The financial considerations outlined below are for the Option of contributing to the shortfall as outlined above. The amount of \$150k includes consideration of the potential funding contribution from other sources, such as NZTA and the Te Awa Trust contributors.

Option 1 - Funding \$150,000 additional local share for the Te Awa River Ride within existing Council budgets

This option redirects these budgets to the Te Awa River Ride project. These allocations will only be used if they are deemed surplus.

Financial Year	Cost Centre	Team	Account Number	Project Description	Amount	Funding
2016/2017	152	Facilities (surplus confirmed)	ISE10000	Land purchases for historic seal extensions	70,000	General Rate
2016/2017	751	Roading (surplus not confirmed)	7UW70001	Minor maintenance upgrade works	17,000	General Rate
2017/2018		Facilities (surplus not confirmed)		Neighbourhood Parks/Reserves General	53,000	Loan Funded
2017/2018	751	Roading (surplus not confirmed)	7UW70001	Minor maintenance upgrade works	10,000	General Rate
					150,000	

Option 2 - Funding \$150,000 additional local share for the Te Awa River Ride by approving additional loan funding (not currently budgeted).

This option increases Council loan funding by \$150,000 over a loan term of 25 years. The principal will be funded by the Parks & Facilities Replacement fund. The fund has capacity to accommodate this loan. Loan interest must be funded using General Rate and the first year's loan interest is approximately \$8,160. The additional loan interest cost could be offset by reducing the Roothing upgrade works budget each year which is General Rate funded.

Financial Year	Cost Centre	Team	Account Number	Project Description	Amount	Funding
		Facilities		New loan	150,000	Facilities Replacement Fund
					150,000	
2017/2018	751	Roothing	7UW70001	Minor maintenance upgrade works (loan interest offset)	-8,160	General Rate
					-8,160	

Option 2 is the preferred financial contribution option for Council due to the uncertainty on whether surpluses in Option 1 will be available. The loan fund interest repayment can be reduced if there is available existing budget that can be transferred to reduce this amount, as detailed in Option 1. This opportunity will be assessed once the detailed planning for those budgeted items is complete. Therefore, the \$150,000 can be considered a maximum loan funded amount.

Funding Partners

In order to help meet the overall project shortfall, Perry's have committed to bringing forward their annual Te Awa Trust contribution, which will substantially support the shortfall for the project based on the new GMP.

Te Awa will also approach their other funding partners to explain the situation. In addition, Council and Te Awa have undertaken discussions with NZ Transport Agency around increasing NZ Transport Agency's share, based on the very strong business case for the project. To date, indications are positive that NZ Transport Agency will increase their allocation, however this requires some work on revising the business case.

5.2 LEGAL

Te Awa have also confirmed that they are liable for the full shortfall under our agreement and will honour that agreement. However, Te Awa has requested that Council explore the opportunity of contributing \$150,000 of the shortfall, as partners in this venture and in consideration of the substantial benefits to the wider community.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This project directly aligns with Council's objectives for improving pedestrian and cycling facilities within the district. It is part of a broader project strategy for forming a complete link between Ngaruawahia and Cambridge.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>	Significant levels of engagement have been undertaken and are ongoing between WDC, NZTA and Te Awa Trust.				

6. CONCLUSION

Based on the information in this report, the following conclusions are drawn:

- The project GMP has increased from \$1,972,500 to \$2,461,969. The cost increases are a result of an increased and accepted project scope and are in line with industry rates for similar work;
- Council are not obligated to share the cost of the increases. However, there are significant benefits arising from the additional works for Council and the wider community. The benefits are in line with the projects community objectives;
- Council will have a longer term relationship with the Te Awa Trust as the cycle network is developed between Cambridge and Hamilton. Council's willingness to explore the opportunities for further contribution is viewed very favourably.

In closing, it is recommended that Council approve the contract increase as a result of the new GMP for the project and contribute a maximum of \$150,000 of loan funded monies to the project utilising Option 2 from the financial analysis. Council will not consider further contributions to the Te Awa bridge construction thereafter.

7. ATTACHMENTS

N/A

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Donna Rawlings Management Accountant
Chief Executive Approved	Y
Reference #	INF2017 (23/05/2017)
Report Title	Contracts Requiring Increased Approved Contract Sum Amounts

I. EXECUTIVE SUMMARY

Council recently engaged KPMG to undertake an audit of Council's procurement processes. As a result staff have undertaken further work around Council's contracts and procurement practices and identified a number of matters that need addressing.

On close examination a number of contracts in the Parks & Facilities Unit were found to require an increase in Approved Contract Sum (amongst other matters) to allow the contracts to continue to operate.

Whilst contract sums are required to be increased to allow work to continue there is no additional funding required as staff are working within available budgets. Funding levels may need to be reconsidered during the 2018-2028 Long Term Plan process.

Details of the audits are to be reported to the Audit & Risk Committee at their July meeting.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery - Council Contracts Requiring Increased Approved Contract Sum Amounts - be received;

AND THAT Council consider each Appendice/Resolution as outlined in the attached reports.

3. ATTACHMENTS

- Contract 14/079 Arboricultural Services - Increase in Approved Contract Sum
- Contract 11/064 - UGL (NZ) Limited - Increase in Approved Contract Sum
- Contract 14/009 Public Cleaning and Minor Maintenance - Increase in Approved Contract Sum

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Donna Rawlings Management Accountant
Chief Executive Approved	Y
Reference #	Inf2017 (23/05/2017)
Report Title	Contract I4/079 Arboricultural Services - Increase in Approved Contract Sum

1. EXECUTIVE SUMMARY

Under Contract I4/079 Franklin Tree Services Limited (Franklin Trees) was contracted on 1 April 2015 to provide maintenance of street and parks trees throughout the District.

The contract has been operating for 2 years and staff have gathered sufficient information to gauge the level of reactive or unscheduled (project) works (also referred to as “dayworks”) occurring in the District.

As part of the contract review work being undertaken it is suggested that the dayworks be incorporated into the contract (and therefore the contract value) going forward. An increase in Approved Contract Sum (ACS) is therefore requested. No additional budget is required.

2. RECOMMENDATION

THAT the report from the **General Manager Service Delivery** be received;

AND THAT the increase of **\$252,000** in **Approved Contract Sum** for **Contract I4/079 Arboricultural Services** be approved.

3. BACKGROUND AND DISCUSSION

Under contract I4/079 Arboricultural Services, Franklin Trees was contracted to provide the following services across the District:

- maintenance of street and parks trees
- power line trimming
- hedge and shelter belt trimming

- tree planting
- tree data collection

Tree data collection was included as an integral part of the contract works as staff recognised the lack of data around Council trees and the true cost of tree works.

The available budget for the contract comes from the operational tree maintenance budget which had been increased through the 2015-2025 Long Term Plan (LTP) process recognising required service levels were not being met. Allowances were made in the LTP budget for an increase in scope over the term of the contract, a redefinition of the tree assets over the term of the contract and an allowance for emergency events over the term of the contract.

The contract began on 1 April 2015 with an initial contract period of 3 years (which is due for renewal 31 March 2018). The right of renewal is for a further 3 years subject to meeting expected service levels and attaining agreed performance targets.

The ACS is \$584,063.68 and was set with reference to Franklin Trees' submitted tender price for the scheduled works and was within the available budget (note that all numbers in this report are exclusive of GST unless stated otherwise).

It was contemplated at the award of the tender that the contract would be reviewed 90 days prior to the initial term elapsing to determine whether the renewal would be exercised. The outcome would be reported to Council following the full review.

The ACS was therefore set with reference to the initial 3 years of operations only. Where Council exercised its right to renew the contract following its review the report to Council would request an increase in ACS to cover the 3 year extension period.

A price for dayworks (unscheduled works or reactive works) was provided during the tender process. The limited information available when the contract was formed (that is, incomplete data on Council trees and their status, difficulty in extracting prior year spends on tree works) meant no amount was included in the ACS for reactive works. It was agreed dayworks would be engaged through purchase orders and invoiced separately. This would enable Council staff to separately identify the extent and type of arboricultural dayworks undertaken.

As staff now have two full years of data available on the total cost of arboricultural services (including both works through the contract and through purchase order) it is proposed to incorporate the work completed through purchase order into the contract. An increase in ACS is therefore requested.

Work completed under purchase orders since the start of the contract (being 24 months) totals \$503,864. That is, on average \$21,000 per month. This work includes tree works associated with capital and operational project work not included as scheduled works.

As at 31 March 2017 the contract spend was as follows:

Contract spend to Mar 2017	\$425,541.23
Original ACS	<u>(\$584,063.68)</u>
Remaining contract sum	\$158,522.45

The remaining contract sum is sufficient to cover scheduled works over the remainder of the initial contract term. However, where the works previously completed under purchase order are incorporated into the contract an additional \$252,000 is required to cover these works going forward.

We therefore request an increase in ACS of \$252,000 to \$836,063.68.

No additional budget is required though this will be reviewed during 2018-2028 LTP planning.

To reiterate, the increase in ACS of \$252,000 will allow the contract to run through to the renewal date of 31 March 2018. Leading up to the renewal date Council staff will undertake a review of the contract and determine whether to go back out to market or to continue under the contract. Staff will report to Council at this time regarding the outcome of the review.

4. ANALYSIS OF OPTIONS

4.1 OPTIONS

Option 1: Increase the ACS to \$836,063.68 to allow for current level of service to continue to be met.

This option is recommended.

Option 2: Do not increase the ACS. Scheduled work will be able to be completed under the contract though the ACS will be insufficient to include unscheduled works.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

No additional funding is required from operational budgets. The contract spend utilises existing 2015-2025 Long Term Plan budgets. The 2018-2028 Long Term Plan process will allow staff to reallocate and reconsider budgets for this service.

5.2 LEGAL

The initial contract term ends 31 March 2018. Council staff will review the contract prior to this date to determine whether it will be renewed or it will be retendered.

5.3 RISK

By including all Council tree works within one formal contract greatly reduces the risk to Council of procurement and Health and Safety matters.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

This is an internal operational matter and will not trigger Council's Significance and Engagement Policy.

6. CONCLUSION

The Arboricultural Services contract has been operating for 2 years and staff propose to incorporate the type of work previously completed through purchase order, to follow procurement best practice. To allow the uninterrupted continuation of arboricultural services across the District, and to allow unscheduled works to be completed, it is recommended the increase in ACS be approved by Council.

7. ATTACHMENTS

N/A

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Donna Rawlings Management Accountant
Chief Executive Approved	Y
Reference #	Inf2017 (23/05/2017)
Report Title	Contract 11/064 - UGL (NZ) Limited - Increase in Approved Contract Sum

1. EXECUTIVE SUMMARY

Under Contract 11/064 UGL (NZ) Limited was contracted on 1 December 2012 to provide building, electrical, plumbing, drain laying and gas fitting maintenance services across Council's property portfolio.

During 2015 UGL (NZ) Limited merged with Cushman & Wakefield to create Cushman Wakefield New Zealand Limited ("Cushman & Wakefield") under which the contract now operates.

Due to the volume of works being substantially more than anticipated when the contract was created the Approved Contract Sum (ACS) is insufficient to continue works under the contract. The ACS was set based on available operational budgets only, work completed under the contract has included operational project and capital project work. An increase in ACS is therefore requested. No additional budget is required.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received;

AND THAT the increase of \$1,130,611 in Approved Contract Sum for Contract 11/064 be approved.

3. BACKGROUND AND DISCUSSION

The initial contract period was 36 months with one further right to renewal option of 24 months. The contract is due to expire on 30 November 2017.

The contract was awarded for the sum of \$110,000 per annum with the ACS set at \$612,885 for a five year term, including an annual inflation adjustment of 5% (note all numbers in this report are exclusive of GST unless stated otherwise).

The ACS was set with reference historic operational spend on building, electrical, plumbing, drain laying and gas fitting maintenance services. This equated to 63.0% of the available operational (business as usual) budget for the services over the term of the contract.

The contract is for operational maintenance services and did not contemplate capital works to be completed through the contract. The ACS was therefore set with reference only to available operational (business as usual) budgets, these being Council's repairs & maintenance budgets across all Council property.

It was anticipated that the monthly payments would be determined by the actual work completed, in line with the agreed pricing schedule for planned and reactive works. A payment certificate was not created at the onset due to the perceived complexity of the contract works.

All works under the contract are actioned through a Notice to Contractor (NTC) as there is no schedule of maintenance works to be undertake on a regular basis. Instead the works are separated into planned or reactive maintenance works.

As no payment certificate was created works have been billed through separate invoices for each NTC issued. This has resulted in an ad hoc approach to contract spend management as there was no monthly tracking of contract spend versus contract value. Staff changes have exacerbated the issue resulting in an overspend under the contract.

It is important to note that staff were actively monitoring overall (both operational and capital) spend versus available budget as part of the normal monthly reporting process. There was no budget overspend and no additional budget is required, this is simply a request for an increase in ACS.

The variances per year were as follows:

	Approved Contract Sum	Actual Spend To Date	Less works done under PO	Actual Spend under contract only	Difference to ACS
2012/13	91,667	66,530	18,711	47,819	43,848 <i>Within ACS</i>
2013/14	115,500	210,531	66,988	143,543	-28,043 <i>Exceeds ACS</i>
2014/15	121,275	518,444	194,775	323,669	-202,394 <i>Exceeds ACS</i>
2015/16	127,339	693,911	310,984	382,927	-255,588 <i>Exceeds ACS</i>
2016/17	133,706	449,187	103,651	345,537	-211,831 <i>Exceeds ACS</i>
2017/18	23,398				23,398
TOTAL	612,885	1,938,603	695,108	1,243,496	-630,611
* rates appear to remain the same as the original contract rates until end of 2014					

That is:

Contract spend to Feb 2017	\$1,243,496
Original ACS	(\$612,885)
Overspend to Feb 2017	\$630,611
Estimated remaining spend	\$500,000
Requested increase in ACS	\$1,130,611

An increase in ACS of \$1,130,611 to \$1,743,496 is therefore requested.

The “Actual Spend under contract only” to date totals \$1,243,496. This includes capital project and operational project works not originally contemplated under the ACS. Of the works completed under the contract to date, works under \$2,000 (exclusive) total \$830,000 these are the works considered to be the operational “business as usual” contemplated under the contract.

Note that the “Actual Spend to Date” includes operational project and capital project works completed under purchase orders, short form agreements or separate contracts. Of the \$695,108 work completed under purchase orders, 19 items to date have been capital or operational project type works costing over \$10,000 totalling \$456,103.

The procurement review work highlighted that Council should be looking to include all works through available contracts. For example, not only including scheduled works and day works but also providing for capital project work where KPIs are being met. This approach has been adopted under the Open Spaces Maintenance Contract and has been inadvertently occurring through this contract.

Staff are taking the learnings gained from the procurement and contract review work and are developing better practice around contract management and contract formation. The first step for the Cushman & Wakefield contract has been to put a contract payment certificate in place to track the total contract spend against the ACS.

4. ANALYSIS OF OPTIONS

4.1 OPTIONS

Option 1: Increase the ACS to \$1,743,496 to allow for current level of service to continue to be met.

This option is recommended.

Option 2: Do not increase the ACS. No further work will be able to be completed under the contract and all works would need to be completed through purchase order until the works were able to be re-tendered. This would be a massive administrative exercise and disruptive to business operations.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

No additional funding is required from operational budgets. The contract spend utilises existing Long Term Plan budgets.

The contract expiry at 30 November 2017 will allow the additional capital and operational project works to be built into a new contract and the budgets required to be planned through the 2018-2028 Long Term Plan.

5.2 LEGAL

The contract expires on 30 November 2017. There has been no issue with performance or pricing and no increase in levels of service. The works will be put out to tender toward the end of the 2017 calendar year.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

N/A.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

This is an internal operational matter and will not trigger Council's Significance and Engagement Policy. The contract expires on 30 November 2017 and will be let out for tender prior to this date.

6. CONCLUSION

To allow the uninterrupted continuation of building, electrical, plumbing, drain laying and gas fitting maintenance services across Council properties it is recommended the increase in ACS be approved by Council.

7. ATTACHMENTS

N/A

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Donna Rawlings Management Accountant
Chief Executive Approved	Y
Reference #	Inf2017 (23/05/2017)
Report Title	Contract I4/009 Public Toilet Cleaning and Minor Maintenance - Increase in Approved Contract Sum

1. EXECUTIVE SUMMARY

An overspend has occurred for contract I4/009 Public Cleaning and Minor Maintenance. This contract is between Council and Outsourced Client Solutions Limited (OCS).

This report explains how the overspend has occurred and requests an increase in Approved Contract Sum (ACS) to allow the contract to complete its full term (including renewal periods). All numbers in this report are GST exclusive and spends are as at 31 March 2017.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received;

AND THAT the increase of \$480,000 in Approved Contract Sum for Contract I4/009 be approved.

3. BACKGROUND

Prior to contract I4/009 Public Cleaning and Minor Maintenance being entered into the cleaning and maintenance of public toilets was undertaken by a number of separate contractors and various community volunteers. A new toilet contract was scoped to achieve efficiencies in work programmes, to address level of service issues and to address Zero Harm.

Contract I4/009 Public Cleaning and Minor Maintenance commenced on 1 October 2014. The contract was awarded to OCS and operates for an initial term of 24 months with the right to renew option of 12 months plus a further 12 months.

The contract was recently renewed by Council for the first 12 month renewal period (ending 30 September 2017).

The contract scope of work covers cleaning and minor maintenance services of public toilets, changing room facilities, BBQs and bus shelters. This includes the supply of cleaning labour, cleaning equipment and materials, health and safety equipment, vehicles, minor maintenance labour and appropriate maintenance equipment, and managing the replenishment of janitorial consumables.

The tender document contemplated that *“Monthly payments will be determined by the schedule of works plus fixed rate services eg septic tank pumping. Non-scheduled one off requirements and emergency cleans are at a fixed hourly rate”*.

The accepted tender price was \$285,487 per year for the scheduled works, fixed rate services and some minor maintenance (non-scheduled works). The minor maintenance factored in to the tender price was 110 hours per year at \$35 per hour.

The ACS was set at \$1,147,861. This was calculated by apportioning the tender price for the first financial year ($\$285,487/12 \times 9$) and factoring an inflation adjustment of approximately 5% per annum going forward for the full contract term (48 months).

4. DISCUSSION

Over the period of the contract there has been an increase in minor maintenance, above and beyond what was originally anticipated. This has largely been driven by hygiene, graffiti and condition issues. It is forecast that the value of work to date will exceed the ACS by June 2017, the first renewal period ends 30 September 2017.

There has been significant cost associated with graffiti removal, gutter cleaning on toilet blocks, painting of toilets and bus shelters, vandalism repairs (mainly dispenser replacements), installation of toilet signs etc. OCS have been the most cost effective option to undertake this work. This increase in reactive response has meant that the ACS is likely to be met one year prior to contract completion.

Analysis

Total value of work to date through the contract is made up of the following:

Scheduled works	\$563,346
Variations	\$95,206
Event cleaning and septic	\$27,665
Minor maintenance	\$101,968
Consumables & paint (related to minor maintenance)	\$200,811
Toilet Hire (portaloos etc.)	\$26,155
Total value of work to date	\$1,015,152

When setting the ACS a number of factors were not considered or were underestimated. The scheduled works (and therefore tendered price) missed a number of actions that have

since been added as variations (or have been added to the works schedule). These are appended to this report.

When drafting the request for tender and during the subsequent evaluation the amount of minor maintenance to be completed was underestimated. To date (after 30 months) 2,913 hours of minor maintenance at \$35 an hour have been completed (totalling \$101,968), the ACS was set contemplating 110 hours per year.

This additional minor maintenance work was completed due to aesthetic and hygiene issues which were resulting in a poor public perception of Council's toilets. When the contract was entered into the District's toilets were, generally, in very poor condition. Public perception of the District's toilets was poor with Council consistently not meeting its KPI's in the area. A number of toilets in the District did not have appropriate hand sanitising facilities, toilet roll dispensers were missing and routine maintenance had not been prioritised.

The additional maintenance work was largely the re-painting of toilet blocks (and bus shelters), replacing and upgrading hand soap dispensers and toilet roll dispensers, and resurfacing toilet block floors.

The contract manager made the decision to engage OCS to complete the minor maintenance work as the contractor was on site and completed the work for a competitive price. Engaging OCS to complete this work saved in travel getting another contractor on site and, when tested, OCS offered a better price than other contractors.

No amount was factored into the ACS for the purchase of paints etc. for graffiti removal or for fittings purchased through the contract (which included a 15% mark-up). Linked to the minor maintenance work undertaken \$200,811 has been incurred on consumables and paint.

Prior to the contract being awarded ad hoc maintenance work was completed by either the contractor cleaning the toilets, or (more often) Council's facilities maintenance contractor. This meant that the full cost of toilet maintenance was not captured due to the works being coded to separate operational budgets and separate contracts.

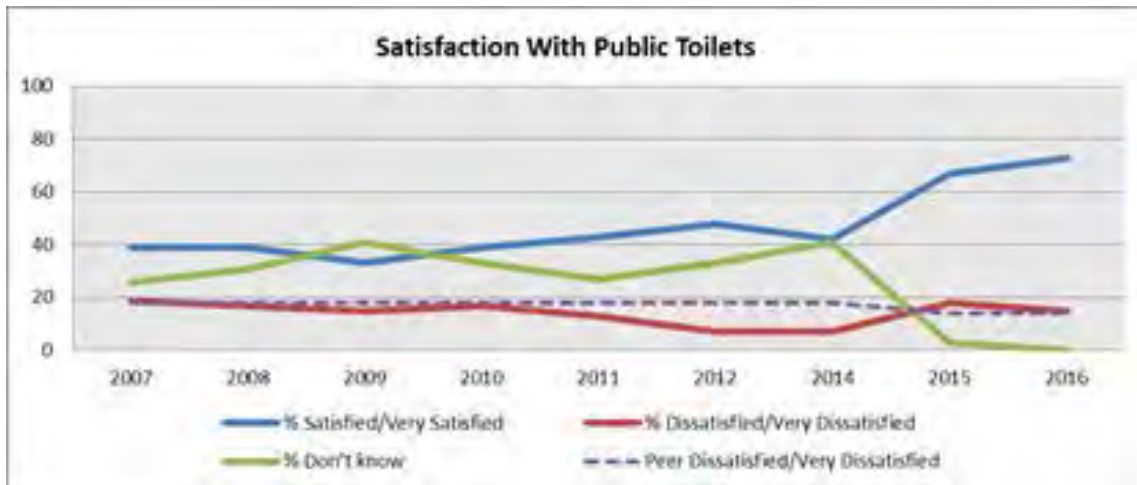
There was no allowance made for event cleaning and the number of septic cleans were underestimated as no data was available. A total of \$27,665 has been incurred under minor maintenance for these items with the majority relating to event cleaning at Paterson Park, Ngaruawahia.

KPIs

The level of service measure per the 2015-2025 Long Term Plan is that our public toilets are accessible, clean and fit for purpose. This is measured on the percentage of customers who are satisfied with public toilets in the resident's satisfaction survey. The target is 75% of customers (actual users) being satisfied/very satisfied.

As indicated below on the graph below prior to the contract being awarded survey results hovered around 39-48%. KPI's have been trending upward since.

In 2015/16 the measure improved to 67%, for 2016/17 the result is currently sitting at 73%. While the target is 75%, the results are looking really good and showing great improvement over the last couple of years.



Budgets

It is forecast that the value of work to date will exceed the ACS by June 2017, the first renewal period of 12 months' ends 30 September 2017. Council has the discretion to renew the contract for a further 12 months.

Overall, if Council renews the contract for a further 12 months, the forecast spend on the contract is expected to reach \$1.62m (that is, with 18 months remaining). This will take the contract up to 30 September 2018 and would result in a total of \$480,000 above the current ACS.

The available budget for the works comes from the contract budget for Council's public toilets, bus shelters and barbecues.

There is a forecast \$45k overspend under the contract for the 2016/17. There will be a balance between level of service and continued spend and staff will monitor the contract spend each month. Savings have been found in other parks operational budgets to cover this cost, for example, through the District Wide Lakes repairs & maintenance budget. A reallocation of funding will be considered through the 2018-2028 Long Term Plan process.

Contract renewal and service reviews

The first renewal period of 12 months ends 30 September 2017 with an option to renew for a further 12 months. There may be an opportunity to re-tender the contract at this point.

A review of the toilet service is triggered under section 17A of the Local Government Act within 2 years of expiration of a contract. This would require consideration of how the service is delivered, the funding of the service and governance. As the toilet service is due for review it may be cost effective to tie in a section 17A review with the contract renewal timeframes allowing staff to consider how the service is delivered alongside levels of service and funding.

5. ANALYSIS OF OPTIONS

5.1 OPTIONS

Option 1: Increase ACS and reallocate budgets to allow for current level of service to continue to be met.

This option is recommended.

Option 2: Do not increase ACS. This would result in cuts to level of service having to be made to ensure ACS is not exceeded.

Option 3: Retender contract ahead of financial year end. This may still require an increase to the ACS if current levels of service are to be maintained.

6. CONSIDERATION

6.1 FINANCIAL

No additional funding is required from operational budgets. The contract spend utilises existing 2015-2025 Long Term Plan budgets. The 2018-2028 Long Term Plan process will allow staff to reallocate and reconsider budgets for this service.

6.2 LEGAL

The first renewal period of 12 months ends 30 September 2017 with an option to renew for a further 12 months. There has been no issue with performance or pricing and no increase in levels of service. It is likely the contract will be renewed for a further 12 months.

6.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

N/A

6.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

This is an internal operational matter and will not trigger Council's Significance and Engagement Policy. The contract expires on 30 September 2018 and will be let out for tender prior to this date.

7. CONCLUSION

To allow the uninterrupted continuation of toilet, bus shelter and BBQ facilities across the District it is recommended the increase in ACS be approved by Council.

8. APPENDICES

- Variations included through Contract I4/009

APPENDIX I

Variations included through Contract I4/009:

- After receiving complaints from wharf tenants the Raglan wharf interior toilets were added to schedule prior to the first contract payment at a cost of \$4,900 per year.
- A total of \$95,706 has been incurred through contract variations, the material items being:
 - Orini – new clean, \$2,534 (\$1,980 per year)
 - Gordonton – new clean, \$11,396 (\$9,768 per year). This toilet was previously cleaned by a local cleaner that did not meet Council’s Zero Harm standards and we therefore brought under the OCS contract
 - Raglan daylight savings additional cleans - \$23,233 (\$23,233 per year) detail at Appendix I
 - Increase in cleans Te Kauwhata, The Point, Pokeno and Ruapuke - \$26,516. The frequency of cleans for these toilets was increased after receiving complaints from the public and feedback from OCS
 - Toilet counters - not priced in original tender, \$6,525. The data collection was previously completed on a monthly basis as a priority for the toilet strategy. Data is still being collected though has dropped down to a quarterly basis and there is no longer a charge for this
 - Sanitary bins – new bins not included on schedule, \$3,414
 - New toilets – Brownlee Ave Ngaruawahia, Ruapuke South.

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Chris Clarke Roading Manager
Chief Executive Approved	Y
DWS Document Set #	Inf2017 (23/05/2017)
Report Title	Waikato District Alliance Contract 14/314 – Increase of Approved Contract Sum

I. EXECUTIVE SUMMARY

The purpose of this report is to obtain Council approval to increase the contract sum for the Waikato District Alliance (WDA). The rationale for the increase is to enable efficient commissioning and delivery of Alliance related works within the wider Programme Delivery and 3 Waters teams annual construction programme. Only works that align with the scope of services covered by the WDA will be able to be commissioned as a variation to contract.

In addition to this there is a need to increase the contract sum in the Roading area to accommodate additional emergency work expenditure as a result of the two flood events that have occurred recently. Additional allowance in the contract sum is also required to enable the implementation of a luminaire upgrade programme to LED (light emitting diode) for street lighting assets. This will take advantage of the increased financial assistance rate from New Zealand Transport Agency of 85% for LED upgrade purposes.

The original contract sum for the WDA was \$150,000,000. The contract commenced 30 June 2015 and is for a period of 5 years, with an option to extend for a further 5 years. The contract sum was increased in to \$151,925,000 to accommodate the design and construct portion of the Mangawara Stream Bridge project in 2016 at the November Infrastructure meeting. This current request will see the contract value increase to \$154,240,000 (excl GST) in total with a recommendation to pre-approve a further 10% in contract variances (\$3 million) per annum to be actioned where the work is no more than \$150,000 per variation, and it can be shown that using the WDA will benefit the council in terms of competitive pricing and reduction of administrative costs.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received;

AND THAT the Infrastructure Committee recommend to Council that the approved contract sum of Contract 14/314 Waikato District Alliance be

increased to \$154,240,000 (excl GST) for the purposes of completing existing Roothing Emergency works and LED upgrades;

AND FURTHER THAT the Infrastructure Committee recommend to Council that the use of \$491,800 from the disaster recovery fund be allocated to Roothing to cover the Council's cost share of the emergency work;

AND FURTHER THAT the Infrastructure Committee recommend to Council that pre-approval is provided for a further 10% in contract variances (\$3 million) per annum to be actioned where the work is no more than \$150,000 per variation, and it can be shown that using the WDA will benefit the council in terms of competitive pricing and reduction of administrative costs.

3. BACKGROUND

The WDA contract commenced on 30 June 2015 with an approved contract sum of \$150,000,000 (excl GST). The contract sum has subsequently been increased to \$151,925,000 (excl GST) for the purposes of completing the design and construction of the Mangawara Stream Bridge. The WDA contract was tendered using a shortlisting and contractor interactive process on the open market. The Alliance procurement process was approved by Council and the NZ Transport Agency.

The Roothing Team requests an allocation to undertake existing Emergency Works up to the total value of \$1,040,000 (excl GST). This is only to cover the immediate response and short term repairs following two recent storm events. Work will be undertaken during the 2016/17 and 2017/18 financial years. Funding requests for permanent repairs of larger failures will be undertaken at a later date once investigation and scoping are complete. It is likely that these repairs will be scheduled in the Long Term Plan. An application to NZ Transport Agency for their portion of these funds has been submitted.

The Roothing Team also requests an increase to the contract sum to take advantage of the increased level of NZ Transport Agency subsidy to upgrade all street lights to LED luminaires. LED whole of life costs are estimated to be at least 20% less than other luminaires. This increased subsidy of 85% is only available until the end of 2017/18. The remaining share of 15% of the cost is to be funded from the existing rooding budget. The total cost of the LED luminaire upgrade is estimated at \$1,500,000 (excl GST) with the bulk coming from NZ Transport Agency subsidy. The contract value only needs to be increased by an amount to cover the NZ Transport Agency subsidy which total \$1,275,000 (excl GST) the balance comes from the existing rooding budget including allocations from the street lighting renewal.

As a result of the emergency works and LED programme the total contract sum will need to be increased to \$154,240,000 (excl GST).

Each year the Programme Delivery and 3 Waters Group undertake work of a similar nature to that contained within the scope of works of the WDA. These are normally procured separately using a traditional approach. To ensure that the work is procured in an efficient manner a combined allocation of up to \$3,000,000 (excl GST) per year (or 10% of the original contract value per annum) to undertake work within the WDA is requested. This allocation will commence in the 2017/18 financial year and run to the end of the initial term

of the contract at the end of the 2019/20 financial year. This equates to a possible \$9,000,000 in total for the Programme Delivery and 3 Waters Groups over the three year period.

4. DISCUSSION

4.1 THREE WATERS RELATED WORKS

During the last few months the District has experienced two storm events that have caused significant issues for the water, stormwater and wastewater networks. During these events the Waters team requested support and assistance from the WDA with regards to managing response. To fund this work where there is budget available relating to emergency works the Waters team support a procurement approach to benefit from engaging the Alliance to carry out the emergency works as part of a variation to contract based on engineers estimate at the time. The sort of work that may be requested through this process is pipe replacement, drain clearing, or scour protection type works. These budgets are part of the existing 2015-25 Long Term Plan and largely funded through replacement funds.

4.2 PROGRAMME DELIVERY CONTRACT VALUE EXTENSION

The Programme Delivery team undertakes project works for both the Parks & Facilities and Waters teams. At times there are works that fit in with the scope of services offered by the Alliance, however staff are unable to engage the Alliance as this will be outside the contract sum set. The types of works include reserve carpark seal renewals, cycleways/walkways, court reseals and reinstatements. Similarly, staff are seeking a procurement approach that would support these types of works being managed through the WDA.

4.3 ROADING CONTRACT VALUE EXTENSION

4.3.1 Emergency Works

During the last few months Waikato District has experienced two rain events that have caused significant flood damage across the roading network. Attachment I details preliminary costs of the initial response to these events and work required to repair the damage in the short term (do minimum). Staff consider that an approach based on providing short term solutions is both affordable and will provide time to better determine long term permanent solutions whilst funding longer term works through the upcoming LTP short term. This approach will not increase overall costs of the repair as the works will compliment any final repair. It should be noted that the preliminary estimate of additional funds required for the permanent repairs district wide is \$2.4 million. The amounts will be better defined once investigations are complete and proposed remedial work is finalised. This amount is in addition to the current request detailed in the table attached of \$1,040,000 (excl GST) making damage from these events totalling an estimated \$3.44 million.

The Emergency works funding allocation is currently being assessed by NZ Transport Agency. Indications from the Agency would suggest that they have funds available to assist with this work and that approval should be provided shortly.

The existing roading budget has been able to accommodate approximately \$200,000 of the initial response costs from the environmental maintenance work category however more funds are required to cover the balance of the initial response as well as short term repairs

at a number of sites. The total amounts tabulated in the attachment exclude the \$200,000 accommodated in the overall roading budget. Staff have been able to accommodate these costs as a result of resources being diverted from regular maintenance activities onto the emergency response without a significant reduction in the level of service. This is one of the benefits of the Alliance procurement model.

It is proposed that the Council share of costs to fund the balance of the emergency work should be sourced from the disaster recovery fund. The balance of these funds currently sits at \$858,000 excl GST. The current request will commit \$491,800 of these funds to cover the balance of the initial flood damage response and short term (do minimum) repairs. This will result in a small balance remaining (\$366,200) in the disaster recovery fund for future events across Council.

The purpose of the disaster recovery fund is to cover costs to Council in the event of a significant civil emergency or adverse natural event. Funds are accumulated year on year by setting aside annual funding surpluses. It is understood that it is unlikely that there will be a surplus at the end of the 16/17 financial year. There is risk to Council that there will be only a small contingency amount remaining should the district experience another event that calls on these funds.

4.3.2 LED Luminaire Upgrade

The NZ Transport Agency signalled in General Circulars 15/01 and 17/03 their intention to increase the subsidy to upgrade existing luminaires to the more cost efficient LED fittings from 52% to 85%. Currently Council has 4457 luminaires in the street lighting inventory of which 1092 have already been converted to LED. This leaves 2332 luminaires needing to be replaced. The remaining 1033 luminaires are decorative, amenity or underverandah lights that do not attract NZ Transport Agency subsidy. This offer is to all Road Controlling Authorities who wish to upgrade their network. The offer ends 30 June 2018 and staff consider that there are significant benefits in upgrading the remaining street lighting stock to these standards not least of which is the increased in available subsidy from central government. The contract sum only needs adjustment to allow for the increased NZ Transport Agency subsidy as the current WDC roading budget for street lighting renewals will cover the Council share of the funding. The estimated total cost for this work is \$1,500,000 (excl GST) however the contract sum only needs to be increased by \$1,275,000 to cover the NZ Transport Agency subsidy. The application for funding with NZ Transport Agency is currently being developed.

Studies have shown that the whole of life costs of LED road lights is approximately 20% lower than that of High Pressure Sodium (HPS) luminaires. The difference is made up of:

- Almost 50% lower energy use charges by the LED light
- Almost 70% lower maintenance and cleaning costs for the LED light
- A capital cost advantage of around 10% for a HPS luminaire

Other benefits include:

- Enhancing road safety – improved driver reaction time due to light clarity
- Community benefits – reduced crime more desirable light quality
- Environmental benefits – lower electricity consumption, less light spill, LEDs do not contain mercury

- Technological enhancements to better balance needs with costs and remote notification of faults

There is an intention to prepare and work through a communications plan as part of the roll out of this project. Through that process the scope of work will be refined and communicated with Council. It is important at this stage to get a commitment to the funding to enable work to commence. There is a strong likelihood that resources will become difficult to obtain as more Councils take up the option of this opportunity.

4.4 PROCUREMENT BENEFITS

The WDA has been operating for nearly two years. In that time Council have seen significant gains in performance relating to responding to our customers and delivering a large roading programme. There have been some gains in cost efficiency and early indications are suggesting that there will be in a gain share position for the 2016/17 financial year. There are real cost savings in engaging a service provider directly via the Waikato District Alliance. This is in the form of administrative cost savings, higher costs of work that are small in nature due to disproportionate provisional and general costs, and cost of risk is shared. Margins are set at agreed levels rather than artificially inflated for works that are minor in nature to maximise profit using a more traditional approach. Any approved variations as a result of this report will fall outside the target cost estimate for the WDA and therefore not be subject to the gain/pain share mechanism.

5. SUSTAINABILITY OF THE MARKET PLACE

The Waikato Expressway and other local infrastructure projects are keeping companies busy. This project is not expected to impact on that demand.

The WDA is currently delivering 45% of road maintenance and renewal services with non-Downer suppliers. It is anticipated that approximately 30% by value of the contract extension will be delivered using non Downer suppliers. In all cases value for money will be the top priority so these values may be subject to change.

5.1 COUNCIL APPROVAL OF PROCUREMENT STRATEGY

Council have accepted the Alliance procurement model as part of its approval of the Transportation Procurement Strategy. Alliances continue to be a cost effective way of delivering infrastructure projects and services. Previously council had a policy that allowed additional works to be awarded to Strada Corporation over and above the original contract sum under a certificate of expediency approach.

6. DISCUSSION AND ANALYSIS OF OPTIONS

6.1 DISCUSSION

There are significant benefits in undertaking the work detailed in this report as variations to the WDA agreement as they arise. Should Council not support this initiative then a more traditional procurement approach will be necessary. This may mean the benefits are not realised and this may increase costs of the associated projects.

6.2 OPTIONS

There are three options available:

- Option 1:** Council supports the inclusion of the emergency works and LED programme as variation to the Waikato District Alliance Contract 14/314 and the associated increase in the approved contract sum from \$151,925,000 to \$154,240,000 (excl GST), but does not support a pre-approval of up to 10% in contract variations during any one financial year
- Option 2:** Council does not support the inclusion of the proposed works as a variation to the Waikato District Alliance Contract and prefer a traditional procurement approach
- Option 3:** Council supports the inclusion of the emergency works and LED programme as variation to the Waikato District Alliance Contract 14/314 and the associated increase in the approved contract sum from \$151,925,000 to \$154,240,000 (excl GST), and supports a pre-approval of up to 10% in contract variations during any one financial year to ensure that the contract value increases are based on engineers estimates related to the physical works at the time.

7. CONSIDERATION

7.1 FINANCIAL

The budget allocations proposed for this request to increase the WDA contract sum are detailed in the following tables:

Roading Funding Source

Item	Costs	2016/17	2017/18
Emergency Works (initial response and do minimum)	\$1,040,000		
Disaster Recovery Fund (WDC)		\$347,800	\$144,000
NZ Transport Agency Subsidy Emergency Works		\$392,200	\$156,000
INCREASE TO CONTRACT SUM	\$1,040,000		

Item	Costs	2017/18
LED Upgrade	\$1,500,000	
NZ Transport Agency Subsidy LED Upgrade		\$1,275,000
Existing Roading Budget (eg street lighting renewal)		\$225,000
INCREASE TO CONTRACT SUM	\$1,275,000	

Total increase to contract sum requested is therefore \$2,315,000 (excl GST)

7.2 Finance Check

The Roading Management Accountant has checked numeric calculations within this report and confirmed that the budget and funding for this contract is available and correct.

7.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The strategic direction in local, regional and central government is focused on improved efficiency and effectiveness in the delivery of essential public infrastructure. This needs to be achieved in the face of constrained budgets in the amounts set out in our Long Term Plan. All opportunities to increase cost effectiveness of delivering projects needs to be explored and Council has taken the step to adopt the Alliance model in an attempt to deliver better value for money. This proposal is another step along that path to efficient delivery by increasing the WDA scope of works to include project work included in other units programmes in Service Delivery.

The current documented Council procedure for including work in the WDA requires that a Council report is necessary to approve the approach with associated adjustments to the contract sum before work is undertaken. This proposal satisfies that requirement, while allowing flexibility during the financial year to engage directly with the contractor on any variations up to 10% of the original per annum contract value.

7.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels 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>	Discussions with relevant teams internally and with NZ Transport Agency is on going				

8. CONCLUSION

There are significant benefits that have been identified in undertaking works as part of the WDA agreement. The ability to undertake work that is similar in nature to that included in the WDA allows for work to be completed efficiently and enables staff to be responsive to our customers' needs. A more traditional approach to procuring delivery may result in the costs increasing and time delays. It is therefore considered appropriate to increase the contract sum to make allowance for work across Service Delivery to be procured through the WDA as an option.

9. ATTACHMENTS

- Breakdown of Emergency work do minimum

Treatment Option 'Do Minimum' - Initial Response and Short / Medium Term Repair Only

Initial event response	\$	375,000.00
May Forecast (continued cleanup)	\$	100,000.00
Clearance completed within existing budgets	-\$	200,000.00
Total repair estimates (as detailed below)	\$	725,000.00
8 locations yet to be assessed, assume \$5000 per site	\$	40,000.00
Total	\$	1,040,000.00 A

Network Damage Locations

Location	Site Description	Do Minimum Cost Estimates	Status
Kohere Road BP 1.377 - Under slip	Major under slip	\$ 10,000.00	Road closed
Kohere Road BP 2.033 - Under slip	Major under slip	\$ 60,000.00	Road closed
Pioneer Road BP 0.722 - Under slip	Under slip	\$ 16,000.00	Road closed
Clarks and Denise Road	2m dia culvert collapse	\$ 85,000.00	Road closed
Highway 22 BP 21.5 - Under slip	Major slumping	\$ 11,000.00	Partially open
Klondyke Road 8.8	Major under slip	\$ 54,000.00	Partially open
Maurice Road 1.081'	Major under slip	\$ 32,000.00	Road closed
Maurice Road 2.739'	Major under slip	\$ 22,000.00	Road closed
Hakarimata Rd 1.253	Dropout adjacent to Waikato River	\$ 43,000.00	Road Open
Orini Road	Under slip	\$ 40,000.00	Road Open - Repair complete
Kohere Road BP 2.734 - Under slip	Under slip	\$ 2,200.00	Road Open
Kohere Road BP 3.068 - Under slip	Under slip	\$ 10,000.00	Road Open
Glen Murray Road 13.550'	Under slip	\$ 15,000.00	Road Open
Highway 22 30.45	Shoulder dropout	\$ 22,000.00	Road Open
Highway 22 34.3	Shoulder dropout	\$ 8,500.00	Road Open
Highway 22 37.6	Shoulder dropout	\$ 3,000.00	Road Open
Allen & Epps Road	Slow moving overslip creep on adjacent hillside	\$ 2,200.00	Road Open
Brisin Road 1.190	Shoulder dropout	\$ 56,000.00	Road Open
Brewster Road	Cracking / slumpings as a result of hillside instability	\$ 2,100.00	Road Open
Wairamarama Oneshore Road 7.80	Under slip	\$ 2,400.00	Partially open
Wairamarama Oneshore Road 10.83	Retaining wall failure	\$ 8,500.00	Partially open
Wairamarama Oneshore Road 12.53	Under slip	\$ 27,000.00	Partially open
Wairamarama Oneshore Road 12.3	Deep dropout	\$ 26,500.00	Partially open
Wairamarama Oneshore Road 24.33	Slip scarp formed through both lanes	\$ 11,000.00	Partially open
Wairamarama Oneshore Road 27.6	Under slip	\$ 30,000.00	Partially open
Matakaitahi Road'	Road drop-out	\$ 22,000.00	Partially open
Bluff Road BP 2.566 - Drop out	Shallow debris slide with steep failure plane (approx 65 degrees)	\$ 30,000.00	Road Open
Bluff Road 2.736	Under slip	\$ 35,000.00	Road open
Kellyville Road 1.10'	Rotation of existing gabion wall	\$ 21,500.00	Partially open
Kellyville Road BP 1.19 - Drop out	Under slip	\$ 3,400.00	Partially open
McDonald Mine Road'	Slip scarp formed through both lanes	\$ 3,000.00	Road Open
Bataroa Road BP 0.323 - Under slip	Shoulder dropout	\$ 3,200.00	Road Open
Bataroa Road BP 1.342 - Dropout	Under slip	\$ 4,300.00	Road Open
Tiko Tiko Road	Shoulder dropout	\$ 3,200.00	Road Open
	Total	\$ 725,000.00	

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	12 May 2017
Prepared by	Tony Peake Asset Engineer, Roading
Chief Executive Approved	Y
Reference #	Inf2017 (23/05/2017)
Report Title	Confirmed New Road Name List – 1 July 2016 to 30 March 2017

1. EXECUTIVE SUMMARY

Council's Road Naming Policy requests a bi-annual report be provided to Council (in June and December) with a list and map of all new road names confirmed over the previous six months. An updated Road Name Directory is also provided for information.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received.

3. ATTACHMENTS

- List of new road names
- Map of new roads

New Road Name	Locality	Status	Comment
Ascension Lane	Pokeno	Private	Plan attached
Peet Row	Pokeno	Private	Plan attached
McLachlan Way	Pokeno	Private	Plan attached
Old Lexie Way	Pokeno	Private	Plan attached
Te Ara Aukati Terrace	Pokeno		Not 224 status
Lorrie Lane	Pokeno		Not 224 status
Crickett Row	Pokeno	Private	Not 224 status
Beltrees Lane	Pokeno		Plan attached
Gadd Lane	Pokeno	Private	Plan attached
Harriett Johnson Drive	Pokeno		Not 224 status
Wingfield Road	Pokeno		Not 224 status
Lippiatt Crescent	Pokeno		Not 224 status
Ballenden Crescent	Pokeno		Not 224 status
Ulcoats Lane	Pokeno		Not 224 status
Flannery Road	Pokeno		Not 224 status
Loader Place	Pokeno		Not 224 status
Culverwell Crescent	Pokeno		Not 224 status
Gibboney Place	Pokeno		Not 224 status
Ewins Lane	Pokeno		Not 224 status
Thomason Crescent	Pokeno		Not 224 status
Alaina Place	Tuakau	Private	Not 224 status
Old Vintners Close	Te Kauwhata		Not 224 status
Clairet Lane	Te Kauwhata	Private	Not 224 status
Rosso lane	Te Kauwhata	Private	Not 224 status
Talento Lane	Te Kauwhata	Private	Not 224 status
Maggie Lane	Te Kauwhata	Private	Not 224 status
Syrah Grove	Te Kauwhata		Not 224 status
Rylstone Way	Te Kauwhata		Not 224 status
Muscat Place	Te Kauwhata	Private	Not 224 status
Charles Barton Lane	Te Kowhai		Not 224 status
Kirriemuir Close	Tamahere		Plan attached
Harihari Lane	Whatawhata		Plan attached
Margot Lane	Matangi		Not 224 status
Meadowpark Way	Matangi		Not 224 status



Ascension Lane



Kirriemuir Close



Peet Row



McLachlan Way and Old Lexie Way



Harihari Lane



Beltrees Lane and Gadd lane

Open Meeting

To	Infrastructure Committee
From	Tim Harty General Manager Service Delivery
Date	15 May 2017
Prepared by	Martin Mould Waters Manager
Chief Executive Approved	Y
Reference #	INF2017 (23/05/2017)
Report Title	Pukekawa Refuse & Recycling Extension Consultation

I. EXECUTIVE SUMMARY

The purpose of this report is to obtain Council approval on the methodology to gauge public support of a proposed extension to refuse and recycling services in Pukekawa.

Council recently implemented the Long Term Plan 2015/25 (LTP) solid waste changes which included the way refuse and recycling was managed throughout the District. During this project the Pukekawa community was identified as a possible area of service extension.

The consultation with this community is now underway and this report outlines the manner in which the consultation is being undertaken. This differs to the resolution from Council meeting on 13 February 2017 following the verbal recommendation of how to proceed at the Council workshop held 20 April 2017.

2. RECOMMENDATION

THAT the report from the **General Manager Service Delivery** be received;

AND THAT the following Council Resolution **WDC1702/3/1** be rescinded:

AND THAT Council approve consultation with Pukekawa community on the extension of full solid waste services in the area;

AND FURTHER THAT should the support from the community be 65% or over, staff update the required systems and processes and commence delivery of the service on 1 July 2017;

AND FURTHER THAT the Infrastructure Committee recommend to Council that the refuse and recycling service option with the largest majority from the submissions received from the Pukekawa community be implemented from 1 July 2017;

3. BACKGROUND

The Pukekawa community is being consulted again on the refuse and recycling service they would like to receive from 1 July 2017. Consultation was undertaken with the community in September 2014 but did not meet the required 65% threshold to implement the kerbside collection at the time. Since then the free public recycling service in Pukekohe has closed at the EnviroWaste owned site and refuse drop off costs have increased. Consultation is being undertaken again with the community due to these changes.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Pukekawa consultation provides the community with three levels of service options:

1. Full kerbside refuse & recycling collection with a targeted rate levied.
2. Continued monthly recycling drop off with a targeted rate levied.
3. No service.

The option with the largest majority from the submissions received will determine the outcome of the consultation. Associated charges will be in the form of a targeted rate applied from 1 July 2017. Ratepayers and Residents will receive the consultation letter from 6 May and will have until 2 June to make submissions.

Council previously recommended a 65% positive return to implement any change, this is the change in process Council is needing to approve to allow for a majority decision.

4.2 OPTIONS

Option 1: The refuse and recycling service option with the highest majority from submissions received will be implemented from 1 July 2017.

This Option is recommended.

Option 2: Council do not approve the change in process from 65% support to majority rule. This would make the consultation being undertaken null and void.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

The impact on targeted rates is set out in the attached Pukekawa consultation letter

5.2 LEGAL

NA

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This is in effect a change in process as no formal policy is in place.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels 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>	Direct Letter drops of consultation letters will be delivered along with mail merge to ratepayers living outside of the area. Social Media and Council website will also be used to inform the communities				

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

Planned	In Progress	Complete	
			Internal
			Community Boards/Community Committees
			Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
	X		Households
			Business
			Other Please Specify

6. CONCLUSION

Council is consulting with the Pukekawa community around the levels of service for refuse and recycling. The three options proposed will be decided by a majority vote and all residents in the area will be charged a targeted rate if either option one or two are selected.

7. ATTACHMENTS

- Pukekawa Consultation Letter

5 May, 2017

Postal Address

Private Bag 544
Ngaruawahia, 3742
New Zealand

Dear resident,

0800 492 452
www.waikatodistrict.govt.nz

RE: PUKEKAWA REFUSE AND RECYCLING SERVICE

Currently the Pukekawa community receives a monthly recycling collection that is not covered by a targeted rate.

In the past Pukekawa residents have asked Council to provide rubbish and recycling service that is available to other communities in the Waikato district. This service includes a weekly kerbside pre-paid stickered bag refuse collection, weekly two-crate recycling collection, and an annual inorganic refuse collection.

In 2014 and 2015, we asked your community if you wanted a weekly kerbside refuse and recycling collection. On both occasions there was not sufficient support to introduce a weekly collection. Since 2015, Envirowaste, a privately owned business in Pukekohe, have stopped accepting recycling drop-offs. There are costs associated for Waikato District to continue to provide a monthly drop-off service, which is covered off under Option 2 (status quo).

Council has been trying to identify an appropriate location for a recycling drop-off service in Tuakau. This has been problematic and a solution has not yet been found. This has been placed on hold until further funding is secured through the 2018-2028 Long Term Plan process to continue investigations.

With this in mind, Council is consulting with the Pukekawa community again and is presenting three options. The option that receives the most support from respondents is the service that will be provided for everyone.

The three options are:

OPTION 1

- A weekly kerbside pre-paid stickered bag refuse collection (pre-paid stickers are \$1.50 and can be placed on bags of up to 60 litres and weighing no more than 20kg)*.
- A weekly two crate recycling collection (glass, plastic – types 1, 2 and 5 only, paper and card)*.
- An inorganic collection once a year.
- The cost of this service would be an annual targeted rate from 1 July 2017 – this would be \$131.15 per dwelling for 2017/18, plus a pre-paid component for refuse.

** For properties on gravel roads, there will be collection from outside the dwelling gate unless there is a restriction on the road that does not allow a rubbish truck to access it safely.*

OPTION 2

- A monthly drop-off service of recyclable materials only (glass, plastic – types 1, 2 and 5 only, paper and card). This would continue to be collected from Pukekawa Hall, Clark and Denize Road.
- The cost of this service would be an annual targeted rate from 1 July 2017 – this would be \$40.24 per dwelling for 2017/18.

(PTO)

OPTION 3

- No service provided.

* *The recycling service will no longer be available.*

What happens next?

Have your say! We encourage your response so you need to choose whether you want Option 1, Option 2 or Option 3.

Don't forget, whichever option that receives the **majority of support** from respondents will be the service provided for everyone. So, it is important that you take this opportunity to have your say and tell us which option you support

How do I provide feedback?

Attached to this letter is a feedback form. Complete all the information required on the form and return it to Waikato District Council by 2 June 2017 in the pre-paid envelope provided, or you can email it to consult@waidc.govt.nz. If you send feedback to this email address, please ensure all correspondence includes your property details and contact information. \$40.24

Or you can choose your option online by going to www.waikatodistrict.govt.nz/sayit

Want to know more?

You can call us free on 0800 492 452 or visit our website www.waikatodistrict.govt.nz/Pukekawaservice or email us consult@waidc.govt.nz

Information Evening

We will be holding a drop-in information session at the Pukekawa Hall on 18 May from 4pm-7.30pm.

We look forward to answering any questions. Feedback forms can also be submitted at this time.

Yours faithfully,

Marie McIntyre
Waikato District Council

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	1 May 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Exclusion of the Public

I. EXECUTIVE SUMMARY

To exclude the public from the whole or part of the proceedings of the meeting to enable the Infrastructure Committee to deliberate and make decisions in private on public excluded items.

2. RECOMMENDATION

THAT the report of the Chief Executive be received;

AND THAT the public be excluded from the meeting to enable the Infrastructure Committee to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated Tuesday 28 March 2017

REPORTS

a. Ngaruawahia Landfill

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
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Section 7(2)(a)(ba)(d)(e)(f)(i)(ii)

Section 48(1)(d)

b. Tamahere Piazza and Recreation Reserve Selected Supplier

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under: Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(c)(i)(f)(i)(ii)(h)(i)

Section 48(1)(d)

3. ATTACHMENTS

Nil