

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 27 NOVEMBER 2018** 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.*

*Ms Megan Jolly, Road Safety Education Co-ordinator will be in attendance from 9.00am to discuss item 5.2.*

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Tuesday 25 September 2018 3

**5. REPORTS**

5.1	Sport Waikato Report – 1 July – 30 September 2018	10
5.2	Road Safety Education	19
5.3	Service Delivery Report for November 2018	22
5.4	Section 1 SO 527032 to be declared Service Lane	46
5.5	Grass Verge Maintenance with 70km Speed Zone	53
5.6	Watercare Project Plan	58
5.7	Contract 11/064 – UGL (NZ) Ltd – Further Increase to Contract Sum	60
5.8	Ngaruawahia Memorial Hall Refurbishment Update	63
5.9	Waikato District Alliance GAIN Share Distribution	66
5.10	Waikato Region Cycle Trails Network	71
5.11	Horsham Downs Link Road – Progressing the Project	81

5.12	The Point Reserve Management Plan	87
6.	<b><u>EXCLUSION OF THE PUBLIC</u></b>	118

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**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	25 September 2018
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1318
<b>Report Title</b>	Confirmation of Minutes

**1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Infrastructure Committee meeting held on Tuesday 25 September 2018.

**2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Infrastructure Committee held on Tuesday 25 September 2018 be confirmed as a true and correct record of that meeting.

**3. ATTACHMENTS**

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INF minutes 25 September 2018

**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 25 SEPTEMBER 2018** commencing at **9.01am**.

**Present:**

Cr DW Fulton (Chairperson)  
Cr A Bech  
Cr JA Church  
Cr JM Gibb [from 9.43am]  
Cr S Henderson [from 9.04am]  
Cr SD Lynch  
Cr FM McNally [until 12.10pm]  
Cr BL Main [until 11.47am]  
Cr EM Patterson  
Cr JD Sedgwick  
Cr NMD Smith  
Cr LR Thomson

**Attending:**

Mr B Cameron (Onewhero-Tuakau Community Board Chairperson)  
Mr B MacLeod (Raglan Community Board Chairperson)  
Mr I Cathcart (General Manager Service Delivery)  
Mrs LM Wainwright (Committee Secretary)  
Mr P McPherson (Acting Programme Delivery Manager)  
Ms M May (Parks & Facilities Manager)  
Ms M Smart (Property Officer)  
Ms D Rawlings (Projects Team Leader)  
Mr S Pandey (Project Manager: Te Kauwhata)  
Mr G De la Rue (Acting Roading Manager)  
Mr P Foote (Waikato District Alliance)  
Mr C Chung (Raglan Holiday Park Papahua Chairperson)  
Ms L Wilkins (Bizworx)  
Members of staff  
Members of the public  
Media

**APOLOGIES AND LEAVE OF ABSENCE**

Resolved: (Crs Fulton/Sedgwick)

**THAT** an apology be received from His Worship the Mayor Mr Sanson and Cr McGuire;

**AND THAT** an apology for lateness be received from Cr Gibb.

**CARRIED on the voices**

**INF1809/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

Resolved: (Crs Fulton/Patterson)

**THAT** the agenda for a meeting of the Infrastructure Committee held on Tuesday 25 September 2018 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** all reports be received;

**AND FURTHER THAT** the Chairs of the Onewhero-Tuakau Community Board and Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

**CARRIED on the voices**

**INF1809/02**

**DISCLOSURES OF INTEREST**

Cr McNally advised members of the Committee that he would declare a non financial conflict of interest in item 5.6 [*Huntly War Memorial Hall – Update and Funding Movement Request*].

**CONFIRMATION OF MINUTES**

Resolved: (Crs Main/Church)

**THAT** the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 August 2018 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**INF1809/03**

## **REPORTS**

### Raglan Holiday Park Papahua – Chairperson’s Annual Report for 1 July – 30 June 2018 Agenda Item 5.1

The report was received [*INF1809/02 refers*] and discussion was held.

Mr Chung gave a verbal update and answered questions of the committee.

Cr Henderson entered the meeting at 9.04am during discussion on the above item.

### Raglan Holiday Park Papahua – Special Purpose Financial Statements for the year ended 30 June 2018 Agenda Item 5.2

The report was received [*INF1809/02 refers*] and discussion was held.

Ms Wilkins answered questions of the committee.

### Service Delivery Report for September 2018 Agenda Item 5.3

The report was received [*INF1809/02 refers*] and discussion was held.

Cr Gibb entered the meeting at 9.43am during discussion on the above item.

### NZ Rally Events Agenda Item 5.4

The report was received [*INF1809/02 refers*] and discussion was held.

The meeting adjourned at 10.34am and resumed at 10.55am.

### **Resolved: (Crs Smith/Main)**

**THAT the Committee recommend to Council that it decline the request for the upcoming NZ Silver Fern Rally being held on 23 and 24 November 2018 due to the nature, function and condition of the Otorohaea Trig Road and Kawhia Road;**

**AND THAT the Infrastructure Committee recommend to Council that the Road Closure Motor Sport Events Policy be reviewed prior to 1 July 2019.**

**CARRIED on the voices**

**INF1809/04**

Stopping of Unformed Roads, Bartell Block at Pokeno  
Agenda Item 5.5

The report was received [*INF1809/02 refers*] and discussion was held.

The Property Officer gave a verbal update and answered questions of the committee.

**Resolved: (Crs Sedgwick/Gibb)**

**THAT the unformed portion of Regina Street, and the unformed portion of Pokeno Street (shown as Section I SO 502528) which have previously been declared to be surplus to Council requirements, be stopped in accordance with the provisions of the Public Works Act 1981;**

**AND THAT Section I SO 502528 be transferred to Pokeno Village Holdings Limited (or nominee) at a price established by valuation and to be within property policy;**

**AND FURTHER THAT the proceeds of sale be credited to the Property Proceeds Reserve;**

**AND FURTHER THAT the Chief Executive be delegated to execute all relevant documentation.**

**CARRIED on the voices**

**INF1809/05**

Huntly War Memorial Hall – Update and Funding Movement Request  
Agenda Item 5.6

The report was received [*INF1809/02 refers*] and discussion was held.

The Projects Team Leader gave a verbal update and answered questions of the committee.

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

**THAT the Infrastructure Committee recommend to Council to bring forward a total of \$140,000.00 of existing funding for the Huntly War Memorial Hall from the 2019/2020 year (\$50,000.00 under ICC10010.0220) and 2020/2021 year (\$90,000.00 under ICC10010.0121).**

**CARRIED on the voices**

**INF1809/06**

Cr McNally declared a conflict of interest, withdrew from the chambers and did not speak to, or vote on this item.

Approval of Proposed Raglan Community Board Road Name List  
Agenda Item 5.7

The report was received [*INF1809/02 refers*] and discussion was held.

**Resolved: (Crs Thomson/Smith)**

**THAT the Committee approve the proposed Raglan Community Board Road Name List that includes the following eleven road names and one bridge name:**

- Rangitahi Bridge,
- Rangitahi Road,
- Pekapeka Street,
- Omahina Street,
- Hapuapua Street,
- Kānuka Street,
- Te Huinga Lane,
- Rewarewa Lane,
- Kotare Street,
- Rata Lane,
- Tī kōuka Lane, and
- Māra Kai Lane.

**CARRIED on the voices**

**INF1809/07**

**EXCLUSION OF THE PUBLIC**

Agenda Item 6

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

**THAT the report of the Chief Executive be received;**

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

**Confirmation of Minutes dated Tuesday 28 August 2018**



## **REPORTS**

- a. **Provision of Wastewater services for growth corridor: Te Kauwhata wastewater alternative**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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)(b)(ii)(i)

Section 48(1)(a)(3)(a)(i)(d)

**CARRIED on the voices**

**INF1809/08**

*Resolutions INF1809/09 – INF1809/11 are contained in the public excluded section of these minutes.*

Having resumed open meeting and there being no further business the meeting was declared closed at 12.18pm.

Minutes approved and confirmed this                      day of                      2018.

DW Fulton  
**CHAIRPERSON**

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**Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	26 October 2018
<b>Prepared by</b>	Karen Bredesen PA to the General Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018
<b>Report Title</b>	Sport Waikato Report I July 2018 – 30 September 2018

## **1. EXECUTIVE SUMMARY**

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Attached is the Sport Waikato Report for the period I July to 30 September 2018. In this report the Waikato District Sport Co-ordinators 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**

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

## **3. ATTACHMENTS**

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Sport Waikato Report I July 2018 – 30 September 2018



## Sport Waikato Report 1 July 2018 – 30 Sept 18

# MOVING WAIKATO 2025

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

Moving Waikato 2025 is an evidence-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

**OUR PEOPLE**

A focus on the provision of opportunities that meet the needs of the people of our region - from adults and those children and those who will active

- Women and Girls
- Young People
- Māori
- Local Councils/whānau
- Elder People

**BUILDING COMMUNITIES**

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

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

**REGIONAL LEADERSHIP**

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



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

ACHIEVING SUCCESS THROUGH WORKING TOGETHER




**Waikato District**

**Fiona Devonshire & Jason Marconi - District Coordinators**

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<p><b>Outcome – Participation/Quality of Life</b></p>	<p>To grow participation in local communities to increase the number of individuals who meet the physical activity guidelines</p>
<p><b>KPI</b></p>	<p><b>Evidence/ measurement</b></p>
<p><b>PROJECT ENERGIZE –</b> Simon Beale &amp; Mahia Knightingale-Pene</p>  <p>Work with primary school sport clusters to increase opportunities &amp; participation.</p>	<p>Project Energize partner with all schools in the district and focus delivery on improving nutrition and increasing physical activity. The following is an overview of what schools have been up to from July – Sept.</p> <ul style="list-style-type: none"> <li>• Home Play Challenge</li> <li>• Cross Country Training</li> <li>• Pro Joe’s Lunchbox – Mahia</li> <li>• Takeaways</li> <li>• Sugary Drinks</li> <li>• Daily Fitness</li> <li>• Healthy Breakfast</li> </ul> <p>Sport Waikato coordinated both the Ngaruawahia and Huntly schools Miniball modules. The Ngaruawahia module was played at Waipa Primary School and the Huntly module at both Te Wharekura o Rakaumangamanga and Huntly West School</p>
 <p>Funded by Sport Waikato to deliver to schools in the North Waikato where Project Energize is not available</p>	<ul style="list-style-type: none"> <li>• Sports in Schools program: Targeted sessions around fundamental sport/movement skills and physical literacy during the curriculum, lunchtime and after school. Aim to work alongside the teachers to assist in their development. Covering Years 1-13 (Primary – Secondary Schools). Harrisville Primary, Mercer School, Mangatawhiri School &amp; Te Kohanga Primary, Otua Primary School &amp; Pukeoware School</li> <li>• Her Move. This programme is targeted at young girls (13-18 years old) who do not engage in physical activity. We see the girls twice a week, once for a theory session and the second session for a practical session. The focus of this is to help develop young girls’ self-confidence and motivation through goal setting, self-awareness and identifying challenges and barriers.</li> <li>• Youthtown have also run 3 Youth Leadership Camps at our lodge in Ohakune, which included students from North Waikato</li> </ul>

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<p><b>SECONDARY SCHOOLS PROGRAMME</b> - Tony Rogers and Abigail Whiu</p>  <p>Increase opportunities &amp; participation.</p>	<p><b>Building relationships with Secondary Schools</b></p> <p>Attended the quarterly Sports Coordinator meeting at Rototuna High School</p> <ul style="list-style-type: none"> <li>Working with the Sport Waikato Secondary School Development Officer to promote and support the delivery of district wide sports events.</li> <li>Working with the school Sports Co-ordinators to enhance opportunities for participation.</li> <li>Met with Tessa Wilson (Counties Manukau Secondary Schools Regional Sports Director) who coordinates with Tuakau college and Onewhero Area School in the Auckland College sports clusters.</li> <li>Sport Waikato coordinated the North Waikato Secondary Schools Basketball module held across the various high schools in our district during June and July.</li> <li>Sport Waikato supported the North Waikato Secondary Schools Squash module held at the Ngaruawahia Squash Club during September.</li> </ul>
<p><b>EVENTS</b></p>  <p>Community Events: To support the delivery of community events and classes, delivering a physical activity and healthy nutrition focus.</p>	<p><b>Local events supported by Sport Waikato</b></p> <ul style="list-style-type: none"> <li>Supported the Ngaruawahia Bikes Day Out held at The Point in Ngaruawahia in July</li> <li>Supported the annual Koroneihana held at Turangawaewae marae in Ngaruawahia</li> <li>Meremere basketball program. Kickstart funding (\$5000) provided through Sport Waikato to cover coaching/ equipment costs. Support for each session by D.C. Approx. 30 kids each session.</li> <li>Pokeno yoga: connected deliverer to venue, promotion through website and at local meetings.</li> <li>Connected Mercer to St Johns in schools first aid training for kids</li> </ul>
<p></p> <p>Community recreation projects, groups and classes</p>	<p>Gathering the details and promoting the opportunities of active recreation opportunities, classes and groups. Supporting the groups to promote what they are doing and creating more opportunities.</p> <ul style="list-style-type: none"> <li>Keeping the Be Active section of the Sport Waikato website current and comprehensive.</li> <li>Connecting individuals with appropriate classes</li> <li>Media promotion of opportunities</li> <li>Support for current community exercise groups</li> </ul>


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	<p>Connected Linda McPoland to Kimihia Rest Home to upskill staff to deliver Chair yoga to residents</p> <ul style="list-style-type: none"> <li>• Connected Brightwell’s Pride Boxing to Raglan Area School and supported deliverer with starting up new community classes in Taupiri</li> </ul>


<p><b>UNDER 5 PROGRAMME -</b> Madeleine Kirk, Robyn Polley</p> <p>Deliver parent education sessions related to foundation and fundamental skills.</p>	<ul style="list-style-type: none"> <li>• Infant Massage Workshop held at Te Kauwhata Plunket in August</li> </ul>
<p><b>UNDER 5 ENERGIZE PROGRAMME –</b> Joe Hill-Moana</p>  <p>Early childhood centres are supported to embrace healthy eating and develop physical activity action plans.</p>	<p>Te Kauwhata, Huntly, Ngaruawahia and Raglan early childhood centres. Focus – provide centre support with resources for physical activity and nutrition and fundamental skills workshops held in each centre.</p> <ul style="list-style-type: none"> <li>• Focus on Matariki and delivering Maori Games to most centres.</li> <li>• Focus on Healthy Kai. Interactive Displays and Modelling sessions have been rolled out to most centres with their garden to table concept.</li> <li>• Focus on Oral Health. Interactive displays with parents and modelling sessions at mat times with tamariki.</li> </ul>
<p><b>ACTIVE &amp; WELL PROGRAMME –</b> Jodie Fleming</p>  <p>Adult Health – Working</p>	<p><b>Active &amp; Well</b> is a written prescription either self-referred or from your doctor/nurse about making some lifestyle changes that will improve your overall health, this is called a Green Prescription. The Green Prescription programme is a Ministry of Health funded service.</p> <ul style="list-style-type: none"> <li>• <b>Green Prescription</b> - Jodie Fleming continues to deliver green prescription (GRx) working alongside referrers such as the medical centres, physiotherapists, occupational therapists, midwives and other health professionals. 52 GRx clients were referred this quarter for education around healthy eating and exercise.</li> <li>• <b>Whaanau Kori, Tamariki Ora</b> our new Active Families, Healthy Kids programme was launched. This is a free programme for 4-6 year</li> </ul>

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<p>towards a healthy lifestyle.</p>	<p>olds, that is designed to help whaanau make some lifestyle changes. Focuses include healthy food options, getting children moving and active, decreasing screen time and good sleep habits</p> <ul style="list-style-type: none"> <li>• <b>Green Prescription Teens</b> programme was launched. This is a programme for young people who feel that their health would benefit from increased physical activity or basic advice on food choices.</li> </ul>
<p><b>THIS IS ME – WOMEN &amp; GIRLS – Amy Marfell</b></p>  <p>To connect individuals/groups to opportunities for Women &amp; Girls</p>	<p>Two new positions have been advertised under the This Is Me initiative which will allow for the growth of the programme after the official launch. One will be based in the northern part of the greater Waikato while the other will be based in the south.</p>

	<p>To work with the deliverers of sport, recreation and physical activity to provide sustainable quality experiences</p>
<p><b>KPI</b></p>	<p><b>Evidence/Measurement</b></p>
 <p>To develop and deliver initiatives that grow capability and capacity</p>	<ul style="list-style-type: none"> <li>• <b>Working with Tuakau Combined Sport Society:</b> Vision building/realisation, funding stream diversification, volunteers and facilities optimisation to accommodate predicted population growth in the area.</li> <li>• <b>Working with Pokeno Community committee:</b> what can we do for Pokeno in the meanwhile as they wait for new facilities – connection to North Waikato neighbours Mercer, Tuakau, Meremere and their respective facilities</li> <li>• <b>Huntly Community Sports Forums:</b> In conjunction with the Huntly Community Board two evening workshops were held at the Riverside meeting rooms in Huntly with 30 sport club representatives and locals attending. The purpose of the evening was to bring clubs together to network, information share and create an opportunity to share r concerns, needs and successes with their local community board and Sport Waikato team</li> </ul>
<p>Volunteers: To recognise the</p>	<ul style="list-style-type: none"> <li>• Sport Waikato is looking at a way to recognise and celebrate sporting volunteers. A new volunteer strategy has just been finalised and accepted and will be implemented through MW 2025</li> </ul>

*"Mahi a te mahi hei painga mo te iwi - do the work for the betterment of the people"- Te Puaea Herangi*

<p>achievement and contribution of volunteers via a volunteer recognition programme.</p> <p>To celebrate local sporting success through the provision of an annual sports awards recognising athletes, administrators and clubs.</p>	<ul style="list-style-type: none"> <li>• Cecelia Heta (Meremere) presented with a Sport NZ Volunteers hoodie in recognition of her contribution to getting basketball into the Meremere Community Hall.</li> <li>• The 2018 Waikato Sports Awards will take place on Wednesday 21st November 2018 at the Waahi Paa. After a lot of publicity/marketing/phoning and pleading – we have 40 nominees across the categories with a good spread of sports. Our MC’s for the evening are local resident Patara Berryman and Eric Murray. Our guest speakers are Commonwealth Games competitors Camille Buscomb and Ellesse Andrews. Councillor Eugene Patterson kindly accepted our invitation to be a member of the judging panel.</li> </ul>
<p>Providing community with information on events, development and funding opportunities.</p>	<ul style="list-style-type: none"> <li>• New Waikato District quarterly stakeholder newsletter sent in August – a good response and positive feedback</li> <li>• Linking with local Newspapers</li> <li>• Facebook : posting on local community pages events and opportunities</li> <li>• Sport Waikato Website – Events and Be Active for community clubs, groups and classes</li> <li>• Promotion of clubs, community-led events, workshops and community-led classes and groups</li> <li>• Database being continually updated</li> <li>• Continual funding advice to clubs/individuals/schools on request</li> </ul>
<p><b>DISTRICT SPORT PLAN</b></p> 	<ul style="list-style-type: none"> <li>• Sport Waikato has provided Council with a draft Sport and Recreation Plan. The plan prioritises facility projects and programme/service delivery priorities to be delivered in partnership with Sport Waikato and the local community. Once confirmed the plan will look to guide council’s decision making.</li> <li>• Regional Sports Facilities Plan: The RSFP is now in final draft following consultation during August and September. The final plan will be circulated and presented to the Mayoral Forum in December 2018 for approval.</li> </ul>



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	To develop, maintain and grow quality stakeholder relationships
<b>KPI</b>	<b>Evidence/Measurement</b>
To work together with partner organisations to deliver projects/events  To identify, plan and deliver collaborative projects for the district	<ul style="list-style-type: none"> <li>Working alongside the organisers of the Huntly Half Marathon to promote and encourage participation in the 2019 event</li> <li>Huntly West Sports Complex – coordinated members of the Huntly College Old Boys Rugby Club to attend a presentation by Joe Sprangers (former president and current board member of Te Awamutu Sports) held in Ngatea to understand the workings of a successful multisport club. Discussions held around vision building, organisational structure, governance, brief vision sharing discussions held with Council, met with funders to share the vision and investigate possible funding options</li> <li>In talks with Pukekohe joggers club about moving Pukekohe ½ marathon to the North Waikato after the club is feeling frustrated and disillusioned by the efforts of Auckland Council.</li> </ul>
	To promote and advocate for healthy, active lifestyles
<b>KPI</b>	<b>Evidence/Measurement</b>
To deliver and promote the Sport Waikato message	<p>Successful programmes toward change in the delivery of healthy eating/drinking options in sport &amp; recreation venues.</p> <ul style="list-style-type: none"> <li>Currently with the adoption of the new organisational nutrition policy, all Sport Waikato staff have been up-skilling themselves in order to deliver initiatives/good practice consistently across the region.</li> </ul>
	Other
	<ul style="list-style-type: none"> <li>Good Sorts For Sport – our recent staff volunteer day was based in the Thames Valley region with projects at the Maramaraua School, Thames Squash Club and Thames Valley Hockey Centre. Our whole staff met in Ngatea and then dispersed to the various projects – a great make-over for the perimeter fence of the Hockey Centre</li> <li>GPS – Late last year all Sport Waikato vehicles had GPS units installed and this year a safe driving policy has been implemented. Sport Waikato has now become the national benchmark of how effective GPS can be for driver safety by lowering risk. Nationally our organisation sits on the lowest overall risk points</li> </ul>

*"Mahi a te mahi hei painga mo te iwi - do  
the work for the betterment of the people"- Te Puea Herangi*

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|--|--|
|  | <ul style="list-style-type: none"><li>• Sport NZ – We recently attended a presentation made to our staff, councils and regional sporting organisations by CEO of Sport NZ – Peter Miskimmin. This update outlined the possible changes to the government funding for the Sport and Recreation sector. There will definitely be more focus in the area of health/well-being, but what that might look like is yet to be determined.</li></ul> |
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**Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	12 November 2018
<b>Prepared by</b>	Megan Jolly Road Safety Education Co-ordinator
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018
<b>Report Title</b>	Road Safety Education

## **1. EXECUTIVE SUMMARY**

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The purpose of this report is to inform the Infrastructure Committee of key 'road safety education' activities and information for the months of July-October 2018.

## **2. RECOMMENDATION**

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

## **3. ATTACHMENTS**

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- Road Safety Education Report

## 1. Key Activities

The 2018/2021 education programme submitted to New Zealand Transport Agency (NZTA) for approval and funding has been approved, and programmes are now underway. The last four months saw completion of the following activities/campaigns:

### Young Drivers

- Skills day at Tuakau College for young drivers.
- Support for SADD activities.
- The Waka Trust contract has been renewed for delivery of the 'Community Driver Mentor' Programme. NZTA and Police supported the continuation of this programme.
- Council has supported Police to deliver a learner licence programme at Ngaruawahia High School. There were 18 participants, 14 of whom passed. Talks are underway with Raglan area school to deliver a similar programme early next year.

### Motorcycles

- A Police/education stop was held at Te Uku.
- A motorcycle skills course took place in October.

### Senior drivers

- A senior driver workshop was held at Tamahere. A further one is planned in Tuakau in November.

### Fatigue

- A fatigue stop was held at Whatawhata. The stop targeted people coming back from the ski fields.

## 2. Restraints

The current three year programme has dedicated funding for promoting the use of restraints.

According to the Ministry of Transport (MOT), wearing a safety belt reduces your chance of death or serious injury in a crash by 40 percent. Whether you sit in the front or the back seat, the risk of serious or fatal injury is virtually the same.

Police officers attending fatal crashes give an indication of whether safety belts were worn at the time of the crash and estimate whether wearing a safety belt would have saved the person's life. Over the last few years about 30 lives could have been saved each year if people had worn their safety belts (MOT, 2018). In the Waikato district there have been three fatalities over the last five years where seatbelts have not been used.

National statistics have seen a decline in adult back seat restraint usage from 2014/2018 by 2%.

Council in conjunction with Waipa District Council have produced a video clip encouraging people to 'get it on in the back'. This was released Labour Weekend on Council's facebook page, reaching 5,668 people.

### **3. Cycling**

Council has received three years of funding from ACC for cycle skills education of both Adults and students. This funding is 100% subsidised. The first year's funding is for \$4,890. The training will be delivered with Cycle NZ in conjunction with Sport Waikato. The first year of training will be carried out in Raglan and Ngaruawahia.

### **4. Upcoming Projects**

- Young driver skills training (November, December)
- Motorbike skills training (November)
- Senior driver workshop (Tuakau, November)
- Sober driver campaign (November, December)
- Cycle skills (November)
- Fatigue stop (Maramarua, December)

### **5. Fatal and Serious Injury Crashes, 2018**

There have been three fatal crashes and 17 serious injury crashes for the period January to October 2018 on Council managed roads (provisional). Fatal crashes were on Highway 22, Bankier Road and Mangatangi Road.

A more detailed report on crash statistics and trends is being prepared and will be available early next year.

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### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	16 November 2018
<b>Prepared by</b>	Karen Bredesen PA to the General Manager Service Delivery
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	INF2018
<b>Report Title</b>	Service Delivery Report for November 2018

## **1. EXECUTIVE SUMMARY**

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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**

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

## **3. ATTACHMENTS**

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- Dash Board Reports

## REPORT

### PARKS AND FACILITIES

#### Facilities

#### Contracts

##### Belgravia Leisure

Huntly's Aquatic Centre was awarded the New Zealand Recreation Association's Outstanding Pool Award for 2018, recognition for being the best run swimming pool in New Zealand. The award, which is judged on excellence, innovation and effectiveness in the provision of pool services recognised Huntly for its excellent customer service, innovative approach to teaching, access and inclusion along with its high percentage of the population participating in learn to swim.



*Photo 1: From left to right, Tammy Shead, Demi Moana, Jordarne Wiggins and Lucy Dodunski with the award.*

##### Housing for the Elderly - Flat Renovations

In the past three months all of the pensioner units have had their insulation upgraded to meet the new legislation levels of 2.9R rating. Positive comments have been received from some of the tenants already regarding the difference this has made.

Two units at the Jellicoe blocks have been renovated with new flooring, and freshly painted walls and joinery. Both units also had bathroom upgrades with low-profile entry showers installed. These are almost ready for the new tenants to move in to.

The Jellicoe units have also had 30 meters of boundary fencing replaced which has provided extra security for the back corner.

Over the coming months new letterboxes are going to be installed and the exterior of the Hakanoa Street units in Huntly will be repainted.

In addition, two more units have had new carpeting and three units have had new free-standing ovens installed.

## **Open Spaces**

### **Zero Harm**

There were eight near misses reported by contractors over October with one First Aid incident reported. The First Aid incident involved a strained injury whilst working with a knapsack on uneven ground.

Council staff continue to undertake joint health and safety audits with their contractors on a monthly basis.

### **Scheduled Maintenance**

#### **Public Facilities Cleaning - OCS**

OCS performed well over October with all audited sites passing. OCS reported a general increase in graffiti and vandalism within toilets over August. OCS's contract ends in February 2019.

#### **Arboricultural Services – Franklin Trees**

Franklin trees completed all programmed works over October to a good standard. There was little reactive work over this period.

#### **Open Spaces Maintenance - Citycare**

Citycare reported a round completion of 97% over October. With spring now fully settled in reactive works have increased. Eight quality audits were undertaken over October. Aspects highlighted in the quality audits are used to improve Citycare's service delivery and increase field staff awareness on Council's expectations.

## **Operational Projects and Capital Works**

### **Lake Puketirini Car Park Upgrades, Huntly**

Work has been completed on the car park and access way to the eastern side of Lake Puketirini. Lake Puketirini has had a number of security issues and is vandalised on a daily basis. The work to the car park utilised CPTED principles (crime preservation through environmental design) in an attempt to reduce vandalism and unwanted behaviours. Bollards were placed around the accessway and car park to prevent vehicles accessing the turfed area and damaging furniture. Large rocks and trees were placed in locations to avoid vehicle damage to turf and structures. Within a week of the work being completed a stolen car was driven into a garden and set alight. The fire brigade and police attended the incident.



Photo 2 & 3: New bollards and rocks around Lake Puketirini in an attempt to reduce vandalism





Photo 4 &amp; 5: Arson

### Trees in Decline - Removal of Oak

A large Oak on Ellery Street, Ngaruawahia, is in decline and is being scheduled for removal late November. The tree has some significance to local residents particularly with children for climbing. It has been proposed if the trunk and large branches are suitable they will be utilised in The Point playground project as edging and natural play features. The remaining wood may be provided to the local school as fire wood for a fundraiser.



Photo 6: Oak Tree in decline, Corner of Ellery and Pond Street

## **PROGRAMME DELIVERY**

### **Contract 17/120 - Tamahere Recreation Reserve**

Construction works on the Piazza is continuing with boxing being placed for the construction of concreted and paved areas which are to be completed by the end of January. The remaining soft landscaping and furniture to be completed at the end of March.

The playground, skate park and car park have had the pricing agreed and subcontractors have been commissioned to carry out the works. The recent draft programme shows that the earthworks for these portions will begin at the end of November, however, we are two weeks ahead of the programme with the skate park and playground areas already underway. Completion of these portions will be with the installation of the playground equipment to be complete by mid-June. The skate park is currently programmed to finish at the beginning of

June, however, there is ability to bring this forward as there are no long lead items which will dictate when works can commence.

The cricket pitch has not been awarded yet, however, it is still included in the contract schedule allowance and will be completed by the end of March pending approval to proceed. Confirmation from the Tamahere Community Committee that current sizing is accepted and further clarification from Parks and Facilities for acceptable construction materials are needed before proceeding. This work is currently programmed to be complete by the end of March.

The fitness trail is currently on hold with further information on the final alignment to be agreed with TCC. This will then be priced and will proceed once agreement has been made final. NZ Transport Agency (NZTA) have not finalised the Te Awa trail overbridge for State Highway 1, however, from previous discussions the alignment is required to remain outside of the reserve boundaries to allow full utilisation of the space for potential sports fields. This work is currently programmed to be completed by the end of April.

### **Onewhero Rugby Club Wastewater Treatment Upgrade**

Construction of Stage 1 will commence Monday, 19 November and be completed by Wednesday, 28 November 2018. This will allow all documentation to be provided to the Ministry of Business, Innovation & Employment (MBIE) in accordance with the funding agreement for Tourism Facilities Development Grant Fund – Responsible Camping.

By completing Stage 1, this provides additional time for liaison and coordination around funding and volunteer monitoring contributions with the Rugby Club and allow them to seek external grants which will contribute to the funding. Stage 2 works will be for the installation of a new larger treatment and storage system which will need to be complete before the peak rugby season to ensure that the new dispersal system constructed under Stage 1 is not overloaded with higher water tables and decreased evaporation rates causing failure.

### **Tourism Infrastructure Fund (TIF)**

Construction is underway on the Joyce Petchell Park site, and planning, design, consultation, and procurement is continuing on the Cliff Street and Wainui Road sites.

The Ministry of Business, Innovation & Employment (MBIE) has approved the variation letter requesting a funding transfer and additional time needed, due to consultation and archaeological delays at Joyce Petchell Park, and the issues with the Riria Kereopa Memorial Drive site. The funding transfer is required to reallocate the grant provided to enable further upgrades to the toilet facilities at Wainui Reserve Main Beach.

#### *Joyce Petchell Park Car Park Upgrade and Toilet*

Heritage NZ authority to disturb the site was approved on 14 November and with a 15 working day mandatory appeal period, work can commence again from 5<sup>th</sup> December. Our Archaeologist and Contractor are planning to commence earthworks shortly after.

The car park upgrade works have been negotiated and awarded to Fulton Hogan, under Contract 18/077.

The new four pan toilet was installed as planned and opened on 2 November. As part of the community engagement strategy, the community will appoint a local artist to paint the exterior of the unit.



*New Joyce Petchell Park toilet installed*

#### *Adjacent Car Park Upgrade at Stewart Street and Raglan Fire Station*

The Fire Station car park works are complete, however, Waikato Regional Council have requested minor changes to the bus stops. These works will be incorporated into the upcoming car park works.

Construction of the nine car parks in front of No. 8, 10 and 12 Stewart Street commenced on 19 November. The six car parks to be built by the 12 Wainui Street developer in front of No. 4 Stewart Street will be built at a later stage as discussions with the developer to agree to a cost share arrangement were unsuccessful. Stewart Street car parking works can still progress under Accidental Discoveries Protocol and the car parks are planned to be completed (chipsealed) before starting the Joyce Petchell Park Car Park Upgrade to ensure some parking is always available.

#### *Cliff Street*

Exeloo contracted under C18/008 will be supplying the new Cliff Street Toilet Facility and delivery is available from 5 December. Demolition of the old toilet and installation of the new is planned for early December with negotiations continuing with Fulton Hogan to include this work in Contract 18/077.

#### *Riria Kereopa Memorial Drive*

Riria Kereopa Memorial Drive toilet works cannot proceed, due to ongoing Iwi discussions.

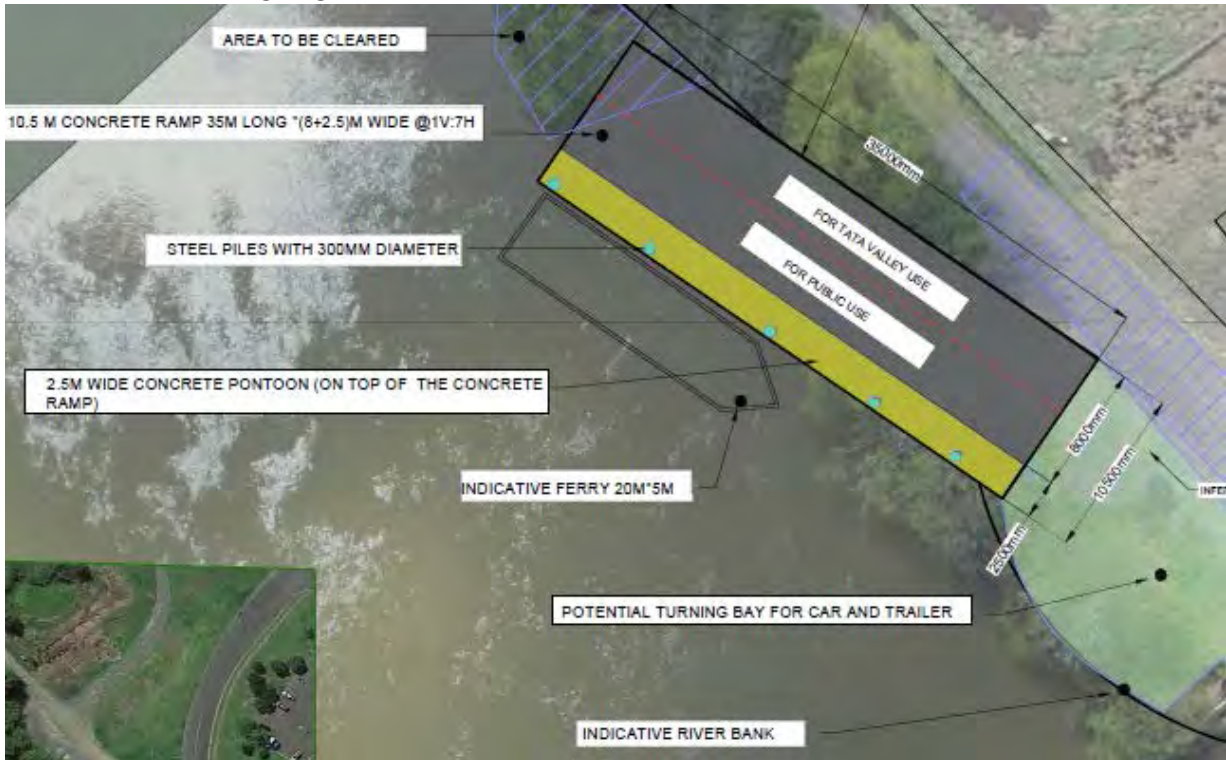
#### *Ngarunui Beach*

Iwi, Raglan Coastal Reserves Committee and the Raglan Community Board support the concept plans for the new toilet solution on Ngarunui Beach. Detailed design and planning continues with construction expected to occur in the New Year.

## Boat Ramps

### Mercer

Tata Developments are looking at installing a new boat ramp capable of enabling a duck bus to negotiate the ramp. Initial discussion with the Waikato Regional Council and Harbour Master have been positive with consideration for a Development Agreement to be established. Further consultation is required with affected parties, Iwi, and stakeholders. Discussions are on-going.



*Developers Proposal for Mercer Boat Ramp*

### Narrows

Schicks have been awarded the works for maintenance repairs to Narrows Boat Ramp. Start date to coincide with low river levels. Schicks have advised that they are ready to proceed. Extent of works will be to pour flowable grout and install perimeter rocks to prevent further undermining of the ramp support.



*Undermining of Narrows Boat Ramp*

### Les Batkin Ramp

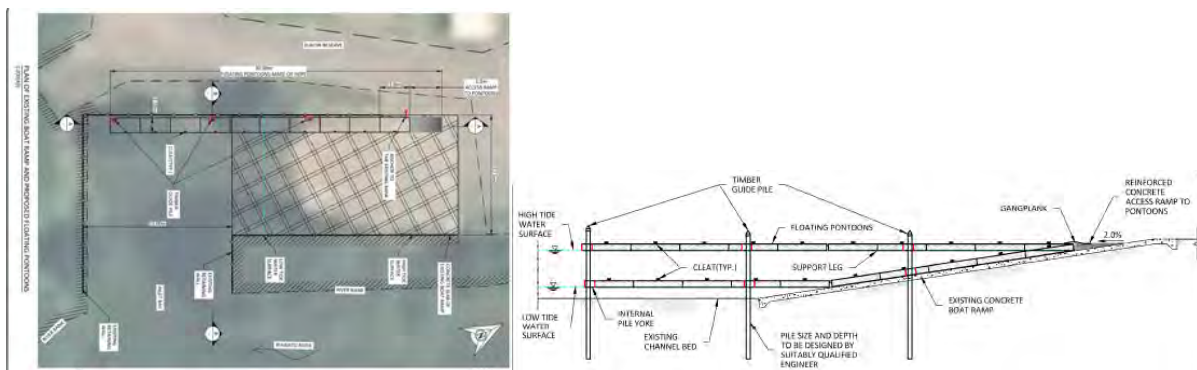
Schicks have provided a quote for the repair works required to be undertaken. Staff are looking into engaging Schicks in conjunction with Narrows boat ramp works and contract. Schicks quote is being assessed, and a portion of the works is being cost reviewed, and staff are currently waiting on a breakdown.



Les Batkin Southern Boat Ramp

### Elbow Boat Ramp

Bloxam Burnett Oliver have provided an updated plan in line with budget constraints, looking into options around existing retaining wall condition. Given current conditions of the existing retaining wall and usability of the pontoon and ramp an alternative option may be a better solution. Further work is required on the design.



Proposal for Elbow Boat Ramp

### Walkways

#### Tamahere Walkways Contract 16/174 - Base Civil

Construction is continuing on this 1.3km of shared path on Newell Road with completion expected late November.

Challenges with the Contract have included safety enhancements needed for the road crossing, quality issues, and programme issues that had to be addressed with the Contractor. The final products are taking shape and is looking good, as can be seen from photo below.



*Tamahere Walkway/Cycleway – part of the Te Awa Cycleway*

### *Te Kauwhata Walkways*

Planning works continue for the upcoming construction of the loop walkway via Te Kauwhata Road, Travers Road, and Wayside Road.

The Waikato District Alliance have been engaged to undertake these works, starting on Travers Road near Moorfield Road, while land purchase discussions continue with New Zealand Transport Agency to acquire necessary land.

Further meetings with a sub-group of the Te Kauwhata Community Committee to discuss the Te Kauwhata walkway/cycleway are planned before any construction commences.

### **Waters**

#### District Wide Watermain Renewals - Contract 17/093 Allens United Drainage & Earthworks Ltd

The construction of 3.4km of water main upgrades over 18 watermain renewal sites have been completed.

Final project costs have remained under approved contract value with a cost saving of \$125,000.

The contract works involved the replacement and upgrade of cast iron and AC watermains over 14 programmed sites, with four additional renewal sites as an initiative by the District Health Board following the outcome of the NZ Drinking Water Standards enquiry.



#### 2018/19 District Wide Water Reticulation Renewals - Contract 18/055

This contract provides an opportunity to undertake the construction of the 2018/19 District Wide Water Reticulation Renewals, which will offer a proactive response to the rapid growth throughout the communities within the Waikato District.

The growth of the local communities and supply of these essential amenities is to be achieved by constructing new watermain pipelines in replacement of the existing network which is ageing, undersized and in some cases in poor condition.

Current Progress - The contract was presented to the market through a single stage Request For Price (RFP) process with a close date set for 16 November.

A quick evaluation turn around is to be applied with the contract to be awarded by 14 December 2018, and possession of site set for 15 January 2019.

## **Pipelines**

### Hopuhopu to Huntly Pipeline (Stage 2)

Contract C15/216 with Te Aratika Drilling Ltd has now reached Practical Completion. Final connections and commissioning works, as undertaken by Te Aratika Drilling, took substantially longer than anticipated, however, Council staff have managed the contractual relationship to see the Stage 2 works completed within budget and to the required quality standards agreed.

Te Aratika Drilling have now handed over remaining materials purchased for works that were removed from contract scope as part of negotiations to close the contract.

A 12 month defects liability phase is now underway with Te Aratika Drilling and it is Council staff's intention to hold a Post Contract Review, including meeting with the Contractor and working through a lessons learnt process.

### Huntly to Hopuhopu Pipeline (Stage 3) – Packaged with Contract 18 078 Tuakau & H2H Bulk Watermain 2018-19

Tenders for Contract 18/078 closed on 7 November and evaluations are currently underway. Staff are working towards a tender report being presented to the 10 December Council meeting seeking approval to award the contract.

Council approved additional funding in September to complete the Hopuhopu to Huntly Pipeline, including the Taupiri branch connection, and all enabling connectivity improvement works at Huntly and Ngaruawahia water treatment plants. Tender pricing indicates additional funding will still be needed, this will be addressed in the report to Council.

### Tuakau Bulk Watermain C18/078

Packaged with the Huntly to Hopuhopu Pipeline project above, tenders for Contract 18/078 closed on 7 November and evaluations are currently underway. Staff are working towards a tender report being presented to the 10 December Council meeting seeking approval to award the contract.

The proposed construction works are for a 1.6km of Bulk Watermain from the Harrisville Road reservoir to near Park Avenue, and will connect to the already constructed 250mm watermain from Park Avenue to the industrial area.

The design phase included extensive services location and potholing to mitigate risks.



Tuakau Bulk main - Potholing



Potholing reveals services data to update design

## Stormwater

### Raglan Stormwater Reticulation Extensions Contract 17/104 Connell Contractors

Contract 17/104 work for Ngaruawahia, Kent & George Stormwater Upgrade is now complete, with all as-builts now received from Connell Contractors.

Council staff coordinated with stakeholders of the adjacent development planned for 12 Wainui Road during the works. Staff will hand over the remaining works to be done by the adjacent developer soon, as part of their consent requirements. This includes further pipework, earthworks filling, and reinstatement of the large open drain located partly on private land, to enable the development and mitigate the developments effects. This will include six car parks to be built in front of 4 Stewart Street.



Stormwater Works completed at corner Wainui Road and Stewart Street



## Wastewater

### Pokeno Wastewater Reticulation Scheme, Phase 3

Heritage New Zealand have issued the authority to complete the works, and the notification period has commenced. The contract is to be advertised for the completion of the private drainage connections in December.

### George Drive Wastewater Renewal (2015/16)

Negotiations continue with the contractor (Smythe Contractors) under Contract 15/192 to recommence work on-site as soon as possible to see the construction of the redesign solution completed. The solution is to install a new gravity main and wastewater pump station to allow the abandonment of a blockage-prone main under the Z Service Centre in Huntly.

These works were suspended in October 2016, and Council staff are planning to see works completed in early 2019.

### Wastewater Pump Station Renewals and Raglan Rising Main Renewals

Contract 17/101 is a measure and value physical works contract to deliver Wastewater Pumpstations and Raglan Rising Main Renewals incorporated into four separable portions covering five Raglan rising main sites and 25 district wide pumpstation sites.

Spartan Construction have established two teams to run simultaneously with one team mobilised at the first rising main renewal at Kopua Holiday Park in Raglan to Marine Parade intersection and the second team moving through the pumpstation upgrade sites district wide



### Wastewater Reticulation Renewals

Contract 17/102 Wastewater Reticulation tender evaluation is progressing, with a tender report underway to recommend award to the preferred tenderer, Allens United Earthworks and Drainage. The work focuses on critical gravity sewer pipes in Waikato Esplanade, Ngaruawahia, along with a short section on Te Kauwhata Road, Te Kauwhata. The tender can be awarded late-September with completion date at the end of February 2018.

## Buildings

### Meremere Library

The construction works tender has closed and evaluation has been completed with the preferred tenderer identified. Staff are now preparing a tender report to award the contract. Construction start date is February 2019 with a completion date for handover in late April.



*Meremere Library – Artist's Impression*

### Ngaruawahia Office

Phase 3 has been combined with planned improvements associated with Gearing for Growth and Greatness planned alterations. Works are to start late November and include some demolition, relocation of walls, and installation of new desks and working spaces.

### Ngaruawahia Memorial Hall

Initial asbestos removal works have been completed and certified as completed. Intrusive works on the building has also been completed which has also identified defective building works (brick ties). An increase in scope to include recladding will be required to the refurbishment contract works to raise the buildings NBS (New Building Standard) rating.



*Ngaruawahia Memorial Hall – Intrusive Testing*

### Ngaruawahia Library

The WDC Library building encroaches onto the adjacent property at the western wall (see red area in image below).

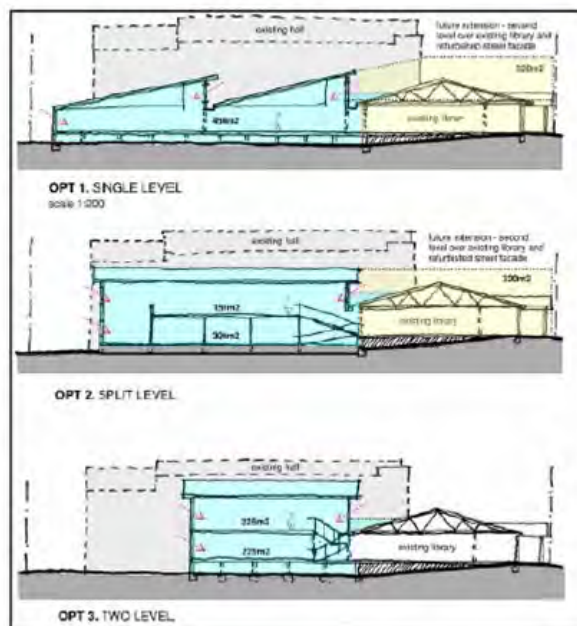


*Ngaruawahia Library – western wall encroaches neighbouring property*

Initial discussion with adjacent property owners are continuing for potential redevelopment of their site (includes the Waipa Delta Hotel) with the existing WDC Library Site as a collective to improve the outcome and use of the sites as a whole.

### Tuakau Library

The decision has been made to look at the existing site for a redesigned Tuakau Library. Request for quotes for architectural services has been advertised and will close late November. A number of interested firms have indicated willingness to bid for the challenging work.



*Image from the redesign options considered*

### Whatawhata Community Facility

The concept design is being draughted for the facility to be used for a Christmas market day stand and for formal consultation to be held early in 2019. Whatawhata Residents and Ratepayers Association will have a stand at the Christmas market day and will encourage the community to come and discuss the facility to gain informal feedback and gauge support.

### Huntly War Memorial Hall

A MOU (Memorandum of Understanding) has been signed and works are being planned in earnest. The majority of the water damaged materials have been cleared out and the hall cleaned, mould re-testing has been completed, and staff are waiting for the results to be able to allow access to kitchen and supper room areas.

### Toilets

#### *Pokeno and The Point, Ngaruawahia*

Final design, specification and safety documents are completed and tender documentation is being draughted. It is likely this work will go out as a bundle.

#### *Centennial*

Tenders for the toilet supplier are being evaluated in mid-November and will be awarded the week of 19 November. Foundation and connection work is likely to be combined with Tuakau toilet works.

#### *Tuakau*

Feedback from the Community Board has been received specifying the type of facility and siting. Procurement processes to purchase toilet and foundation/connection work has begin.

### Tuakau Dog Pound

Staff are waiting for confirmation to proceed to a general concept design and renderings for the Tuakau Dog Pound. The Property team are looking at possible land options for the location of the pound. Design is to be flexible to enable construction to occur at various locations based on property dynamics.



*Dog Pound Facilities Features*

### Huntly Grandstand Roof Demolition

Initial quotes have been received and inspections undertaken have identified that re-roofing of the grandstand and maintenance repairs to steel work could occur instead of demolition, but would be slightly over the allocated budget. Additional budget would be required if we proceed to re-roof rather than demolish the roof.

A site visit with the Zero Harm team was undertaken to confirm the extent of SSSP (Site Specific Safety Plan) tender documentation requirements and if this will be used as a mechanism to determine preferred contractors. If the budget is unable to be extended we will need to look at demolition of the roof (cost within existing budget).



*Grandstand Roof – overhead electrical wires an added safety component*

## **Car Parks**

### 2017/18 District Wide Car Parks Upgrade C17/155 Fulton Hogan

The Kopua Domain car park upgrade extension (Papahua Car Park Upgrade Stage 2) near the Raglan Skate Park is now complete, apart from some signage which will be installed prior to Christmas.

## **WAIKATO DISTRICT ALLIANCE**

October was a very productive month for Waikato District Alliance (WDA) with resurfacing and rehabilitation projects well advanced.

Sadly, despite a continuous focus on Zero Harm supported with numerous toolbox meetings and audits, we had a Lost Time Injury (LTI) where a staff member was injured from tipping over his roller while compacting aggregate on a Rehab site. He suffered a broken leg which will take up to six weeks to recover.

A Ute was lost off the back of a grader when the welded A frame connection failed and the unmanned Ute rolled down a bank. No one was injured, however the Ute was a right off.

Both incidents are being thoroughly investigated.

Maintenance crews focused on unsealed maintenance, pre-reseal repairs, drainage and repair to three dangerous slips on Klondyke Road.

Other urgent slip repairs will be scheduled later in the year with the bulk of these repairs scheduled for Year 4 in the Long Term Plan.

WDA's Asset Management team continues to add value and will be busy with site verification surveys through to December.

By December, the aim is to have completed 75% of the Resurfacing Programme and 50% of the Rehabilitation Programme which is significantly ahead of performance last year.

Zero Harm audits will be increased and staff encouraged to log Near Miss Reports to keep everyone focused and safe as we lead up to Christmas.

## **Zero Harm**

There were no Medical Treatment Injuries (MTI) and one Loss Time Injury (LTI) in October.

The LTI related to a staff member who broke his leg and required surgery as a result of a four tonne combi roller rolling over.

Five First Aid Cases (FAC) were reported in October which is up on prior months. These have all been reviewed and closed out.

Near miss reporting dipped in October with 10 near misses reported which compares to 16 in September and 17 in August.

Another notable incident occurred with one of our supply partners (HEB) who had a ute breakaway from the A frame while being towed by a grader. There was no injury to people or the environment and a full investigation will follow.

## **Maintenance**

### **Unsealed**

Three crews continued to grade on the network throughout October. Heavy vehicle movements are causing less issues with the drier weather. Staff focused on the grading of the roads that were affected by the NZ Rally to ensure any damage was rectified in a timely manner.

### **Pre Reseal Repairs**

We continued to have a good run of stabilising in October even with some mechanical issues at the start of the month. We completed 10,700m<sup>2</sup> of stabilising to enable us to stay ahead of the reseal crews.

### **Drainage**

The drainage crews have been busy undertaking routine drainage maintenance on both sealed and unsealed roads, installing culverts and attending to service requests throughout the district.

Three slip repairs have been completed on Klondyke Road by installing railway iron retaining walls. This was a quick and cost effective solution that has enabled logging operations to continue in the area.



Installation of Railway Iron Retaining Wall on Klondyke Road

Footpath

The installation of new footpaths on Waingaro Road, Brownlee Ave, Helenslee Road and Matangi Road have commenced.

**Capital Works**Rehabilitation

Pavement rehabilitation during October has progressed well with the fine weather. 3.2kms of pavement renewal has been completed enabling works on another three sites to commence. This puts the WDA in a good position to complete a further 2.5kms before the Christmas break.

Resurfacing has progressed well throughout the month. Currently 46% complete on the resealing programme with a target of 75% by the end of December. This is a huge advantage for the Alliance meaning the seals can be monitored over the next few months of fine weather to make sure that they bed down well.

**Asset Management**2019/20 Renewal Forward Works Programme

The Asset Management team is continuing with the field verification phase for the compilation of the 2019/20 pavement and surfacing renewal 10 year forward works programme. We are currently about one third of the way through this three month exercise. Completion of this exercise is expected to be by the end of December.

General Asset Management Activities

Further updating of the Maintenance Management Plan for the Alliance contract has been completed over October with further improvements to be made in the coming months.

As well as continuing with the usual updating of new and existing assets within RAMM, existing data quality improvements have been identified as a result of the national (REG) data quality report. Staff have started to make those improvements to the existing data and as a result the data “health” scores have improved. Staff will continue to improve the RAMM data “health” over the coming months.

## Status of Roading Projects

### Rehabilitation

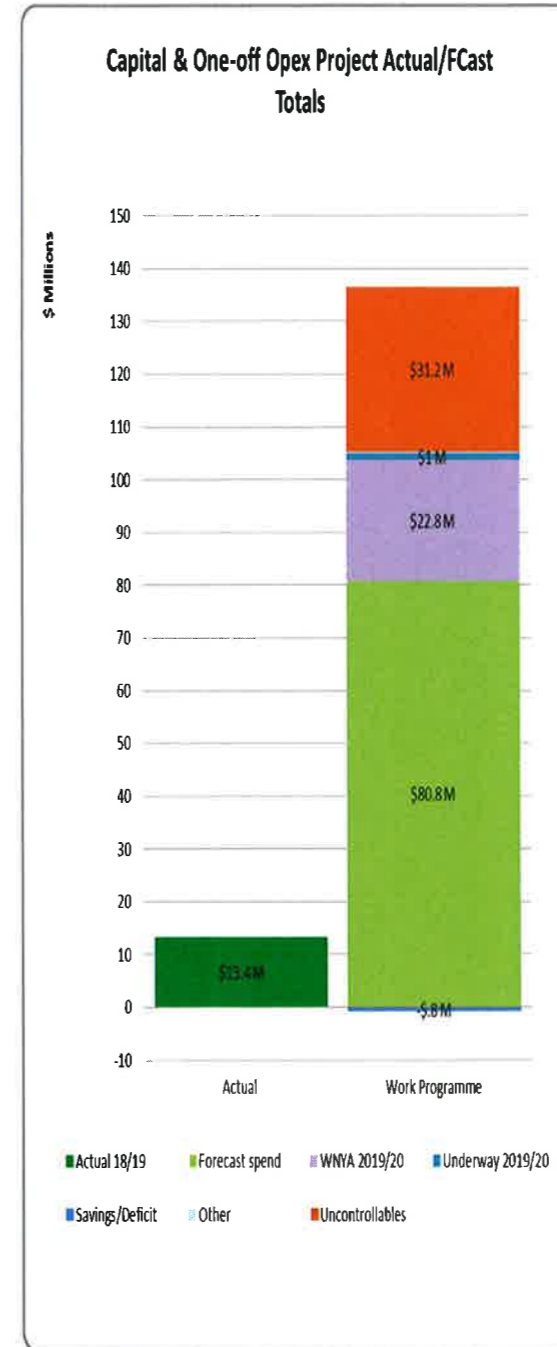
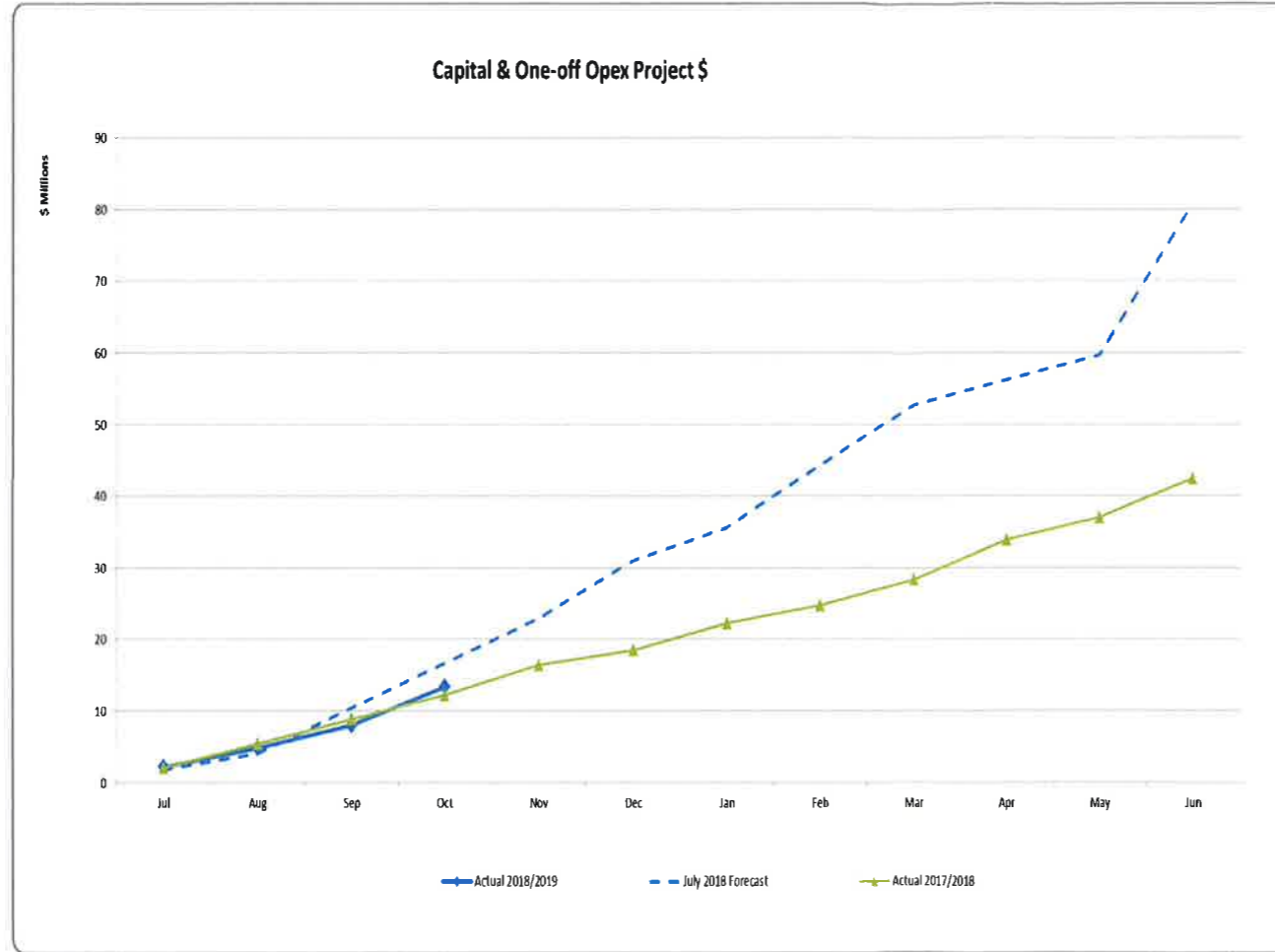
**2018/19**

### **Design and Construction Phase**

Name/Location	RP Start	RP end	Lengths (km) to be constructed	Status
HOLLAND RD	5.410	6.945	1.535	Construction 50%
<b>MANGATAWHIRI RD</b>	<b>5.229</b>	<b>5.487</b>	<b>0.258</b>	<b>Construction Completed</b>
<b>RAWIRI RD</b>	<b>0.0</b>	<b>0.302</b>	<b>0.302</b>	<b>Construction Completed</b>
WAVERLEY RD	2.163	2.576	0.413	Construction underway
NGARUAWAHIA RD	1.474	2.087	0.613	Construction to start October
PIAKO RD	5.910	7.525	1.615	Construction underway
<b>PIAKO RD</b>	<b>9.080</b>	<b>10.306</b>	<b>1.226</b>	<b>Construction Completed</b>
GREAT SOUTH RD (TAUPIRI)	1.240	1.505	0.265	Pavement design to be completed
<b>HIGHWAY 22</b>	<b>4.700</b>	<b>6.523</b>	<b>1.823</b>	<b>Construction Completed</b>
RIVER RD (NGARUAWAHIA)	8.090	8.547	0.457	Construction underway
BELL RD (MANGATAWHIRI)	1.180	2.054	0.874	Designs to be completed
<b>ROTOWARO RD</b>	<b>1.700</b>	<b>2.245</b>	<b>0.545</b>	<b>Construction Completed</b>
STOREY RD (TE HOE)	3.635	4.107	0.472	Designs to be completed
OKETE RD	0.378	1.041	0.663	Designs to be completed
WHANGARATA RD	2.892	3.663	0.771	Construction underway



Service Delivery GM Summary - October 2018



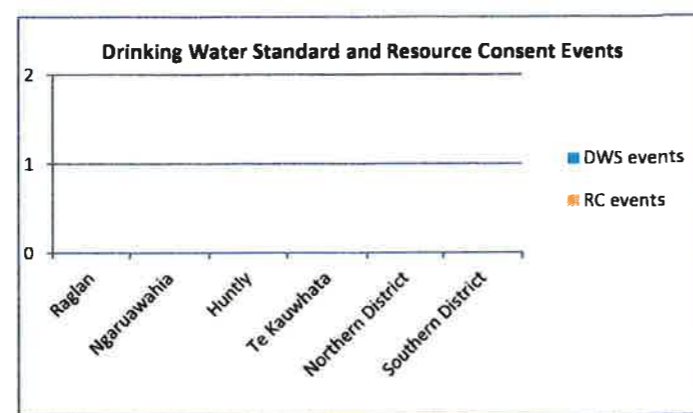
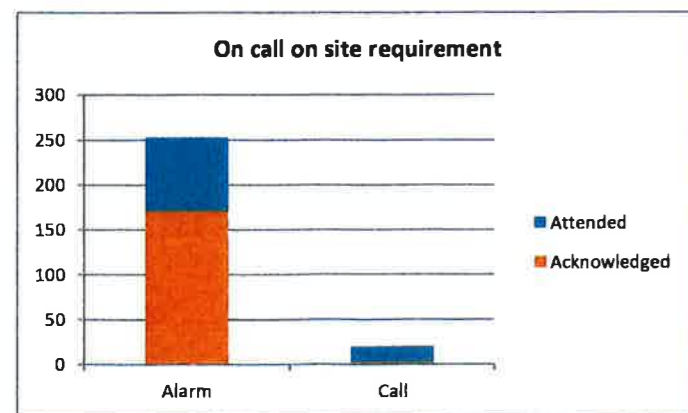
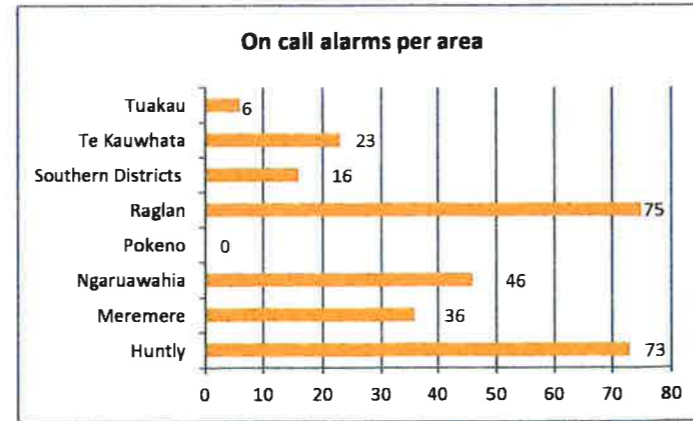
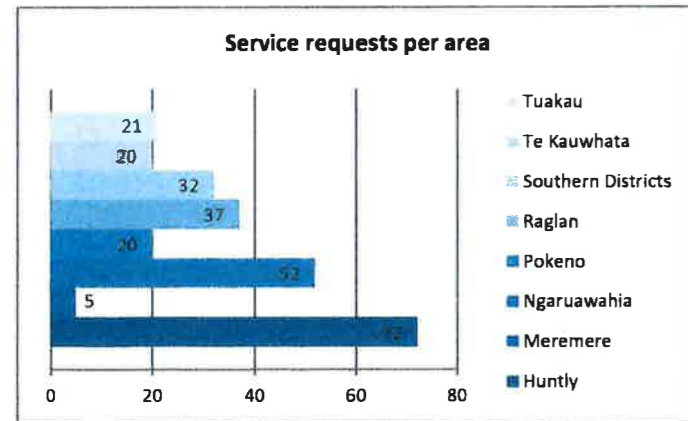
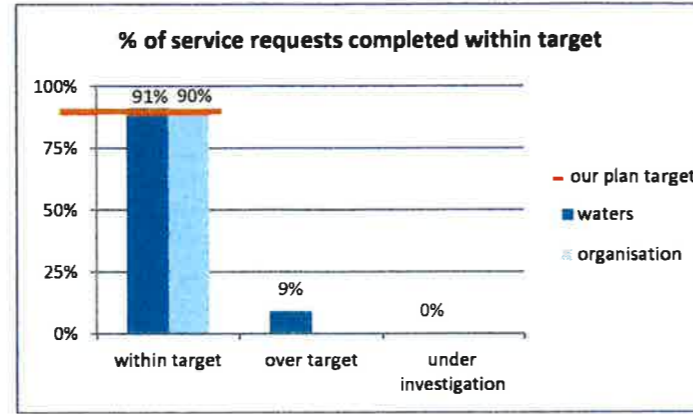
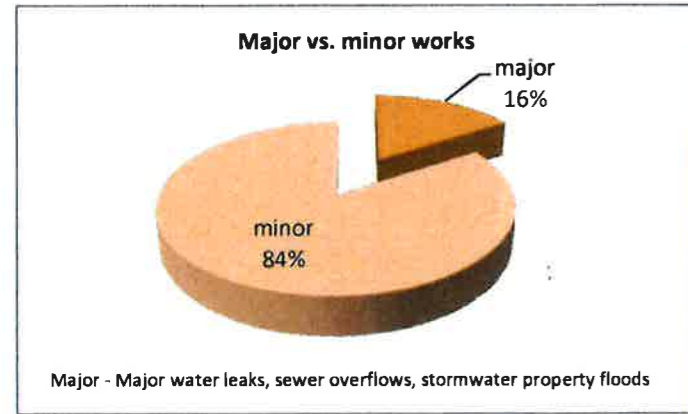
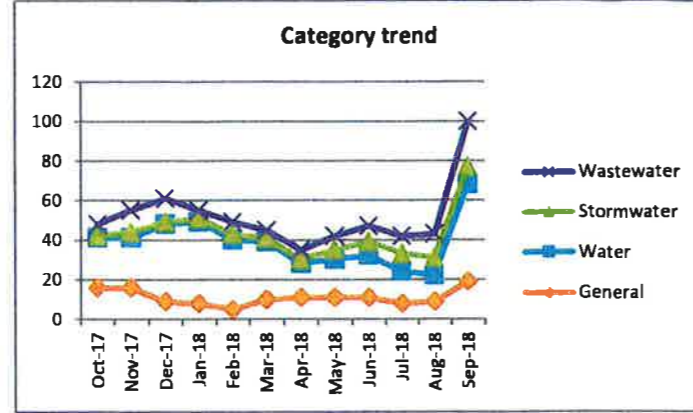
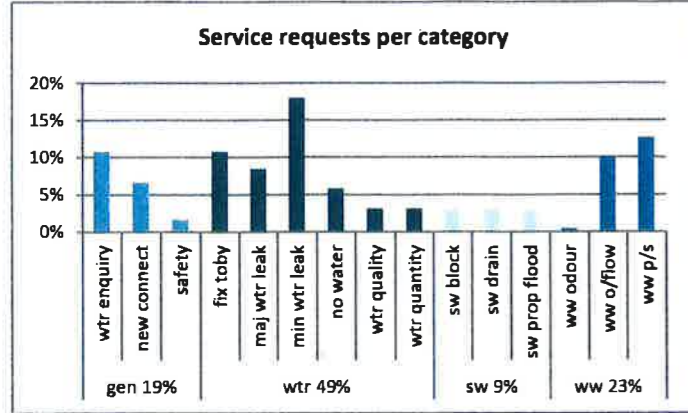
CAPITAL & ONE-OFF OPEX PROJECTS						
Team	Full Year Budget	YTD Forecast	YTD Actual	Fcast vs Actual Variance	Variance %	Variance Status
Roading	55,910,705	8,119,991	7,576,081	543,910	7%	Green
Facilities	28,659,949	3,888,233	2,880,228	1,008,005	26%	Red
Waters	52,409,559	4,633,041	2,924,372	1,708,668	37%	Red
<b>TOTAL</b>	<b>136,980,213</b>	<b>16,641,265</b>	<b>13,380,682</b>	<b>3,260,583</b>	<b>20%</b>	

Waters Performance Dashboard Report

Programme: Waters – District Wide  
 Manager: Karl Pavlovich

Date: August - September 2018  
 Version: Final

Service Requests Breakdown



Mandatory Performance Measures – district wide

	Measure	August (16 <sup>th</sup> )	September
Water	The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	0.71 per 1000 connections (13 complaints)
	Fault Response Times for Urgent call outs	60 minutes median	41 minutes
	Fault Completion Times for Urgent call outs	240 minutes median	108 minutes
	Fault Response Times for Non-Urgent call outs	1 day median	< 1 day
	Fault Completion Times for Non-Urgent call outs	5 day median	< 1 day
Wastewater	The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0.09 per 1000 connections (1 complaint)
	The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	0.66 per 1000 connections (7 complaints)
	Fault Response Times for Sewerage Overflows	60 minutes median	34 minutes
	Fault Completion Times for Sewerage Overflows	240 minutes median	151 minutes
Stormwater	The number of flooding events (affecting habitable floors)	<0.3 per 1000 connections	Nil
	The number of complaints received by WDC about the stormwater system	<4 per 1000 connections	0.08 per 1000 connections (1 complaint)
	Median Fault Response Times to attend a flooding event	8 hours	Nil

Number of Service Requests

	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	YTD
Wtr enquiry	65	60	49	44	45	56	60	56	51	45	46	28	116
New connect.	14	22	14		12	19	23	20	17	13	17	17	35
Safety	7	5	4	3	4	6	7	5	3	6	6	4	13
Toby repair	30	23	17	16	16	13	13	16	18	16	24	28	70
Major wtr leak	12	11	25	25	27	20	25	24	23	16	23	22	59
Minor wtr leak	51	64	68	61	74	82	64	51	38	45	46	47	205
No water	20	20	28	24	21	22	14	11	7	14	15	15	40
Wtr quality	12	18	17	1	4	7	3	6	9	8	5	8	13
Wtr quantity	9	10	15	9	6	15	18	12	5	8	6	8	24
SW block	3	2	1	1	10	7	2	6	10	8	8	8	19
SW drain	10	12	9	7	8	8	8	7	6	9	11	8	19
SW property flood	7	8	4	3	2	3	2	10	17	17	22	8	33
WW odour	1	8	12	9	5	5	3	3	2	5	1	1	27
WW overflow	11	10	12	7	8	6	11	13	14	14	19	26	49
WW p/station	19	30	11	22	21	9	6	8	10	29	31	33	68

Comments

- Elevated number of complaints regarding continuity of water supply due to major water mains upgrade works being completed. Communication was made to residents prior to works being carried out, however unforeseen issues resulted in water having to be off longer than initially predicted.
- Increase in sewer breaks/blockages throughout the period as fast fibre works being carried out throughout the district resulted in a significant number of mains strikes by fibre drillers. WDC met with contractors to outline expectations for drilling in an effort to reduce the number of strikes. No overflow events resulting from sewer strikes however.
- Nil DWS and RC events for this period

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

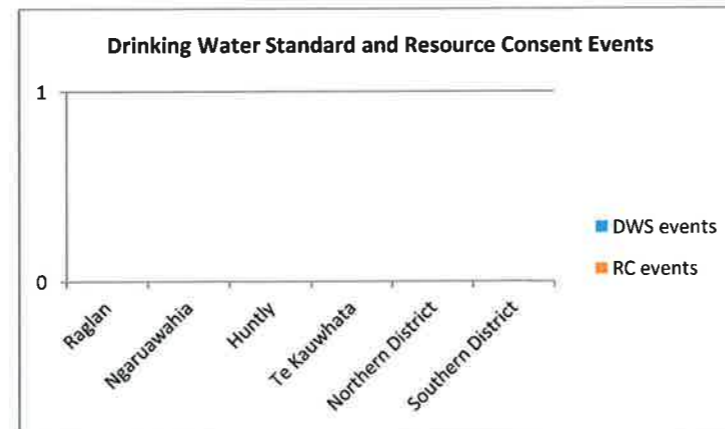
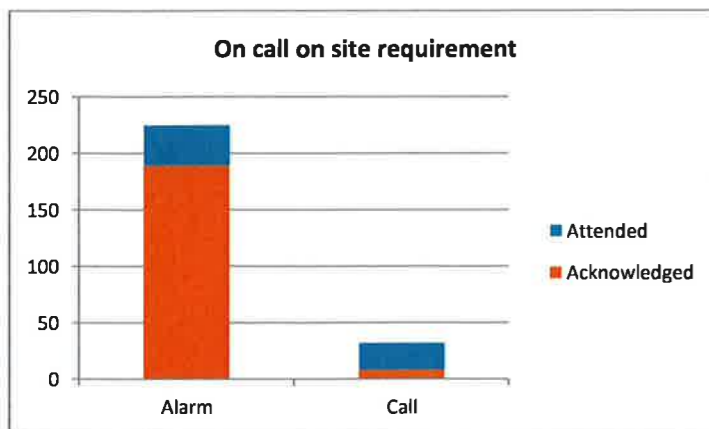
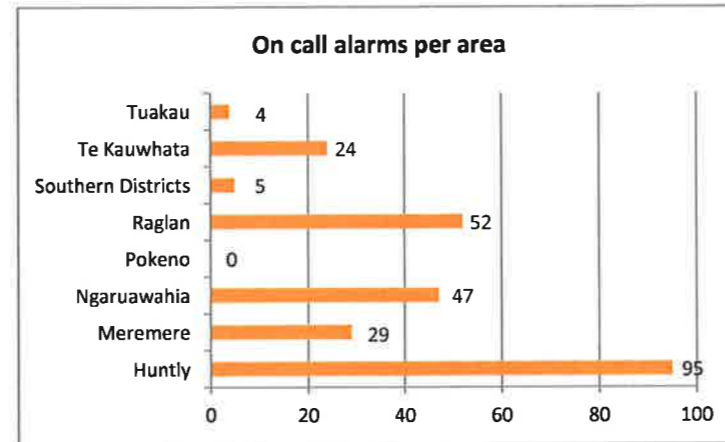
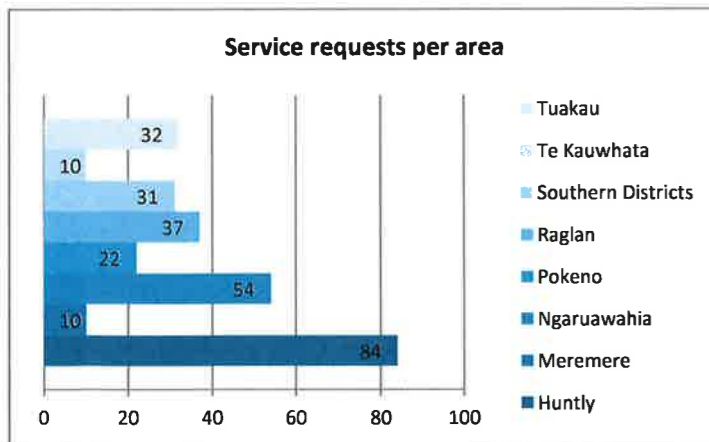
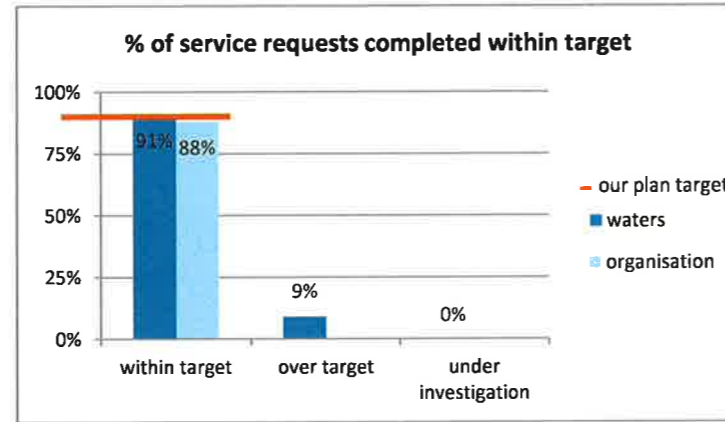
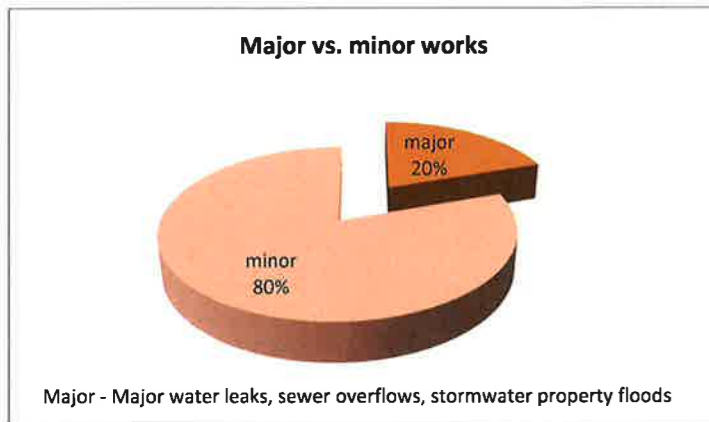
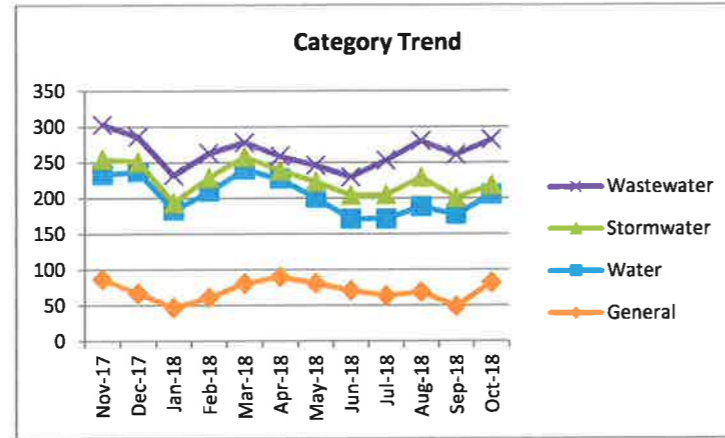
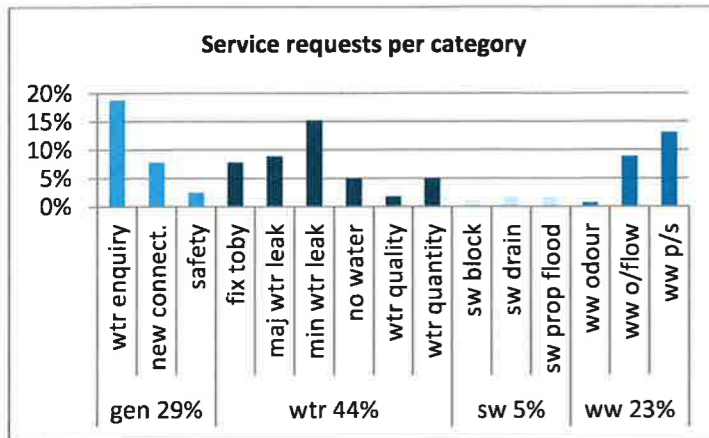
Programme: Waters – District Wide

Manager: Karl Pavlovich

Date: September - October 2018

Version: Final

Service Requests Breakdown



Mandatory Performance Measures – district wide

Measure	September (16 <sup>th</sup> )	October	
<b>Water</b>			
The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	0.77 per 1000 connections (14 complaints)	1.15 per 1000 connections (21 complaints)
Fault Response Times for Urgent call outs	60 minutes median	40 minutes	38 minutes
Fault Completion Times for Urgent call outs	240 minutes median	130 minutes	128 minutes
Fault Response Times for Non-Urgent call outs	1 day median	1 day	< 1 day
Fault Completion Times for Non-Urgent call outs	5 day median	1 day	1 day
<b>Wastewater</b>			
The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0.09 per 1000 connections (1 complaint)	0.03 per 1000 connections (1 complaint)
The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	1.13 per 1000 connections (12 complaints)	0.85 per 1000 connections (9 complaints)
Fault Response Times for Sewerage Overflows	60 minutes median	25 minutes	55 minutes
Fault Completion Times for Sewerage Overflows	240 minutes median	145 minutes	208 minutes
<b>Stormwater</b>			
The number of flooding events (affecting habitable floors)	<0.3 per 1000 connections	Nil	Nil
The number of complaints received by WDC about the stormwater system	<4 per 1000 connections	0.00 per 1000 connections (0 complaints)	0.32 per 1000 connections (4 complaints)
Median Fault Response Times to attend a flooding event	8 hours	Nil	Nil

Number of Service Requests

	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	YTD
Wtr enquiry	60	49	44	45	56	60	56	51	45	46	28	53	135
New connect.	22	14	12	19	23	20	17	13	17	17	17	22	40
Safety	5	4	3	4	6	7	5	3	6	6	4	7	14
Toby repair	23	17	16	16	13	13	16	18	16	24	28	22	66
Major wtr leak	11	25	25	27	20	25	24	23	16	23	22	25	62
Minor wtr leak	64	68	61	74	82	64	51	38	45	46	47	43	202
No water	20	28	24	21	22	14	11	7	14	15	15	14	35
Wtr quality	18	17	1	4	7	3	6	9	8	5	8	5	8
Wtr quantity	10	15	9	6	15	18	12	5	8	6	8	14	28
SW block	2	1	1	10	7	2	6	10	8	8	8	3	14
SW drain	12	9	7	8	8	8	7	6	9	11	8	5	17
SW property flood	8	4	3	2	3	2	10	17	17	22	8	5	30
WW odour	8	12	9	5	5	3	3	2	5	1	1	2	27
WW overflow	10	12	7	8	6	11	13	14	14	19	26	25	47
WW p/station	30	11	22	21	9	6	8	10	29	31	33	37	75

Comments

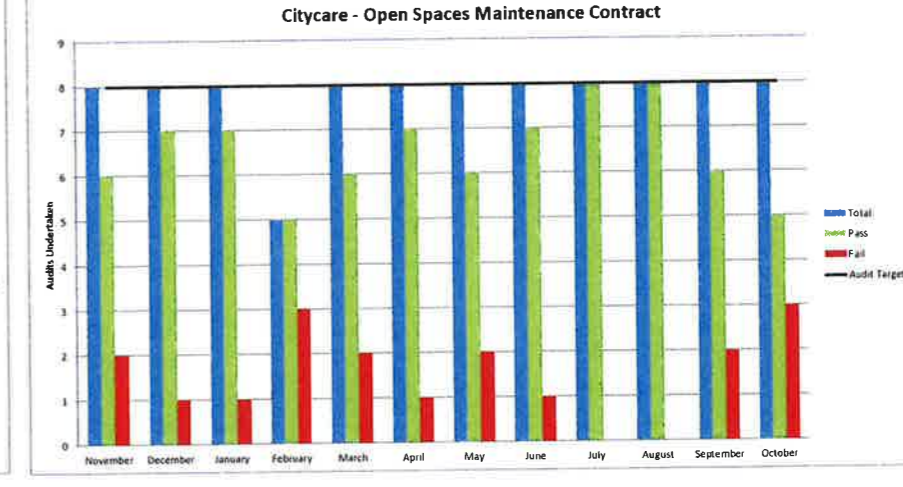
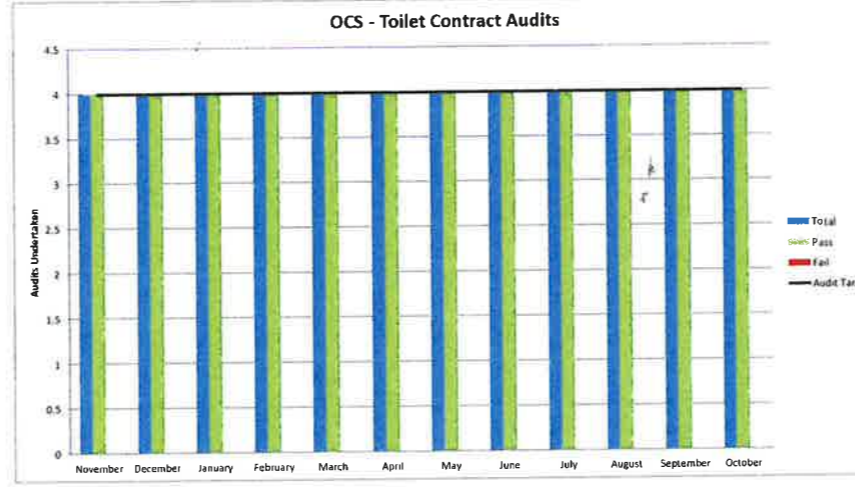
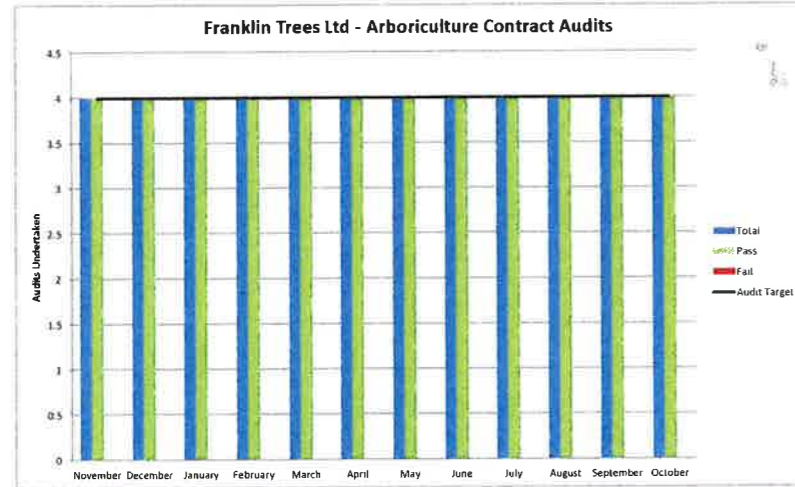
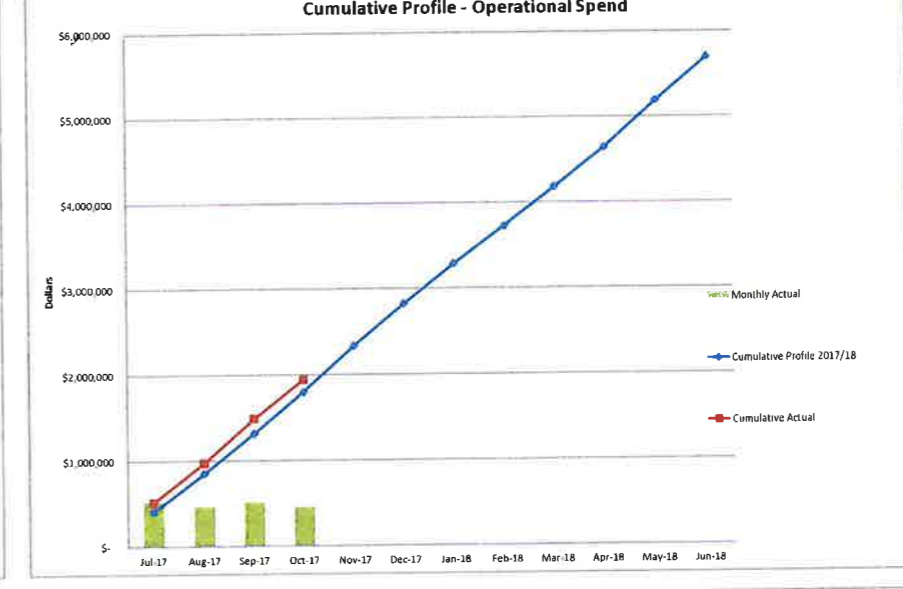
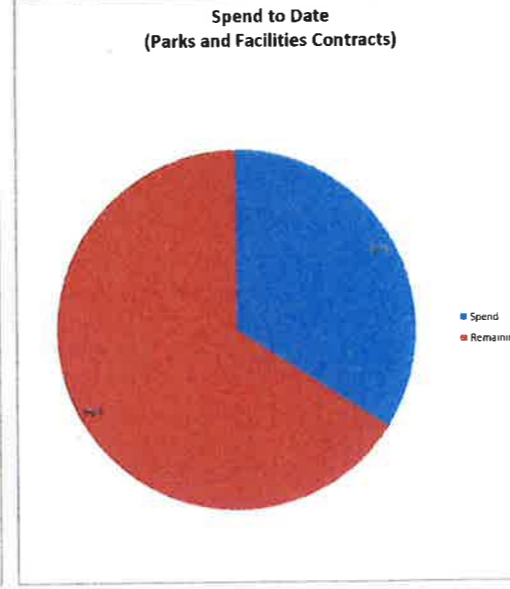
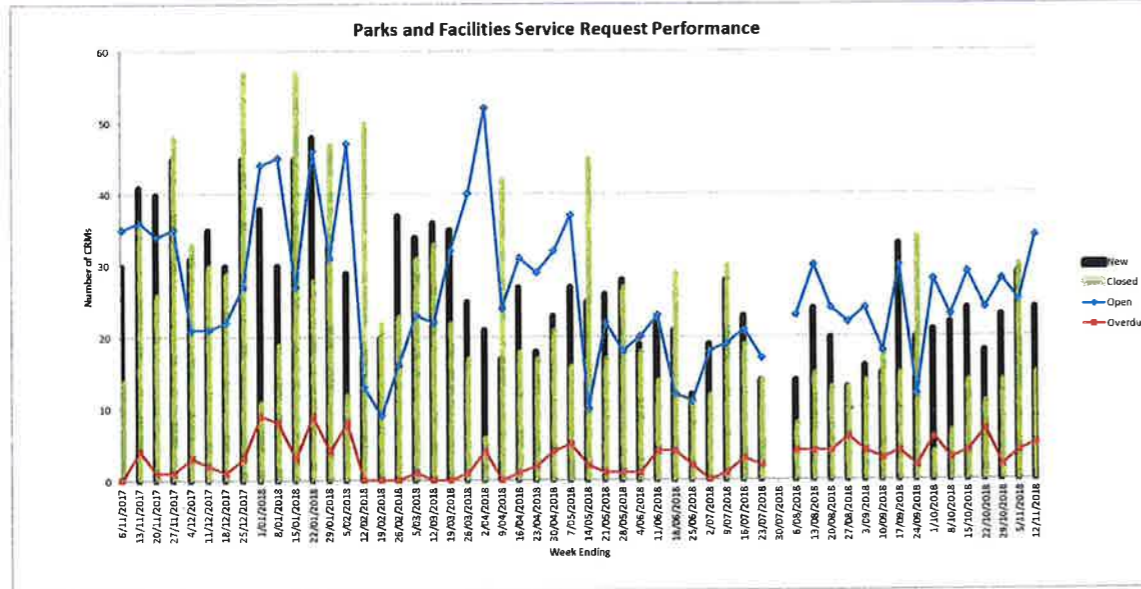
- As with previous month, water mains upgrades in the district still resulting in low pressure or no water complaints.
- Major power failure occurring in Huntly. Generators deployed and no overflows occurred.
- Nil Drinking Water Standard and Resource Consent Events

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

## Activity Dashboard Report

Programme : Open Spaces  
 Manager: Megan May

Date: Nov-18  
 Version: Final



**Service Request Performance:**

The number of service requests received over October is comparative with the previous month. Service requests received over October appear to be random maintenance issues or requests for service. Staff are working to action all service requests in the allotted timeframes.

**Financial:**

The total operational spend for Parks and Facilities contracts as of October is tracking at 34% or \$1,941,302 to date. This is within 1% of forecasted operational spend to date.

**Audits: Citycare (Open Spaces Maintenance Contract)**

The contract specifies that 8 joint site audits are to be undertaken each month in conjunction with the contractor. The audit pass mark is 90% and above. Citycare averaged 90% over October. The highest score was 100% and the lowest score 86%.

**Audits: Franklin Trees (Arboriculture Maintenance Contract)**

The contract specifies that a minimum of 4 site audits be undertaken each month by both the contractor and Council. The audit pass mark is 95% and above. Franklin Trees audits averaged 100% over the October period. All Audits scored 100% over October.

**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 96% over October. The highest audit scored 100% and the lowest scored 93%. More than 10% of the contract was audited with a total of 4 audits being undertaken

# WAIKATO DISTRICT ALLIANCE DASHBOARD 2018-2019

### ZERO HARM AUDITS COMPLETED

Month: **Oct**

**Worksite Inspections**

16

TARGET = 24

**Traffic Mgmt**

25

TARGET = 26

**Critical Control Audits**

37

TARGET = 24

**Worked Hours**

20219

TTM Standard 100%

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
MTI	0	0	0	0	0	0	0	0	0	0	0	0
LTI	0	0	0	1	0	0	0	0	0	0	0	0
Near miss	5	16	16	10	0	0	0	0	0	0	0	0
FAC	4	3	3	5	0	0	0	0	0	0	0	0
CCA	9	14	24	37	0	0	0	0	0	0	0	0
CoPTTM	16	28	27	25	0	0	0	0	0	0	0	0
TMP/CAR	196	205	197	99	0	0	0	0	0	0	0	0
% audits	8.2	13.7	13.7	25.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Worked Hrs	20219	25350	23776	24268	0	0	0	0	0	0	0	0

### SERVICE REQUEST MANAGEMENT

Response time

YTD 0.80

Ave Month 0.81

Target <5

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Roads Urgent	71	23	21	22	0	0	0	0	0	0	0	0
Roads Routine	67	56	43	28	0	0	0	0	0	0	0	0
Emergency	6	4	3	0	0	0	0	0	0	0	0	0
Road Assessment	156	158	85	52	0	0	0	0	0	0	0	0
Drainage	53	45	32	15	0	0	0	0	0	0	0	0
<b>Total</b>	<b>479</b>	<b>412</b>	<b>274</b>	<b>211</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### NETWORK INDICATORS

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Litter collected (tn)	16	14	16	15	-	-	-	-	-	-	-	-
Edge marker post (ea)	22	10	80	-	-	-	-	-	-	-	-	-
Sign renewals (ea)	53	65	42	51	-	-	-	-	-	-	-	-
Potholes filled (ea)	260	442	305	224	-	-	-	-	-	-	-	-
Edgebreak repair (m2)	68	-	22	66	-	-	-	-	-	-	-	-
Unsealed grading (km)	169	87	118	110	-	-	-	-	-	-	-	-
Watertable clean (km)	2.9	3.3	3.3	3.1	-	-	-	-	-	-	-	-
Vegetation mowing (km's)	-	-	-	412	-	-	-	-	-	-	-	-
Sweeping (tn)	58	53	43	59	-	-	-	-	-	-	-	-

### PAVEMENT REHABILITATION WORKS - STATUS

Site name	Options	Testing	Design	Construct	Complete
HIGHWAY 22	█	█	█	█	█
MANGATAWHIRI RD	█	█	█	█	█
RAWIRI RD	█	█	█	█	█
ROTOWARD RD	█	█	█	█	█
PIAKO RD	█	█	█	█	█
WHANGARATA RD	█	█	█	█	█
HOLLAND RD	█	█	█	█	█
PIAKO RD	█	█	█	█	█
WAVERLEY RD	█	█	█	█	█
RIVER RD (NGARUAWAHIA)	█	█	█	█	█
BELL RD (MANGATAWHIRI)	█	█	█	█	█
OKETE RD	█	█	█	█	█
NGARUAWAHIA RD	█	█	█	█	█
GREAT SOUTH RD (TAUPIRI)	█	█	█	█	█
STOREY RD (TE HOE)	█	█	█	█	█

### FINANCIAL SUMMARY YEAR TO DATE

#### Rehabilitation 2018 - 19

#### Sealing 18-19

#### Subsidised Maintenance

#### Unsubsidised Maintenance

#### Subsidised Renewals

#### Unsubsidised Renewals

### KEY PERFORMANCE INDICATORS

- Zero Harm Trends**
  - In October we had a LTI where a WDA employee, Kevin Briggs, was injured in a roller tip over and is off work, or on light duties, for six weeks. The leadership team performed a significant number of safety conversations and critical risk audits in October (exceeding both targets) which is positive and ensures continued visibility on the network.
- Customer**
  - Customer service requests and complaints are still being closed out effectively and in a very good time frame. The average YTD and monthly response times are currently sitting at 0.8 days.
- Financial**
  - Financially the Alliance is performing well with most items coming in under TCE. Programmes are ahead of forecast to date and tracking well. Final budget has been signed off by NZTA and incorporated into the Alliance forecasts. Resurfacing is also significantly ahead of its forecast program.
- Team**
  - Paul McPherson and Gary Dela Rue still with WDC in acting roles. The new structure for service delivery has been set and consultation begun. The move of a designer to WDC design team will disrupt our current programme. We are already behind design programme and have more variation work to complete.
- Risk**
  - Currently only having two designers we are behind on the Rehab designs. This together with other design requirements from WDC means the WDA design team is stretched.
- Quality**
  - Quality has been a big focus during the start of the season. Getting reseals and rehabs completed as early as possible in the fine weather means they will perform better in the long run.
- Bright Ideas/Innovation**
  - Two new innovations have been identified this month. Implementation will be undertaken on these once assessed as being viable.

**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

CCA - Critical Control Audits

### Open Meeting

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	1 November 2018
<b>Prepared by</b>	Michelle Smart Property Officer
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018; 04381/109.00
<b>Report Title</b>	Section 1 SO 527032 to be declared Service Lane

## I. EXECUTIVE SUMMARY

---

The subdividing owners of the property situated at 3-5 Main Street Te Kauwhata are (as a condition of consent) required to legally create and form a service lane from Mahi Road to the proposed entrance points to the newly created lots.

Council (in its capacity as adjacent landowner of the property at 1 Main Road) has no requirement for the service lane at this time. However, as the Council owned land is one of a number of properties that is subject to an indicative road requirement, staff have agreed in principle to effect the legal creation of the service lane by way of declaration pursuant to s114 Public Works Act 1981, to be formalised by publication in the New Zealand Gazette.

The recommendations of this report, if approved, provide the mechanism for the legal formation (legalisation) of the service lane.

## 2. RECOMMENDATION

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

**AND THAT pursuant to section 114 Public Works Act 1981 that Section 1 SO 527032 be declared to be service lane;**

**AND FURTHER THAT the Chief Executive be delegated authority to execute all relevant documentation.**

## 3. BACKGROUND

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The property situated at 1 Main Road Te Kauwhata (legally described as Section 5 Te Kauwhata Township held in CT SA 355/74, comprised of 999 square metres) accommodates the Council Service Centre and Library.

Consent (SUB 0127/18) has been granted for the adjustment of the internal boundaries of the adjacent property situated at 3-5 Main Road Te Kauwhata.

The properties situated at 1, 3-5, 7-9, 11, 13, 25, 31 and 33 Main Road Te Kauwhata are subject to an indicative road on the District Planning Maps. The indicative service lane is located at the rear of the properties, and runs parallel with Main Road (Refer Attachment 1: Planning Map).

An indicative road is not a Designation (Notice of Requirement), however there is a rule in the District Plan specifying that, when subdivision is occurring, the land identified to be subject to the indicative road should be vested in Council. As the land is not designated, compensation is not payable by Council for the land being vested in Council.

## **4. DISCUSSION AND ANALYSIS OF OPTIONS**

---

### **4.1 DISCUSSION**

It is a condition of consent (SUB 0127/18 Condition 19) for the subdivision of 3-5 Main Road that:

*“Evidence is to be provided that demonstrated that public access has been secured over section 5 Te Kauwhata Township to the boundary of the subject site”.*

The advisory note records that:

*“...this may be defined on a Survey Office Plan, and legalised through gazettal actions, or done via a Section 348 of other legal mechanism.”*

The subdividing applicant has proposed that the portion of the service lane (which is to cross the Council owned land comprising 28 square metres) be formalised by way of gazettal action, rather than by way of creation of a private right of way.

The portion of the service lane over the Council land has therefore been defined as Section I on Survey Office (SO) Plan 527032 (Refer Attachment 2: SO 527032).

A service lane falls within the definition of a road as set out in section 315 Local Government Act 1974.

Section 114 Public Works Act 1981 provides the mechanism to have Section I SO 527032 declared to be service lane; this is then formalised by way of Notice published in the New Zealand Gazette.

The District Plan specifies a standard for service lane to 10 metres wide (vested in Council) and a 6m wide formation (sealed) width. The cost of survey and legalisation process will rest with Council, however, the costs of sealed formation and vehicle entranceways are to be met by the applicant.

## 4.2 OPTIONS

### **Option 1: Council can approve the recommendations of this report.**

The recommendations of this report assist to give effect to the legal and physical creation of the service lane.

This option is recommended.

### **Option 2: Council can decline the recommendations of this report.**

The Council land will remain subject to the indicative road requirement.

Council will encounter a similar obligation to legally create the service lane as a condition associated with any further development of the site.

This option is not recommended.

## 5. CONSIDERATION

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### 5.1 FINANCIAL

The cost of legal formation (legalisation) of Section I SO 527032 to be service lane rests with Council.

The cost of physical formation, including vehicle crossing points, rests with the adjacent land owner as imposed condition of subdivision consent.

### 5.2 LEGAL

A service lane falls within the definition of a road as set out in section 315 Local Government Act 1974.

Section 114 Public Works Act 1981 provides that land may, by notice in the Gazette, declare any land to be road.

### 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The declaration of Section I SO 527032 to be service lane is a key component to realising the legalisation and formation of a service lane, as is an indicative requirement of the operative District Plan.

### 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The Significance and Engagement Policy provides, at Schedule I, a list of Waikato District Council assets which further identifies the roading network as a whole to be considered a strategic asset.



The Policy requires 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 the impact on and consequence for:

- (a) The district or region;
- (b) Any persons who are likely to be particularly affected by, or interested 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.

Section I SO 527032 is legally subject to an indicative requirement in the operative District Plan for a service lane.

## **6. CONCLUSION**

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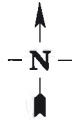
The recommendations of this report, if approved, will assist to give effect the legal creation of the service lane by way of declaration pursuant to s114 Public Works Act 1981, to be formalised by publication in the New Zealand Gazette.

## **7. ATTACHMENTS**

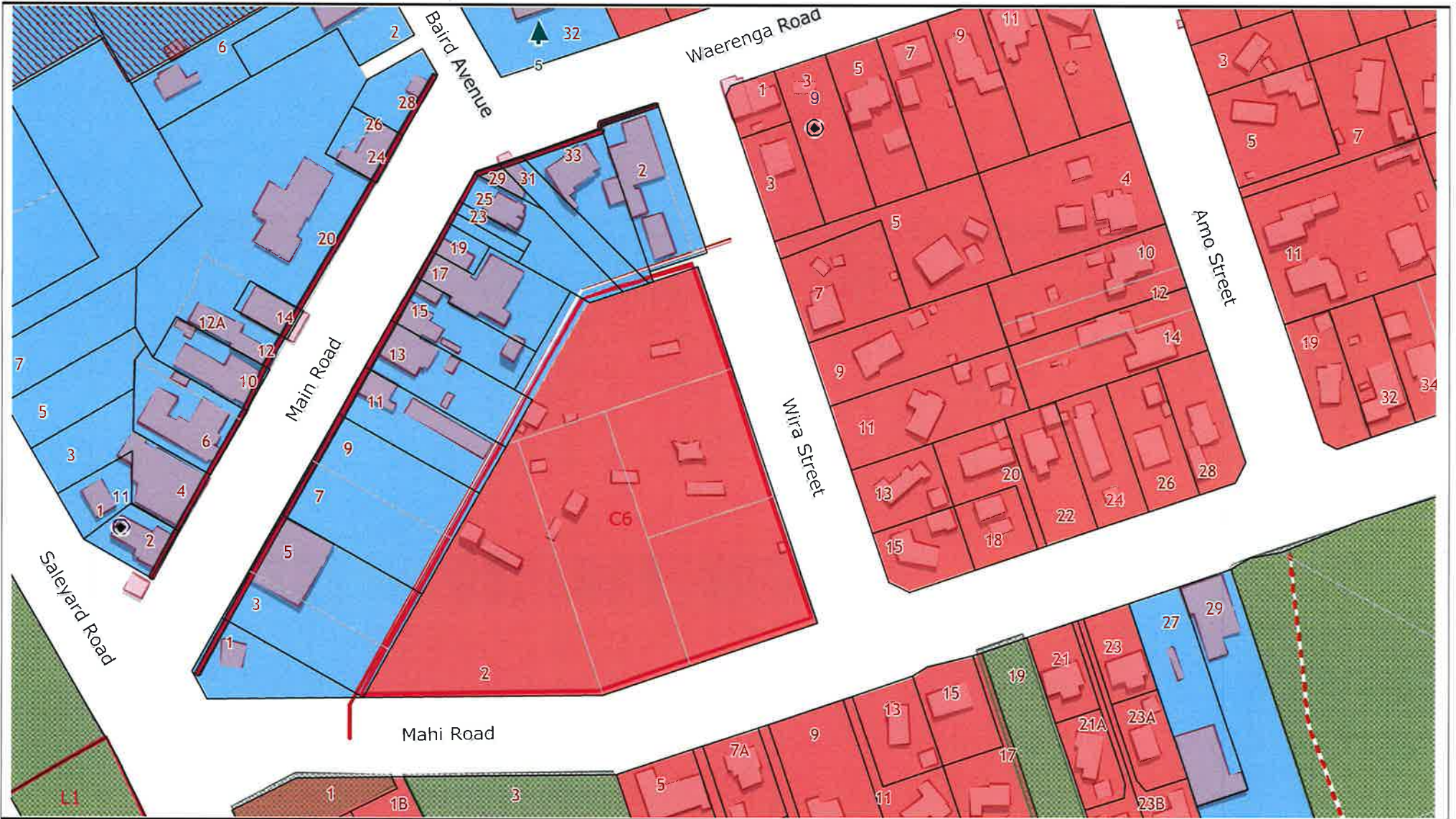
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Attachment 1: Planning Map

Attachment 2: SO 527032

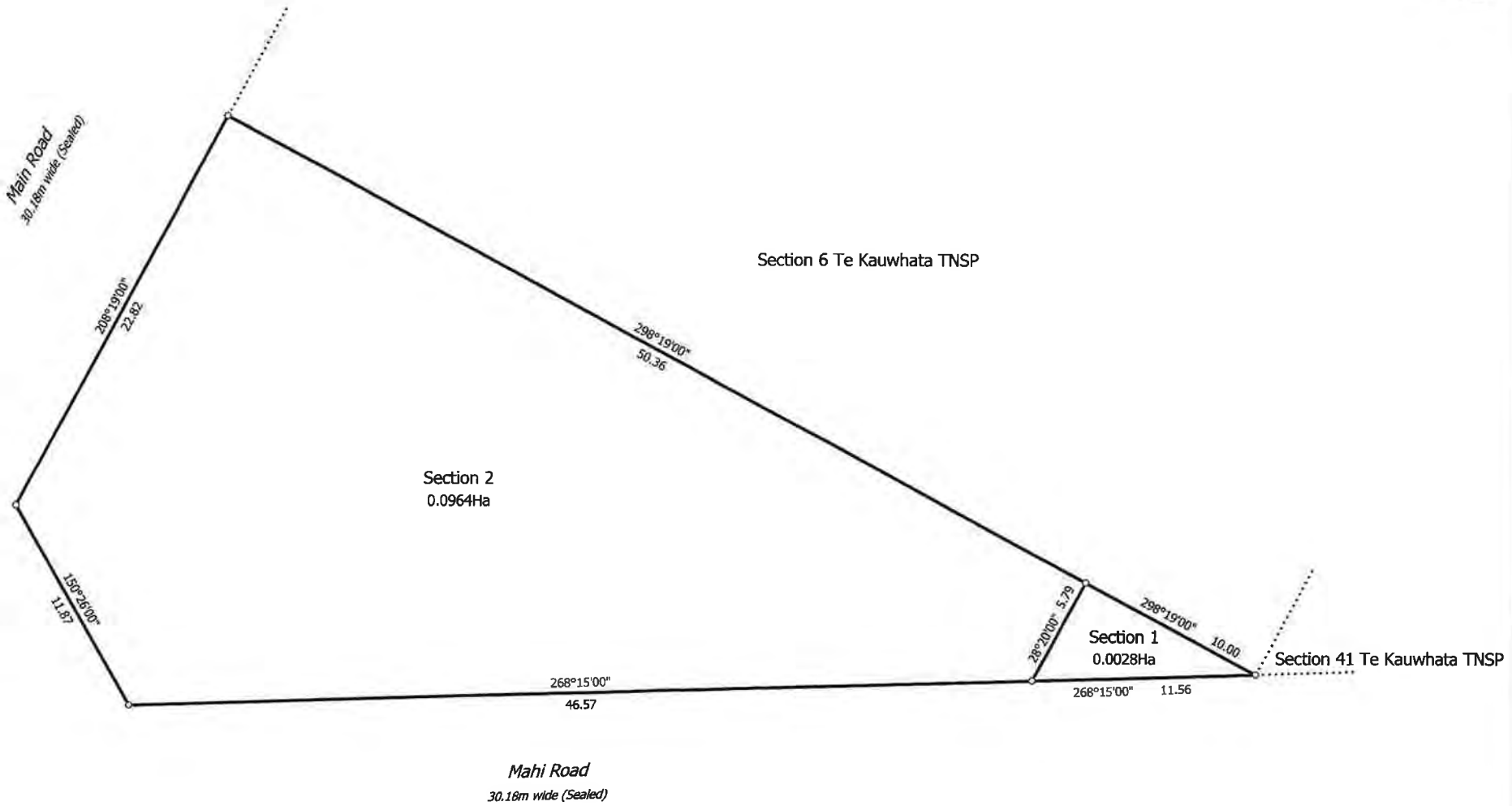


# Waikato District Plan





Main Road  
30.18m wide (Sealed)



T 1/1



# Title Plan - SO 527032

---

**Survey Number** SO 527032  
**Surveyor Reference** 15264 - The Preservatorium Ltd  
**Surveyor** David Vernon McCracken  
**Survey Firm** McCracken Surveys Ltd  
**Surveyor Declaration**

---

**Survey Details**

**Dataset Description** Sections 1 & 2  
**Status** Initiated  
**Land District** South Auckland  
**Submitted Date**

**Survey Class** Class A  
**Survey Approval Date**  
**Deposit Date**

---

**Territorial Authorities**

Waikato District

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**Comprised In**

CT SA355/74

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**Created Parcels**

<b>Parcels</b>	<b>Parcel Intent</b>	<b>Area</b>	<b>CT Reference</b>
Section 1 Survey Office Plan 527032	Legalisation	0.0028 Ha	
Section 2 Survey Office Plan 527032	Fee Simple Title	0.0964 Ha	
<b>Total Area</b>		0.0992 Ha	

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	14 November 2018
<b>Prepared by</b>	Megan May Parks and Facilities Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018
<b>Report Title</b>	Grass Verge Maintenance with 70km Speed Zone

## **I. EXECUTIVE SUMMARY**

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In 2016, Council adopted the Grass Verge policy which provides guidance to staff on which verges are maintained by Council and which are the responsibility of residents. Council's current grass verge policy is limited to urban 50km zones and does not specify any policy for the 70km zone. At this stage staff have been using the 50km area policy as a guide and declining requests to maintain verges within the higher zone.

Since the introduction of the policy, there have been a number of requests from the public and Councillors to maintain grass verges within the 70km speed zones which are adjacent to private property. Currently maintenance of grass verges within the 70km speed zone varies greatly across the district and is maintained on an ad hoc basis.

The purpose of this report is to seek guidance on whether an amendment to the policy should be investigated and if so, if the maintenance of any or all, grass verges within 70km speed zones should be the responsibility of Council or residents.

## **2. RECOMMENDATION**

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

**AND THAT the Grass Verge Policy 2016 is reviewed to provide clarity on maintenance of berms adjacent to private property in the 70km speed zone.**

## **3. BACKGROUND**

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In 2016 the Grass Verge policy was adopted and Council stopped maintaining verges adjacent to private property. The only exceptions to this were by way of age, illness or unsuitability of the verge to be mown eg steep terrain or substantial sized verge. Prior to this time, Council maintained approximately 670 individual verges outside private property.

Currently, Council maintains 149 grass verges in total which includes verges adjacent to Council owned properties.

Staff frequently receive requests from residents who are wanting their grass verge mown. The policy gives staff clear direction when dealing with these requests from the public within 50km zones and as a general rule, the request is declined.

## 4. DISCUSSION AND ANALYSIS OF OPTIONS

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### 4.1 DISCUSSION

Council currently maintain some grass verges within 70km speed zones but this is on an ad hoc basis and it is not consistent throughout the district. Due to financial constraints, staff have been using the grass verge policy clauses for 50km zones as a guide and declining new requests to maintain verges within 70km zones.

Despite this, staff are often faced with valid complaints from residents who face health and safety concerns by mowing their front verge due to the volume of traffic on the roads. There is also concern from some residents that unkempt grass verges on the entrances to our towns and villages detract from the positive image of the area.

To allow for a clear guidance, staff are seeking direction from Council as to whether we should be maintaining all or any of the grass verges within 70km speed zones and this will potentially prompt a need for a policy review. An alternative consideration may be to review the policy to include entrances to towns and villages and provide guidance in other areas.

If this was to occur, there could also be a financial implication that would occur due to an increased level of service and this would need to be resolved.

The cost to maintain all or any of 70km zone grass verges is difficult to estimate. This is due to a variety of road grades. To provide context, Council has recently been requested to maintain approximately three additional hectares of verge in different locations across the district. This addition has a cost of approximately \$7,500 per annum or 25c per meter squared per annum. If there was a desire to provide a more in-depth quote, it is anticipated that there would be a financial cost to do so.

### 4.2 OPTIONS

**Option 1: Status Quo**

Do not review the policy and continue to maintain verges on an ad hoc basis. Risk is that there are inconsistencies within maintenance of 70km zones.

**Option 2: Review Policy**

Review the policy to provide guidance on grass verges within the 70km zone.

Option 2 is the **preferred option** as it provides guidance to staff, allows for a consistent service across the district and if necessary, budgets can be set to reflect the policy.

## 5. CONCLUSION

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Since 2016, staff have made decisions on requests for maintenance of grass verges within 70km zones based on guidance for 50km zones. If Council wish to have a consistent

approach to the maintenance, a policy review is required. This could result in a change of level of service and therefore potential budget implications. Despite this, staff would have clear guidance when responding to requests from property owners regarding this.

## **6. ATTACHMENTS**

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2016 Grass Verge Policy

## Grass Verge Policy 2016

Policy Owner:	Chief Executive
Policy Sponsor:	General Manager Service Delivery
Approved By:	Council
Approval Date:	12 September 2016
Effective Date:	1 October 2016
Next Review Date:	October 2019

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### Objective

To provide consistency across the Waikato District over the responsibility of maintaining grass verges located within the district's 50km/ph residential zones.

### Significance

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.

### Policy Review

This policy will be reviewed as deemed appropriate by the Chief Executive, but not less than once every three years.

### Policy Statements

Council adopts the following policy for maintenance of grass verges located outside residential properties within all urban areas of the district:

1. That the maintenance of all grass verges is the sole responsibility of the adjacent property owner.
2. That the Council will continue to maintain grass verges currently identified in existing reserve maintenance contract maps.
3. Council will undertake a review annually of grass verges it maintains with a view to reducing the number of verges it maintains. Part of this process will involve an understanding of the reason for Council undertaking individual verge maintenance in the first place.
4. Unless by way of age, illness or condition of the verge that prevents the property owner undertaking maintenance, notice will be given to the property owner that Council will cease maintaining the verge in accordance with this policy.
5. That the policy be implemented from 1st October 2016.
6. Urban area means – within the 50 km/ph areas only.



**Application**

This policy applies to all property owners who own land adjacent to road verges within any 50pkm/ph zones within the district as identified within existing reserve maintenance contract maps only.

For clarity, urban areas but not individual grass verges are shown on attached map.

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### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	12 November 2018
<b>Prepared by</b>	Carole Nutt Project Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018
<b>Report Title</b>	Watercare Project Plan

## **I. EXECUTIVE SUMMARY**

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This report is to inform the Infrastructure Committee of the high level project plan for the transition of our Three Waters business to Watercare Services Ltd (“Watercare”). The plan is a joint working document to the end of December; the plan will be updated and expanded as progress with the transition is made.

While the contract draft terms (and risks) are the immediate key focus, concurrently data collection, sharing and analysis is underway. Watercare have been onsite both in the Ngaruawahia office and out in the field to meet with Waikato District Council (WDC) employees to understand our business and start due diligence in the areas of assets, maintenance and operations, people (including health and safety) and customer work streams.

A joint Watercare/WDC stream workshop held on 12 November 2018 focused on transition planning and formally kicking off the project. The workshop included introducing people across the two organisations, gaining a shared understanding of the project background, developing stream canvases and agreeing the next steps of the transition.

## **2. RECOMMENDATION**

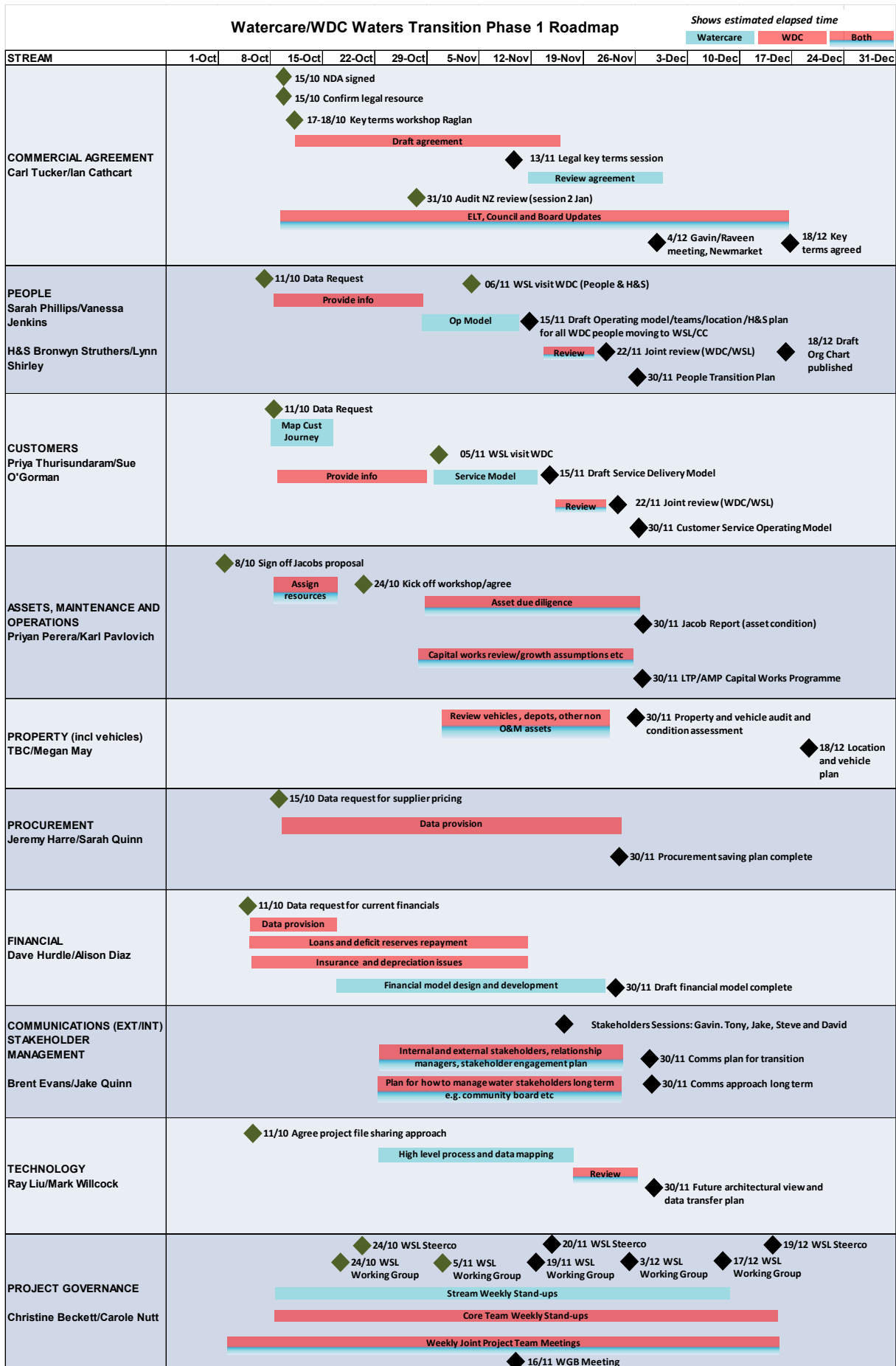
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**THAT the report from the General Manager Service Delivery be received.**

## **3. ATTACHMENTS**

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- Watercare/WDC Waters Transition Phase I Roadmap



### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	12 November 2018
<b>Prepared by</b>	Megan May Parks and Facilities Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018
<b>Report Title</b>	Contract 11/064 – UGL (NZ) Limited – Further Increase to Contract Sum

## **I. EXECUTIVE SUMMARY**

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Under Contract 11/064, Cushman Wakefield (previously UGL (NZ)) provides building, electrical, plumbing, drain laying and gas fitting maintenance services across Council's property portfolio.

In July 2018, a report was presented to Council requesting that the approved contract sum be increased. This was approved and aligned with an extension to the contract which allowed for a robust procurement process to occur. Staff have begun this process but unfortunately, the volume of work required to complete the process exceeded our expectations, our facilities and procurement team have had limited resources due to staff sickness and assistance from the Ministry of Business, Innovation and Employment to complete this process has been delayed. It is now unrealistic to complete the tender process prior to the current expiry of the extended contract date and therefore it will need to be extended again.

To allow for this, a further extension to the contract will be granted and a further increase to the approved contract sum is sought to cover this extension. No further budget is required.

## **2. RECOMMENDATION**

---

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

**AND THAT** the increase of \$291,432.54 in **Approved Contract Sum for Contract 11/064** be approved.

## **3. BACKGROUND AND DISCUSSION**

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In order to ensure the new contract arrangement is correctly specified for Waikato District Council's needs, importance has been placed on doing sufficient procurement and contract

planning. As discussed, the volume of work required to ensure the new contract is fit for purpose has exceeded staff expectations and therefore staff have requested assistance from MBIE to complete the process. An additional benefit to extending the current contract is that our new Contract and Partnering Manager will be recruited and therefore their skills and knowledge will be utilised through the contract creation. There will also be an opportunity for them to build a positive relationship early on with the successful contractor.

The previous report to Council resulted in the approved contract sum being increased to \$2,431,210.55. This allowed for monthly repairs and maintenance costs plus additional project costs. Since this was last increased, \$20,000 of project work has been completed but there are still additional tasks that can be completed under this contract.

It is anticipated that we will continue to spend an average of \$48,000.00 per month on repairs and maintenance through the contract as well as projects detailed below. Staff have calculated that there is a further \$16,242.08 of work that Cushman Wakefield has completed and invoiced, but we have not yet paid.

To enable us to provide the uninterrupted continuation of building, electrical, plumbing, drain laying and gas fitting maintenance service across Council properties, staff are requesting an increase to the approved contract sum of \$291,432.54. Details are as follows:

Ngaruawahia Office Painting	\$50,000
Ngaruawahia Town Clock	\$10,000
Re-Roof Residential House	\$23,000
Seismic Assessment Work	<u>\$20,000</u>
<b>Total Project Work</b>	<b>\$103,000</b>

Previously Approved Contract Sum	\$2,431,210.55
Contract spend to date (31 October 2019)	<u>-\$2,219,401.01</u>
<b>Amount remaining under contract</b>	<b>\$211,809.54</b>

Estimated operational spend (8 months November 2018 - June 2019 @ \$48,000 per month)	\$384,000.00
Estimated Project Spend	<u>\$103,000.00</u>
<b>Forecast amount through to April 19</b>	<b>\$487,000.00</b>

<i>Additional amount required</i>	
- Work completed but not paid	\$16,242.08
- Forecast	\$487,000.00
- Less Remaining ACS	<u>-\$211,809.54</u>
<b>Additional Amount Required</b>	<b>\$291,432.54</b>

<b>Proposed Increased Approved Contract Sum</b>	<b>\$2,722,643.09</b>
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## **4. ANALYSIS OF OPTIONS**

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### **4.1 OPTIONS**

**Option 1:** Increase the ACS to \$2,722,643.09 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 administration intensive and disruptive to business operations. This option does not comply with Council's procurement best practice processes.

This option is not recommended.

## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

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

The revised contract expiry of 30 June 2019 will allow the Facilities Maintenance Contract to be formed and works to be built into a new contract.

### **5.2 LEGAL**

With the extension, the contract expires on 30 June 2019. There has been no issue with performance or pricing and no increase in levels of service.

Staff will continue to work on procurement documents, meet with relevant parties and anticipate that the tender process will occur during early 2019. It is anticipated that we will be in a position to award the contract by late April 2019 but have allowed for a two month transition period.

### **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.

## **6. CONCLUSION**

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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.

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	13 November 2018
<b>Prepared by</b>	Megan May Parks and Facilities Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018
<b>Report Title</b>	Ngaruawahia Memorial Hall Refurbishment Update

## **I. EXECUTIVE SUMMARY**

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The Ngaruawahia Memorial Hall (the Hall) refurbishment project is underway with staff working alongside the Ngaruawahia Community Board to develop a scope of work for the Hall.

During this work it has been discovered that there is substantial work required to bring the Hall up to compliance with the earthquake prone building legislation.

The purpose of this report is to update Council of the issues discovered. Staff are currently working to firm up costs and will provide a recommended scope next year.

## **2. RECOMMENDATION**

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

## **3. BACKGROUND AND DISCUSSION**

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In 2016 the Ngaruawahia community were consulted with on a planned community facility. Despite some level of support for the concept, funding would have been through a targeted rate which was not supported. As a result of feedback, it was decided that available funds should be invested in the current community facilities – The Ngaruawahia Memorial Hall (the Hall) and the Ngaruawahia Library.

With feedback from the Ngaruawahia Community Board, it was determined that the Hall should have the kitchen upgraded, heating installed and improvements made to the bathrooms. Budget of \$1,901,280 was brought forward from the 17/18 year. The Board indicated a desire to spend approximately \$400,000 on the Hall project and the remainder

on the library. In addition to this, seismic work needed to be completed at the hall and therefore an additional \$20,000 was budgeted through the Long Term Plan.

### Investigation

As part of the seismic risk assessment, intrusive investigation of the Hall occurred last month which involved three areas of internal lining being opened to expose the structure. These were in different parts of the building and showed limited brick ties with the majority not connected to the framing.

These findings confirm that the Hall is below 34% of the National Building Standard (NBS) and is therefore earthquake prone. As an IL3 building (importance level 3, based on the number of people it can hold), if Council wishes to continue to use it and not eventually demolish it, strengthening will need to occur within 12 years to meet legislative requirements. The structural engineers engaged to complete Council's seismic assessment work programme recommend that any strengthening work completed should target 67% NBS.

The engineer completing the work has recommended that prior to strengthening, a detailed seismic assessment (DSA) would need to be completed. This would give a good quantitative understanding of the building and knowledge of where its limiting structural weaknesses are and provide of scope of work to mitigate these weaknesses. This is estimated to cost approximately \$30,000.

It could be that the strengthening work required is as simple as removal of the masonry cladding and either reinstating with adequate brick ties or using a substitute cladding. Alternatively, strengthening could be done internally but would limit the ability to install building paper and insulation material. The preferred option will be identified through the DSA.

### Budget

As a result of funding carried forward and additional funding being made available through the 2018-2028 Long Term Plan (LTP), there is currently \$1,818,904 allocated for upgrading of the Hall and library. Of this, \$750,000 was allocated specifically to the Ngaruawahia Library. In addition to this, \$20,000 has been budgeted through the LTP for earthquake strengthening on the Hall.

The Ngaruawahia Community Board indicated a desire to allocate \$400,000 to the Ngaruawahia hall with the remainder being spent on the Library. As at 31 October 2018, the remaining funding for these projects is as follows;

	<b>Total available funding</b>	<b>Hall</b>	<b>Library</b>
Facility refurbishment budget	\$1,818,904	\$317,624	\$1,501,280
Earthquake strengthening	\$19,742	\$19,742	
Additional 18/19 Library budget	\$746,125		\$746,125
	<b>\$2,584,771</b>	<b>\$420,000</b>	<b>\$2,247,405</b>



### Moving forward

Staff intend to undertake the DSA to determine the extent of the work that needs to be completed to increase the NBS%. Once this is completed, options will be presented to Council and the Ngaruawahia Community Board to seek feedback and potential funding options.

## **4. CONCLUSION**

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There is a desire from the community to upgrade the facilities at both the Ngaruawahia hall and library and an indicative split of the budget has been set. On investigation, it is anticipated that additional work will need to be completed at the hall and therefore staff have taken the opportunity to make Council aware at the earliest possible stage. Once further investigatory work is complete, staff will return to Council with an update.

## **5. ATTACHMENTS**

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Nil.

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	15 November 2018
<b>Prepared by</b>	Gary Dela Rue Acting Roothing Manager
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	INF2018
<b>Report Title</b>	Waikato District Alliance GAIN Share Distribution

## **I. EXECUTIVE SUMMARY**

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The purpose of this report is to obtain Council approval to distribute Council's share of the Waikato District Alliance (WDA) GAIN share as recommended by the WDA Principal's Group (PG) Board and to obtain delegated authority for the WDA PG Board to approve the distribution of any future PAIN or GAIN shares.

The WDA PG Board consists of six senior executives, three each from both Council and Downer.

The 2017/18 WDA GAIN share was \$292, 945 of which Council share for the reinvestment in the network is \$211, 744. It is recommended that this reinvestment be apportioned as follows:

- Mangawara Stream Bridge           \$170, 632
- Road Maintenance Projects       \$ 41, 112

NZ Transport Agency have also approved this reinvestment proposal.

## **2. RECOMMENDATION**

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

**AND THAT** the **Infrastructure Committee** recommend to **Council** that the **WDA GAIN** share of \$211, 744 be distributed as follows:

- **Mangawara Stream Bridge**   \$170, 632
- **Road Maintenance Projects**   \$ 41, 112

**AND FURTHER THAT** the **Infrastructure Committee** recommend **Council** approve delegated authority to the **WDA Principal's Group** to approve the distribution of future **WDA PAIN** or **GAIN** shares.

### 3. BACKGROUND

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The WDA PAIN/GAIN share European Foundation for Quality Management (EFQM) model was included in the Alliance and NZTA contract agreements with Council to drive value for money and an excellent organisation culture.

It was envisaged that any GAIN share would be reinvested into the road network subject to the Principal's Group approval.

The EFQM model drives continuous improvement so that the quantum of GAIN share increase and the probability of a PAIN share decreases over time. The process requires significant commitment from the WDA leadership team but has demonstrated value to date.

Waikato District Alliance (WDA) has a PAIN/GAIN mechanism which involves a series of tensioned scheduled items and an excellence framework based on the EFQM which drives value for money, quality and organisation excellence.

The annual PAIN or GAIN is calculated from a combination of the performance on scheduled PAIN/GAIN items and the Framework score as detailed in the attached PG Board paper.

### 4. DISCUSSION

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#### 4.1 2017/18 PAIN/GAIN SHARE

In 2017/18, WDA produced a total GAIN share of \$292,945 of which \$211,744 is available to Council to reinvest on the network. The attached PG Governance Board paper details the PAIN/GAIN calculation and distribution and has been approved by the PG Board. The Board consists of six senior executives, three each from both Council and Downer.

The Principal's Group have recommended the Council GAIN share of \$211,744 as follows:

- Mangawara Stream Bridge           \$170,632
- Road Maintenance Projects       \$ 41,112

The Roding Management Accountant has verified that \$170,632 is available to transfer as a credit into the Mangawara Stream Crossing project and that the road maintenance portion has already been utilised. This ultimately improves Council's funding position for the Mangawara Stream Crossing.

### 5. CONCLUSION

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The WDA PAIN/GAIN share model drives value for money, continuous improvement and organisational excellence.

The proposed reinvestment in the network is based on the prioritised needs of the network and has been approved by the PG and NZTA and verified by Council's Roding Management Accountant. Approval of delegation to the PG Board for any future PAIN/GAIN distributions will expedite the process and will ensure reinvestment is made to meet network needs.

### 6. ATTACHMENTS

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PG Board 2017/18 GAIN share paper

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To: Principals Group – Waikato District Alliance

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From: Gary Dela Rue – Alliance Manager

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Subject: Approval of Final 2017/2018 Gainshare

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Date: 5 November 2018 File:

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## 1. Overview

The Waikato District Alliance has produced a gain pool of \$292,945k as a result of improved productivities and efficiency gains. The gain pool for non WDC parties (called Non Owner parties NOP) is capped at \$500,000.

The final WDC component of the Gainshare is \$211,744 and this is available to be reinvested on projects within the District.

It has been agreed with the WDC Finance Team that \$170,000 of the Gainshare can be allocated to the Mangawara Stream Bridge project. The remaining \$41,744 will be used on road maintenance projects.

## 2. Recommendation

It is recommended that this report be received and The Principal's Group approve the final Gain Payments so that WDC can reinvest funds and that Alliance Partner payments can be finalised.

## 3. Gainshare Apportionment

This gain pool will be distributed amongst the parties in the method described below and aligned with the Gainshare allocation methodology previously approved by the PG.

*Section 5 lists the actual gain share payments to each party.*

The overall approach is as follows:

- Gain pool has been created through cost effective delivery of maintenance and renewal activities (i.e. entire scope delivered at a lower cost)
- Cyclic activities such as amenity maintenance have been exempted from contributing to the pool. Contribution from these activities could be perceived as lowering the level of service.
- Savings from unquantifiable activities (such as emergency response) do not form part of the gain pool but are reinvested as per network needs.
- All non WDC parties have to exceed BAU in the non-financial performance metrics to be entitled to a gain share.
- Gainshare distribution for NOP is based on the overall score achieved and the value of works delivered.

## 4. WDC Gainshare project re-investment

Council's Gainshare of \$214,633 will be reinvested into the network as follows:

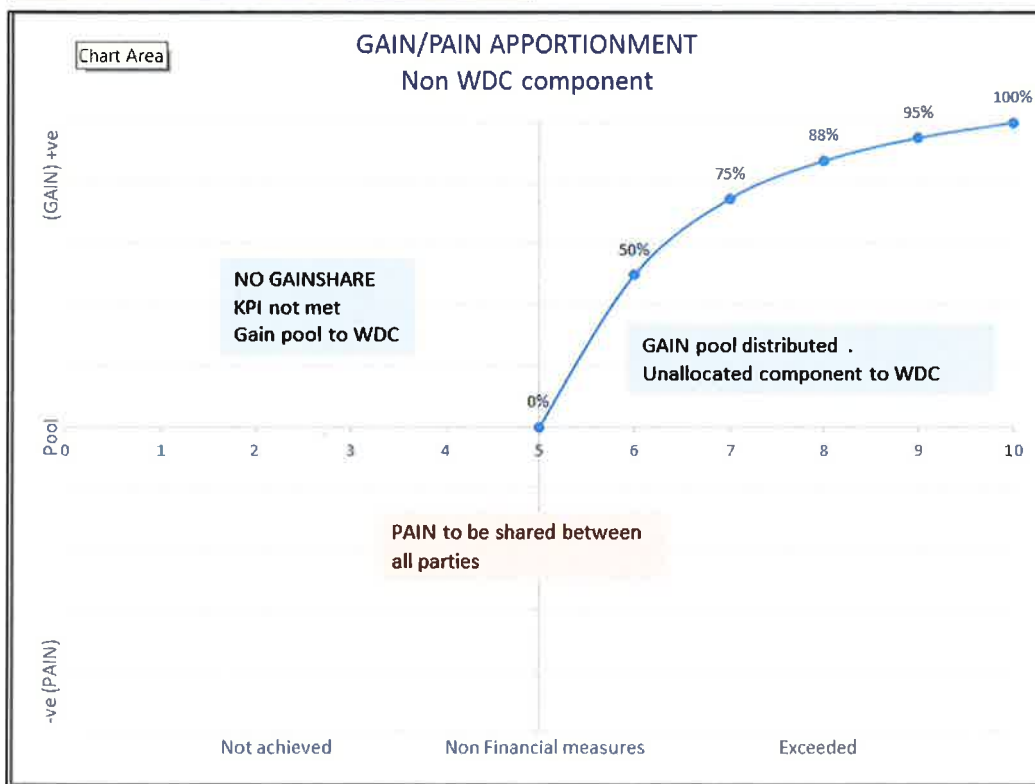
- \$170,000 to Mangawara Bridge
- \$41,744 to Maintenance Projects

5. Apportionment of Gainshare to Alliance parties

FY 2018 Gainshare apportionment

Final end of year gain share	
Gain Pool	292,945
Performance Score	6.19
R <sup>2</sup>	0.9995
y=1.25x <sup>3</sup> -33.393x <sup>2</sup> +302.14x-831.79	
Distribution	55%
WDC 50%	146,472
Pool for NOP	146,472
Distribution \$	81,201
Returned to WDC	65,271
<b>WDC total</b>	<b>211,744</b>

Non WDC share	Amount \$	Value of works (%)
Heb Construction	7,650	9%
Civic	1,842	2%
Directionz	1,554	2%
Power Weed Control	2,984	4%
Downer	67,170	83%
<b>Partners total</b>	<b>81,201</b>	<b>100%</b>



6. Summary

Please approve the Final Gainshare of \$292,945 and distribution as detailed above by signing below.

Prepared By:

Gary Dela Rue

\_\_\_\_\_  
Name (Alliance manager)

\_\_\_\_\_  
Signature

**Final Gainshare Payments Approved by the Principals Group:**


\_\_\_\_\_  
Tony Whittaker (WDC Principal)

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Ian Cathcart (WDC Principal)

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Craig West (Downer Principal)

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
George Leidig (Downer Principal)

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Doug Carrasco (Downer Principal)

  
\_\_\_\_\_  
Signature

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	14 November 2018
<b>Prepared by</b>	Luke McCarthy Road Asset Engineer
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	INF2018
<b>Report Title</b>	Waikato Region Cycle Trails Network

## **I. EXECUTIVE SUMMARY**

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The recently completed Waikato Region Cycle Trails Network Programme Business Case (PBC) was developed with significant input from regional partners. The business case identifies considerable economic benefits for the region.

The key focus of the business case is to make the region's cycle trails the best they can be and have them functioning as a regional network to achieve greater value for money from existing investment. We can attract new investment to expand the network once the relationships, funding and capacity/capability to explore potential opportunities is in place.

The opportunity for Waikato District Council is to support development of a planned trail in the north-east of the district, adjoining Hauraki and Auckland Councils.

## **2. RECOMMENDATION**

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

## **3. BACKGROUND**

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Waikato Regional Council has been working with regional cycle trail trusts and their partners and key stakeholders since 2016 to identify opportunities to work together and grow economic benefits across the region. The Waikato Region Cycle Trails Network currently comprises the following members; Hauraki Rail Trail, Timber Trail, Waikato River Trails, Great Lakes Trail, Te Awa River Ride (and through them their key funding partners), Territorial Authorities, Waikato Regional Council, NZ Transport Agency, Hamilton & Waikato Tourism, Destination Coromandel, Destination Great Lake Taupo.

In 2017 the Network agreed to progress a business case for a regional network of trails with co-funding from Waikato Means Business, the Ministry of Business Innovation and Employment (MBIE) and Waikato Regional Council. The Programme Business Case (PBC) was completed in June 2018 and stakeholders saw this as a strong opportunity for the region

and socialised the outcomes of the PBC with the regions Mayors by way of an update in August 2018.

#### 4. DISCUSSION

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Cycle trails attract local, national and international visitors who contribute to the regional economy through local spending. Cycle trail development across the Waikato region has accelerated in the past five years as evidenced by the Te Awa cycle trail and the Hauraki Rail Trail. However, despite committed and passionate investors and partners, completion of existing trails and the development of new trails remains incremental and limited by funding and local capacity.

The business case considers all aspects of the cycle trail network, defined as:

- The physical trail assets (trail, signage, interpretation, amenities, trail heads, connections);
- Transport providers and transport connections;
- Planting and ecological restoration;
- Human capital and regional-level governance;
- Accommodation, food and beverage;
- Bike hire, sales and servicing;
- Local community and businesses;
- Events marketing;
- Package and tour operators.

The business case sets to establish dedicated roles to deliver a works programme, work with stakeholders and coordinate the required activity to build on the cycle trails network.

Further consultation is required to agree funding arrangements if the WRCTN members support the PBC as in the long term, WRCTN members will probably need to contribute at least a portion of the investment cost. In the short term, there is a potential issue with timing. Councils have adopted their 2018/2028 Long Term Plans and may have limited ability to contribute funding WRCTN over the next 1-3 years. The proposed approach is to apply to the Provincial Growth Fund and regional funders for a significant proportion of the funding requirements through to 2020/2021. If successful, this will provide short-term funding and also an opportunity to engage with stakeholders about longer-term funding opportunities.

Council's key focus for this 2018/21 Long Term Plan (LTP) is on the Hamilton to Cambridge Cycleway, which has a Detailed Business Case approved and all the key stakeholders are steadily progressing the investigations and designs for their associated sections to be built over the next 2.5 years.

Identified in the WRCTN PBC is a planned trail for the north east boundary of our district adjoining Hauraki District Council and Auckland Council. It is envisioned that this section will be discussed with Council as a key stakeholder as the programme develops.



## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

There are no financial considerations at this time, however it is noted that longer-term funding opportunities are likely to be discussed over this LTP period.

## **6. CONCLUSION**

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The WRCTN PBC has identified significant benefits for the region from cycle trail development. Formalising the cycle network as a resourced entity to build a better visitor experience, attract and lengthen visitor stay and leverage the local and regional economic and community benefits from this. Council will continue to be a key stakeholder in the ongoing development of the trails network.

## **7. ATTACHMENTS**

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Waikato Region Cycle Trails Network – Programme Business Case

GROWING THE ECONOMIC BENEFITS OF INCREASED VISITORS ACROSS THE REGION BY LEVERAGING NEW AND EXISTING CYCLE TRAILS INVESTMENT

# WAIKATO REGION CYCLE TRAILS NETWORK

PROGRAMME  
BUSINESS CASE

# THE STORY SO FAR

The Waikato region supports and services four Great Rides: Hauraki Rail Trail, Timber Trail, Waikato River Trails and the Great Lakes Trail. Together with Te Awa River Ride, these trails are the focus of this programme business case.

Cycle trails attract local, national and international visitors who contribute to the regional economy through local spending. Cycle trail development across the Waikato region has accelerated in the past five years. However, despite committed and passionate investors and partners, completion of existing trails and the development of new trails remain incremental and are limited by funding and local capacity.

This business case considers all aspects of a cycle trail, from the physical asset, local business and community involvement, to the capability and capacity needed to deliver a great customer experience and attract new and returning visitors – both cyclists and other users.

## The Waikato Regional Cycle Trails Network (WRCTN) members

Trail trusts Hauraki Rail Trail, Timber Trail, Waikato River Trails, Great Lakes Trail, Te Awa River Ride and their key funding partners, territorial authorities, Waikato Regional Council, Waikato Means Business, New Zealand Transport Agency, Hamilton & Waikato Tourism, Destination Coromandel and Destination Great Lake Taupō.

## Key challenges facing the region's cycle trails

	Achieving the desired levels of trail quality and grade consistency
	Maintaining sufficient stakeholder support to operate and enhance the trails
	Achieving a sustainable financial model
	Sufficient service providers and services to meet customer demand and help grow trail use



## Key benefits of a regional approach to establishing a formal cycle trail network in the Waikato

### REGIONAL FOCUS INCREASES TRAIL DEMAND AND ECONOMIC ACTIVITY IN LOCAL COMMUNITIES

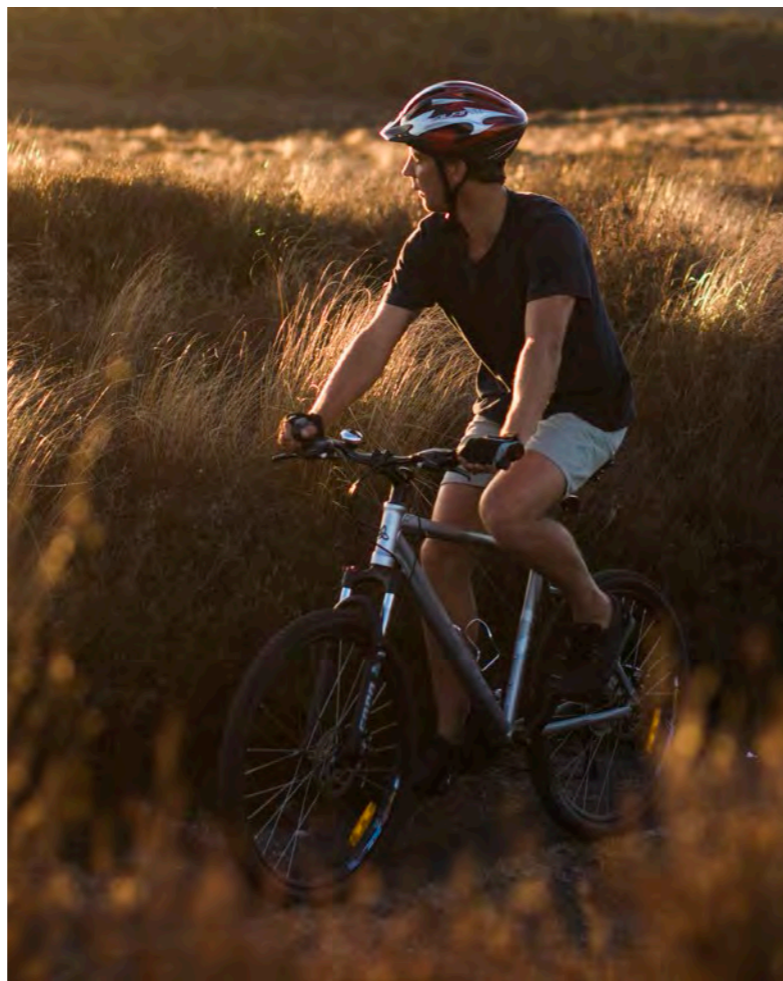
More international, out of region and local visitors stay longer and spend more during their visit, leading to greater regional economic activity.

### GREATER VALUE FROM MONEY ON EXISTING INVESTMENT

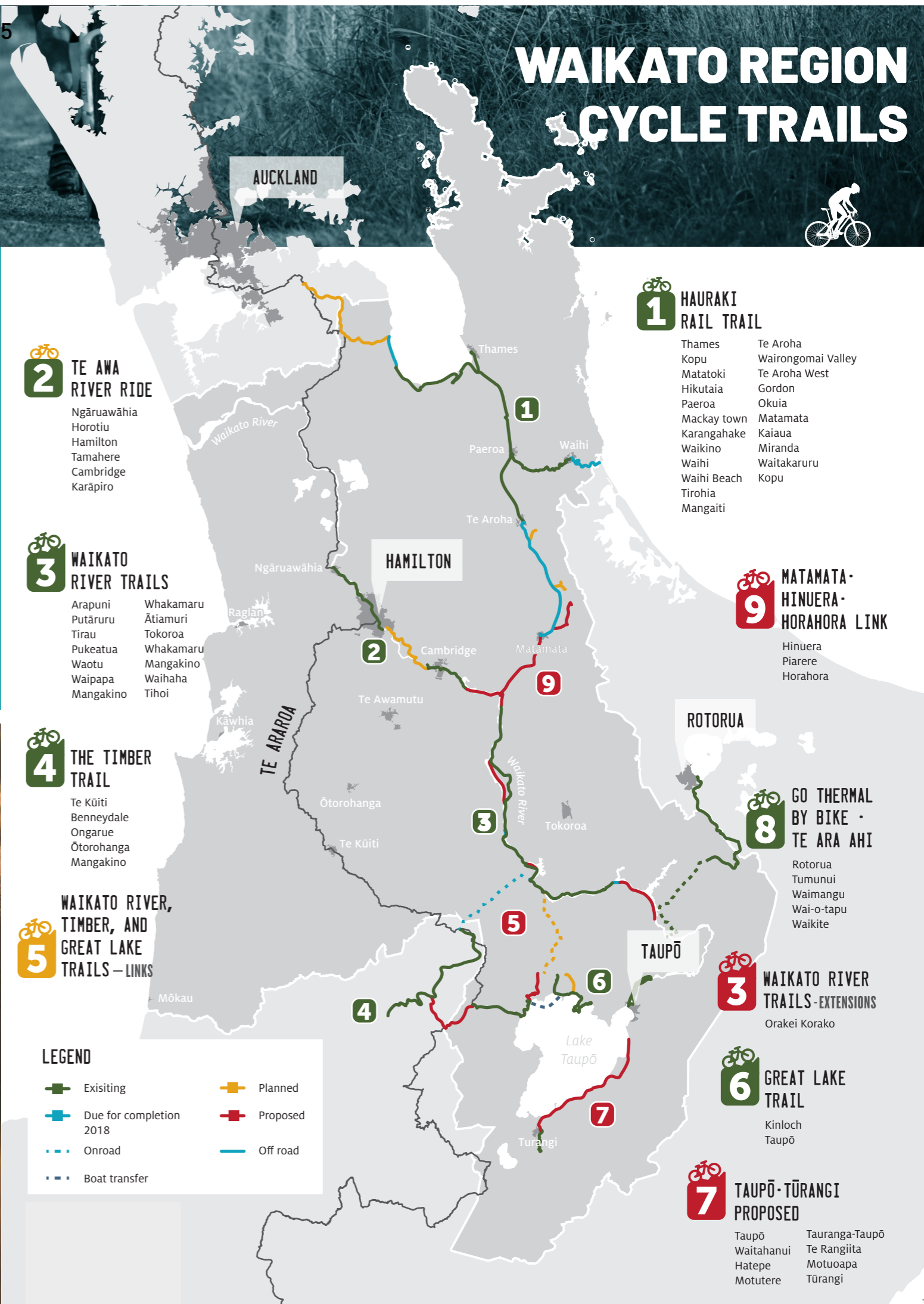
Cycle trails and communities develop capability and capacity to offer a wider variety of attractions and services, improve the visitor experience and broaden the potential market.

### FUTURE INVESTMENT INTO THE CYCLE TRAILS OPTIMISES REGIONAL BENEFITS

Future investment is aligned to regional outcomes, enabling access to a broader range of funding opportunities. Decisions about trail investment are informed by how to maximise demand across the region.

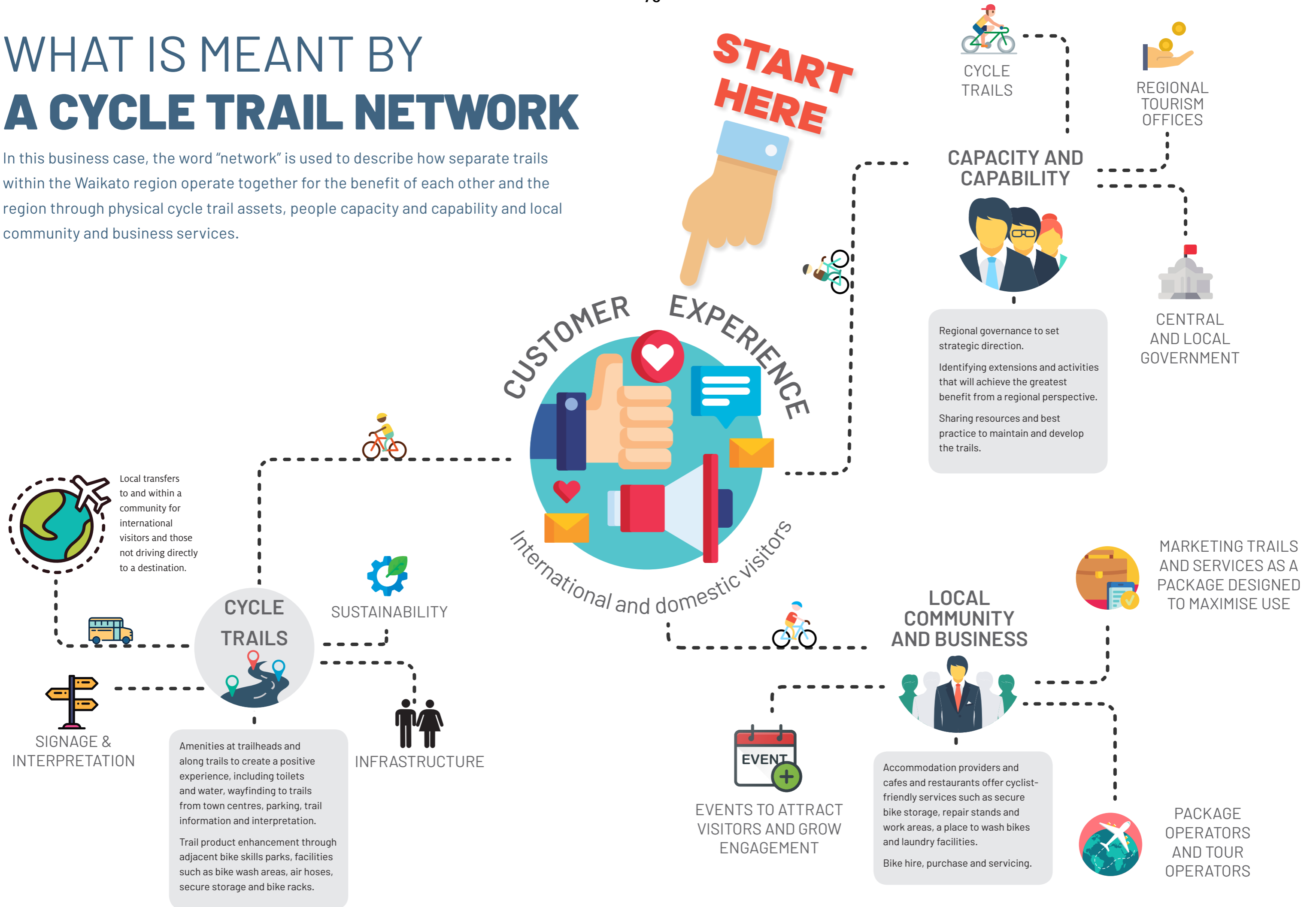


# WAIKATO REGION CYCLE TRAILS



# WHAT IS MEANT BY A CYCLE TRAIL NETWORK

In this business case, the word “network” is used to describe how separate trails within the Waikato region operate together for the benefit of each other and the region through physical cycle trail assets, people capacity and capability and local community and business services.



## What is required to achieve the trails network over 30 years, and what will investment achieve?

### INTERVENTIONS

#### TRANCHE 1: ENHANCE AND EXTEND TRAILS

- Achieve desired grade consistency and quality to deliver a safe and consistent experience.
- Agree a region-wide vision for the Waikato's cycle trails, including physical network connections.

#### TRANCHE 2: GROW SERVICE PROVIDERS

- Identify business potential in local communities.
- Promote opportunities to invest in local cycle trail services.
- Help service providers get established and support them to deliver to an agreed customer experience.
- Grow local community support and engagement.

#### TRANCHE 3: DEVELOP CAPABILITY AND CAPACITY

- Deepen understanding of customer experience and forecast market demand.
- Establish a region-wide approach to governance.
- Enable effective stakeholder relationships.
- Support quality marketing and product development.
- Leverage opportunities to achieve sustainable funding.
- Leverage opportunities to achieve sustainable trail governance and operations.

### BENEFITS

More international, out of region and local visitors stay longer and spend more during their visit.

CREATING JOBS THROUGH THE DESIGN, CONSTRUCTION AND MAINTENANCE OF THE REGION'S CYCLE TRAILS NETWORK.

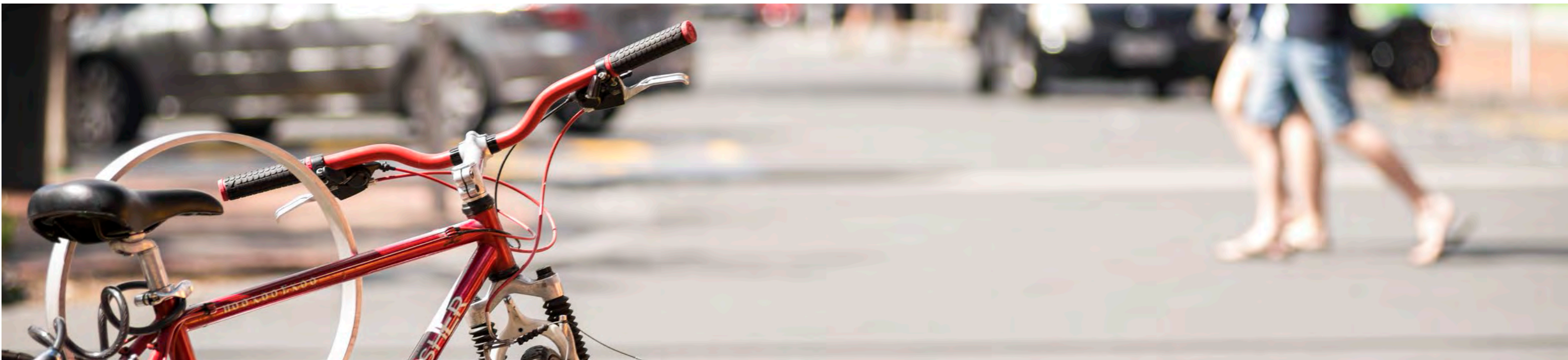
Cycle trails and communities deliver greater value for money on existing investment.

CREATING A HIGH-QUALITY TOURISM ASSET:

- ENHANCING NEW ZEALAND'S COMPETITIVENESS AS A TOURISM DESTINATION
- PROVIDING ONGOING EMPLOYMENT AND ECONOMIC DEVELOPMENT OPPORTUNITIES FOR REGIONAL ECONOMIES.

Future investment into the cycle trails optimises regional benefits.

DELIVERING OTHER BENEFITS: RECREATIONAL, HEALTH, CULTURAL AND ENVIRONMENTAL.



# SCENARIOS ASSESSMENT

## SELECTING THE PREFERRED PROGRAMME

Scenarios were developed in close consultation with WRCTN using an iterative process of scenario assessment and cost benefit analysis. Analysis is over a 10-year time frame and is conservative.

The WRCTN members have determined the practical implications of each scenario below for visitors riding cycle trails and the community, and to analyse how the network would benefit local communities and the Waikato region.

### Business as usual (BAU)

Represents the status quo option – WRCTN now. Fewer opportunities will be taken, and at a slower pace. Cycle trails continue to operate relatively independently of each other, with unrealised regional visitor growth and economic activity.

### Incremental

Falls between the BAU and transformational scenarios.

### Transformational

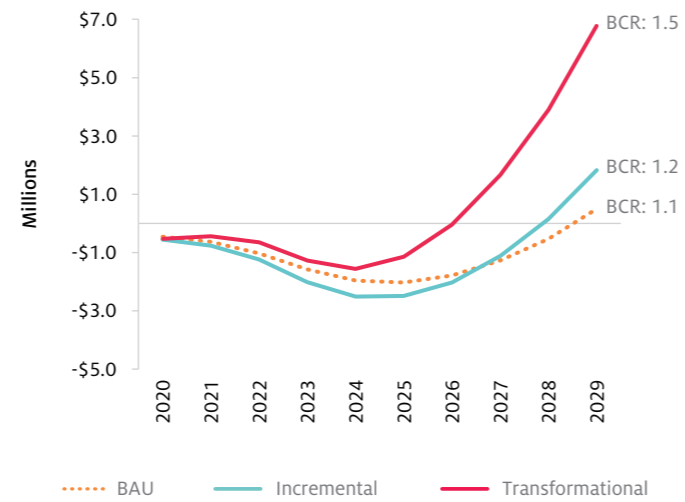
Delivers greater benefits, with more emphasis on engaging with and influencing stakeholders. Activities across the three tranches are more complex.

	BAU SCENARIO	INCREMENTAL SCENARIO	TRANSFORMATIONAL SCENARIO
Ability to deliver a comparative advantage for Waikato	Low	Low-moderate	Moderate-high
Increased visitors, length of stay and average daily spend	Low	Moderate	High
Regional economic development benefits	Low	Low-moderate	High
Financial cost of scenario	Low	Low-moderate	Moderate
Scenario constraints (local funding share and capacity and capability)	High	Moderate	Low

## TRANSFORMATIONAL SCENARIO: PREFERRED PROGRAMME

Value for money of existing and future investment is optimised through developing capability and capacity – meaning resources and expertise are freed up to focus on delivering a great cycle trail experience and growing economic activity in local communities.

This scenario costs more, but is fully fundable and achieves the highest benefit cost ratio (BCR), 1.5. The transformational scenario returns the largest net present value (NPV) (\$6.8 million) with the earliest break even (2026).



Cumulative NPV and BCR for each scenario

### Compared to all other scenarios:

- More international and out of region visitors staying longer and spending more.
- Greatest amount of sustainable economic activity and job creation in local communities.
- Some large investment in local communities, including new accommodation and upgrades to key community infrastructure, and a significant increase in average daily spend.
- Significant development results in largest cycle trail network, with assets maintained to a higher standard.

## IMPACT OF BENEFITS UNDER THE TRANSFORMATIONAL SCENARIO

### Cycle trails increase economic activity in local communities

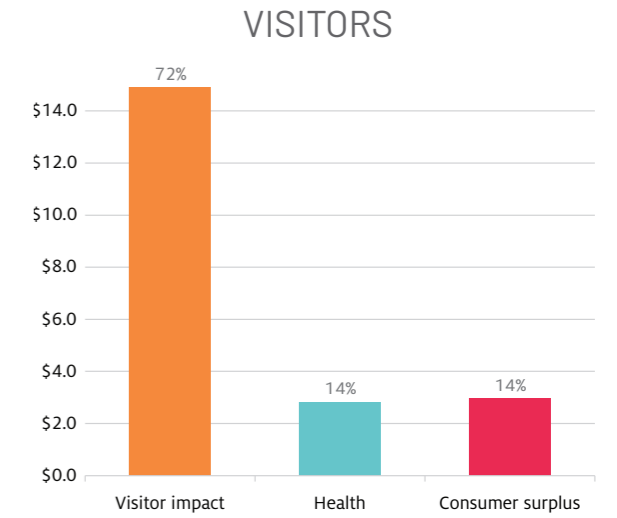
WRCTN will work closely with trail trusts, councils, regional tourism offices (RTOs) and Waikato Regional Economic Development Agency (REDA) to promote business opportunities in local communities and support the long term sustainability of new businesses. There is a drive to attract big ticket investment into the smaller towns (such as new accommodation) to achieve higher visitor spend and attract more non-cycling visitors.

Proactive focus on schools and communities to leverage the cycle trails for education purposes and establish community events, which in turn attracts visitors and increases demand.

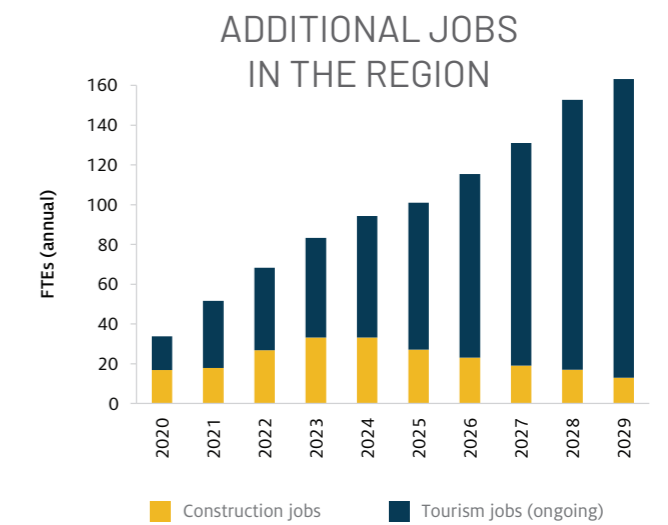
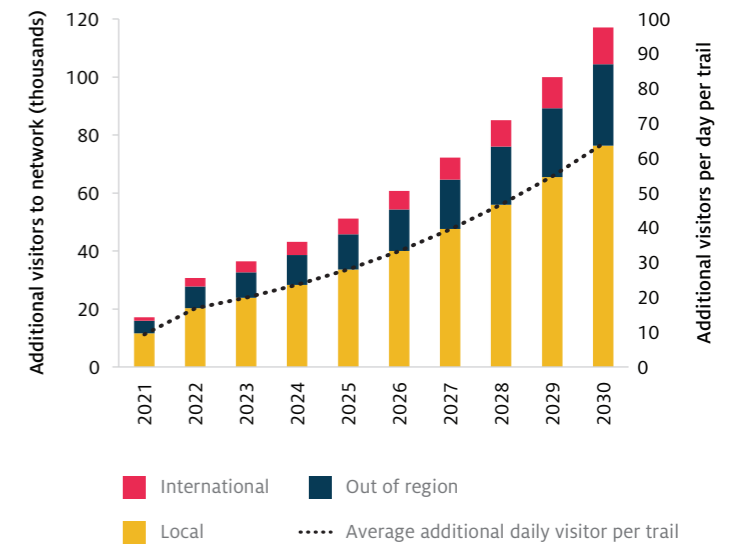
The physical network is expanded to maximise regional economic development, particularly in smaller communities where the cycle trails will have a significant impact on economic activity.

### Cycle trails are good for our people and our environment

More local visitors to trails and greater focus on trails sharing best practice around biodiversity and sustainability achieve better outcomes for the environment. Visitors are able to learn about the Waikato's history, and experience its natural beauty and cultural heritage.

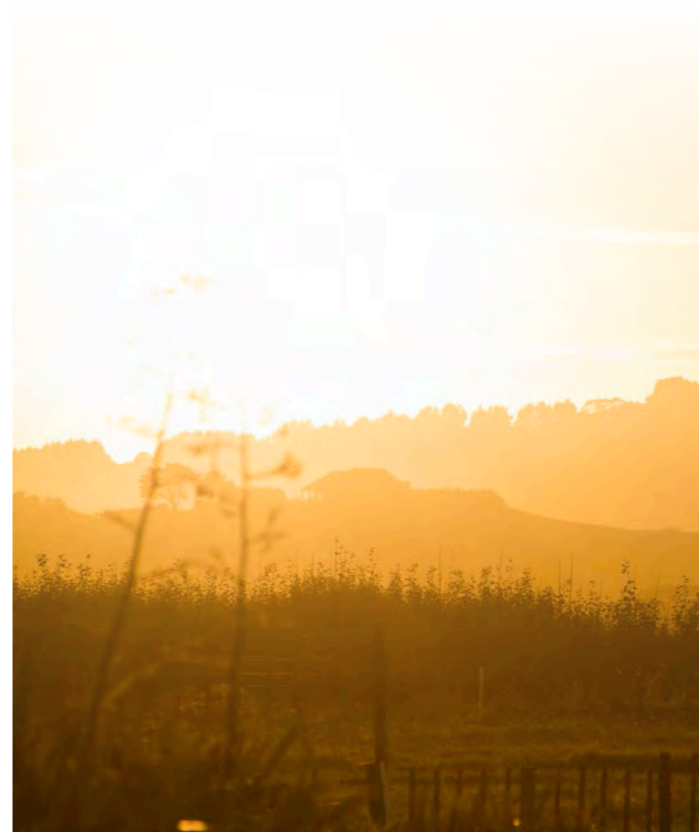


## BREAKDOWN OF QUANTIFIED BENEFITS (OVER 10 YEARS)



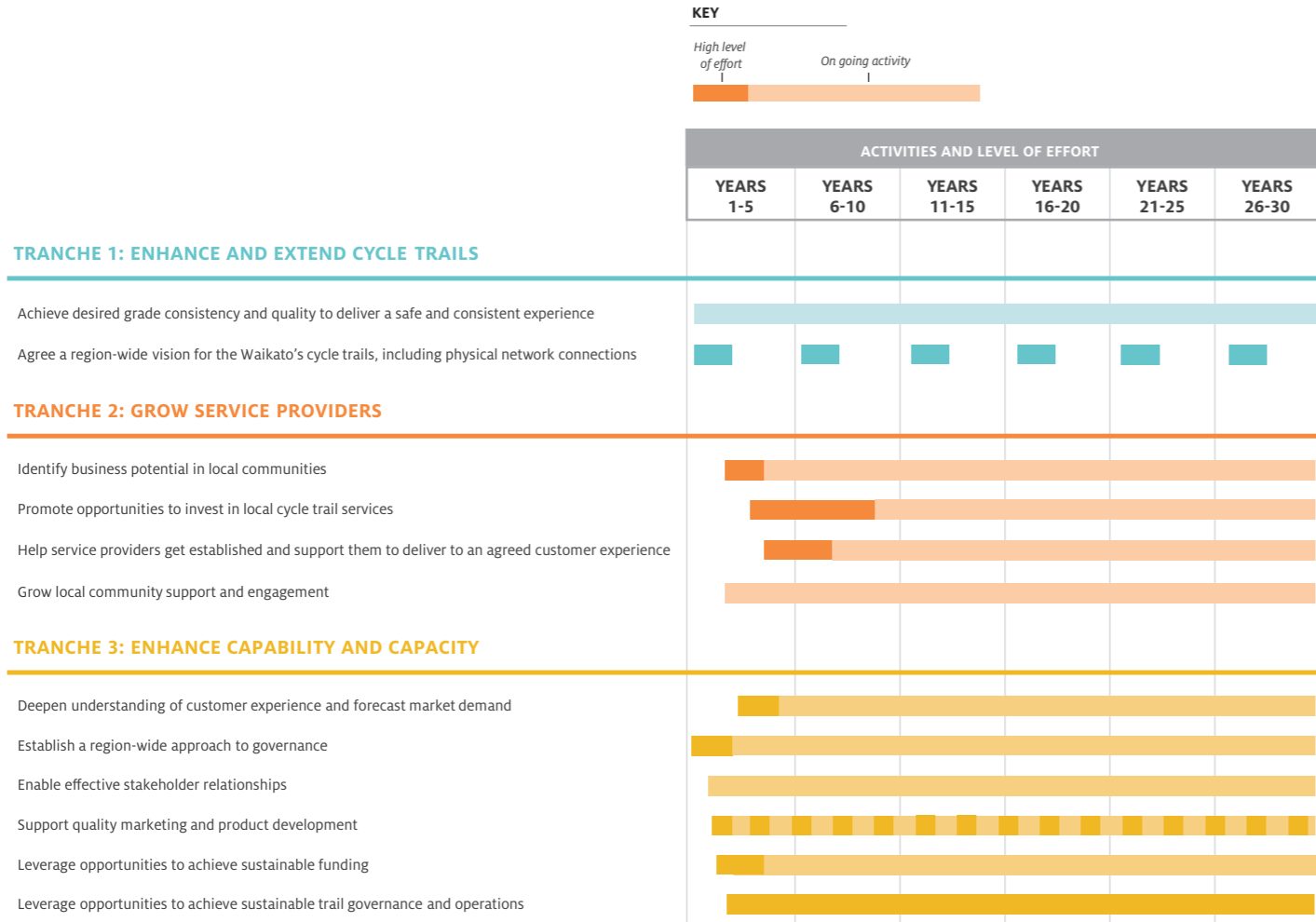
### Assumption: by year 10

- average daily spend increases from \$215 to \$330
- approximately 50 per cent of multiday visitors stay for one night, 35 per cent for two nights and the remaining proportion (15 per cent) stay for three nights.



# IMPLEMENTATION AND NEXT STEPS

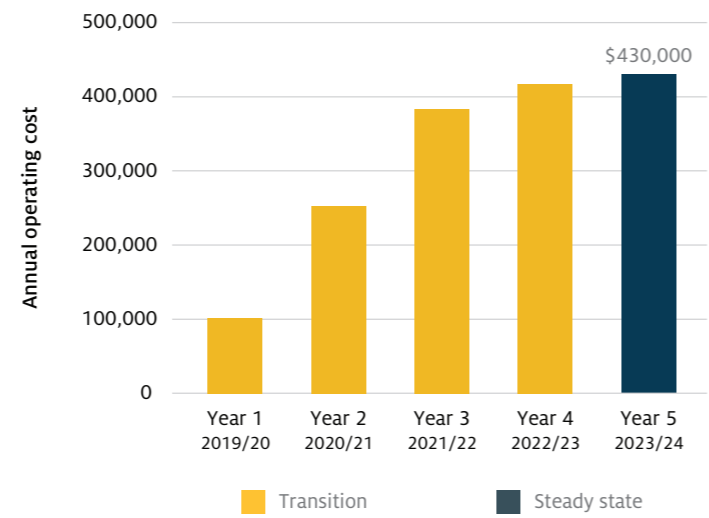
## INDICATIVE WORK PROGRAMME



## PEOPLE RESOURCES – CAPACITY AND CAPABILITY

The success of WRCTN will depend on the capability and capacity of its personnel. Two distinct roles are required: a programme lead and a senior advisor. They will need to deliver a large programme, working hand in glove with a diverse range of stakeholders – including, but not limited to, trail managers, iwi, Regional Economic Development Agency, council staff, regional tourism offices and central government. WRCTN members will have an important role in the success of the network. Trail managers, council and regional tourism offices staff will need to be actively involved in implementing the work programme.

## INDICATIVE COST OF PREFERRED OPTION



## POTENTIAL FUNDING ARRANGEMENTS

Alongside the Ngā Haerenga Enhancement and Extension and Managing Great Rides funds, possible funding options for WRCTN include, but are not limited to:

- funds administered by central government (e.g. the Provincial Growth Fund)
- funds administered by regional/local government (e.g. Waikato Regional Council's Regional Development Fund)
- funding contributions from WRCTN members and regional stakeholders, either as in-kind support or a cash contribution
- other donations and grants.

## TRANSITION ARRANGEMENTS

The business case proposes a small transition team to undertake the bulk of the work necessary to establish the cycle trail network, with oversight provided by a transition board. The transition arrangements would be in place until WRCTN is operational (approximately six to eight months)

### Further consultation required to agree funding arrangements

If WRCTN members support the business case, an early action will be to agree on funding arrangements. In the long term, WRCTN members will probably need to contribute at least a portion of the investment cost. In the short term, there is a potential issue with timing. Councils have adopted their 2018–2028 LTPs and may have limited ability to contribute funding WRCTN over the next three years.

The proposed approach is to apply to the Provincial Growth Fund and regional funders for a significant proportion of the funding requirements through to 2020/2021 (approximately \$0.737 million in total). If successful, this will provide short term funding and also an opportunity to engage with stakeholders about longer term funding opportunities.



**HE TAI AO MAURIORA**

HEALTHY ENVIRONMENT

**HE ŌHANGA PAKARI**

STRONG ECONOMY

**HE HAPORI HIHIRI**

VIBRANT COMMUNITIES

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Private Bag 3038  
Waikato Mail Centre  
Hamilton 3240  
New Zealand

**Freephone 0800 800 401**  
[www.waikatoregion.govt.nz](http://www.waikatoregion.govt.nz)

**Waikato**  
  
**REGIONAL COUNCIL**  
*Te Kaunihera ā Rohe o Waikato*





### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	16 November 2018
<b>Prepared by</b>	Luke McCarthy Roading Asset Engineer
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	INF2018
<b>Report Title</b>	Horsham Downs Link Road – Progressing the Project

## **I. EXECUTIVE SUMMARY**

---

Waikato District Council (Council) has signalled their continued support of the Hamilton Section of the Waikato Expressway project by committing \$2.089M in the 2018-28 Long Term Plan (LTP) for the Horsham Downs Link (the project).

The Multi Party Funding Agreement (MPFA) which would have approved the CityEdge Alliance to carry out the works and it is being funded by Waikato District Council has not been approved. As such, the CityEdge Alliance has re-prioritised their works to achieve the 2020 completion date for the Hamilton Section of the Waikato Expressway. Horsham Downs Link remains unconstructed. Further to this the fill material that was to be utilised for Horsham Downs Link Road has been re-purposed elsewhere within the Hamilton Section.

This has added significant cost to the estimate as construction fill now needs to be imported. Despite repeated requests for a re-price from the CityEdge Alliance, none has been forthcoming. The Waikato District Alliance have been asked to re-price the project which has resulted in an overall project cost of approx. \$3.0M. This is \$911,000 over the amount approved in the LTP for the Horsham Downs Link Road.

The Horsham Downs Link is an important arterial route linking the eastern area of the district to Hamilton City via Resolution Drive. Staff are now requesting approval from Council to allow the Waikato District Alliance to commence preparations to undertake the construction and that a MPFA be approved that takes into account the use of the existing designation, resource consents and specifications and also allows for the future purchase of the underlying land.

## **2. RECOMMENDATION**

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

**AND THAT Council approve the additional loan funding required of \$911,000;**

**AND FURTHER THAT Council approve the construction to be carried out by the Waikato District Alliance;**

**AND FURTHER THAT Council grant the Waikato District Alliance dispensation against current variation approvals to allow the works to be undertaken.**

### 3. BACKGROUND

The purpose of this report is to update the Infrastructure Committee on the project and to introduce some logic as to how the project can be moved on from its current hiatus.

Construction is well underway for the Hamilton Section of the Waikato Expressway (the Hamilton Section) which comprises the design and construction of a 22km 4-lane expressway which creates a new eastern bypass of Hamilton City from Lake Road in the north to the Tamahere Interchange in the south. The Hamilton Section includes a number of interchanges providing connection between the Waikato Expressway and the local road network.

As the project gained momentum through its design phase it was considered sensible and desirable to alter the access configurations of the Waikato Expressway to accommodate the Resolution Drive Extension (Hamilton City Council) and Horsham Downs Link (Waikato District Council), in order to achieve a safe and efficient integrated transport network that enables and supports the economy (See map – Figure 1). The Horsham Downs Link provides an arterial connection to Horsham Downs Road and the Waikato District Council network to the east.



In May of 2017 it was agreed that Council enter into a Multi-Party Funding Agreement with the NZ Transport Agency (NZTA). The intention of this agreement would be that CityEdge Alliance would construct the Horsham Downs Link Road and that Council would meet its share. At this stage CityEdge Alliance had commenced works on the road. In June 2017 Council was advised by NZTA that works would be suspended until such time as the Multi-Party Funding Agreement was signed by the parties. Later in 2017 it was decided that south facing ramps were to be part of the interchange (not part of the Horsham Downs Link Road project), however this necessitated approval from the NZ Transport Agency Board, which was approved in early 2018.

Since July 2018, Council has continued to work with NZTA towards an agreement to get the project going again. Further analysis of the financial model has been required to obtain

funding approval. This has meant a review of the economics and benefits provided by the project.

Unfortunately the delays have impacted on the availability of fill material that would have been used to construct the Horsham Downs Link, this has added significant cost to the project.

Further to this, prior discussions were based on the availability of the CityEdge Alliance to undertake the works, this option has all but been exhausted based on likely price increases and that CityEdge's focus is on completing the Hamilton Section for late 2020. Back in 2017 the Waikato District Alliance was provided the opportunity to price the project, however at the time were over the price estimate provided by the CityEdge Alliance.

Council has provisioned \$2.089M in the 2018/19 LTP. The Waikato District Alliance has repriced the project based on imported fill. The new revised price is approximately \$3.0M.

Further, Waikato District Council will need to purchase the land under the designation from NZTA, the value of this is to be confirmed. This land cost has not been budgeted in the 2018-2028 LTP and will require additional funding once a valuation has been complete and agreed to.

## **4. DISCUSSION AND ANALYSIS OF OPTIONS**

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### **4.1 DISCUSSION**

Council staff have recently proposed to the NZTA that the Waikato District Alliance undertake the works to construct the Horsham Downs Link. In addition, the Waikato District Alliance has proposed that appropriate construction fill could be available from jobs it is undertaking around the district. This presents a win for the Council as long as the fill material complies with the overall project specifications and has the potential to bring the cost of the build down.

Council would still need to enter into a Multi-Party Funding Agreement with NZTA so that funding assistance can be available for both the construction activity and the purchase of land.

The revised price estimate presents a substantial challenge for Council as it means a further \$911,000 is required to be funded in order to move the project to the construction phase within this current LTP. Given the Waikato District Alliance is looking to source construction and general fill material suitable for the project, this additional funding required for the project may reduce.

The land purchase in agreement with NZTA could be extended out to the next LTP. As per the draft MPFA, Waikato District Council can request funding assistance in accordance with the usual policy and procedures of the NZTA. This is applicable to construction costs and land costs. Council and its agents are currently working on information to support the increase in funding from NZTA.

### **4.2 PROCUREMENT**

The Hamilton Section was awarded to the CityEdge Alliance in November 2015. This contract included the establishment and construction of a full diamond interchange (originally it was just north facing ramps) at Resolution Drive. This allowed for the extension of Resolution Drive from Borman Road to the interchange and then provided the

opportunity to construct the Horsham Downs Link which effectively provides an arterial link between Hamilton City and the eastern area of the Waikato District.

As alluded to earlier in this report the intention was for the CityEdge Alliance to construct the project as per the draft MPFA. The MPFA has not progressed and the opportunity has now diminished. Further to this the cost estimate provided in the MPFA was based on costings completed in 2016 from the detailed design and the construction fill that was to be borrowed onsite has been utilised elsewhere in the expressway project.

Council staff have endeavoured to get a re-price of the works for Horsham Downs Link for a few months. To date, despite repeated requests staff have not as yet received a revised estimate from CityEdge Alliance. Staff acknowledge that this is required so that a value for money proposition can be realised.

The project has not been opened up to the open market as it is in essence a variation to the CityEdge Alliance under the Hamilton Section contract. The use of the Waikato District Alliance to construct the project has always been an option openly discussed and agreed with the NZTA and staff are now looking to further this option in agreement with Council.

Recently Council approved changes to the Waikato District Alliance variation limits to \$1.0M for a single project with a \$3.0M variation cap per annum. This project which would occur over a two year period falls outside of the current procurement limits for the Waikato District Alliance. Council staff are requesting that for this particular project, whereby Waikato District Alliance has prior knowledge and can source construction fill, that dispensation is provided for the Horsham Downs Link project. By approving the Waikato District Alliance to undertake the works, the Horsham Downs Link can be constructed in conjunction with the opening of the Hamilton Section which is targeting late 2020 for completion.

Council can elect to wait for the CityEdge Alliance, however at present there is no time guarantee or price guarantee.

### 4.3 OPTIONS

The options available are:

**Option 1:** Council enter into the MPFA with NZ Transport Agency for the purchase of the land and that CityEdge Alliance undertake the construction, however at this time the price and when construction will take place are unknown.

This option is not recommended.

**Option 2:** Council enter into the MPFA with NZ Transport Agency for the purchase of the land and that the Waikato District Alliance undertake the construction.

This option is recommended based on Council's ability to control risk around pricing as there are too many unknowns with the CityEdge as far as timing for the project and costing.

## 5. CONSIDERATION

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### 5.1 FINANCIAL

Council has included an amount of \$2.089M in the 2018/19 Financial Year. To undertake the works it is recommended that a budget of \$3.0M be allowed. This means that \$911,000 is required.

The Roothing Replacement Fund can accommodate the principal repayments of the \$911,000 loan increase requested.

As the loan interest will be funded by General Rate, approval of additional general rate funding of approximately \$40,000 each year for the first three years is required. This is calculated on a 25 year loan with the loan interest reducing year on year over the term. The average interest cost over the 25 years is \$25,000 per year.

#### **Finance Check**

The Council's Management Accountant has checked the funding option as available and correct.

### 5.2 LEGAL

Council's Legal Counsel will continue to be involved as required for the development and finalisation of the MPFA once the details have been agreed to.

### 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This project directly aligns with Council's Roothing objectives as follows:

- To ensure that the district is easy and safe to get around and alternative transport options are available.
- To ensure that transport infrastructure is planned at a rate to consider growth and demand in a cost effective manner.

### 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input checked="" type="checkbox"/>	<input 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>	The engagement with key project stakeholders is shared amongst WDC and NZ Transport Agency and has been occurring over the past 4-5 years culminating in the final form for the Horsham Downs Link.				

## 6. CONCLUSION

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Delays have caused additional cost to be incurred to the project. A shortfall of approximately \$911,000 is now evident based on a re-price from the Waikato District Alliance. The Waikato District Alliance has signalled an intent to undertake the works and as such have identified suitable fill material that can be utilised for the construction of the Horsham Downs Link Road. This has the potential to lower the funding shortfall.

The Horsham Downs Link Road is not a priority for the CityEdge Alliance as they strive to complete the Hamilton Section by the end of 2020.

In order to complete this project by the end of 2020, it is recommended that Council approve the construction to be undertaken by the Waikato District Alliance, acknowledging that the value of the works as it stands currently exceeds approved levels of variations between Waikato District Council and the Alliance.

## **7. ATTACHMENTS**

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Nil.

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	15 November 2018
<b>Prepared By</b>	Eric Hamilton Contract Reserves Planner
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	INF2018
<b>Report Title</b>	The Point Reserve Management Plan

## **1. EXECUTIVE SUMMARY**

---

Council has drafted The Point Reserve Management Plan (the plan) under the Reserves Act 1977 (the Act). The drafting process of the plan has been assisted by preliminary feedback received from key stakeholders and members of the public as to what to include within the plan. The Act requires Council to publicly notify the plan and to seek submissions.

The purpose of this report is to seek Council approval to undertake public engagement on the draft plan for a period of two months.

## **2. RECOMMENDATION**

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

**AND THAT the Infrastructure Committee receives the Draft The Point Reserve Management Plan and notes that this will be released (with any amendments) for public submission in January 2019;**

**AND FURTHER THAT Council reappoint the hearings panel comprising of Cr Fulton, Cr Gibb and Cr Smith and invite representation from Waikato-Tainui to join the panel to hear any submissions received on The Point Reserve Management Plan.**

## **3. BACKGROUND**

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### Management Plans

Management plans are mandatory under the Reserves Act 1977 for certain classes of reserve land. Management plans are helpful in that they identify appropriate uses of each reserve and outline development and management of parks into the future. The plans are developed through a formal community consultation and hearings process.

In June 2014, Council adopted a position on the process for development of management plans. This position involves the production of grouped plans by reserve type and individual plans for key reserves. Council's Parks Strategy 2014 identifies the various reserve types. Reserve Management Plans fit within the Parks Strategic Work Programme (Attachment Three).

The Sports Park Management Plan and General Policies Reserve Management Plan are the first plans that have been created in this process. These were adopted by Council in June 2015. The Neighbourhood Parks Reserve Management Plan was adopted by Council in 2017. Currently, a Natural Reserves Management Plan is out for public consultation.

The Point is the first of the individual reserve management plans being prepared covering key reserves throughout the district. The Point including Kingitangata Reserve, is a key historic large open space area used by both local communities and visitors for casual recreation, play, relaxation, and community activities / events. This area links to Te Awa and Waipa river walkways, and is close to the Hakarimata Walkway.

In early May 2017 public notices were placed in newspapers districtwide and on Council's website calling for suggestions as to what should be included within The Point Reserve Management Plan. Feedback was received from 10 parties and this feedback has been collated and included in Attachment Two.

### Hearings Panel

In order that any such submissions and/or objections may be considered, a hearings panel (representing the administering authority) is to be formed to hear all submissions, summarise and recommend changes. Council has been delegated the authority to appoint a hearings panel to consider submissions received on management plans, and make a recommendation to Council on the final plan. Council is the ultimate decision maker and makes the final determination as to the incorporation of amendments and robustness of process.

Cr Fulton, Cr Gibb and Cr Smith and a representative from Waikato-Tainui made up the hearings panel for the Sports Park Management Plan and General Policies Reserve Management Plan. This report proposes the same panel is reappointed.

## **4. OPTIONS**

---

### **4.1 Options**

There are two options for this report:

#### **Option 1: Do nothing (not recommended)**

Decline to receive the draft The Point Reserve Management Plan.

#### Pros

- Minor financial savings involved with the public notification of the plan

#### Cons

- The Point Reserve Management Plan unable to be released for public consultation. This would continue a lack of clarity around use and development of some of these parks



**Option 2: Adopt the recommendations of this report (recommended)**

This involves receiving the draft The Point Reserve Management Plan, including approval to release the plan for public consultation.

Pros

- The draft The Point Reserve Management Plan would be able to be released for public consultation and should it be adopted as operative will assist in decision making and inform as to the use and development of The Point Reserve.

Cons

- Minor costs associated with advertising of management plan.

**5.0 CONSIDERATIONS**

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**5.1 Financial**

Minor costs will be incurred through the advertising and administration tasks associated with the management plan consultation process. These are budgeted for.

**5.2 Legal**Joint Management Agreement

Waikato District Council has entered into a Joint Management Agreement (JMA) with Waikato-Tainui Te Kauhanganui Incorporated in its capacity as trustee of the Waikato River Trust. In Schedule D to the Joint Management Agreement, the parties agree that early engagement and enhanced discussion in matters relating to land management, acquisition and disposal of land would be of benefit to the parties and the community.

It is important to remember that certain parks will be derived from the Crown and subject to a right of first refusal (RFR) to Waikato-Tainui. The schedule of land which is Crown derived and in Council ownership or possession and to which a RFR would apply was provided to the Joint Management Committee in October 2014.

Where any parcel of land would be subject to a RFR, this will not interfere with the current identified use in the Reserve Management Plan. Where land is subject to the Reserves Act 1977 only upon the formal revocation of the reserve status would the land become Crown land, and for Waikato-Tainui any land that lies within the Claim area, the Right of First Refusal (RFR) would apply only in the event that the land is to be disposed of by the Crown.

Schedule E to the JMA (Authorised Customary Activities – Reserves, Lakes and Streams) sets out how Council will engage with Waikato-Tainui in respect of the management plan process. Prior to drafting of the plan a meeting was held with a representative of Waikato Tainui to discuss the project and initiate engagement with iwi.

## Reserves Act 1977

The Reserves Act governs the management of reserves and the development of the Neighbourhood Parks Reserve Management Plan will follow the clauses of Section 41 of the Act.

### **5.3 Assessment of Significance**

The Significance and Engagement Policy provides at Schedule I a list of Waikato District Council's strategic assets, which identifies reserves listed and managed under the Reserves Act 1977 as strategic assets.

The Policy requires 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 the likely impact on and, consequence for:

- (a) The district or region;
- (b) Any persons who are likely to be particularly affected by, or interested 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 draft plan includes reserve land managed under the Reserves Act 1977. The Act outlines the special consultative procedure required to be undertaken in regard to public engagement for the plans.

### **5.4 Consultation**

Suggestions have been received from the public indicating what they would like to see included in a draft The Point Reserve Management Plan. These suggestions have been taken into account in the drafting of the plan and are appended as Attachment Two in this report.

Should the recommendations of this report be adopted, the draft plan will be publicly notified in January 2019.

Notification will occur through direct letters to stakeholders, user groups and initial suggestion makers as well as via notices in all major local papers. The draft plan will be publically available on Council's website and in hardcopy at Council offices. The notification period will last for two months as per Section 41 of the Reserves Act 1977.

## **6. CONCLUSION**

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Council has drafted a The Point Reserve Management Plan under the Reserves Act 1977. The plan will be released for a two month public submission period in January 2019.

## **7. ATTACHMENTS**

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Attachment 1 – Draft The Point Reserve Management Plan

Attachment 2 – Spreadsheet of Suggestions

Attachment 3 – Strategic Work Programme

# The Point

## Reserve Management Plan

Including Kiingitanga Reserve



Draft – September 2018

## Contents

<b>1.0 Purpose of this plan .....</b>	<b>2</b>
1.1 Relationship With Other Council Documents .....	2
1.2 Waikato-Tainui Joint Management Agreement.....	3
1.3 Council and Delegations.....	4
1.4 Implementation.....	4
1.5 Legal Status.....	4
<b>2.0 The Point and Kiingitanga Reserve .....</b>	<b>6</b>
2.1 Historical Significance.....	8
2.2 Uses and Values.....	11
<b>3.0 Strategic Goals and Objectives.....</b>	<b>12</b>
3.1 Cultural and Historic Values.....	12
3.2 Recreation and Leisure .....	13
3.3 Partnerships.....	14
3.4 Accessibility .....	14
<b>4.0 Objectives and Policies.....</b>	<b>15</b>
4.1 Objectives.....	15
4.2 Policies .....	15
<b>5.0 Implementation .....</b>	<b>18</b>
<b>Appendix 1 – Legal Descriptions .....</b>	<b>19</b>
<b>Appendix 2 - Heritage New Zealand Historic Place Listings.....</b>	<b>19</b>

## 1.0 Purpose of this plan

The Point, and Kiingitanga Reserve (formerly known as The Octagon), are key cultural areas of Ngaruawahia. These two adjacent reserves provide recreation and leisure opportunities for residents and visitors, as well as being highly valued for their cultural heritage and landscape features and values.

Unless defined within this plan, these reserve areas will be jointly referred to as “The Point”. This reserve management plan provides direction for the future development, management and use of these reserve areas.

A management plan for The Point was first prepared in 1998. This is the first review of the original plan.

The Reserves Act 1977 requires the preparation of this management plan. Reserves Act management plans are an important park management tool. Management plans are developed in consultation with park users, community and key stakeholder groups, with consideration to current management of a reserve. A management plan will provide for continuity between legislative requirements, council plans and policies, and the day-to-day operation of a reserve.

When adopted, this management plan and the Waikato District Council’s General Policies Management Plan 2015 will replace any previously prepared reserve management plan.

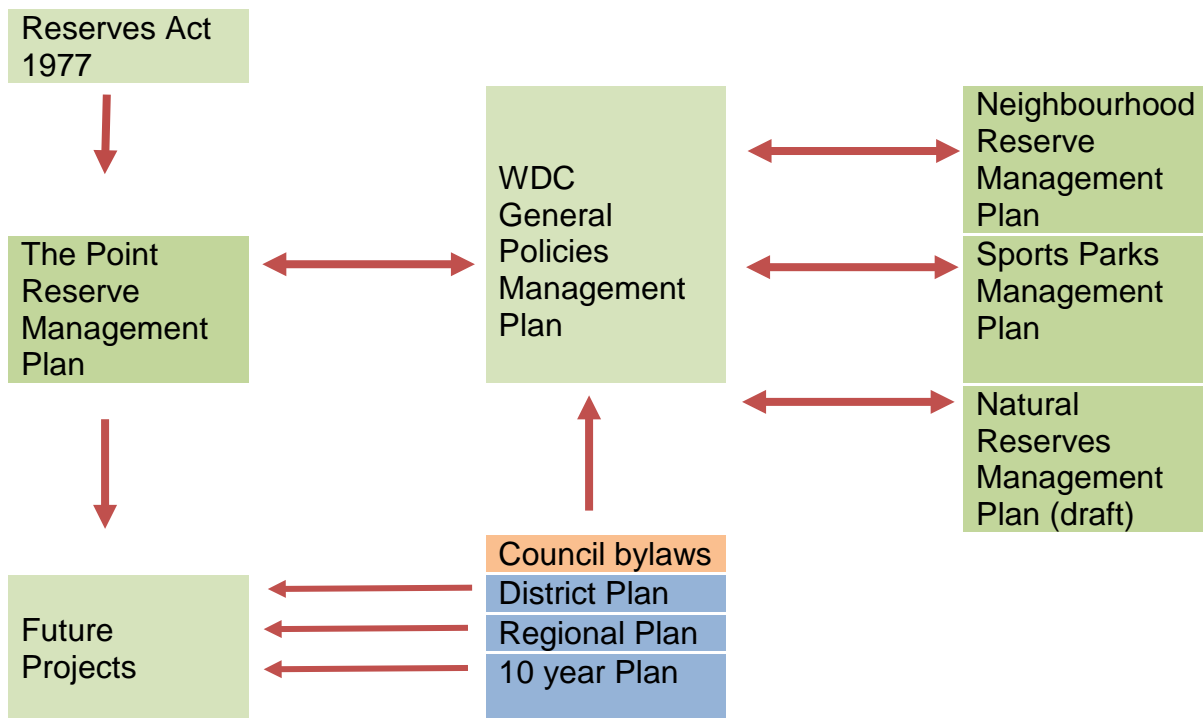
This management plan will be kept under continuous review to ensure that the policies are appropriate and relevant for The Point, with a comprehensive review should take place every five years.

### 1.1 Relationship With Other Council Documents

The plan has been aligned to, and is informed by Councils current plans and policies, including Long Term and District Plans, and Council bylaws.

This management plan is to be read in conjunction with the Waikato District Council General Policies Reserve Management Plan.

The General Policies apply to all reserves within the Waikato district. Where there is a conflict between the general policies contained within the General Policies Reserve Management Plan and the specific policies contained within this plan, the specific policies will take precedence.



This management plan is to be read in conjunction with the Waikato District Council General Policies Reserve Management Plan.

The General Policies apply to all reserves within the Waikato district. Where there is a conflict between the general policies contained within the General Policies Reserve Management Plan and the specific policies contained within this plan, the specific policies will take precedence.

## 1.2 Waikato-Tainui Joint Management Agreement

Council and Waikato-Tainui have entered into a Joint Management Agreement in accordance with the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010. The agreement acknowledges that Council has rights and responsibilities with regard to management of reserves under Reserves Act 1977.

The agreement also acknowledges that Council has a requirement to consult to determine appropriate management of Crown land under Council control and to consider how management decisions may impact on any future return of the land to Waikato-Tainui.

In accordance with the Waikato Raupatu Claims Settlement Act 1995, Council has informed the Waikato Raupatu River Trust of its intention to prepare a reserve management plan and has discussed the scope of the reserve management plan. The Waikato Raupatu River Trust will provide Council with feedback on how the draft plan and submissions received may affect customary activities on the Waikato River.

### **1.3 Council and Delegations**

The Minister of Conservation has delegated a number of procedural and decision-making responsibilities to Council under the Reserves Act 1977. These delegations are made to “Council as a whole” and cannot be delegated to committees of Council or staff. Such decisions that must be made by a meeting of the full Council (Council as a whole) include adoption of reserve management plans, classification of reserves and granting of leases.

Other decisions, such as approval for events, removal of trees, issuing of permits etc. can be delegated from the Council to the Chief Executive and to the Parks and Facilities staff. As delegations change from time to time, the term Council is used throughout the document. Staff should refer to the Delegations Manual to determine if they have the authority to make decisions in accordance with the policies in this management plan.

### **1.4 Implementation**

This management plan provides objectives and policies that determine the appropriate use, protection and development of The Point by the Council. Decisions relating to the funding and priority for works described in this plan will be undertaken within Council’s Long Term Plan and Annual Plan. Inclusion of any project within this management plan does not indicate Council funding will be available for such works as works may be funded and delivered by parties other than Council.

The requirements of the Heritage New Zealand Pouhere Taonga Act 2014, to obtain an archaeological authority to modify recorded and unrecorded archaeological sites may be applicable to works undertaken on The Point. The consideration of the potential for the presence of archaeological sites at an early stage enables avoiding modifying any sites through good project planning.

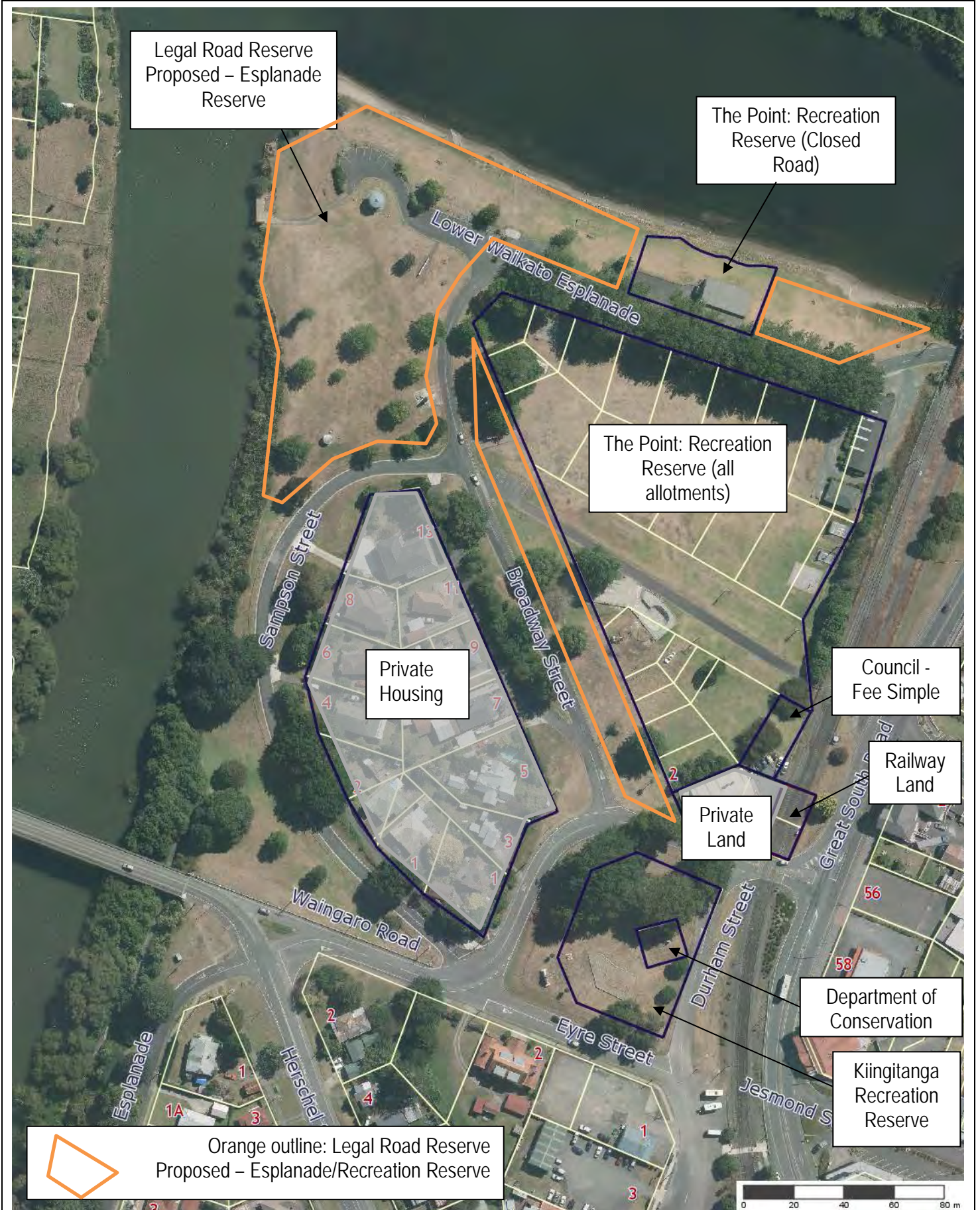
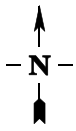
This plan describes how the area is to be developed. The plan does not commit the Council or the Community Board to undertaking any particular works. Instead it will enable the Council and the Community Board to determine what works should be undertaken when funding becomes available.

### **1.5 Legal Status**

The Point is made up of several separate land titles, including unformed legal road, individual lots which have been gazetted as recreation reserve, and one lot held as fee simple.

Kiingitanga Reserve consists of two lots - one gazetted as recreation reserve under the authority of Council, the smaller parcel under the Authority of Department of Conservation, managed by default by Council.

Map 1 shows The Point and Kiingitanga Reserve with different land legal status.





## 2.0 The Point and Kiingitanga Reserve

The Point is a significant reserve in terms of landscape, historic, and recreation values. The main landscape features are the Waikato and Waipa Rivers which meet at The Point, with a background of the bush-clad Hakarimata Ranges to the west.

Historic values include the adjacent paa site of Pikiarero, (now occupied by private housing), a wharf built for river trading in the 1860's, various European artefacts / memorials from the 1860-1880's war and occupation, the Ngaruawahia regatta events, through to information panels installed providing details on these sites and events.



Recreation values include a larger flat, grassed area with large specimen (plane) trees. Amenities include a squash club building, a rowing club building (disused), a storage building, a campervan discharge facility, children's playground, a skatepark and a basketball half-court. The town water supply intake is located on the Waikato River bank. The Point covers approximately 4.4500 hectares (ha), including unformed road reserve.

The adjacent Kiingitanga Reserve (formerly known as the Octagon) has significant heritage values including a memorial to Pootatou (first Maori King) and the "Kings mask" (sculpture), heritage trees and information signage of these features. This reserve is approximately 0.4100 ha including unformed road reserve.



The open space nature of The Point, its outstanding landscape and historic values and the ease of river access make it an excellent venue for recreation. It

nevertheless remains something of a “hidden treasure” which is appreciated by local residents but which is largely unknown by the travelling public even though it is adjacent to Great South Road.



The Te Awa Cycleway, a recent development, provides a walking and cycling link between Ngaruawahia and Karapiro is likely to result in increasing visitor numbers to The Point, and this needs to be factored into any future plan of the area.

## 2.1 Historical Significance

The Point and Kiingitanga are areas of high historic importance, particularly to tangata whenua as a paa site and being the location of what has become Ngaruawahia township. The band rotunda, gun turret, cenotaph and historic wharf remnants on the Waipa River bank, are reminders of Paakeha events which also add significance to The Point.

### Timeline

Approx 180 AD – as a result of the Hatepe (Taupo ) volcanic eruption, Waikato River changed course to flow on its current route to merge with the Waipa River.

Approx 1,300 AD – Tainui tribes arrived in area and occupied many sites along the Waikato and Waipa Rivers.

1400 – Occupation of The Point – Pikiarero paa, and surrounding area



1840 – signing of Treaty of Waitangi

1858 - Pootatau Te Wherowhero was crowned the first Maori King

1860 – Wharf built at Waikato/Waipaa confluence for trading with Paakeha

1863 – Defensive paa built to fortify European advance on Ngaruawahia – not used. Tawhiao and Waikato tribes were driven out to exile in Te Rohe Potae (King Country).

1864 – Waikato lands confiscated by Crown

1864 – The Point area settled by Paakeha and area renamed Queenstown. The Octagon was surveyed as a park / cemetery area as it was known as the place where King Pootatau had been buried

1870 – Township area renamed as Newcastle

1875 – Highest recorded flood levels recorded at The Point, with most of area covered in water up to the houses

1878 – Town renamed Ngaruawahia



1892 – First Ngaruawahia Regatta held at The Point – including canoe, rowing and mounted swimming races (on horses) and land based events.

1896 – Ngaruawahia Regatta Association (NRA) formed to run the regatta events



1912 – NRA built the band rotunda.

1921 – Princess Te Puia purchased land on River Road and started the building of Turangawaewae Marae

1922 – WW1 memorial built on The Point

1925 – Memorial to Pootatau erected on The Octagon reserve

1920's – NRA purchased land parcels on The Point for event sites



Flooding early in 1900's

1942 – Ngaruawahia Regatta cancelled – due to serious war conditions

1945 – Ngaruawahia Regatta held at Turangawaewae Marae

1972 - Ngaruawahia Regatta cancelled due to major river flooding

1973 - Ngaruawahia Regatta based at Turangawaewae Marae



1979 – NRA gifted land parcels at The Point to the Borough of Ngaruawahia for future public use.

1989 – Waikato District Council came into effect, including amalgamation of Ngaruawahia and Huntly Boroughs, Waikato and Raglan County Councils and part of Waipa County.

1995 – Waikato – Tainui tribe and Crown Deed of Settlement

2013 – ‘The Kings’ Mask’ on The Octagon reserve unveiled at by Kiingi Tuheitia



2015 – The Octagon renamed as “Kiingitanga Reserve”

## 2.2 Uses and Values

The open space nature of the area, river views and river access make The Point a highly valued site for informal recreation. The north western-most point where the rivers meet is a popular location, with people frequently visiting the site to enjoy the scenery. Vehicle access to The Point is a notable feature of reserve use. The beach area between the squash club and the rail bridge is popular for swimming.

The Point is also an important venue for various events including dog shows, fairs, circuses, the annual regatta, fire brigade practices and competitions, and ANZAC Day parades.

Note: Under Council bylaws, organisers of formal events must obtain written consent from Council prior to holding their event on any reserve including The Point.

The development of Te Awa Cycleway has created additional cycling and walking opportunities. The Point is now the starting point of a walk/cycleway path that, once complete, will stretch 70 kms along the Waikato River, from Ngaruawahia to Horahora. Further development and promotion of the site could see an increase in the level of use and will need to be managed so as not to detract from the reserve.

Currently an area of carpark is allowed to be used for freedom camping by self-contained vehicles. This will need to be reviewed in line with this management plan to ascertain if this is an appropriate site to undertake this activity in the future.



A sculpture located on the edge of the Kiingitanga Reserve in front of the King's office on Eyre Street depicts King Tawhiao and King Potatau's moko and was commissioned and completed by master carver Inia Te Wiata for Waikato-Tainui. This carving was unveiled during Matariki in June 2013, with the base being Oamaru stone and the mask in stainless steel. The mask structure is maintained by the Waikato Tainui Trust, with Council maintaining the surrounding park land area.

It is noted that the part of Kiingitanga Reserve is occupied by formed road, and a section of freehold reserve land is occupied by the adjacent property owner on Waingaro Road. Council prefers that there is no private encroachment onto reserve land.

Any current and future development on the reserve needs to take into account the present use (recreation), and heritage values (cultural and historic) – these are identified in the following Goals and Objectives section.

## 3.0 Strategic Goals and Objectives

### Goals

- ◆ Allow visitors the opportunity to discover the cultural and historical stories of The Point and surrounding area
- ◆ Ensure The Point caters for a variety of recreation and leisure activities / opportunities
- ◆ Provide a safe, inviting and well maintained area for people to enjoy
- ◆ Work in partnership with the wider community to achieve the outcomes of this plan.

### Explanation

These goals outline the key values of The Point area: aesthetic, cultural / heritage, and recreation. This reserve can be described as a destination or premier park as these values are high in all areas, due to the past and present importance of this location. Any development, use and management of the reserve will take consideration of these values into effect as to any activity or future development that may occur.

### 3.1 Cultural and Historic Values

The historic values of The Point are often unknown to many visitors. These values need to be recognised, conserved and protected. The installation of any displays or signage needs to enhance the heritage significance of the area, not become additional attractions to the location. Public artwork may be suited at other locations so as not to detract from the heritage values of The Point.

There are three listed Heritage New Zealand listed sites, including the Band Rotunda, Pioneer Gun Turret and World War I & II Memorial, plus a further 4 listed archaeological sites located either on or adjacent to The Point and Kiingitanga Reserve (refer to Appendix 2).

### Objectives

- A. Cultural and historic values of The Point are identified, conserved and protected.
- B. Visitors to The Point are able to learn about the cultural and historic significance of The Point and surrounds

### Actions

- Provision of interactive learning options and interpretative signage
- Installation of public art will be directly related to cultural / heritage values of The Point

### 3.2 Recreation and Leisure

The Point provides for a wide range of recreation and leisure opportunities – from public events, playgrounds and skate parks, to picnicking, swimming and cycling. Activities need to be managed to allow for a range of opportunities and to remove any potential conflict between user groups. For example the area will not be used as a sport field as these are available at other locations in Ngaruawahia.

#### **Objectives**

- A. Allow for both formal and informal recreation
- B. Playground facilities are provided in accordance with the Playground Strategy
- C. Maintain large open space values of the reserve with river views
- D. Allow reserve to be used as a venue for community groups and commercial activities that are appropriate and compatible with the management of The Point to benefit user experience.

#### **Actions**

- Upgrade playground on The Point and removal of playground at Kiingitanga Reserve
- All occupiers of facilities (buildings) will be have a current lease or license to occupy.
- Where facilities (buildings) do not have a current lease / license, or a suitable occupier is not available, consider removal of facility
- Improve public accessibility to the Waikato River
- Review the use of The Point area as a freedom camping location
- Review the link between the start of the Te Awa cycleway and the popular Hakarimata Walkway





### 3.3 Partnerships

Council will work collaboratively with Waikato-Tainui and the community to achieve the ambitions of this plan. This may include planning, funding and development of areas within The Point, including river margins, cultural locations, and/or park development.

#### **Objectives**

- A. Work alongside Tangata Whenua/Mana Whenua to understand their desires for The Point (including Kiingitanga Reserve).
- B. Work collaboratively with Tangata Whenua and key stakeholders including locally-based ecology experts to develop a strategy to improve the river edge of the Waikato and Waipa Rivers.
- C. Engage with stakeholders to ensure any proposed development will meet the needs of the community and visitors.
- D. Work with stakeholders to ensure The Point is a user-friendly venue for events.

#### **Actions**

- Manage The Point as a key venue for community based events
- Maintain partnership with Waikato Tainui Trust in managing the “King’s Mask”

### 3.4 Accessibility

Council wishes to maintain The Point as a safe environment for locals and visitors to enjoy, as it is a key reserve for Ngaruawahia for heritage and recreation outcomes.

#### **Objectives**

- A. Ensure The Point continues to be an accessible location for a wide range of users.
- B. Ensure design to maintain best practice Crime prevention Through Environmental Design principles.

#### **Actions**

- Improve connections for pedestrian and cyclists
- Update land status of all reserve land including some land which is legal road, to be all recreation reserve

## 4.0 Objectives and Policies

Where any issue on a reserve is addressed by both the General Policies Management Plan and this management plan, then the policies in this management plan will take precedence over the General Policies.

### 4.1 Objectives

1. To retain, conserve and promote an understanding of, the historic values of the area.
2. To provide for a wide range of recreational activities.
3. To retain the landscape qualities of the reserve.
4. To secure the appropriate public ownership and management of the open space area.

### 4.2 Policies

4.2.1 Maintain the historic values and features of the reserve and provide information on historical events and locations that are associated to the site.

4.2.2 Maintain the partnership relationship with Waikato Tainui Trust / Tangata Whenua to ensure use and development of The Point meets community expectations.

#### ***Explanation***

Significant historic values are associated with The Point and the surrounding locality. Many of the Tangata Whenua features have been lost through development and time. All cultural values should be recognised by maintaining and enhancing what is known, plus the maintenance of the band rotunda, cenotaph and gun turret. Where possible different media should be used to enhance The Point, the monument at Kiingitanga, and to display information about the area.

The history of the area may be further researched as information becomes available and updated information displayed or shared as funding and/or technology allows. This will be undertaken, and in consultation with tangata whenua and the community.

4.2.3 Maintain and enhance the landscape qualities of the reserve, particularly its open space nature and river views including:

- a. Establish plantings along river margins to maintain landscape values and river bank stability;
- b. Retaining the open space / park area in grass,
- c. Monitoring the health of the specimen trees and undertaking arboricultural work as required.
- d. Maintain specimen trees and succession planting of new trees

- e. Using trees and shrubs to screen existing buildings, taking into account public safety and graffiti control issues identified through Crime Prevention Through Environmental Design principals;
- f. Not allowing new buildings, along the river corridor.

***Explanation***

This policy sets the broad direction for development. The intention is to retain the important values of the area while enhancing certain features. Council shall determine the exact location of such developments in conjunction with the Ngaruawahia Community Board.

There is a need to progressively replaced specimen trees with appropriate species to ensure such trees are a feature of the reserve.

Gardens, in conjunction with traffic speed control structures, are to be used to create attractive entranceways to the reserve. Consideration may be given at a later date to further enhancing the entranceways such as through erecting a gateway or archway. Gardens will not be placed around the cenotaph because open space is needed for the ANZAC Day parades.

4.2.4 Maintain the roads in a manner which retains the park-like qualities of the area including:

- a. Retaining the existing carriage-way width;
- b. Maintaining traffic speed control structures;
- c. Setting a 30 km per hour speed restrictions on all roads;
- d. Promotion of The Point by way of signage.

***Explanation***

Much of the use of the area involves access via motor vehicles. The intention is to allow this to continue but ensure that vehicles do not detract from the park-like qualities of the area. Council will maintain a low speed environment within a park-like setting. Vehicles will normally be limited to sealed areas and certain grassed parking areas. Parking on the large grassed areas shall be permitted during major events. Signposts shall be used to promote The Point, in accordance with Transit New Zealand and District Plan rules.

4.2.5 Maintain a range of public amenities including:

- a. Public toilet facilities;
- b. Children's play equipment in accordance with Playground Strategy;
- c. Provision of shade facilities where appropriate
- d. Provision of picnic / bbq facilities where appropriate
- e. Limit club/leased facilities to existing building footprints;
- f. Investigate optional uses for the existing rowing club building;
- g. Review options for developing a pedestrian bridge over the Waipa River to link in with the Hakarimata Walkway
- h. Ensuring signage in the park is kept to a minimum.

***Explanation***

A number of amenities may be provided to enhance the area. Seats, tables and shade trees are located in the most popular areas in a manner which ensures

they do not detract from the landscape values or unduly restrict vehicle parking during major events. The toilet facility will require an upgrade within the next 5 years. There is no need for two playground facilities adjacent to each other – the playground on the Kiingitanga site will be removed and The Point playground upgrade with additional features.

The option of providing a link to the Hakarimata walkway over the Waipa River may encourage more walkway users to extend their walk to discover The Point and other areas of Ngaruawahia. Keeping signage in the park to a minimum but allow for adequate information to enhance park users experience, provide directional and regulatory signage.

4.2.6 Formally close unformed sections of roads on The Point and gazette these areas as reserve lands where this is advantageous for the areas management in terms of developing and funding issues.

***Explanation***

Much of The Point is legally gazetted as road reserve rather than recreation reserve. This has implications for funding and land use activities. For instance subsidy money is currently available for funding and land use activities. Council will continue to monitor the situation and will alter the legal status of the land if this is advantageous to the community. Refer to Map 1 where these areas are outlined in orange.

4.2.7 Identify a suitable location (either within or outside of The Point) for self-contained campervans to park overnight

***Explanation***

The numbers of overnight campers parking at The Point is increasing and has been perceived by some to detract from the location as they are parked in the most scenic location. A large number of these overnight campers are not self-contained and use the adjacent public toilets and/or dump there waste into the public toilet rather than using the Wastewater dump station adjacent to the old rowing club building. A more suitable location along with better signage to the dump station may be required.

4.2.8 Ensure all occupiers of facilities on The Point have a current occupation agreement.

***Explanation***

All occupiers of buildings on The Point, or clubs/ individuals who may undertake a range of group activities on The Point area, are required to have a current occupation agreement with Council to occupy part of the reserve. They should be able to identify how their activity and facility does not detract from the historical, aesthetic, and/or recreation values of The Point. The former Rowing Club building does not currently have an occupier, allowing Council to consider a range of options and alternative uses of this facility which are in keeping with the goals of this plan.

## 5.0 Implementation

Council will seek to implement this management plan through working with local community groups to develop and maintain the area. Funding from external sources will be sought for capital development works.

The policies list developments that may occur but they do not commit Council to undertake any specific works. Council will allocate funds as it considers appropriate through the Annual Plan process, which involves public submissions, and in consultation with the Ngaruawahia Community Board. Funding from external sources for specific projects may influence the order in which works are undertaken.

Table 1 Indicative costs for various capital development options

<u>Development Option</u>	<u>Indicative Cost</u>
Cenotaph base renewal	\$ 30K
Toilet upgrade	\$ 40K
Garden and tree upgrades	\$ 20K
History research and display	\$ 10K
Additional Children's playground	\$ 30K
Shade facilities	\$ 50K
Additional bbq facilities	\$ 40K
Design and build footbridge to link Into Hakarimata walkway	\$360K

## Appendix 1 – Legal Descriptions

### The Point

Section 1 SO 61580

Sections 579-580, 585, 588-591, 596-599, 600, 622-625, 657-664, 689 Newcastle Town

Pt Section 587 601- NEWCASTLE TOWN RES

Section 689 Ngaruawahia Town

### Kingiitanga Reserve

Section 671 Newcastle Town - Domain

Note: Section 673 Newcastle Town Monument Reserve is controlled by the Department of Conservation

## Appendix 2 - Heritage New Zealand Historic Place Listings

Band Rotunda, HNZPT Listing 4257, Category 2

Pioneer Gun Turret, HNZPT Listing 756, Category 2

World War One and Two Memorial, HNZPT Listing 4258, Category 2

Listed Archaeological site 514/184-Wharf/ Jetty

Listed Archaeological site S14/183-Shipwreck

Listed archaeological site 514/182-Historic artefact

Potatau Monument, HNZPT Listing 757

<b>Category: Tell us what you think</b>		<b>No. of Submissions: 10</b>
<b>Submitter No</b>	<b>Submitter Name</b>	<b>Organisation/On Behalf Of</b>
1	Kathy Bakarar	
<b>Submission</b>		<b>Staff Comment</b>
I think that it is fine how it is, as it easy to access and an unspoiled park. It is currently used a lot by many folk local and out of towners. Maybe bigger or more toilets would be helpful when there are big crowds there. Another bbq area.		Accept in part. Updated toilets is identified in plan
<b>Submitter No</b>	<b>Submitter Name</b>	<b>Organisation/On Behalf Of</b>
2	Ingrid-Jayne Huirama	
<b>Submission</b>		<b>Staff Comment</b>
I think the point is the most beautiful area of Ngaruawahia and we need to utilize it more. Thinking of the bigger picture and including plans for the new facility centre we should look at placing the facility centre on this prime spot(where the rowing building is) even removing the existing squash club as it sits on the river bank(quite an eye sore). If we look at a multi facility rec centre we could include Library, Art centre, sport facility/indoor courts and squash courts. This would not affect to much of the park area if you moved the existing rowing sheds and built down the railway end of the reserve. Combining all of this will guarantee this facility will be well manned and always open for the community to use, let alone the prime spot and view with the old squash club gone. i am a member of the squash club and extended whanau have been members of the club for over 40 years. This club I'm sure would appreciate a new facility that functions well and this could help with encouraging new membership. We could also incorporate a new gym inside this complex which would also create job opportunities for the community.		Decline Noting that the establishment of any facility in this area will need to consider flood levels including historical records, this area is not suitable for such a proposed facility.
<b>Submitter No</b>	<b>Submitter Name</b>	<b>Organisation/On Behalf Of</b>
3	Lesley Topping	
<b>Submission</b>		<b>Staff Comment</b>
This is a beautiful area, and deserves to be a Destination for both locals and visitors from afar. The joining of the rivers makes it especially significant. both historically and in the present day; The recreational facilities at present cater particularly for children, and events. A decent cafe overlooking the area and the rivers would complement both, and if well catered would attract a good deal of extra trade - noting the new housing developments, which will change the demographic somewhat; and the enthusiastic use of the nearby Hakarimata Walkway (until the storms of this summer!) and the thirst of those happy summitters returning! I would love to see Ngaruawahia become a "Destination" celebrating both its beautiful surroundings, enhanced by the great trees planted in its heyday, and its central place in the history of the Waikato, both as a physical crossroads for the then modes of transport by river, rail and road; and as a crossroads in our cultural development as a nation. If boring places like Tirau and Otorohanga could Become Something, how much more can we!		Accept in part. Park area and trees will continue to be managed for public use and enjoyment. River side location is not suitable for a café due to potential of flooding.
<b>Submitter No</b>	<b>Submitter Name</b>	<b>Organisation/On Behalf Of</b>
4	Ngaruawahia Lions Club	
<b>Submission</b>		<b>Staff Comment</b>

Rubbish bins by the bbq, Fix up the petanque court, exercise stations. A covered area near the skatepark and seating		Accept in part. Noting that some of these points are operational activities, while others including exercise stations have happened in adjacent area – Te Awa.
Submitter No	Submitter Name	Organisation/On Behalf Of
5	Honore Te Ururoa Flavell	
Submission		Staff Comment
I appreciate being informed of this review process, as I am interested in how local authorities interact and participate with iwi and hapO on resource management and planning matters. However, I will not be providing any formal feedback on the review of the Reserve Management Plan at this time. I consider that it is more appropriate that you engage directly with local iwi and hapO on this matter, and take into account their views in the review of the Reserve Management Plan		Accept. Follow up during public plan review for input.
Submitter No	Submitter Name	Organisation/On Behalf Of
6	Shannon Aldous	
Submission		Staff Comment
As a club that uses The Point Reserve regularly for our Breed Dog Shows & Agility & Obedience we & our members find the reserve well kept and the word 'picturesque' was used, we also use and maintain the clubrooms and have spent money on them to update and would like to update the kitchen in future, these clubrooms are available to community groups as well. We would like to continue using the grounds and the clubrooms now and in the future. We would like to see better lighting for the grounds and maybe lighting at the rear of the clubrooms for safety reasons, the driveway around the rowing club and clubrooms has potholes and maybe needs extra gravel laid, we sometimes have issues with the prickles on the reserve if it hasn't been sprayed and maybe the toilet block being open later or overnight.		Accept in part Noting that the use of this area will be identified in the plan for public to comment on
Submitter No	Submitter Name	Organisation/On Behalf Of
7	James Whetu	
Submission		Staff Comment
Clarity is needed around the historical, heritage, landscape, cultural, and archaeological requirements at The Point. It would be nice to have this clarified to give certainty on what values we will be upholding and avoiding impacts on. Uncertainty on what was delivered under the 1998 Reserve Management Plan. The linkage between bylaws, reserve management plan, and District Plan. I would like to see The Point reserve clearly connected with the Hakarimata ranges with a walk bridge over the Waipa River and connecting to the paper road on the other side. I would like to see tourism and hospitality stores (and their buildings) located on The Point but not to the detriment of the historical /heritage and environmental values. I would like to see the beach area cleaned and tidied up (both on land and in the margins) to improve accessibility. I would like to see the planting of new trees in preparation to succeed/replace the current mature trees. If the old rowing shed is not used, I would like to see it re-purposed for commercial use.		Accept in part. Values of reserve to be clearly defined. Consider linkage to Hakarimata Walkway as an option for consideration. Use of building / facilities to be highlighted for public consideration.



Submitter No	Submitter Name	Organisation/On Behalf Of
8	Ben Pick	NZ Historic Places Trust
Submission		Staff Comment
<p>Heritage New Zealand Pouhere Taonga (Heritage New Zealand) is an autonomous Crown Entity with statutory responsibility under the Heritage New Zealand Pou here Taonga Act 2014 for the identification, protection, preservation and conservation of New Zealand's historical and cultural heritage. Heritage New Zealand is New Zealand's lead historic heritage agency.</p> <p>This feedback is in relation to the Waikato District Council call for comment on the proposal to revise the Point Management Plan (the Plan).</p> <p>I. Background</p> <p>Heritage New Zealand has had involvement with reserves in the Waikato District, including but not limited to:</p> <ul style="list-style-type: none"> <li>• A Statutory role, administering the provisions of the Heritage New Zealand Pou here Taonga Act 2014, through processing archaeological authorities, and</li> <li>• Providing advice and training on the best practice management of the archaeological sites on reserves in the Waikato District, and</li> <li>• Identifying significant archaeology for inclusion and protection in the District Plan.</li> </ul> <p>Heritage New Zealand notes that Waikato District Council has recently developed the "Waikato District Council General Policies Reserve Management Plan". These general policies are applicable to all categories of park and therefore will be applicable to reserves covered by the Plan. Heritage New Zealand notes that the Waikato District Council General Policies Reserve Management Plan" includes:</p> <ul style="list-style-type: none"> <li>• 1.3 Relationship with Other Council Documents (pg 2), advice that there are also provisions from other documents that are applicable to the management of parks such as the District Plan.</li> <li>• 9.2 Heritage Conservation (pg. 39), advice with regard archaeology and the protection afforded under legislation for both recorded and unrecorded sites. A reference is made to the Council's heritage strategy and objectives and policies are also included regarding the preservation of sites of heritage significance.</li> </ul> <p>Recognised heritage within the Point Reserve and surrounds</p> <p>The Point Reserve and the surrounding area contain a number of Heritage New Zealand listed sites. These sites (that are also Scheduled heritage Items within the Operative Waikato District Plan) are:</p> <p>Band Rotunda, HNZPT Listing# 4257, Category 2</p> <p>Pioneer Gun Turret, HNZPT Listing# 756, Category 2</p> <p>World War One and Two Memorial, HNZPT Listing# 4258, Category 2</p> <p>Listed Archaeological site 514/184-Wharf/ Jetty</p> <p>Listed Archaeological site 514/183-Shipwreck</p> <p>Listed archaeological site 514/182-Historic artefact</p> <p>Potatau Monument, HNZPT Listing #757, currently deficient Category 2 listing subject to revision</p> <p>2. Heritage New Zealand response</p>		<p>Accept Points noted in draft plan</p>

This response provides comment on the aspects of the existing Plan that do not appropriately recognise and provide for the heritage, cultural and archaeological values of the reserve. This response also provides an update from Heritage New Zealand regarding upcoming Heritage New Zealand listing and upgrading processes.

- Relationship of the Point reserve with surrounding heritage places in particular the Octagon

The Point Reserve is located within heritage rich surroundings, which include the Octagon Reserve that contains the Potatau Monument and the adjacent Maori Parliament Building, Turangawaewae, at 2, Erye Street and Waingaro Road. The Plan references the Octagon, yet it is unclear if the Plan has any jurisdiction over the Octagon.

Relief sought

That the relationship, if any between the Point Reserve and the Octagon Reserve is clarified within the Plan. If the Octagon is the subject of a separate Reserve Management Plan it would be appropriate to reference this document within the Plan, given its proximity.

In the event that the Plan has no jurisdiction over the Octagon, the revised Plan should contain measures to ensure that there are no adverse effects from activities within the Point Reserve on the surrounding heritage items/places of significance.

Recognition of Heritage, cultural and archaeological values within the Plan

While the Plan acknowledges that there are historical values within the reserve area Heritage New Zealand considers that a much greater emphasis needs to be made in the Plan of the important heritage, cultural and archaeological values within the Reserve. This could be achieved through the Plan providing a more detailed of the history of the reserve, as well as having separate heritage, cultural and archaeological objectives and policies in the Plan, to guide any work plans and ensure the retention of heritage values.

Relief sought

That the Plan should include a history of the Point Reserve and objectives and policies related to its heritage, cultural and archaeological values to guide any proposed works. Any proposed works should also be listed within the Plan document, including a concept plan for review and comment.

The role of Heritage New Zealand

While Heritage New Zealand appreciates that the Waikato District Council General Policies Reserve Management Plan includes a reference to Heritage New Zealand that is applicable to all reserves within this Plan, it is considered that there would be merit in repeating the information relating to the role that Heritage New Zealand has in regard to archaeology and the protection afforded under legislation for both recorded and unrecorded archaeological sites. This would assist users of the document to fulfil their legal obligations under the Heritage New Zealand Pou here Toanga Act 2014 and consider any related requirements as part of their project planning.

Relief sought

That the revised Plan includes advice relating to the role that Heritage New Zealand has in regard to archaeology and the protection afforded under legislation for both recorded and unrecorded sites. A suggested inclusion is as follows:

The requirements of the Heritage New Zealand Pou here Taonga Act 2014, to obtain an archaeological authority to modify recorded and unrecorded archaeological sites may be applicable to works undertaken in reserves. The consideration of the potential for the presence of archaeological sites at an early stage enables avoiding modifying any sites through good project planning.

#### Proposed Heritage New Zealand Listing work

Heritage New Zealand is currently in the preliminary stages of two sets of listing (registration) work, both in consultation with Waikato Tainui, related to the Point Reserve and the Octagon. One piece of work is the development of a Listing proposal for the Point and Potatau's monument/Octagon (similar in area to the area highlighted in bold of Figure 1 of the current Plan) as a wahi tupuna/tapu area. It is anticipated that this work, once formally commenced could be completed within the 2017-18 financial year.

A separate piece of work will seek to list the Potatau Monument as a historic place. The Potatau Monument is currently not listed as it was discovered in the early 2000s to be 'deficient' registration. Research shows that the Octagon area was used for burial (by Maori and, later, Pakeha) in the 19thC. Initial indications are that the monument and its octagon context have a potentially high degree of significance however this will be formally assessed through the full listing process.

#### Relief Sought

It would be appropriate to include the Heritage New Zealand listing information in the Plan when it is completed.

#### 3. The reasons for Heritage New Zealand's position are as follows:

Heritage New Zealand Pouhere Taonga Act is the key legislation to promote the identification, protection, preservation, and conservation of the historical and cultural heritage of New Zealand. It is important to acknowledge the requirements for obtaining archaeological authorities to modify or destroy archaeological sites.

Heritage New Zealand seeks that the matters raised in this feedback letter are considered and actioned as part of the development of the Point Reserve Management Plan. Heritage New Zealand looks forward to ongoing involvement in the future development of the Point Reserve Management Plan.

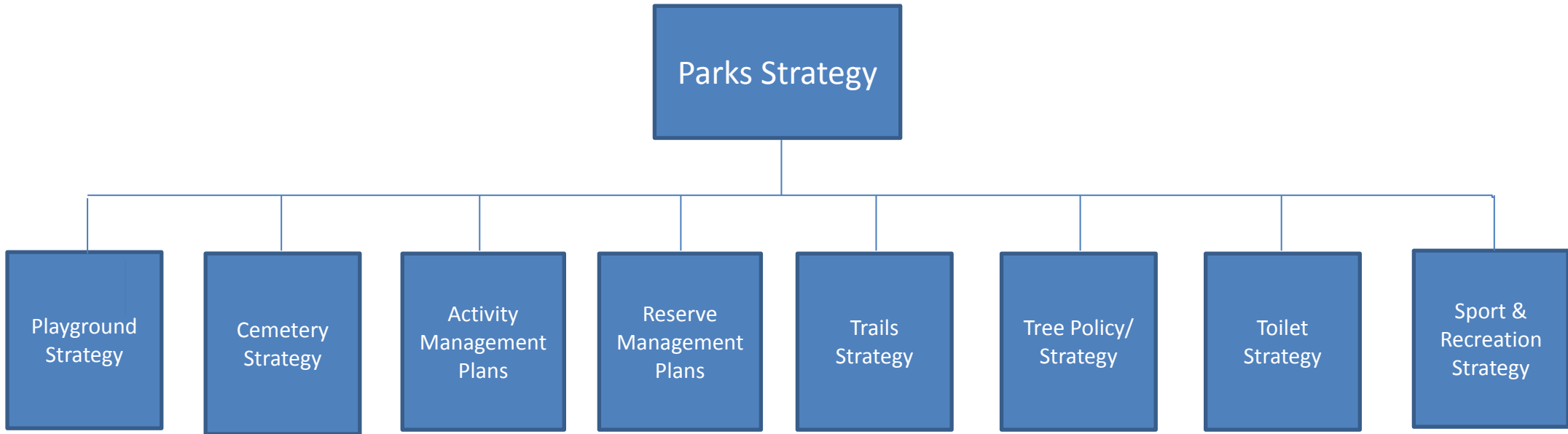
If you have any queries regarding this submission from Heritage NZ please contact Carolyn McAlley, on phone 07 577 4535 in the first instance.

Submitter No	Submitter Name	Organisation/On Behalf Of
9	Bruce Cresswell	
Submission		Staff Comment
See original submission		
Submitter No	Submitter Name	Organisation/On Behalf Of
10	Anonymous	Accept in part

**Submission****Staff Comment**

More seating, more rubbish bins. Toilets need cleaning 3 times a day. Gondala to the hakarimata hills also cruising on the waikato river. The Point is focal point in our town and needs to be people friendly.

Strategic Work Programme



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**Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	20 November 2018
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1318
<b>Report Title</b>	Exclusion of the Public

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**I. EXECUTIVE SUMMARY**

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

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**2. RECOMMENDATION**

**THAT** the report from 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 25 September 2018**

**REPORTS**

**a. Partial Stopping of Tauhei Quarry Access Road**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

<b>Reason for passing this resolution to withhold exists under:</b>	<b>Ground(s) under section 48(1) for the passing of this resolution is:</b>
Section 7(2)(b)(ii)(j)	Section 48(1)(3)(d)

**b. Mercer Domain**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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)(f)(i)(ii)(j)	Section 48(1)(3)(d)

**c. Hilltop Reserve - Confirmation of Purchase**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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)(b)(ii)(j)	Section 48(1)(3)(a)(d)

**d. Proposed extension to the Te Kowhai Village Green – Valuation Implications**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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)(b)(ii)(i)(j)	Section 48(1)(3)(a)(d)

**e. Unformed Banks Road at Pukeroro (near Cambridge)**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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)(i)	Section 48(1)(3)(d)

**f. Tregoweth Lane, Huntly - Road and Utilities Upgrade**

**The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:**

<b>Reason for passing this resolution to withhold exists under:</b>	<b>Ground(s) under section 48(1) for the passing of this resolution is:</b>
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**Section 7(2)(a)(b)(ii)(j)**

**Section 48(1)(3)(a)(d)**