

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 26 FEBRUARY 2019** 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 6.1.
3. **DISCLOSURES OF INTEREST**
4. **CONFIRMATION OF MINUTES**
Meeting held on Tuesday 27 November 2018 2
5. **RECEIPT OF MINUTES**
 - 5.1 Meeting of the Infrastructure Subcommittee for the Natural Reserves Management Plan held on Tuesday 30 October 2018 11
 - 5.2 Meeting of the Infrastructure Subcommittee for the NZ Silver Fern Rally held on Monday 5 November 2018 15
6. **REPORTS**
 - 6.1 Sport Waikato Report – 1 October to 31 December 2018 18
 - 6.2 Road Safety Education 28
 - 6.3 Service Delivery Report for February 2019 31
 - 6.4 Road Name Changes – Sections of Opororu Road 57
 - 6.5 Capital Toilet Budgets – Request for Additional Funding 63
 - 6.6 One-Way Street – School Road, Whatawhata 69
 - 6.7 Raglan- Revocation of 1.65km of SH23 to local Road and proposed interim MOU 84
 - 6.8 Hamilton to Auckland Start-Up Passenger Rail Project – Progress Update 106
7. **EXCLUSION OF THE PUBLIC** 119

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	29 November 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Infrastructure Committee meeting held on Tuesday 27 November 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Infrastructure Committee held on Tuesday 27 November 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

INF minutes 27 November 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 27 NOVEMBER 2018** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)

His Worship the Mayor Mr AM Sanson [*until 10.08am and from 10.17am until 12.59pm and from 3.53pm*]

Cr A Bech

Cr JA Church

Cr JM Gibb

Cr S Henderson [*until 10.58am and from 11.15am until 1.05pm*]

Cr SD Lynch

Cr RC McGuire

Cr FM McNally

Cr EM Patterson

Cr JD Sedgwick

Cr NMD Smith [*until 10.58am and from 11.15am*]

Cr LR Thomson

Attending:

Mr B MacLeod (Chair, Raglan Community Board)

Mr G Ion (Chief Executive)

Mr T Whittaker (Chief Operating Officer)

Mrs S O’Gorman (General Manager Customer Support)

Mr R MacCulloch (Deputy General Manager Service Delivery)

Mrs LM Wainwright (Committee Secretary)

Ms M May (Parks & Facilities Manager)

Mr P McPherson (Acting Programme Delivery Manager)

Mr G Dela Rue (Acting Roding Manager)

Mr K Pavlovich (Waters Manager)

Ms M Smart (Property Officer)

Mr L McCarthy (Road Asset Engineer)

Ms M Jolly (Road Safety Education Co-ordinator)

Mr E Hamilton (Contract Reserves Planner)

Members of staff

Media

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

THAT an apology be received from Cr Main.

CARRIED on the voices

INF1811/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Fulton/Gibb)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 27 November 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 Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1811/02

DISCLOSURES OF INTEREST

Cr Fulton advised members of the Committee that he would declare a non financial conflict of interest in item 5.12 [*The Point Reserve Management Plan*].

Cr Gibb advised members of the Committee that she would declare a non financial conflict of interest in item 5.12 [*The Point Reserve Management Plan*].

Cr Smith advised members of the Committee that he would declare a non financial conflict of interest in item 5.12 [*The Point Reserve Management Plan*].

CONFIRMATION OF MINUTES

Resolved: (Crs Sedgwick/Thomson)

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

CARRIED on the voices

INF1811/03

REPORTS

Sport Waikato Report – 1 July – 30 September 2018

Agenda Item 5.1

The report was received [*INF1811/02 refers*] and discussion was held.

The Parks & Facilities Manager gave a verbal update and answered questions of the committee.

Road Safety Education

Agenda Item 5.2

The report was received [*INF1811/02 refers*] and discussion was held.

The Road Safety Education Co-ordinator gave a verbal update and answered questions of the committee.

Service Delivery Report for November 2018

Agenda Item 5.3

The report was received [*INF1811/02 refers*] and discussion was held.

The Parks & Facilities Manager, Acting Programme Delivery Manager, Acting Roding Manager and Waters Manager gave verbal updates and answered questions of the committee.

Section 1 SO 527032 to be declared Service Lane

Agenda Item 5.4

The report was received [*INF1811/02 refers*] and discussion was held.

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

Resolved: (Crs Sedgwick/Smith)

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

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

CARRIED on the voices

INF1811/04

Grass Verge Maintenance with 70km Speed Zone
Agenda Item 5.5

The report was received [*INF1811/02 refers*] and discussion was held.

The Parks & Facilities Manager gave a verbal update and answered questions of the committee.

His Worship the Mayor withdrew from the meeting at 10.08am and re-entered the meeting at 10.17am during discussion on the above item.

Watercare Project Plan
Agenda Item 5.6

The report was received [*INF1811/02 refers*] and discussion was held.

The Chief Executive gave a verbal update.

Contract 11/064 – UGL (NZ) Limited – Further Increase to Contract Sum
Agenda Item 5.7

The report was received [*INF1811/02 refers*] and discussion was held.

The Parks & Facilities Manager gave a verbal update and answered questions of the committee.

Resolved: (Crs Bech/Church)

THAT the increase of \$291,432.54 in Approved Contract Sum for Contract 11/064 - UGL (NZ) Limited be approved.

CARRIED on the voices

INF1811/05

Crs Henderson and Smith withdrew from the meeting at 10.58am.

The meeting adjourned at 10.58am and resumed at 11.14am.

Ngaruawahia Memorial Hall Refurbishment Update
Agenda Item 5.8

The report was received [*INF1811/02 refers*] and discussion was held.

The Parks & Facilities Manager gave a verbal update and answered questions of the committee.

Crs Henderson and Smith re-entered the meeting at 11.15am during discussion on the above item.

Waikato District Alliance GAIN Share Distribution
Agenda Item 5.9

The report was received [*INF1811/02 refers*] and discussion was held.

The Acting Rooding Manager gave a verbal update and answered questions of the committee.

Resolved: (Crs Smith/Patterson)

THAT the Infrastructure Committee recommend to Council that the Waikato District Alliance GAIN share of \$211,744.00 be distributed as follows:

- **Mangawara Stream Bridge \$170,632.00, and**
- **Road Maintenance Projects \$41,112.00.**

CARRIED on the voices

INF1811/06

Waikato Region Cycle Trails Network
Agenda Item 5.10

The report was received [*INF1811/02 refers*] and discussion was held.

The Road Asset Engineer gave a verbal update and answered questions of the committee.

Horsham Downs Link Road – Progressing the Project
Agenda Item 5.11

The report was received [*INF1811/02 refers*] and discussion was held.

The Road Asset Engineer gave a verbal update and answered questions of the committee.

Resolved: (Cr Smith/His Worship the Mayor)

THAT Council approve the additional loan funding required of \$911,000 for the Horsham Downs Link Road;

AND THAT Council approve the construction 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.

CARRIED on the voices

INF1811/07

The Point Reserve Management Plan
Agenda Item 5.12

The report was received [*INF1811/02 refers*] and discussion was held.

The Contract Reserves Planner gave a verbal update and answered questions of the committee.

Resolved: (His Worship the Mayor/Cr Church)

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 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.

CARRIED on the voices

INF1811/08

Cr Fulton vacated the Chair and Cr Patterson assumed the Chair for this item.

Cr Fulton declared a conflict of interest, withdrew to the public gallery and did not speak to, or vote on this item.

Cr Gibb declared a conflict of interest, withdrew to the public gallery and did not speak to, or vote on this item.

Cr Smith declared a conflict of interest, withdrew to the public gallery and did not speak to, or vote on this item.

Cr Fulton assumed the Chair for the remainder of the meeting.

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (His Worship the Mayor/Cr Gibb)

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 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:

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

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

Section 7(2)(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 Ground(s) under section 48(1) for the withhold exists under: 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 Ground(s) under section 48(1) for the withhold exists under: 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:

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

Section 7(2)(a)(b)(ii)(j)

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

CARRIED on the voices

INF1811/09

Resolutions INF1811/10 - INF1811/16 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 4.12pm.

Minutes approved and confirmed this day of 2018.

DW Fulton
CHAIRPERSON

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	23 November 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Receipt of Infrastructure Subcommittee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Infrastructure Subcommittee held on Tuesday 30 October 2018.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Subcommittee meeting held on Tuesday 30 October 2018 be received.

3. ATTACHMENTS

INF Subcommittee minutes 30 October 2018

MINUTES of a hearing by the Infrastructure Subcommittee (to hear, consider submissions make recommendations on the Natural Reserves Management Plan) held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 30 OCTOBER 2018** commencing at **2.36pm** and continued on **THURSDAY 22 NOVEMBER 2018** commencing at **1.06pm.**

Present:

Cr DW Fulton (Chairperson)
Cr JD Sedgwick
Ms L Te Aho (Waikato-Tainui Representative)

Attending:

Mrs LM Wainwright (Committee Secretary)
Mrs RJ Gray (Council Support Manager)
Mr E Parata (Asset Management)
Ms M Russo (Corporate Planner)
Mr D Whyte (Submitter)
Mr L Koppens (Submitter)
Mr M Moore (Submitter)
Mr E Hamilton (Contract Reserves Planner)
Mr B Wolfe (Ecological Planner)
Mr D McDougall (Open Spaces Team Leader)
Ms M May (Parks & Facilities Manager)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/Fulton)

THAT the agenda for a hearing of the Infrastructure Subcommittee to hear, consider submissions and make recommendations on the Proposed Natural Reserves Management Plan held on Tuesday 30 October 2018 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

INF1810/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

HEARING OF SUBMISSIONS

The Chairperson introduced the members of the hearing panel and welcomed all parties.

The following submitters presented their evidence in relation to the Proposed Natural Reserves Management Plan:

1. Mr Whyte (submissions 25, 26 and 27)
2. Mr Koppens (submission 27)
3. Mr Moore (submission 30).

The meeting adjourned at 3.49pm and resumed at 4.13pm.

REPORT

Hearing of Submissions to the Natural Reserves Management Plan
Agenda Item 4.1

Resolved: (Crs Fulton/Sedgwick)

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

AND THAT pursuant to section 41(6)(d) of the Reserves Act 1977 the Hearings Panel hear and consider all submissions, including late submissions, received to the draft Natural Reserves Management Plan.

CARRIED on the voices

INF1810/02

The meeting adjourned at 5.45pm and reconvened on **THURSDAY 22 NOVEMBER 2018** at **1.06pm**.

Present:

Cr DW Fulton (Chairperson)
Cr JD Sedgwick
Ms L Te Aho (Waikato-Tainui Representative)

Attending:

Mrs RJ Gray (Council Support Manager)
Mr E Parata (Asset Management)
Ms M Russo (Corporate Planner)
Mr E Hamilton (Contract Reserves Planner)
Mr B Wolfe (Ecological Planner)
Mr D McDougall (Open Spaces Team Leader)
Ms M May (Parks & Facilities Manager)

DELIBERATIONS

Tabled: Submission Hearing Report – Contract Reserves Planner
Amended Waikato District Natural Parks Reserve Management Plan (with track changes)

The subcommittee undertook deliberations on all submissions and amendments presented.

The Contract Reserves Planner provided an overview on the amendments to the draft plan. The Ecological Planner, Open Spaces Team Leader and Parks & Facilities Manager all answered questions raised by members of the subcommittee.

Resolved: (Cr Fulton/Ms Te Aho)

THAT the Natural Reserves Management Plan be recommended to Council for adoption.

CARRIED on the voices

INF1810/03

There being no further business the meeting was declared closed at 2.40pm.

Minutes approved and confirmed this day of 2018.

DW Fulton
CHAIRPERSON

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	6 November 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Receipt of Infrastructure Submission Subcommittee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Infrastructure Submission Subcommittee held on Monday 5 November 2018.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Submission Subcommittee to hear and consider an appeal from Club Targa Inc held on Monday 5 November 2018 be received.

3. ATTACHMENTS

INF Submission Subcommittee minutes 5 November 2018

MINUTES for a hearing of the Infrastructure Submission Subcommittee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 5 NOVEMBER 2018** commencing at **1.00pm** to hear and consider the appeal from Club Targa Inc.

Present:

Cr DW Fulton (Chairperson)
Cr EM Patterson
Mr GJ Ion (Chief Executive)
Mr I Cathcart (General Manager Service Delivery)

Attending:

Cr B Main
Mrs RJ Gray (Council Support Manager)
Mr G De La Rue (Acting Roding Manager)
Mr P Foote (Unsealed Pavement Engineer | Waikato District Alliance)
Mr J Brown (Communications Advisor)
Ms V Main (Club Targa Inc)

The Chair opened the meeting at 1.09pm and welcomed those in attendance. He also spoke of the procedure for the hearing.

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Patterson/Mr Ion)

THAT the agenda for a meeting of the Infrastructure Submissions Subcommittee held on Monday 5 November 2018 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

INF1811/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORT

Proposed NZ Silver Fern Rally
Agenda Item 4.1

It was noted that the Infrastructure Submissions Subcommittee has full delegation to hear the appeal and an informed decision would be made regarding the upcoming proposed rally.

Resolved: (Crs Fulton/Patterson)

THAT the report from the Chief Executive be received.

CARRIED on the voices

INF1811/02

The following submitter presented their evidence on the Proposed NZ Silver Fern Rally.

Submitter

Presented By

Club Targa Inc

Victoria Main

Mr Peter Martin answered a question by conference call regarding the horse power of the 2WD vehicles that are ranging from 1300cc, 1600cc, and 2000ccs being lightweight vehicles.

Ms Main showed the committee a list of properties on her mobile where the residents had been visited and advised of the proposed rally. They were asked to contact Council if they had any concerns. It was noted that Council had not received any calls.

The Hearing closed at 1.49pm.

DELIBERATIONS

The committee deliberated on the appeal for the proposed NZ Silver Fern Rally.

Resolved: (Mr Cathcart/Cr Patterson)

THAT the Infrastructure Submissions Subcommittee approve the NZ Silver Fern Rally being held on 23 and 24 November 2018 subject to meeting Council requirements as detailed below:

- **Bond required**
- **Drive over before and after rally**
- **Hours for rally on Otorohaea Trig Road on Friday 23 November to be 9.00am to 11.00am.**

CARRIED on the voices

INF181103

There being no further business the meeting was declared closed at 2.07pm.

Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	11 February 2019
Prepared by	Jason Marconi North Waikato District Co-ordinator
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Sport Waikato Report - 1 October to 31 December 2018

1. EXECUTIVE SUMMARY

Attached is the Sport Waikato Report for the period 1 October to 31 December 2018. In this report the Waikato District Sport Co-ordinator presents a summary of activities undertaken throughout the District with a number of schools and a variety of groups of all ages during that quarter.

2. RECOMMENDATION

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

3. ATTACHMENTS

Sport Waikato Report 1 October to 31 December 2018



Sport Waikato Report 1 Oct 2018 – 31 Dec 2018

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 be active

- Women and Girls
- Young People
- Māori
- Early Childhood
- Elderly 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
- Engage
- Urban Growth
- Home of High Performance

ACHIEVING SUCCESS THROUGH WORKING TOGETHER

Waikato District


Fiona Devonshire & Jason Marconi - District Coordinators

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




Staff Announcement - Fiona Devonshire

It is with real sadness we inform you that we have accepted Fiona Devonshire’s resignation from the position of Waikato District Coordinator.


Fiona has made the decision to move to the sunny Hawkes Bay to be with her partner and closer to her Dad. She has done a fantastic job in the Waikato district over the last few years and has been an important member of the Roopu. Fiona will be missed from the DC team and greater Sport Waikato staff and we wish her every happiness in the Hawkes Bay. Fiona’s final day will be Friday 22nd February.


<p>Outcome – Participation/Quality of Life</p>	<p>To grow participation in local communities to increase the number of individuals who meet the physical activity guidelines</p>
<p>KPI</p>	<p>Evidence/ measurement</p>
<p>PROJECT ENERGIZE – Simon Beale & Mahia Knightingale-Pene</p>  <p>Work with primary school sport clusters to increase opportunities & participation.</p>	<p>Project Energize is present in 240 schools across the Waikato region, actively promoting their messages: eat healthy, be active, and have fun!</p> <ul style="list-style-type: none"> • Ngaruawahia Schools Cluster annual planning meeting was held in December at Waipa School. This was attended by our Ngaruawahia Energizer, Mahia Knightingale-Pene. The interschool events and staff professional development sessions were scheduled for 2019. • Success Story - the following is a success story provided by one of the district’s Energizers during the period; <p>The sport leads for each of the schools in the cluster decided that instead of the traditional athletics interschool event in term 4 that they would like to try a new sport, and they chose Touch. Initially there was some push back by teachers (which was understandable being that Athletics had been planned for and the P.E plan had been designed around this) but the schools that participated agreed that it was a great success. The students were involved more rather than sitting around waiting their turn, so the behaviour issues did not arise, students from Huntly College helped referee the games which built connections between the schools, and parents helped to coach teams which they couldn't do with athletics. The touch day was hosted by Huntly Primary and utilised both Huntly Primary and Huntly Thistle AFC Football Club fields at the neighbouring Huntly Domain. Furthermore, the schools have expressed interest in entering teams into the local Huntly Community Touch module that will be run by Huntly Rugby Club in February 2019.</p>

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


 <p>Funded by Sport Waikato to deliver to schools in the North Waikato where Project Energize is not available</p>	<p>Youthtown Update:</p> <ul style="list-style-type: none"> Meeting with Youthtown in early January to discuss free holiday programs for Tuakau kids. Community feedback indicates many local families cannot afford regular activities to occupy their kids. This was reflected in responses to my Face book post advertising \$2.50 entry fee to Tuakau Centennial pool stating it is too expensive. I discussed this with Budgeting and Family Services in Tuakau and they confirmed many local families are not in a position to pay anything. Potentially council could apply for Kiwi sport funding to support such a project.
<p>SECONDARY SCHOOLS PROGRAMME - Tony Rogers and Abigail Whiu</p>  <p>Increase opportunities & participation.</p>	<p>Building relationships with Secondary Schools</p> <ul style="list-style-type: none"> Our Active Teens and Active Families team, Jodie, Adrian and Mandy met with (School Nurse) Samantha Jolly at Huntly College in early November and discussed her concerns for the year nine students. We plan to work with the school in 2019 through both our Active Teens and Active Families programmes to support healthier lifestyles. The North Waikato Secondary Schools Cluster Quarter 4 Sports Coordinators meeting was held at Te Kauwhata College in October to review 2018 and plan events for 2019. Swimming and Athletics are scheduled for Term 1 2019. Our Secondary Schools Development Officer, Abigail Whiu attended the Ngaruawahia High School Senior Prizegiving in November and presented the School Sports Awards to winning students. The new Waikato Secondary Schools website is live and now the first port of call for Secondary Schools info, visit www.wsss.org.nz
<p>EVENTS</p>  <p>Community Events: To support the delivery of community events and classes, delivering a physical activity and healthy nutrition focus.</p>	<p>Local events supported by Sport Waikato</p> <ul style="list-style-type: none"> Working with Franklin Gym Sports to provide Gymnastics classes to Tuakau and the North Waikato. Classes for term 1 2019 confirmed with programs for 18mnths – 3 years, 4 – 5years and 6 – 7 year olds. Supported Cycling NZ's Let Get Cycling Raglan Initiative through promotion and connecting with local media sources for marketing. Two evening sessions were held during November Supporting the Whaingaroa Waka Regatta 2019 organising committee with the planning and organisation of this event. Event is scheduled to be held on Thursday 7th March. A collaboration of Raglan Area School, Dept. of Conservation, Turangawaewae

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


	<p>Regatta personnel and Sport Waikato</p> <ul style="list-style-type: none"> Connected with the organisers of the Huntly Half Marathon to start planning our involvement in this event with a view to reach out to the local community through schools for participation and fundraising opportunities
 <p>Community recreation projects, groups and classes</p>	<p>Pokeno tramping group confirmed to continue through 2019 with 2 tramps per month.</p> <p>Linked Huntly Pilates and Hatha Yoga class facilitator Lynda McPoland with Kimihia Rest Home and Hospital. Lynda is currently delivering Chair Yoga on a weekly basis to residents and upskilling staff to be able to deliver in the future.</p> <p>Supported Glen Brightwell to set up Air Boxing in Taupiri. Regular weekly classes are held on a Tuesday and Thursday evening at the Soldier and Settlers hall in Taupiri.</p>


<p>UNDER 5 PROGRAMME - Madeleine Kirk, Robyn Polley</p> <p>Deliver parent education sessions related to foundation and fundamental skills.</p>	<p>The Under Fives Fundamental Skills Advisor works with community organisations to deliver workshops to parents. These workshops aim to equip parents with the knowledge to improve the physical development of their children under the age of 5 years. Also, we provide a series of 3 e-books called Kiwi Manuals to new parents in the Waikato Region, providing information and activity ideas to encourage physical activity from birth.</p> <ul style="list-style-type: none"> In this period, 1 Infant Movement workshop was held at a community organisation in Huntly with 2 educators, 1 parent and 1 child. And a total of 4 KiwiBaby, 1 KiwiToddler and 2 KiwiPreschool manuals were downloaded.
<p>UNDER 5 ENERGIZE PROGRAMME – Joe Hill-Moana</p> 	<p>The Under 5 Energize programme has an 'Energizer' who works with 33 Early Childhood Education Centres in the district to improve nutrition, increase physical activity, and improve oral health of children under 5 years.</p> <ul style="list-style-type: none"> Focus delivering Maori Games, introducing Atuatanga (Gods) and connecting this component to nutrition and Physical activity to most centres. Giving educators more ideas for teacher lead games using rakau, poi.

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

<p>Early childhood centres are supported to embrace healthy eating and develop physical activity action plans.</p>	<ul style="list-style-type: none"> • Focus on Healthy Kai. Simple swaps, Interactive Displays and Modelling sessions with parents and tamariki to give ideas around why our bodies need good kai and simple ideas to change packet food with more nutritious options. • Focus on Oral Health. Interactive displays with parents and modelling sessions at mat times with tamariki, teaching children about how to brush teeth, what choices are better for teeth etc. • In this period, 9 centres received 12 nutrition sessions focussing on 'Lunchboxes' and 'Label Reading' 116 children, 15 educators and 63 parents attended these sessions. 4 physical activity (fundamental skills) sessions were held at 4 centres, in which 51 children, 10 Educators, and 5 parents attended.
<p>ACTIVE & WELL PROGRAMME – Jodie Fleming & Adrian Te Rangi</p>  <p>Adult Health – Working towards a healthy lifestyle.</p>	<p>Green Prescription in Huntly has been challenging this quarter with engagement low, a contributing factor we feel is the loss of our presence in Huntly due to our office being closed for the last year.</p> <p>Currently Sport Waikato is in lease negotiations for a new Huntly office site and hope to finalise in the near future.</p> <p>Aqua Fit class continues to be held at the Huntly Aquatic Centre weekly during the school term is growing in numbers and more people are enjoying this opportunity to get active. Plans are underway to start a second class and revive the Aqua Man class in early 2019</p> <p>12 Week Challenge run with Waikato District Council staff based at the Huntly Library. The group found the workshops very informative. They learnt skills to apply to their daily lifestyles and enjoyed working as a group.</p> <p>Frequent Te Kauwhata every 3-4 weeks. Consults taking place at the local Community House and sending appropriate referrals through to local Fitness Centre for exercise advice and prescription</p> <p>We farewelled Alex Wakeman in November. Alex started with Sport Waikato in January 2013 and has been an outstanding Green Prescription coordinator and team leader over this time. Alex has been on maternity leave over the past 11 months spending time with her daughter Willow and has now decided that a career in teaching is a great fit for her, starting with a year's teacher training next year.</p> <p>Whanau Kori, Tamariki Ora (WKTO) - This is a growth area for us and we've received our first referral for Huntly this quarter as well as firsts for Te Kauwhata, Te Kauwhai and Taupiri. Ngaruawahia referrals have also increased from 1 to 4 over quarter 2. We intend to run a workforce training workshop in January 2019 with support from the North Waikato Interagency group. We've have employed Adrian Te Rangi on a fixed 0.5 6-month WKTO contract to help support whanau and promote services in the Huntly region as well as Hamilton.</p>

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


	<p>Active Families - Quarter two saw two Huntly referrals to the Active Families programme along with two from quarter one. These whanau are currently being serviced by Anthonni Hall and may transfer to Adrian once he settles in to his new role.</p>
<p>THIS IS ME – WOMEN & GIRLS – Amy Marfell</p>  <p>To connect individuals/groups to opportunities for Women & Girls</p>	<p>After a successful 12 months of piloting, This is ME will now undergo regional expansion, which will see This is ME concepts being introduced to the Waikato district in 2019 in partnership with Sport Waikato and the local community.</p> <p>To create awareness of the launch of This is ME across the Waikato region, Sport Waikato has recently released the This is ME video - a landmark piece of work that aims to begin breaking down the barriers that hold women and girls back from being as active as they would like to be.</p> <p>The This is ME team with the support of the District Coordinators, very much look forward to working in the district in 2019 to begin breaking down participation barriers for women and girls and increase their connection to sport, physical activity and recreation opportunities.</p> <p>Link to recent TV3 News Hub Segment; https://www.newshub.co.nz/home/new-zealand/2019/01/gin-wigmore-s-girl-gang-soundtrack-to-motivate-women-to-get-active.html</p>

	<p>To work with the deliverers of sport, recreation and physical activity to provide sustainable quality experiences</p>
<p>KPI</p>	<p>Evidence/Measurement</p>
 <p>To develop and deliver initiatives that grow capability and capacity</p>	<ul style="list-style-type: none"> • Connected Tuakau Combined Sports Society (TCSS) to Franklin Gym sport to provide venue for Gymnastics and providing new income stream for TCSS. • Working alongside TCSS and WDC for new training lights at Lightbody Reserve. • Working alongside Tuakau Cricket club and Counties Manukau Cricket to upgrade training nets and add 1 extra net to increase capacity and quality of training. 1st quote in at just over \$50,000. • Working with Lisa Baird (Pokeno local) and Blair Johnston (Pokeno School Principal) to create a Pokeno netball team to enter into Pukekohe comp. 2019 • Working with Belgravia Pukekohe to provide classes for kids with Special Needs, on land and water borne. • Quarterly Sports Forums planned for Huntly as a pilot project in collaboration with the Sport Capability team

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

<p>Volunteers: To recognise the 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"> • Successful Sports Awards evening held in November at Waahi Paa Marae, Huntly • Guest Speakers were Camille Buscomb and Ellesse Andrews • 39 Nominees across 11 categories • The Service to Sport category (more than 20 years' service) received six nominations with three recipients from North Waikato (Bronwyn Watson and Ray Smith of Tuakau, Pat Wootten Onewhero.) • Sportsperson of the Year was NZ Strongman Jayson Woods • Sport Waikato acknowledge the ongoing support of Waikato District Council in making this event happen and the attendance of Mayor Sanson, Councillors and staff • In recognition of Huntly volunteers Kieran and Nicola Maka- Buison and their dedication and commitment to sport in Huntly they were presented with a Sport NZ hoodie.
<p>Providing community with information on events, development and funding opportunities.</p>	<ul style="list-style-type: none"> • Promoted NZCT funding presentation at Tuakau to local North Waikato sports clubs • Funding Workshops 2019 schedule included in the Waikato District Newsletter • Kiwisport Secondary Sports Funding initiative promoted at the North Waikato Secondary Schools quarterly Sports coordinators meetings • Kiwisport Kickstart Funding initiative promoted amongst clubs and schools. Raglan Area School submitted two kickstart applications

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

<p>DISTRICT SPORT PLAN</p> 	<ul style="list-style-type: none"> Currently with Waikato District Council awaiting feedback and adoption. Although not formally adopted Sport Waikato continues to focus on the priorities included in the plan as deliverables to support community development
<p>To develop, maintain and grow quality stakeholder relationships</p>	
<p>KPI</p>	<p>Evidence/Measurement</p>
<p>To work together with partner organisations to deliver projects/events</p> <p>To identify, plan and deliver collaborative projects for the district</p>	<ul style="list-style-type: none"> Working alongside Bob Bell (Tuakau Lions) on the annual “Kids off the Couch” day. Supported Raglan Let’s Get Cycling campaign a collaboration between Cycling NZ, Waikato District Council and Sport Waikato Ongoing support of the Waikato District Sober Driver road safety campaign through connecting local sports clubs in Huntly
<p>To promote and advocate for healthy, active lifestyles</p>	
<p>KPI</p>	<p>Evidence/Measurement</p>
<p>To deliver and promote the Sport Waikato message</p>	<ul style="list-style-type: none"> Quarterly newsletter sent out in November Ongoing professional development of staff around the new organisational nutrition policy Conversations around awareness of food and nutrition choices with organisers of events at the planning stage are happening
<p>Other</p>	
<p>Regional Facilities Advisor Update</p>	<p>Places and Spaces</p> <ul style="list-style-type: none"> Version 2 of the Waikato Regional Sports Facilities Plan complete Technical Managers Forum delivered Dec 2018 - WRSFP Update, National and Regional Aquatic Update, Regional Round Up and Sport New Zealand HUB Update. 2019 Forum dates in April and September to be confirmed

*"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">• Discussions initiated with Waipa DC, Waikato DC and Hamilton City Council around an investigation into Sports Field provision• Sports Plans underway for Hauraki DC, Otorohanga DC and in the pipeline for Taupo DC and Thames Coromandel DC |
|--|---|

Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	28 January 2019
Prepared by	Megan Jolly Road Safety Education Co-ordinator
Chief Executive Approved	Y
Reference #	INF2018
Report Title	Road Safety Education

1. EXECUTIVE SUMMARY

The purpose of this report is to inform the Infrastructure Committee of key 'road safety education' activities and information for the months of November-January 2019.

2. RECOMMENDATION

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

3. ATTACHMENTS

Road Safety Education Report

I. Key Activities

The last three months saw completion of the following activities/campaigns:

Young drivers

Two young driver courses were held. These were advertised locally and were at full capacity. Police were also given vouchers for the course to hand out to youth they stopped for driver licencing infringements. This is seen as diversion and will be monitored to see how successful it is in encouraging compliance.

The Waka Trust continues to deliver the Community Driver Mentoring programme. From July 2018 to date there have been 27 enrolments. Eight have gained their restricted licence, and 11 are still enrolled. Eight have left the programme without gaining a licence. Withdrawals from the course have been due to a number of reasons including: money difficulties, availability for practice and assessment drives, leaving the district, study and work commitments. The Trust continues to work with community groups to find potential clients.

Motorcycles

Four skills training days have been held. The course is always well received with comments such as: *Very awesome. A well-balanced course. I am a very novice rider so having theory/ chats and then having a go made me so comfortable.*

The challenge is to increase the number of riders on the course as we are not operating at full capacity. Marketing will be reviewed for upcoming courses.

Senior drivers

A senior driver workshop was held at Tuakau. The Road Safety Co-ordinator is currently exploring working alongside Age Concern to deliver these courses.

Fatigue

A fatigue stop was held at Maramarua prior to Christmas. Support was given by the local school and the Red Fox Tavern. Approximately 120 people stopped.

Restraints

132 child restraints were checked at a Police education checkpoint in Tuakau. 63% of seats required adjustments. The Regional Council has a contract out for tender for restraint technicians that would see delivery of child restraint education to the entire Waikato region.

Cycling

Adult cycle training scheduled for December was cancelled at Raglan due to weather and limited numbers registered. We will continue to promote availability of training.

Alcohol

A sober driver campaign took place prior to Christmas delivering resources to licenced premises across the district. A beach campaign targeting youth took place at Raglan for two days prior to the New Year. Over 300 youth were reached at the beach with many more reached by facebook postings.

Truck education

The Road Safety Co-ordinator worked alongside the Road Transport Association, NZ to deliver a 'be safe around trucks' project. Six schools in the Ngaruawahia area attended. The focus of the project was to outline to students the blind spots that trucks have, and the care needed when sharing the road with trucks.

Billboards

New road safety billboards have been installed. The 'Expect' series has been refreshed and advises motorists that they are sharing the road with road users such as trucks, tractors, school buses and cyclists.

2. Upcoming Projects

- Motorcycle checkpoints (Feb)
- Motorcycle focus groups (Feb)
- Back to school (Feb)
- Cycle skills training (Feb)
- SADD workshop (March)
- Young Driver training (March, April)
- Truck stop (March)

3. Fatal and Serious Injury Crashes, 2018

The CAS data base was unavailable at the time of writing this report.

Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	13 February 2019
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference/Doc Set #	INF2019
Report Title	Service Delivery Report for February 2019

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

Dash Board Reports

REPORT

COMMUNITY PROJECTS

The Programme Delivery team is now the Community Projects team with a new structure and staff. The team are gearing up to project manage most of Council's capital works projects, including providing a Centre of Excellence for procurement and contracts.

The Community Projects team consists of:

- Paul McPherson, Community Projects Manager
- The Project Development team comprising Donna Rawlings (Project Development Team Leader), leading Project Managers Paul White and Mark Janssen (Mark moved recently from Open Spaces) and Project Coordinator Cori Cullen (moved from Customer Delivery on 30 January)
- Project Delivery team lead by Reuben Rink with Contract Engineers Richard Clark and Ryan Laurenson and assistance from Nick Mounsey (Contractor)
- A new Project Design team with a team leader (vacant - advertising 1 February), Design Engineer (vacant - advertising 1 March), and Draughtsperson (Contractor)
- Also reporting to the manager will be a Contract Assistant Engineer role (vacant – advertising 1 February) to assist the whole team with contract administration.

COMMUNITY PROJECTS – OPEN SPACES WORKS

Parks and Reserves

Contract 17/120 - Tamahere Sports Park

Construction works on the Piazza is continuing with concreted and paved areas nearly complete and remaining soft landscaping and furniture underway, both items scheduled for completion at the end of March.



Tamahere Hub Buildings are well advanced.

The skate park retaining walls are underway, and Acid Skate, contracted to construct the skate park, are on site.

The car park earthworks are underway as are the playground earthworks. Completion of the car park and playground are scheduled in mid-June. The skate park may finish a few weeks earlier due to an earlier than planned start date.



Skate Park retaining walls under construction.

New Zealand Transport Agency have still not finalised the Te Awa trail overbridge location for State Highway 21.

Onewhero Reserve Wastewater Treatment Upgrade

Stage I involving installing a new septic pump and an outlet filter, and construction of a Wisconsin Mound (effluent field) was completed in November 2018 in accordance with the funding agreement for Tourism Facilities Development Grant Fund – Responsible Camping, providing a complete treatment system for the summer season incorporating the demands of freedom campers.



Wisconsin Mound for effluent soakage and evaporation

A water meter was also installed on the water supply tank to provide assurance that the volumes are in the range anticipated. Recent readings have shown that the water usage is within the design range and the operating range of the treatment system.

In addition, an outdoor shower (cold) and a stainless steel bench and sink for dishes were installed at the reserve for freedom campers.



Existing septic tank with new pump and filter

Construction of Stage II involving additional treatment tanks and equipment will be completed before the peak rugby season to ensure that the new dispersal system constructed under Stage I is not overloaded with higher water tables and decreased evaporation rates. The Wisconsin Mound and septic tank area will be topsoiled, and then will be planted by the Rugby Club, who will also permanently fence off the Mound.

Community Projects are working with the Rugby Club to seek external grants which, along with club contributions, will provide a portion of the required funding. The remaining funding is to be from an increase to the targeted rate.

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, including additional safety signage requested.



Additional safety signage to warn pedestrians and cyclists of vehicle crossing

Tourism Infrastructure Fund (TIF)

Joyce Petchell Park

Construction is almost complete at the Joyce Petchell Park site at the time of writing. The toilet upgrade was complete and opened on 2 November 2018.



New toilet block opened on 2 November

A drinking fountain and dog bowl has also been installed at the park as part of these works. The car park upgrade awarded to Fulton Hogan, under Contract 18/077 is also complete.



Completed Car Park and Toilet

Adjacent Car Park Upgrade at Stewart Street and Raglan Fire Station

Construction of the nine car parks in front of No. 8, 10, and 12 Stewart Street is complete and have also been marked.



Completed Stewart Street Car Park

The Fire Station car park works are complete, however Waikato Regional Council have requested minor changes to the bus stops which will be completed in the coming weeks.

Cliff Street Toilets

The old toilet block has been demolished and the new toilet unit has been installed and was opened on 20 December 2018 for the busy Christmas holidays.



New Cliff Street Toilets opened on 20 December

Marking and signage for a disabled car park in front of the toilet was requested and has been carried out.

Ngarunui Beach

The design and planning for the upgrade of the Ngarunui Beach toilets is well underway and a tender for design and build will be publicly advertised soon. Consultation and co-design with the community will continue until the final design is settled on.

Boat Ramps

Mercer

Tata Developments are looking at installing a new boat ramp capable to enable a duck bus to negotiate the ramp. Further consultation is required with affected parties, Iwi, and stakeholders. Discussions are on-going.



Developers Proposal for Mercer Boat Ramp

Narrows

Schicks were awarded the works for maintenance repairs to Narrows Boat Ramp. These works are now complete (See photo at right).

Les Batkin Ramp

Schicks have provided a quote for the repair works required to be undertaken and it is being assessed.

Elbow Boat Ramp

Bloxam Burnett Oliver have provided an updated plan in line with budget constraints, looking into options around existing retaining wall condition. Further work is required on the design.



Manu Bay

The mediator has responded following the second workshop. Awaiting stakeholder response. Once received, we will look to further discussions with the Forum members around consenting requirements.

We are commissioning eCoast to monitor and store a record (video) of the performance of the breakwater in various tides and wave conditions for future comparison, to assess the performance of any changes made. A 3D drone survey of the area is being carried out at an extreme low tide so we can assess volumes for any work to be carried out, as well as to monitor erosion.

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

Construction is complete for this 1.3km of shared path on Newell Road.



Tamahere Walkway/cycleway – part of the Te Awa Cycleway

Te Kauwhata Walkways

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

The Waikato District Alliance have been engaged to undertake these works. Land purchase discussions with New Zealand Transport Agency to acquire land on Wayside Road has been unproductive, and a review of the design highlighted the desire to minimise crossing points for safety reasons.

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.

COMMUNITY PROJECTS – WATERS WORK**Water**2018/19 District Wide Water Reticulation Renewals - Contract 18/055

This contract provides the 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.

Construction for the proposed renewals sites is set to start March 2019 and includes:

1. Horotiu Site 1
 - Great South Road, Horotiu
2. Horotiu Site 2
 - Park Road, Horotiu
 - Horotiu Road, Horotiu
3. Ngaruawahia Site 1
 - Belt Street, Ngaruawahia
 - North Street, Ngaruawahia
 - Thomas Street, Ngaruawahia
 - Croall Crescent, Ngaruawahia
4. Huntly Site 1
 - Rotowaro Road, Huntly
 - Cobham Crescent, Huntly
5. Huntly Site 2
 - Rayner Road, Huntly
 - Croft Terrace, Huntly
6. Meremere Site 1
 - Te Paea Avenue, Meremere
7. Raglan Site 1
 - Nihinihi Avenue, Raglan
 - Tahuna Avenue, Raglan
 - Port Waikato Site 1
8. Tuakau Bridge-Port Waikato Road, Port Waikato
 - Cobourne Place, Port Waikato
 - Maunsell Road, Tuakau

Current progress - the contract has been awarded to Allens United Earthworks and Drainage.

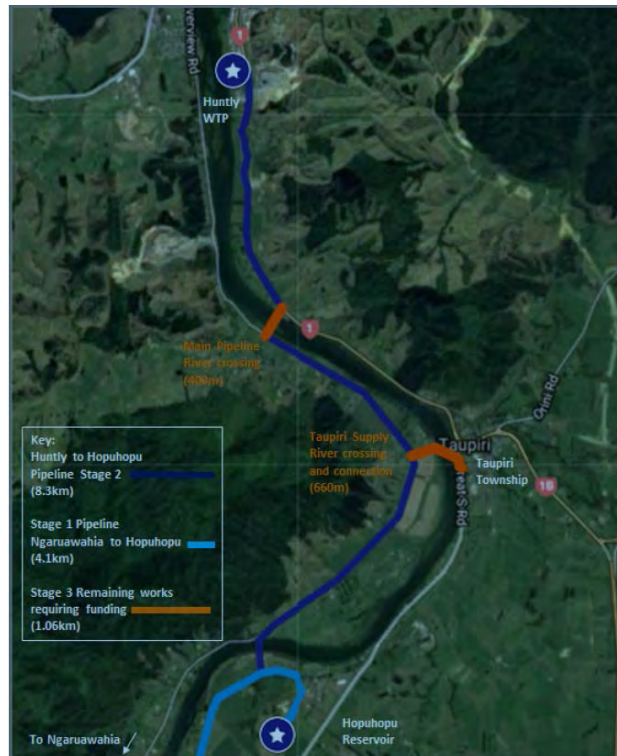
Due to current commitments on Waikato District Council contract 17/102 Allens United have been approved a delayed start date to align with the completion of the existing contract, with a start date of 4 March 2019.

Hopuhopu to Huntly Pipeline (Stage 2)

A 12 month defects liability phase is now underway with Te Aratika Drilling and it is Council staffs intention to hold a Post Contract Review, including meeting with the Contractor and working through a lessons learnt process. The liability period ends on 10 November 2019.

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

The tender for contract 18 078 Tuakau and Hopuhopu to Huntly Bulk Watermain was awarded to Spartan Construction Ltd for a tendered sum of \$2,757,084.00 on 12 December 2018.



Plan showing the remaining two crossing to be drilled

The contractor is currently underway with the drill shot on the Taupiri river crossing from the Taupiri side, which is expected to take several weeks. By then the Archaeological approval should have been received for the main pipe crossing to the north near Parker Road and the drill team will move to that site.



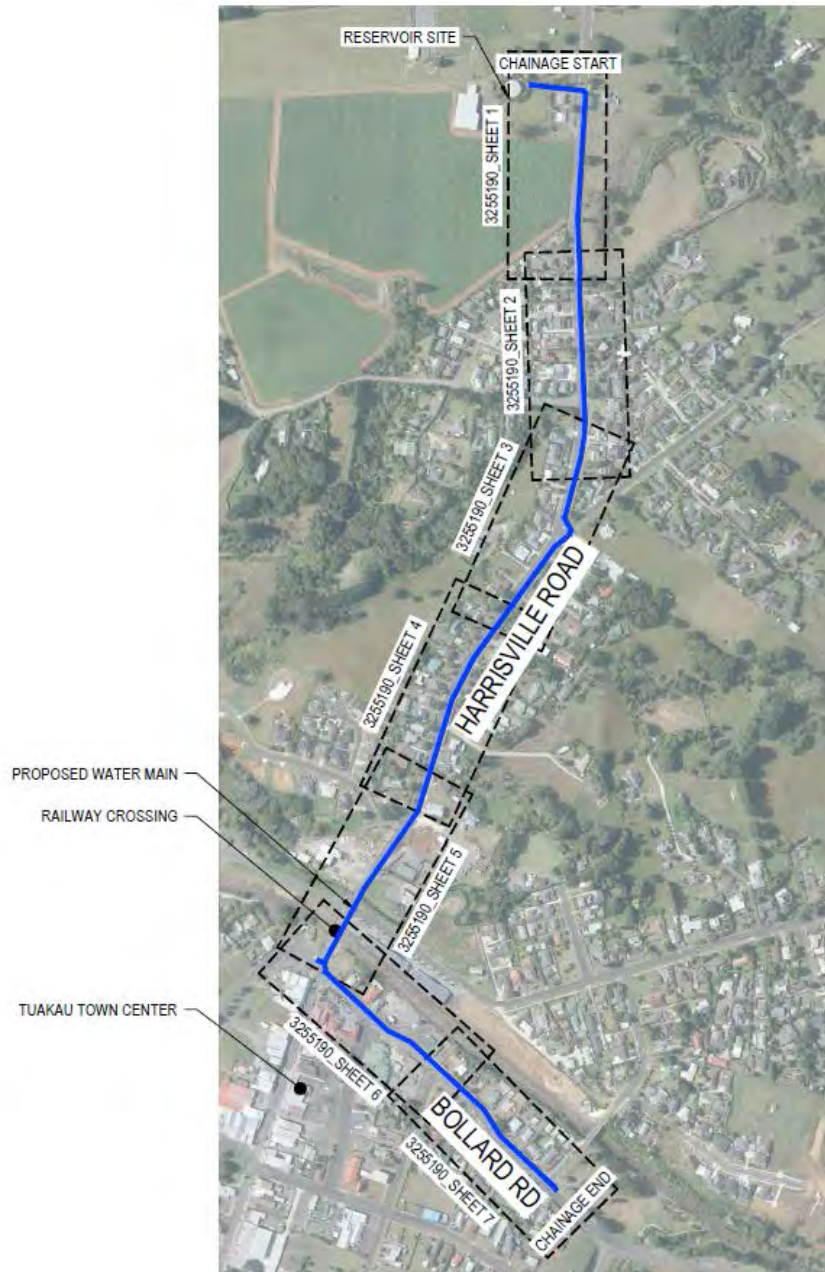
Drill rig on site

Tuakau Bulk Watermain 18 078

The proposed construction works are for 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.

Packaged with the Huntly to Hopuhopu Pipeline project above, the tender was awarded to Spartan Construction Ltd for a tendered sum of \$2,757,084.00 on 12 December 2018.

The drill team currently working at the Huntly to Hopuhopu project works, on completion of the work, will move onto the Tuakau Bulkmain site.



Plan of the Tuakau Bulkmain route

This contract is programmed for completion by the end of June 2019.

Stormwater

Raglan Stormwater Reticulation Extensions Contract 17/104 Connell Contractors

WDC works are complete. The remaining works are to be undertaken by the adjacent developer 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.

Wastewater

Pokeno Wastewater Reticulation Scheme, Phase 3

The contract is to be advertised soon for the completion of the private drainage connections in Pokeno.

George Drive Wastewater Renewal (2015/16)

Contract 15/192 works have restarted on site (Smythe Contractors) with pothole investigation to identify existing services locations prior to installing the modified pumpstation.

The proposed works will see a project completed that has been on hold for many months while re-design was undertaken, to see the installation of a new gravity main and wastewater pump station to allow the abandonment of a blockage-prone main under the Z Service Centre.

Staff are preparing a report for additional funding to be sought from Council to complete the remaining works.

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 nearly completed the first rising main renewal at Kopua Holiday Park in Raglan to Marine Parade intersection, completing the works in the Holiday Park including an upgraded camper van blackwater dump station.



Valve chamber under construction



Completed camper blackwater dump station

A second team is moving through the pumpstation upgrade sites district wide and making considerable headway through the schedule of works. Multiple washdown facilities have been installed for pumpstation maintenance purposes along with other significant pumpstation upgrades being accomplished.



WDC wastewater pump station located within the grounds of Huntly Primary School – non-return valve and isolation valve replacement with a full valve chamber construction in progress

Wastewater Reticulation Renewals

Contract 17 102 Wastewater Reticulation was awarded to Allen's United Drainage & Earthworks Ltd on 8 October for the tender sum of \$831,163.00 to complete the Waikato Esplanade Rising Main Replacement.

This work involves the replacement of the existing 150mm diameter wastewater rising main network, including new PVC pipelines and new manholes chambers, connection to existing manhole chambers, connection to pump station and all other works associated with construction. In addition, capping the abandoned AC pipeline and abandonment of 1050mm diameter manholes upon completion of works.

The outcome is to bypass the existing section of Asbestos Concrete (AC) rising main, which is considered to be in poor condition.



Site of the Waikato Esplanade rising main works

Work is now well advanced and programmed completion is at the end of February 2019.



Trenching shield in use

Raglan and Te Kauwhata Wastewater Treatment Plant (WWTP) Upgrades

Contract 18 041 for the supply of step screens for Raglan and Te Kauwhata WWTP has been awarded to Sindico. The cost for the step screens supply was \$244,016.15. Installation is estimated to cost \$250,000 and will be completed by 30 June.

There will be further works at the Raglan wastewater plant installing tertiary membranes. A contract is being developed for tendering.

COMMUNITY PROJECTS – FACILITIES

Meremere Library

The contract 18/031 was awarded on 10 December 2018 to Jack Thorburn Builders Ltd for a contract sum of \$369,717.06. Staff are awaiting the final programme of works from the contractor to confirm the timeframes and completion date. The maximum contract term is six months.

Ngaruawahia Office

Phase 3 has been combined with planned improvements associated with Gearing for Growth and Greatness planned alterations. Works are now complete.

Ngaruawahia Memorial Hall

Initial asbestos removal works have been completed and certified as completed. Intrusive works on the building have 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 Library

The WDC Library building encroaches onto the adjacent property (the Waipa Delta Hotel) at the western wall. Initial discussion with adjacent property owner is continuing.

Tuakau Library

Request for Expressions of Interest for Architectural services closed on Friday 23 November for refurbishment and extension of the existing building. Six submissions were received and the evaluation is nearly complete.

The successful Architect is to incorporate community feedback into the overall design, ie modern and or consistent with existing buildings.

Whatawhata Community Facility

Whatawhata Residents and Ratepayers Association stand at the Christmas Market Day was well received. Formal consultation to open 28 January 2019 with an open evening to be held Tuesday 12 February at the Whatawhata School. Consultation closes 22 February 2019 and the result will be reported to the March Infrastructure Committee.

Huntly War Memorial Hall

Water damaged materials have largely been cleared out and the hall cleaned, mould re-testing completed with result indicating some contamination still in kitchen and supper room areas largely due to the presence of rotted wood (still to be removed). Safety fence scaffolding is currently being erected around the roof to allow work on the roof area to begin in earnest. Electrical work is ongoing with compliance being tested as work progresses. Seeking costs for some plumbing works required.

Toilets*Pokeno and The Point, Ngaruawahia*

Procurement process has begun, looking to get to the market in February.

Centennial

Tenders for the toilet supplier have been evaluated and discussion has been had with the preferred supplier around cost of fixtures due to the additional cost of the roof installation. Report to go to the February Infrastructure Committee to tidy up toilet capital project funding. Foundation and connection work is likely to be combined with Tuakau toilet works.

Tuakau

Following issues with the proposed siting on George Street, the Community Board have indicated the site on St Stephens Avenue is the preferred location. Community Projects are developing a parking options plan to allow the Community Board to decide where the block will be placed without interfering with future parking layout for the property. Once complete, this will be provided to the Board for review and a decision.



Property opposite the Police Station is the preferred location

Tuakau Dog Pound

WDC Property Group is to locate a suitable property that meets the minimum requirements for the future pound, being reticulated water supply and wastewater connection. Community Projects are awaiting confirmation of land purchase before commencing more detailed work.

Huntly Grandstand Roof Demolition

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 will be required if we proceed to re-roof rather than demolish the roof. Work is ongoing to establish the relative costs.

COMMUNITY PROJECTS – ROADING WORKS

Urban Upgrades

Gilmour Street, Raglan

Initially a Waters project to manage overland flow issues, this project has developed as a result of accelerated deterioration of the pavement following detouring of traffic off Wainui Road for a drainage project.

This has resulted in a more holistic approach to the drainage, incorporating the solution into the roading upgrade.

The works are expected to involve the stormwater changes this construction season being swales and short pipes network with treatment devices (probably rain gardens and in manhole filter), then roading upgrade next summer including kerbing, and footpaths on the uphill side.

The associated stormwater design has been received and both the Urban Upgrade and the stormwater design will be provided to the Community Board for review.

Pokeno Road Urban Upgrade

As a result of the high rate of growth, and utilising the resulting Developer Contributions, Urban Upgrade works will be carried out over the coming years in Pokeno. This will bring the key collector roads (Pokeno Road, Great South Road, Munro Road and Helenslee Road) up to a suitable standard for the expected growth.

This section runs from the school on Pokeno Road to the intersection with Great South Road. The work includes footpaths, cycleways, streetlights, signalised intersection at Helenslee and Hitchen Road intersections.

Undergrounding works for electricity and Chorus cables, and construction of the stormwater drainage system for the future road will be constructed this summer. The roading works will be completed next summer for this section.

Waikato District Alliance

Summary

January has been a very hot, safe and productive month. Compulsory First Day Back Zero Harm refresher sessions appears to have been effective with only minor First Aid incidents and a number of Near Misses reported. The most significant Near Miss was a road user who ignored warning signs and entered the River Road Rehab site at speed, lost control and rolled their vehicle. Fortunately no one was injured.

The team continued to complete numerous Zero Harm and Critical Risk Audits, approximately 600 completed year to date.

Maintenance crews have been busy completing vegetation control including removal of overhanging trees, replacing sight rails, guardrails and signage, pre-reseal stabilising repairs, unsealed road drainage, replacing several large culverts, installing new footpaths in Ngaruawahia and Waingaro Roads and completing high priority slip repairs.

Generally feedback has been positive during the last couple of months but dust, slip encroachment and over hanging trees remain typical issues. Dust problems will continue, prioritised slip repairs have been scheduled subject to budget and an overhanging trees priority schedule has been agreed with Trucking Firm representatives.

The Capital crews have excelled this year and have completed 80% of the Rehab with only two sites at Okete and Ngaruawahia Roads remaining.

Reseals are also well advanced with completion scheduled for early April.

The Asset Management team is busy on field verification, compiling data to enable the 2019/20 pavement and surfacing programmes to be finalised. They have provided valuable analysis to support a claim for WEX Huntly Haul road damage which is being presented to New Zealand Transport Agency. They have been programming SCRIM deficiency treatments which have included a combination of water cutting, resealing and rehabilitation, eg Saalbrey and Rawiri intersections.

In summary a very productive month which will ensure early completion of all major work during the summer construction season.

Zero Harm

All staff and crew attended one of two First Day Back half day sessions aimed at refocussing staff on safety related issues and providing refresher courses on a range of Critical Risk activities.

This approach seems to have paid off in January as we had no Medical Treatment Injuries (MTI) or Loss Time Injuries (LTI).

There were three First Aid Cases (FAC) in January which is down on prior months. These were minor and have all been reviewed and closed out.

There were five near misses reported in January. This is consistent with the last two months where five were reported in both November and December.

One notable incident was a member of the public (MOP) entering a 30kph work site well above the posted speed, losing control, hitting the bank and rolling. Emergency services were called and fortunately no one was injured. Traffic management was in place and the cause of the incident was deemed to be due to driver error.

The staff member who injured his knee in November returned to work on light duties in December and has made a full recovery. He has now been signed off to return to work full time. To assist with his recovery he has been working at the depot, in the office, utilising his previous experience with STMS to process and assist with Corridor Access Requests (CAR) and Traffic Management Plan (TMP) requests.

Maintenance

Vegetation Control

The Vegetation Control team have completed their normal maintenance activities this month which included clearing overhanging trees on the Port Waikato-Waikaretu Road and completed mowing in the area.

During the month staff met with several interested parties including Fonterra to discuss the rural encroaching tree issue. A drive over was completed with two trucking firms representatives focusing on vegetation and safe sight distance problem areas. A prioritised schedule of work has been established and works will be completed as funds become available.

Positive feedback relating to the responsiveness of vegetation has been received.

Sign Maintenance

The Signs Crew focused on general maintenance of signs, sight rails and guardrails around the network including several larger projects. For example, Ballard Road guardrail reinstatement where existing materials were combined with modern compliant fixtures to minimise costs, Whangarata Rehab guard rail installation and the Ruapuke and Whanga Road safety warning signs.

Extra resources will be established to focus on other safety related work when the Low Cost Low Risk advanced Targeted Enhanced Financial Assistance Rate (TeFAR) Budget is approved.

Mirror Safety Works

We have worked closely with the Road Safety Engineer utilising Accident Compensation Corporation (ACC) and Low Cost Low Risk Budgets to provide minor safety improvements

over the last eight months. Work included road marking and signage to remedy out of context speed environments, sight rails and/or guardrails to provide road user protection and minor earthworks/sight benching on Kaiua Road to provide safe sight distances at high risk sites, removed trees endangering the road, shortened railway iron sleep retaining walls and provided sight rails to protect road users and combined minor safety works with rehabs, eg Whangarata, Rawiri and Ngaruawahia/Saulbrey intersection.

These and other value for money road improvements have resulted in a reduced CRASH rate for the network. One good example is the Port Waikato Road where 'No Passing' lines, a speed radar monitoring installation and minor signage and vegetation control has reduced speeds and significantly reduced the CRASH Rate.

This proactive low cost approach is proving to be very effective.

Unsealed

Light grading has continued with two crews on the network throughout the dry months of December and January. We have had a large focus on unsealed drainage utilising a digger crew to clear watertables and culverts on our unsealed network.

Pre Reseal Repairs

The Stabilising teams have completed a total of 51,134m² of pre-reseal repairs this season. We have approximately 3,000m² of repairs remaining which will be completed in February.

Following the completion of pre-reseal repairs we will be undertaking approximately 15,000m² of general maintenance repairs across the district.

Drainage

The Drainage crews have been busy replacing large culverts on Ballard Road and Dimmock Road. We are currently working with Waikato Regional Council to obtain a resource consent to replace a large culvert on Highway 22 in the Pepepe area north of Waimai Valley.



Dimmock Road Culvert Installation

Footpath

New footpaths have been installed on Duke Street in Ngaruawahia and Waingaro Road at the school in Glen Afton. Planning has continued for the installation of the remainder of the footpaths. There are some challenging sites on Cross Street and Rose Street in Raglan that WDC have engaged GHD to investigate in more detail as they will likely require retaining structures.

Positive feedback about the new footpath at Glen Massey has been received.

Slip Repairs

The annual Emergency Works Budget is being carefully managed to ensure there is cover for any major event in May or June.

A variation to repair our highest risk slips on the network has been approved and work has begun on slips on Port Waikato – Waikaretu Road. Slip repairs will take place at the following locations:

Slip Repair Sites	
Road	Location (RP)
Hetherington Road	17200
Highway 22	22250
Highway 22	28790
Highway 22	29000
Highway 22	30690
Karakariki Road	3350
Port Waikato - Waikaretu Road	22685
Port Waikato - Waikaretu Road	22990
Port Waikato - Waikaretu Road	23050
Waimai Valley Road	1000
Wairamarama Onewhero Road	7800
Wairamarama Onewhero Road	10830
Wairamarama Onewhero Road	12590
Wairamarama Onewhero Road	12900
Wairamarama Onewhero Road	24330



Slip repair work on Port Waikato – Waikaretu Road

Capital Works

Rehabilitation

Pavement rehabilitation in the month of January has progressed well. This can be mainly attributed to the planning and enabling works activities that took place in November and December. Two sites remain on the programme for this season – Okete Road and Ngaruawahia Road.

The WDA resurfacing programme was steady in December and January and we have a larger programme scheduled for completion in February/March. All reseals are scheduled to be completed Mid-April.



Asset Management

19/20 Renewal Forward Works Programme

The Asset Management team is continuing with the field verification phase for the compilation of the 19/20 pavement and surfacing renewal 10 year forward works programme. We are nearing completion and are approximately 90% of the way through this exercise and completion of this exercise is expected by end of February.

General Asset Management Activities

We have continued updating the Maintenance Management Plan for the Alliance contract in preparation for the review in mid-February by Downer National Asset Manager.

As a result of the additional information received from NZTA, we have reassessed our claim for the additional cost to WDC as a result of their roads being used as haul roads for the cartage of materials for the construction of the Huntly section of WEX. We will meet with NZTA again in February to progress this further.

We have been programming least cost treatments on high priority SCRIM deficiency sites. Treatments have included a combination of water cutting, resealing and rehabilitation, eg Saalbrey and Rawiri intersections.

Status of Roading Projects

Rehabilitation

2018/19

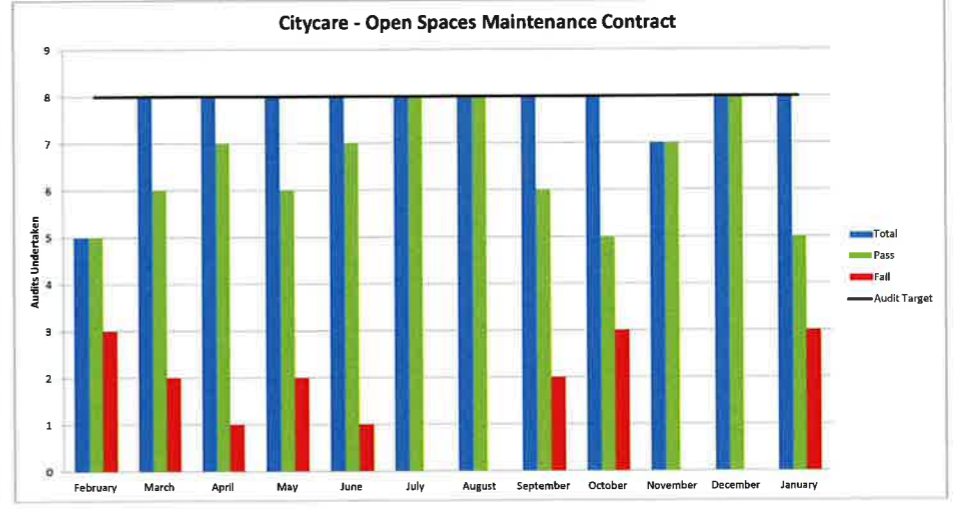
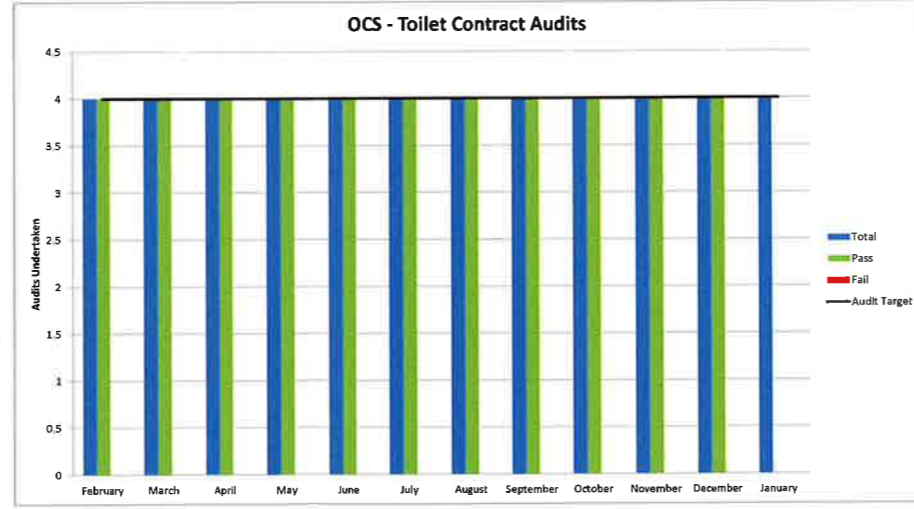
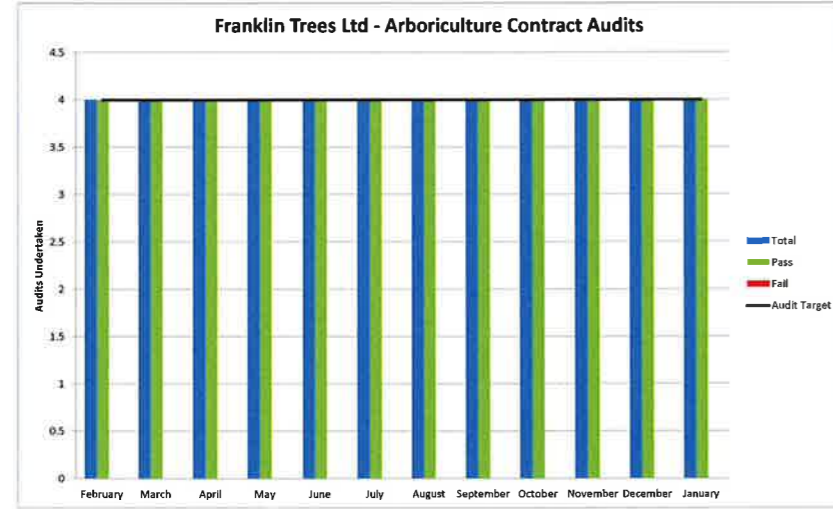
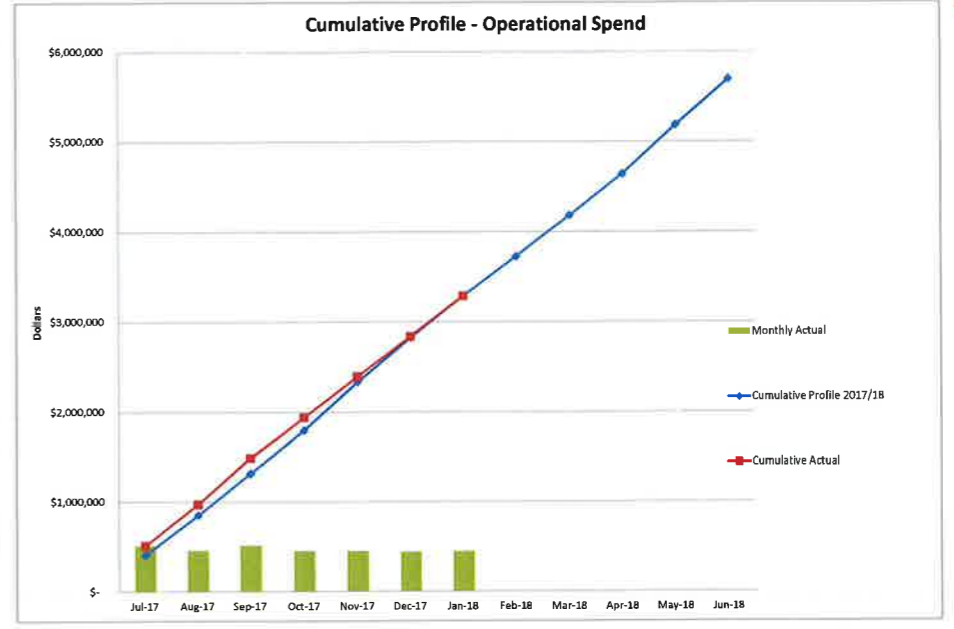
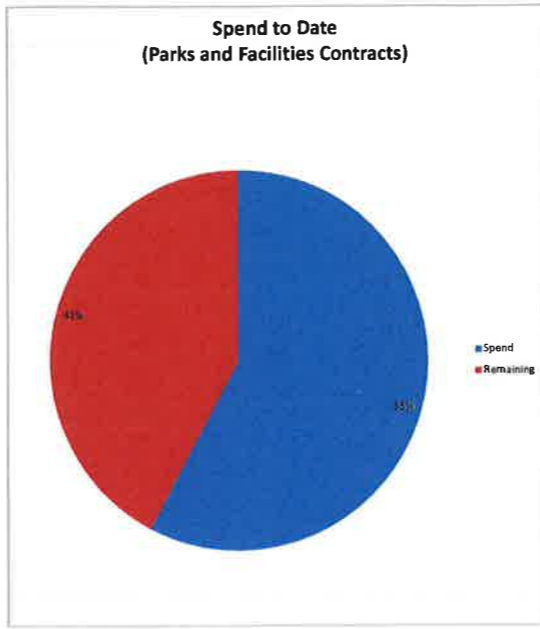
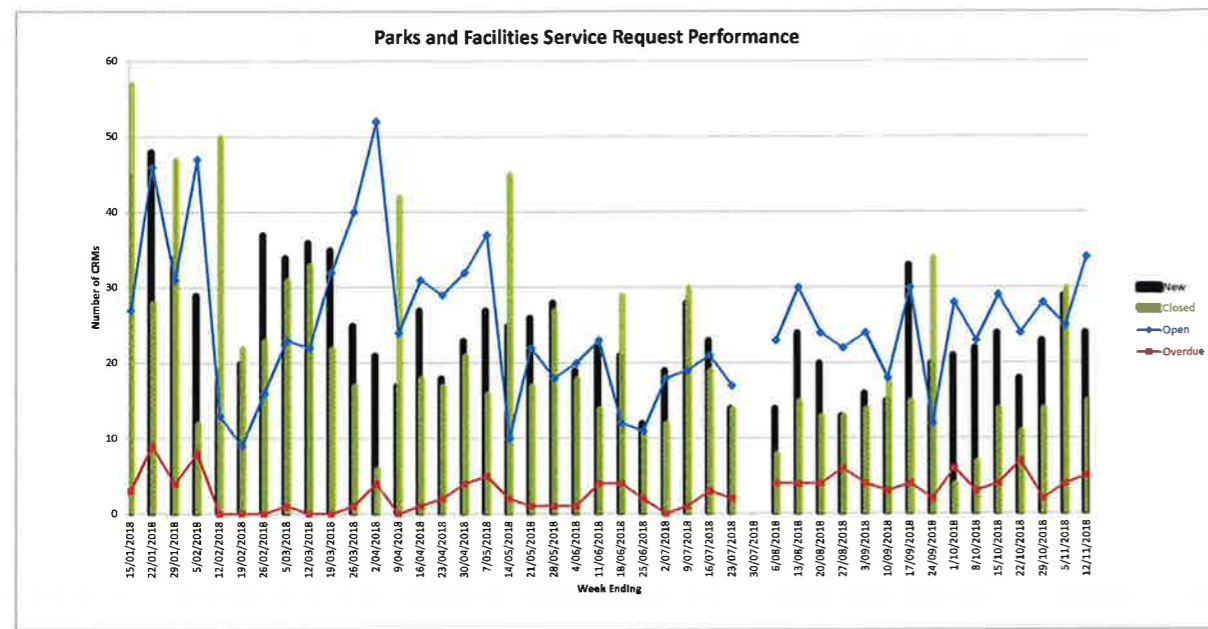
Design and Construction Phase

Name/Location	RP Start	RP end	Lengths (km) to be constructed	Status
HOLLAND RD	5.410	6.945	1.535	Construction completed
MANGATAWHIRI RD	5.229	5.487	0.258	Construction completed
RAWIRI RD	0.0	0.302	0.302	Construction completed
WAVERLEY RD	2.163	2.576	0.413	Construction completed
NGARUAWAHIA RD	1.474	2.087	0.613	Construction underway
PIAKO RD	5.910	7.525	1.615	Construction completed
PIAKO RD	9.080	10.306	1.226	Construction completed
GREAT SOUTH RD (TAUPIRI)	1.240	1.505	0.265	Deferred 19/20
HIGHWAY 22	4.700	6.523	1.823	Construction completed
RIVER RD (NGARUAWAHIA)	8.090	8.547	0.457	Construction completed
BELL RD (MANGATAWHIRI)	1.180	2.054	0.874	Deferred 19/20
ROTOWARO RD	1.700	2.245	0.545	Construction Completed
STOREY RD (TE HOE)	3.635	4.107	0.472	Deferred 19/20
OKETE RD	0.378	1.041	0.663	Construction underway
WHANGARATA RD	2.892	3.663	0.771	Construction underway

Activity Dashboard Report

Programme : Open Spaces
 Manager: Megan May

Date: Feb-19
 Version: Final



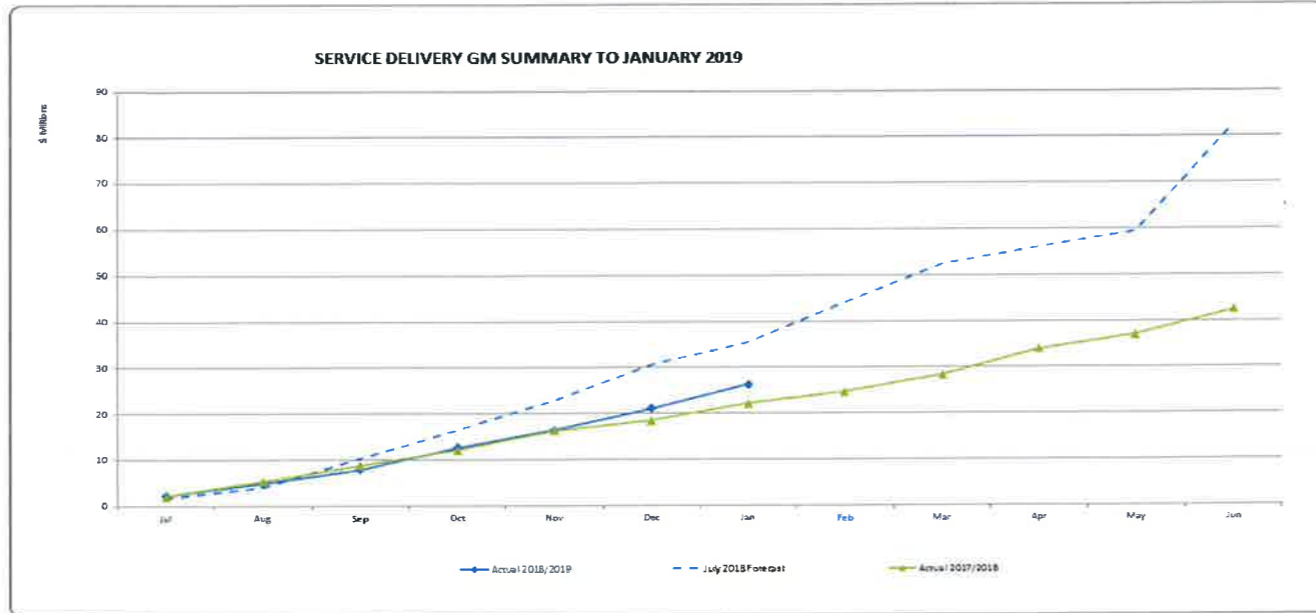
Service Request Performance:
 The number of service requests received over January was comparative with the previous month. Service requests received over January appear to be minor maintenance issues with little correlation to one another. Staff are working to action all service requests in the allotted timeframes.

Financial:
 The total operational spend for Parks and Facilities contracts as of January is tracking at 58% or \$ to date. This is within 1% of forecasted operational spend to date.

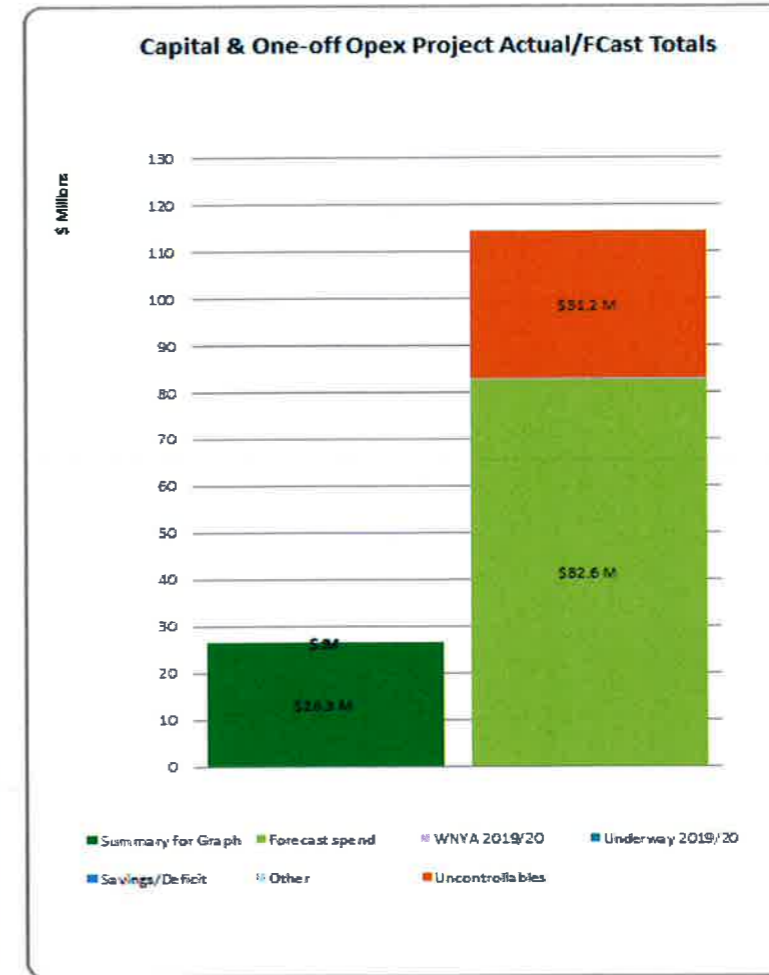
Audits: Citycare (Open Spaces Maintenance Contract)
 The contract specifies that 8 joint site audits are to be undertaken each month in conjunction with the contractor. The audit pass mark is 90% and above. Citycare averaged 91% over January. The highest score was 100% and the lowest score 70%.

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 January period. All Audits scored 100% over January.

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. No joint audits were undertaken over January. Both OCS and WDC undertook individual audits indicating that cleaning was up to contractual specifications.



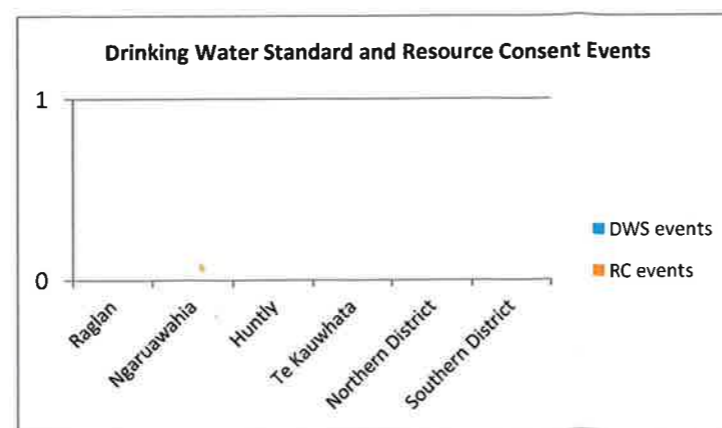
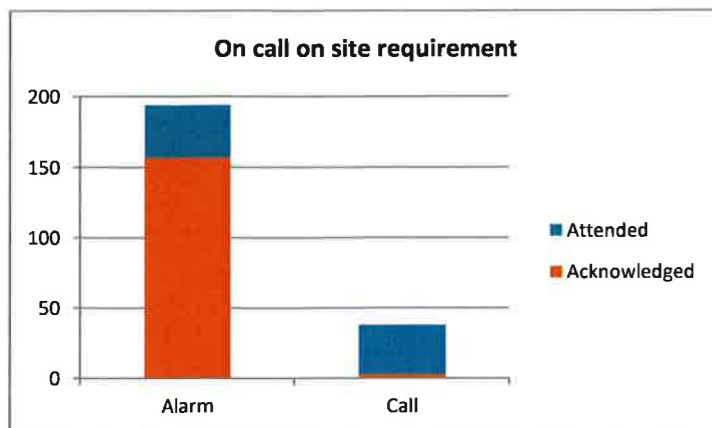
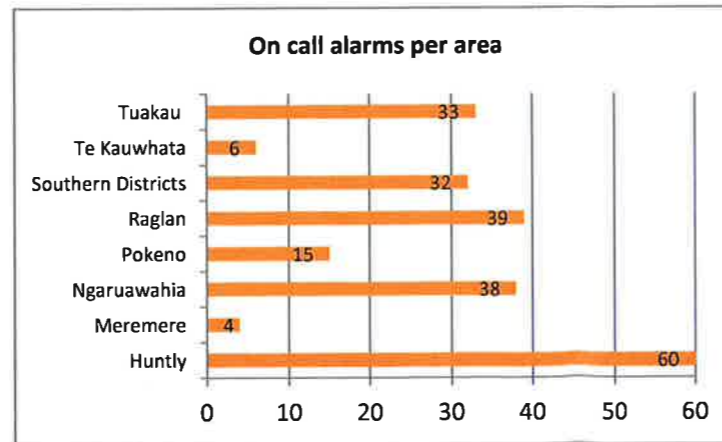
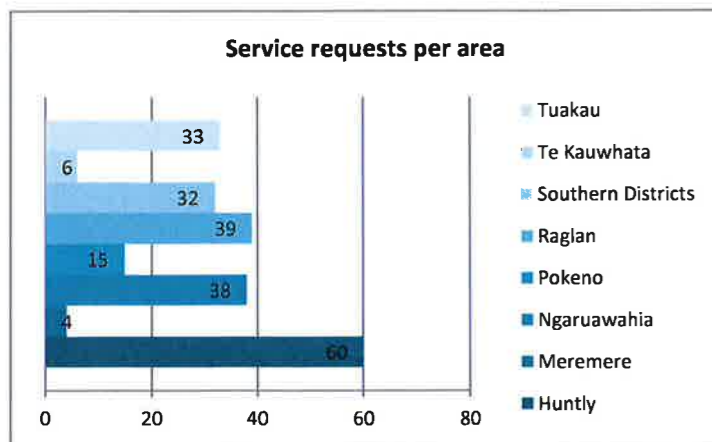
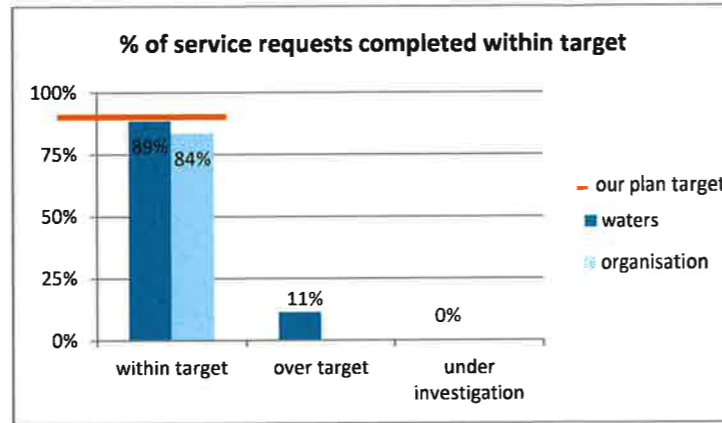
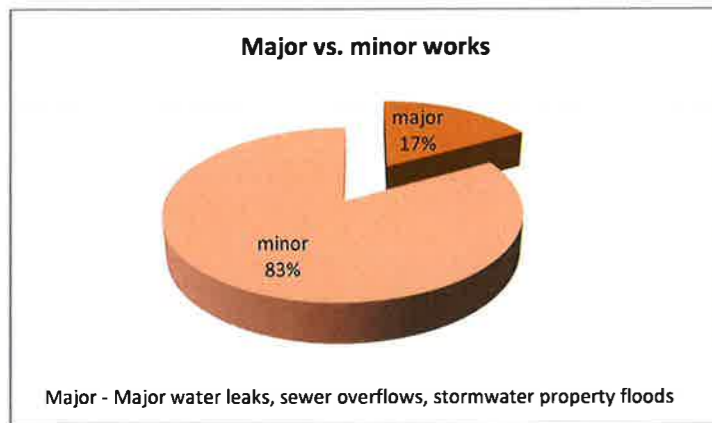
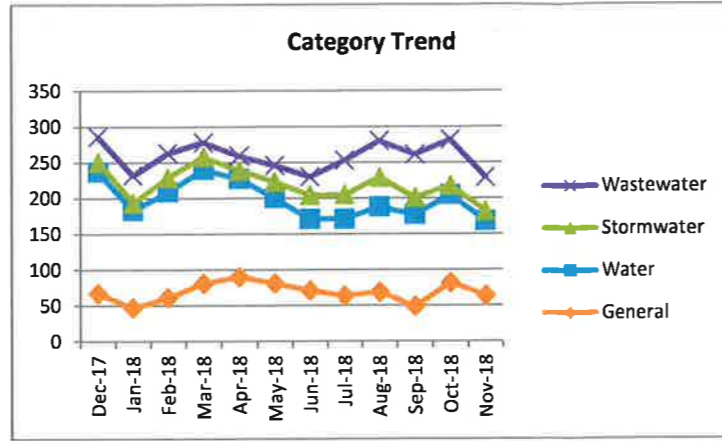
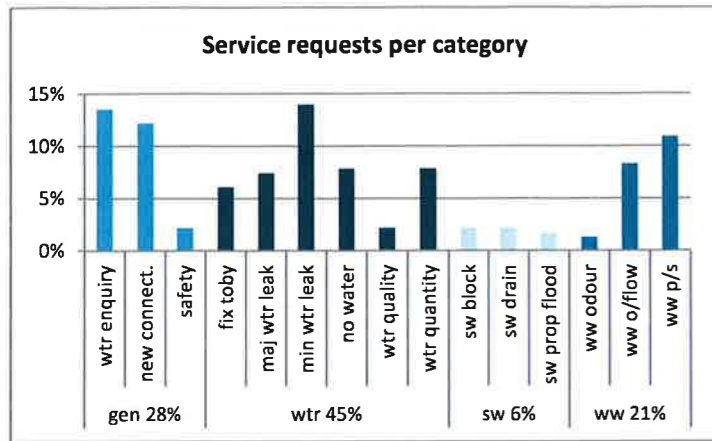
CAPITAL & ONE-OFF OPEX PROJECTS						
Group	Full Year Budget	YTD Forecast	YTD Actual	Fcast vs Actual Variance	Variance %	Variance Status
Contracts & Partnering	57,863,338	15,893,261	13,257,785	2,635,476	17%	
Strategic Property	8,363,586	723,333	2,617,945	-1,894,612	-262%	
Community Projects	370,125	215,906	44,980	170,926	79%	
Community Connections	20,343,239	7,372,172	4,136,666	3,235,506	44%	
Waters	57,522,724	11,473,745	6,291,467	5,182,278	45%	
TOTAL	144,463,012	35,678,417	26,348,843	9,329,574	26%	



Programme: Waters – District Wide
Manager: Karl Pavlovich

Date: October - November 2018
Version: Final

Service Requests Breakdown



Mandatory Performance Measures – district wide

Measure		October (16 th -)	November
Water	The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	0.55 per 1000 connections (10 complaints)
	Fault Response Times for Urgent call outs	60 minutes median	53 minutes
	Fault Completion Times for Urgent call outs	240 minutes median	113 minutes
	Fault Response Times for Non-Urgent call outs	1 day median	< 1 day
Wastewater	Fault Completion Times for Non-Urgent call outs	5 day median	< 1 day
	The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0.00 per 1000 connections (0 complaints)
	The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	0.19 per 1000 connections (2 complaints)
	Fault Response Times for Sewerage Overflows	60 minutes median	Nil
Stormwater	Fault Completion Times for Sewerage Overflows	240 minutes median	221 minutes
	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

	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	YTD
Wtr enquiry	49	44	45	56	60	56	51	45	46	28	53	31	564
New connect.	14		12	19	23	20	17	13	17	17	22	28	202
Safety	4	3	4	6	7	5	3	6	6	4	7	5	60
Toby repair	17	16	16	13	13	16	18	16	24	28	22	14	213
Major wtr leak	25	25	27	20	25	24	23	16	23	22	25	17	272
Minor wtr leak	68	61	74	82	64	51	38	45	46	47	43	32	651
No water	28	24	21	22	14	11	7	14	15	15	14	18	203
Wtr quality	17	1	4	7	3	6	9	8	5	8	5	5	78
Wtr quantity	15	9	6	15	18	12	5	8	6	8	14	18	134
SW block	1	1	10	7	2	6	10	8	8	8	3	5	69
SW drain	9	7	8	8	8	7	6	9	11	8	5	5	91
SW property flood	4	3	2	3	2	10	17	17	22	8	5	4	97
WW odour	12	9	5	5	3	3	2	5	1	1	2	3	51
WW overflow	12	7	8	6	11	13	14	14	19	26	25	19	174
WW p/station	11	22	21	9	6	8	10	29	31	33	37	25	242

Comments

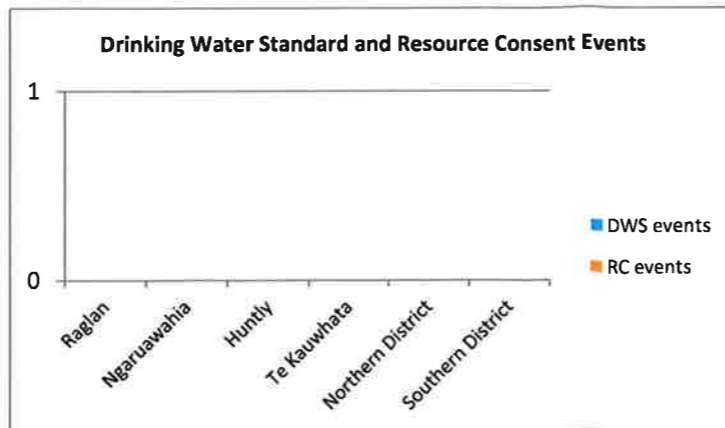
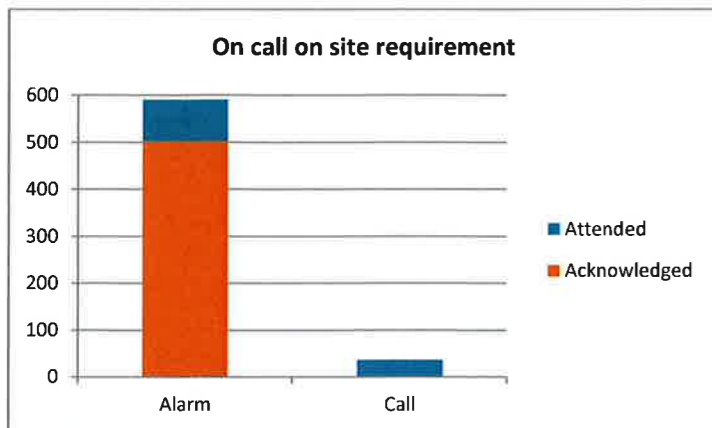
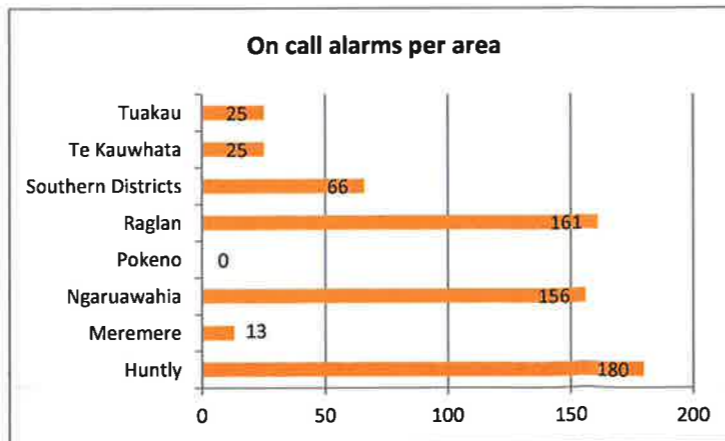
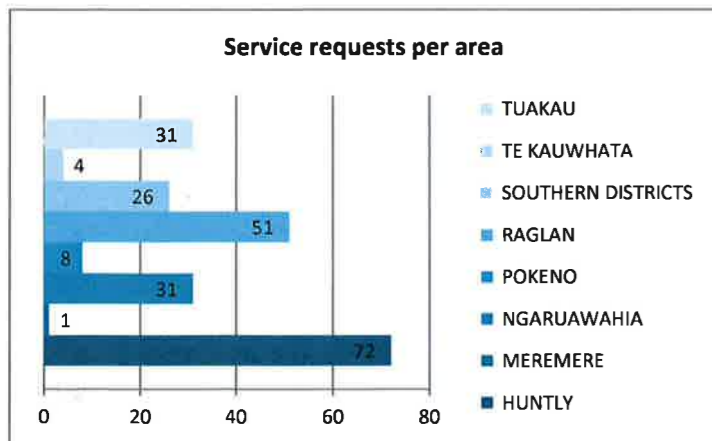
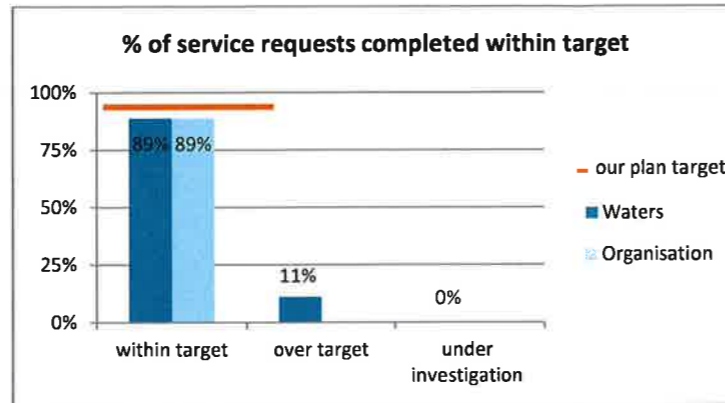
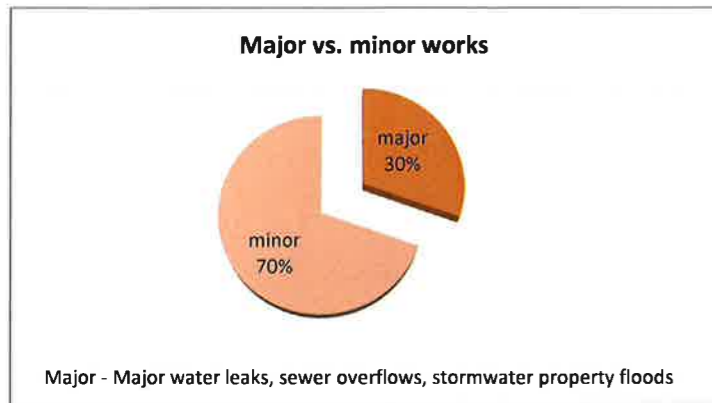
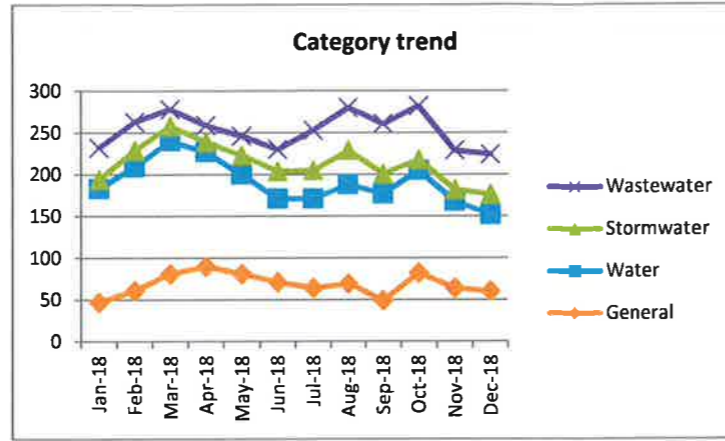
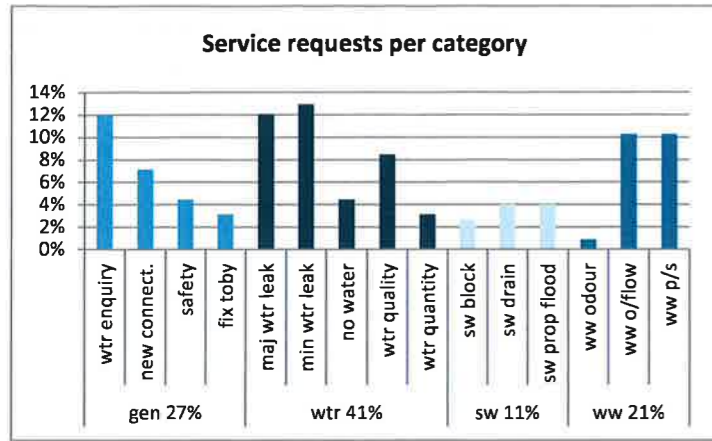
- Mains break in Huntly occurring 05 November resulted in several water quality complaints received. Mains break was repaired within KPI timeframes and network extensively flushed.
- Sewer damage from fast fibre installations occurring in isolated events in Ngaruawahia and Huntly. 3 incidents during reporting period. No overflows occurring to waterways or sensitive environments.
- WRC Annual Audit reports are in progress for 2017/18 year, received completed audit from WRC for Te Kowhai and Ngaruawahia WWTP this month

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: November - December 2018
Version: Final

Service Requests Breakdown



Mandatory Performance Measures – district wide

Measure		November (16 th)	December
Water	The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	0.44 per 1000 connections (8 complaints)
	Fault Response Times for Urgent call outs	60 minutes median	34 minutes
	Fault Completion Times for Urgent call outs	240 minutes median	138 minutes
	Fault Response Times for Non-Urgent call outs	1 day median	< 1 day
Wastewater	Fault Completion Times for Non-Urgent call outs	5 day median	< 1 day
	The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0.00 per 1000 connections (0 complaints)
	The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	0.28 per 1000 connections (3 complaints)
	Fault Response Times for Sewerage Overflows	60 minutes median	Nil
Stormwater	Fault Completion Times for Sewerage Overflows	240 minutes median	Nil
	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	0.32 per 1000 connections (4 complaints)
	Median Fault Response Times to attend a flooding event	8 hours	Nil

Number of Service Requests

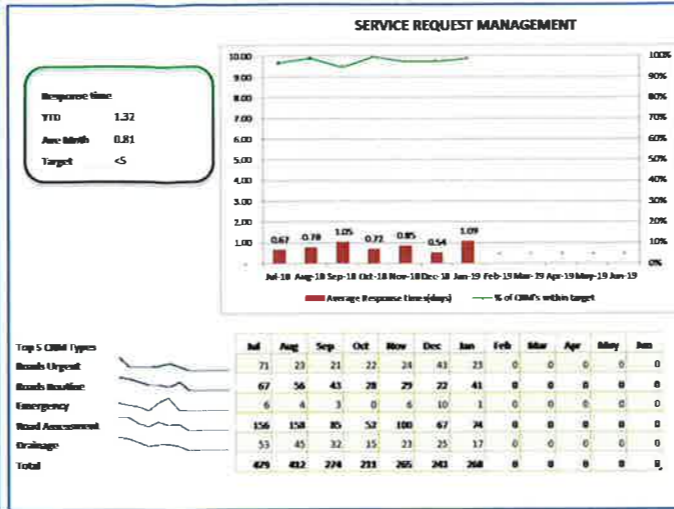
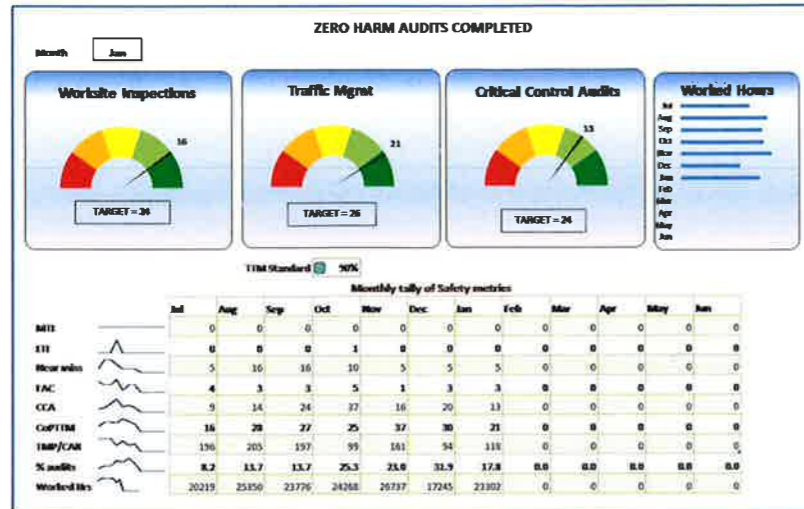
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD
Wtr enquiry	44	45	56	60	56	51	45	46	28	53	31	27	103
New connect.		12	19	23	20	17	13	17	17	22	28	16	34
Safety	3	4	6	7	5	3	6	6	4	7	5	10	16
Toby repair	16	16	13	13	16	18	16	24	28	22	14	7	48
Major wtr leak	25	27	20	25	24	23	16	23	22	25	17	27	64
Minor wtr leak	61	74	82	64	51	38	45	46	47	43	32	29	164
No water	24	21	22	14	11	7	14	15	15	14	18	10	22
Wtr quality	1	4	7	3	6	9	8	5	8	5	5	19	22
Wtr quantity	9	6	15	18	12	5	8	6	8	14	18	7	23
SW block	1	10	7	2	6	10	8	8	8	3	5	6	19
SW drain	7	8	8	8	7	6	9	11	8	5	5	9	23
SW property flood	3	2	3	2	10	17	17	22	8	5	4	9	31
WW odour	9	5	5	3	3	2	5	1	1	2	3	2	14
WW overflow	7	8	6	11	13	14	14	19	26	25	19	23	48
WW p/station	22	21	9	6	8	10	29	31	33	37	25	23	71

Comments

- Excessive backwashing at Huntly Water Treatment plant resulted in large scale dirty water issues Sunday 23rd December. Retic servicemen carried out extensive flushing of the network to rectify this.
- 2x sewer strikes occurring in Ngaruawahia/Huntly area as a result of fibre drilling. No sewer overflows to environment.
- DW CCTV cleaning and jetting contract awarded to Hydrotech Ltd.
- Rainfall event occurring 24/12/18 to 25/12/18 caused severe pressure on wastewater network. Multiple tanker contractors and WDC servicemen attending a number of incidents. No overflows occurring to waterways or sensitive environments.

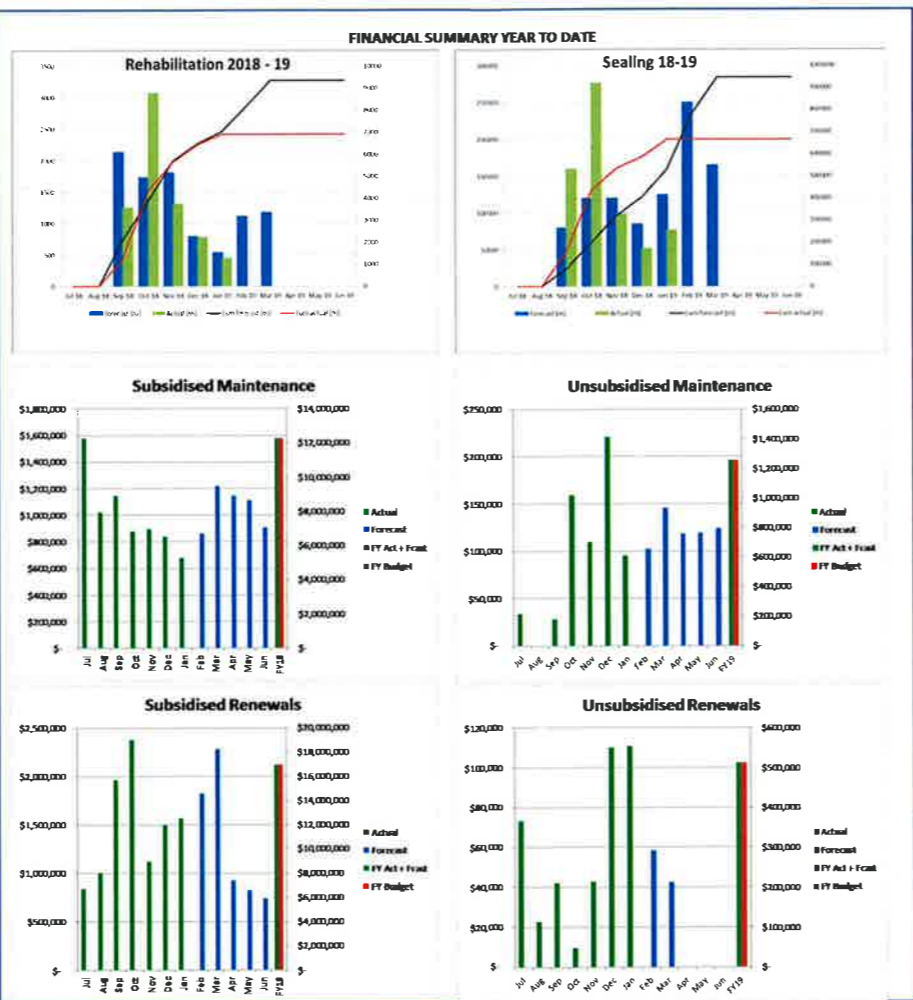
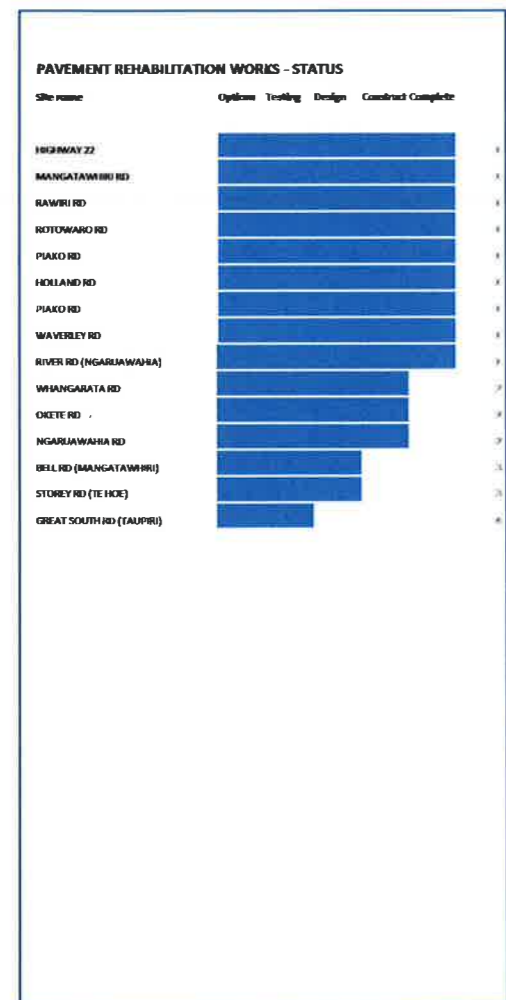
DWS Event – compliance measure transgression requiring the Drinking Water Assessor to be notified, transgression is not the same as non-compliant
RC Event – breach of resource consent condition that requires WRC to be notified, this is not necessarily a measure of overall compliance for the year and excludes WWTP laboratory results outside of consent conditions

WAIKATO DISTRICT ALLIANCE DASHBOARD 2018-2019



NETWORK INDICATORS

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Litter collected (tn)	16	14	16	15	15	16	14	-	-	-	-	-	106
Edge marker post(m)	22	10	80	-	9	36	-	-	-	-	-	-	157
Sign renewals (ea)	53	65	42	51	65	36	38	-	-	-	-	-	350
Potholes filled (ea)	260	442	305	224	146	25	76	-	-	-	-	-	1,478
Edgebreak repair (m2)	68	-	22	66	2	-	2	-	-	-	-	-	159
Unsealed grading (km)	169	87	118	110	141	50	63	-	-	-	-	-	738
Watertable clean (km)	2.9	3.3	3.3	3.1	1.7	2.2	2.4	-	-	-	-	-	18.8
Vegetation mowing (km's)	-	-	-	412	834	822	881	-	-	-	-	-	2,949
Sweeping (tn)	58	53	43	59	55	45	17	-	-	-	-	-	331



KEY PERFORMANCE INDICATORS

- Zero Harm Trends**
 - In January we had no LTI or MTIs. We had three First Aid Cases in January which is down on prior months. These were minor and have all been reviewed and closed out. We had five near misses reported in January. This is consistent with the last two months where we had five reported in each of November and December.
- 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 1.3 days.
- Financial**
 - Financially the Alliance is performing well being within 9% of forecast and well ahead on our rehab programme. Resurfacing continues to stay ahead of programme and looks to be completed by the end of March / early April.
- Team**
 - Paul McPherson has left the alliance to take on a full time roll with WDC. Gary Dela Rue is still with WDC in an acting roading manager role. The move of a designer to WDC design team will happen in March, this will leave the Alliance with one designer stand alone from the WDC design team. There will be minor disruption due to the changes. Peter Clark is currently off on ACC due to having an accident on his bicycle outside of work.
- Risk**
 - Horsham Downs Link project is progressing slowly and unless there is some progress shortly on land purchase we may not meet the deadline of 2020.
- Quality**
 - Quality has been a big focus during the construction season. Getting reseals and rehabs completed as early as possible in the fine weather means they will perform better in the long run. Pre reseal patches completed well before sealing also adds to the long term performance of the final product.
- Bright Ideas/Innovation**
 - A new innovation has been identified this month that will allow easy recycling of the survey pegs. This is currently being investigated.

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/CCAR - Number of TMP/Corridor Access Requests Received
CCA - Critical Control Audits

Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	22 January 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Road Name Changes - Sections of Opotoru Road

I. EXECUTIVE SUMMARY

This report seeks the Committee's formal approval of road name changes to sections of Opotoru Road.

The Waikato District Council's Road Naming Policy requires all road name changes to be endorsed by the Infrastructure Committee.

A report was submitted to the 4th December 2018 Raglan Community Board meeting seeking the Board's approval to rename sections of Opotoru Road (southern end of Opotoru Road) to Rangitahi Road and Mara Kai Lane (Report attached). Resolution RCBI812/04 is attached for information.

2. RECOMMENDATION

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

AND THAT the **Infrastructure Committee** endorse the road name changes set out in **Resolution RCBI812/04**:

- *The section of Opotoru Road (southern end) from the Harbour's new bridge be renamed Rangitahi Road, and*
- *The section of Opotoru Road that currently provides access to the six properties at the northern end of the peninsula be renamed Mara Kai Lane.*

3. ATTACHMENTS

- A Report to Raglan Community Board – Road Name Changes – Sections of Opotoru Road
- B Resolution RCBI812/04

Open Meeting

COPY

To	Raglan Community Board	COPY
From	Ian Cathcart General Manager Service Delivery	
Date	23 November 2018	
Prepared by	Paul Harrison Corridor Engineer, Roading	
Chief Executive Approved	Y	
DWS Document Set #	RCB2018	
Report Title	Road Name Changes - Sections of Opoturu Road	

1. EXECUTIVE SUMMARY

This report seeks the Raglan Community Board's approval to rename sections of Opoturu Road (southern end of Opoturu Road) to Rangitahi Road and Mara Kai Lane.

It is proposed that Opoturu Road ends at the northern end of the Harbour's new bridge. From this point, Opoturu Road will become Rangitahi Road.

The section of Opoturu Road that currently provides access to six properties will become Mara Kai Lane (accessway off the newly renamed Rangitahi Road, formerly Opoturu Road). These six properties will require a new road name and rapid number.

Consultation was carried out with Tainui Hapu (Angeline Greensill) over the Rangitahi Structure Plan project and local property owners.

This report recommends that the Raglan Community Board endorse the proposed road name changes.

2. RECOMMENDATION

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

AND THAT the Raglan Community Board endorse the following road name changes:

- **The section of Opoturu Road (southern end) from the Harbour's new bridge be renamed Rangitahi Road, and**
- **The section of Opoturu Road that currently provides access to the six properties at the northern end of the peninsula be renamed Mara Kai Lane.**

3. BACKGROUND

Although the Raglan Community Board have endorsed Mara Kai Lane as a street name, Waikato District Council have requested that the Board endorse the name change of a section of Oporuru Road to Mara Kai Lane. This section of road provides access to six properties at the northern end of the peninsula.

Council requires 75% approval from residents, 83% approval from residents has been received (See table below).

New Address	Current Address	Legal Description(s)
1 Mara Kai Lane	62 Oporuru Road	Lot 1 DPS 5770
2 Mara Kai Lane	64 Oporuru Road	Lot 2 DPS 5770
3 Mara Kai Lane	66 Oporuru Road	Lot 3 DPS 5770
4 Mara Kai Lane	68 Oporuru Road	Lot 4 DPS 5770
5 Mara Kai Lane	70 Oporuru Road	Lot 5 DPS 5770
6 Mara Kai Lane	72 Oporuru Road	Lots 3-5 DPS 3397

No response has been received from 64 Oporuru Road.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Raglan Community Board have approved the street names for the first stage of the Rangitahi Peninsula, including Mara Kai Lane, which is proposed for the accessway to the existing six properties at the northern end of the peninsula. Council has requested that the Raglan Community Board approve the proposed road name changes.

4.2 OPTIONS

There are two options for the Raglan Community Board to consider:

Option 1: Approve the proposed road name changes of Rangitahi Road and Mara Kai Lane.

It is proposed that a section of Oporuru Road (southern end) from the Harbour's new bridge be renamed Rangitahi Road, and the section of Oporuru Road that currently provides access to the six properties at the northern end of the peninsula be renamed Mara Kai Lane.

This option is recommended.

Option 2: Decline the proposed road name changes.

This option is **not** recommended.

5. CONSIDERATION

5.1 FINANCIAL

All costs are being met by developers.

5.2 LEGAL

Nil

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Consultation around road name changes, road and private road naming has been undertaken in accordance with Council policy and standard operating procedures.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform <input type="checkbox"/>	Consult <input type="checkbox"/>	Involve <input checked="" type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <input type="checkbox"/>
This matter is not considered to be significant in terms of Council's significance policy.					

Planned	In Progress	Complete	
		Yes	Internal
		Yes	Community Boards/Community Committees
		Yes	Waikato-Tainui/Local iwi
		Yes	Households
No			Business
Yes			Adjoining TLA's.

6. CONCLUSION

The Raglan Community Board is requested to consider the proposed road name changes discussed in this report and to endorse by resolution.

It is recommended that the Raglan Community Board endorse Option I and rename sections of Oporuru Road (southern end of Oporuru Road) to Rangitahi Road and the accessway off Rangitahi Road (formerly Oporuru Road) to Mara Kai Lane.

The properties located on the newly named road of Mara Kai Lane (formerly Oporuru Road) will require a new road name and rapid number.

7. ATTACHMENTS

- Map identifying the sections of Oporuru Road requiring road name changes

Map identifying the sections of Oportoru Road requiring road name changes



**RAGLAN COMMUNITY BOARD 4 DECEMBER 2018
ACTION SHEET**

To Chief Executive
 Chief Operating Officer – Tony Whittaker
 General Manager Service Delivery – Ian Cathcart x
 General Manager Community Growth – Clive Morgan
 General Manager Customer Support – Sue O’Gorman
 File

From RJ Gray – Council Support Manager Date 11 December 2018

REPORTS

Road Name Changes – Sections of Opoturu Road
 Agenda Item 5.2

The report was received [RCB1812/02 refers].

Ms Peacocke, Marketing and Communications Rangitahi, spoke on the renaming of sections of Opoturu Road to Rangitahi Road and Mara Kai Lane.

Resolved: (Mr Vink/Mr MacLeod)

THAT the Raglan Community Board endorse the following road name changes:

- **The section of Opoturu Road (southern end) from the Harbour’s new bridge be renamed Rangitahi Road, and**
- **The section of Opoturu Road that currently provides access to the six properties at the northern end of the peninsula be renamed Mara Kai Lane.**

CARRIED on the voices

RCB1812/04

Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	15 February 2019
Prepared by	Donna Rawlings Project Development Team Leader
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Capital Toilet Budgets – Request For Additional Funding

I. EXECUTIVE SUMMARY

This report looks to reallocate capital toilet budgets and request additional budget to allow the 2018/2019 works programme to be completed. This includes a resolution to recognise the grant income and associated expenditure to tidy up the Raglan Tourism Infrastructure Fund (TIF) project funding.

2. RECOMMENDATION

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

AND THAT \$161,601 additional budget be made available for the toilet capital works programme to be funded through the Parks & Reserves Replacement Fund (8500);

AND FURTHER THAT Council recognise the grant income and associated expenditure of \$868,000 provided by the Ministry of Business, Innovation and Employment through the Tourism Infrastructure Fund Funding Agreement (TIF-RI-040).

3. BACKGROUND AND DISCUSSION

3.1 DISCUSSION

Now that the 2018/2019 capital works programme for toilets has been finalised and projects fully scoped the full cost of the programme is better known.

A number of these projects have been brought forward from later Long Term Plan years. This has meant that projects that would have been completed in the short to medium term

have been moved into the 2018/2019 year. This will allow infrastructure to be improved earlier and is due to a combination of:

- the successful TIF application (Raglan)
- the renewal works programme (existing toilets requiring refurbishment, the Point Ngaruawahia and Pokeno)
- a new toilet site (Tamahere Recreation Reserve) brought forward due to the timing of the recreation reserve development
- emergency works as a result of a fire and vandalism (St Stephens Ave, Tuakau, the Domain, Tuakau)

The existing projects have all been scoped with cost estimates or actuals as outlined below. All amounts are GST exclusive unless stated otherwise.

Tourism Infrastructure Fund

Council had a successful application with the TIF for a number of projects at Raglan. These projects were prioritised due to the increasing demand driven by tourism. The grant is being used towards increasing public toilet capacity at four locations around Raglan, improving car parking usability and installing rubbish bins.

The toilet blocks chosen were those due for renewal (Ngarunui, Cliff Street) or where there was strong demand and issues with usability (Joyce Petchell). Note that although due for renewal the works programme had these toilets scheduled in later years of the Long Term Plan. The TIF grant effectively brought forward these works.

The new toilet block has been installed and the car park completed at Joyce Petchell, the new toilet block is installed at Cliff Street and the rubbish bins are now in place. The planning for Ngarunui is ongoing with the beach site ready to go to market.

The TIF grant is only able to be used towards construction works. The TIF grant cannot be used towards design, project management, planning or consultation costs. Council's co-funding contribution was therefore intended to cover these costs (alongside a small proportion of the construction costs).

During the planning and design phase for the Joyce Petchell car park there was significant community push back due to concern around stormwater run-off and the historical significance of the site. Additional design work was required to reduce the footprint of the Joyce Petchell car park and to develop an alternative parking option on Stewart Street. Archaeological support and authority was also required due to the significance of the site.

There has been additional cost associated with the redesign and additional physical works on Stewart Street.

Due to issues around land and the cost of relocating a toilet at Riria Kereopa Memorial Drive a request was made to the Ministry of Business Innovation and Employment (MBIE) to vary the funding agreement. This variation was to reallocate the TIF funding from Riria Kereopa Memorial Drive to the toilet facility at the top car park at Ngarunui Beach and the car park on Stewart Street.

Council's contribution to the TIF projects was budget from a project code initially allocated for the car park work at Joyce Petchell, being \$205,129. Council's commitment under the TIF agreement was \$326,000 giving an initial shortfall of \$120,871. Due to the additional costs associated with design, archaeological costs and additional car park build the shortfall increased to \$169,469.

A proportion of the 2018/2019 toilet renewal budget was subsequently ear-tagged to cover the shortfall (being \$49,317). The remainder will require additional Replacement Fund budget of \$120,152 to cover the full cost.

This is a mix of renewal and level of service work. The use of the TIF grant allows Replacement Fund money to be utilised toward the balance of the costs.

The total cost of this project will be \$1,243,000 with MBIE contributing \$868,000. Council's total contribution (overall) will be approximately \$375,000.

The Domain, Tuakau

The toilet facility (including change-rooms, showers, and toilets) at the Domain, Tuakau is due for renewal and has suffered significant vandalism so that it is no longer able to be used. The intention is to make the full facility available for Domain users and for overflow use for the Lightbody Sport Ground users.

There was budget available for renewal of the change-room, shower and toilet block. However, the building is in very poor condition with most of the plumbing and wiring having been ripped out due to the building not being secured. The condition and capacity of the septic field and water supply is also unknown and will need to be assessed, particularly if usage increases.

The estimated remaining cost for this project will depend on the capacity of the existing septic field and water supply. The cost to refurbish the toilet facility is estimated to be \$80,000. The recent septic field upgrade at a high use sports and freedom camping facility will cost approximately \$180,000. It is proposed to allow budget for a full upgrade at the Domain although work will need to be done around expected usage and capacity to confirm the final cost (if any).

The estimated remaining cost for this project is therefore \$260,000. This is the worst case and the total cost may in fact be less than that estimated.

St Stephens Ave, Tuakau

The old toilet block situated adjacent to the church at 11 George Street, Tuakau was burnt out late 2018. Council has insurance to cover the cost to rebuild the facility and the Community Connections team has committed an additional \$40,000 of existing funding toward the project.

The new toilet block will be situated on Council land at 8 St Stephens Avenue, Tuakau. Insurance will cover the cost up to that required to place a "like for like" facility back on the George Street site. Any costs associated with relocating the block will have to be absorbed by Council and should be covered by the \$40,000 committed.

The estimated remaining cost for this project is \$40,000.

The Point, Ngaruawahia and Pokeno

Both toilet facilities are due for renewal and will be fully refurbished. The Point, Ngaruawahia is to have an additional pan constructed on the existing footprint and Pokeno is to have new partitions installed.

The estimated remaining cost for this project is \$160,000.

Tamahere Recreation Reserve

The Exeloo toilet block removed from Joyce Petchell is being refurbished and de-automated for installation at Tamahere Recreation Reserve. The cost to de-automate and refurbish the unit is \$65,000 with the foundation and connections being funded elsewhere.

Budget was allowed in the Long Term Plan for construction of a toilet facility at Tamahere though this was at a later date. Due to the progress of the Recreation Reserve a toilet facility will be needed earlier for reserve users.

The estimated remaining cost for this project is \$65,000.

3.2 FINANCIAL

Council funding is as follows:

Project	Total Budget	Cost to date*	Remaining
ITO-10000-CO-0000-0216	\$176,502.00	\$12,484.78	\$164,017.22
ITO-10000-CO-0000-0117	\$184,801.00	\$105,167.30	\$79,633.70
ITO-10000-CO-0000-0218	\$183,716.00	\$26,827.83	\$156,888.17
ITO-10000-CO-0000-0000	\$319,000.00	\$63,456.87	\$255,543.13
	\$871,233.00	\$207,936.78	\$656,082.22
INP-10000-CO-0000-0318 (TIF only)	\$205,128.69	\$205,128.69	\$0.00

* The cost to date has been calculated at the end of the January 2019 period.

The cost to date is made up of the following (across all projects):

- \$49,000 TIF toilets
- \$11,000 wastewater connection costs, The Point, Ngaruawahia

- \$8,000 Brownlee Ave, Ngaruawahia fix panel damage and wrap
- \$3,500 Property work – Tuakau
- \$134,000 in Project Management and architect costs (drawings for submission for building consent – non TIF)

The \$656,082.22 remaining budget is funded through:

	Replacement fund funding	Loan funding	Total funding remaining
Toilet budgets	\$483,551.66	\$172,530.56	\$656,082.22

Note that the \$172,530.56 loan funding is being utilised towards the Centennial Park, Ngaruawahia toilet facility.

The estimated remaining cost and required additional budget is as follows:

	Replacement Fund
Available	\$483,551.66
TIF	\$120,152.41
Centennial Park, Ngaruawahia	
The Domain, Tuakau	\$260,000.00
St Stephens Ave, Tuakau	\$40,000.00
The Point, Ngaruawahia and Pokeno	\$160,000.00
Tamahere Recreation Reserve	\$65,000.00
	(\$645,152.41)
Additional funding required	(\$161,600.75)

The Parks & Reserves Replacement Fund (8500) has sufficient balance to cover the additional cost with the forecast balance in the 2018-2028 Long Term Plan averaging \$5.0m over the next five years.

If Council agrees to the increase in funding the budgets will be moved into the appropriate project lines to allow tracking of full costs against each project.

3.3 OPTIONS

Option 1: Council approve the additional funding required as outlined above. That is, to make additional budget of \$161,601 available to be funded through Parks & Reserves Replacement Fund. This option will allow the 2018/2019 capital works programme for toilets to be completed in full.

This option is recommended.

Option 2: Council reject the recommendations as outlined above. The 2018/2019 works programme will need to be reprioritised and existing budgets will need to be reallocated towards those projects prioritised. Noting that the Raglan TIF projects will need to be allocated funding first due to the TIF grant commitments.

Staff would ask that Council provide guidance on which toilet facilities are prioritised to work within the available budgets.

This option is not recommended.

4. CONSIDERATION

4.1 LEGAL

Council has an obligation under the TIF agreement with the Ministry of Business, Innovation and Employment to complete the works under the TIF agreement. The Raglan projects would therefore need to be prioritised if Council were to not support the recommendation in this report.

4.2 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The works programme aligns with the current 2015 Toilet Strategy and renewals works programme, with some projects being brought forward due to circumstance.

4.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The Significance & Engagement Policy is not triggered for the funding increase. Engagement with the community is being undertaken for each project.

5. CONCLUSION

If Council resolve to accept the recommended option the works programme will continue with all renewal projects scheduled for 2018/2019 being able to be completed.

6. ATTACHMENTS

Nil.

Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	11 February 2019
Prepared by	Gareth Bellamy Road Safety Engineer
Chief Executive Approved	Y
DWS Document Set #	INF2019
Report Title	One-Way Street – School Road, Whatawhata

I. EXECUTIVE SUMMARY

The New Zealand Police, the school and local residents have identified a safety concern with increase in traffic and the speed of vehicles using School Road to bypass the State Highway 23/39 intersection. Discussions were held with the Newcastle Ward Councillor, Waikato District Council staff and Whatawhata Residents Association (WRA) to confirm that the site issue requires addressing. The agreed safety intervention is to install three areas of traffic calming on School Road between Mason Road and Store Road, Whatawhata.

The northern traffic calming feature will result in a short section of School Road being reduced to one-way for a distance of 20m. One-way roads or sections of road are required to be included in Schedule 2 of the Waikato District Council Parking, Traffic Control and Public Places Bylaw 2007.

The following documents are included as appendices to this report:

Appendix A - School Road, Whatawhata, proposed intersection and traffic calming improvements

Appendix B - Recommended amendment to the Parking, Traffic Control and Public Places Bylaw 2007

Appendix C – Consultation letter and feedback received

2. RECOMMENDATION

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

AND THAT subject to any amendments, Schedule 2 of the Parking, Traffic Control and Public Places Bylaw 2007 be updated to include School Road in a northerly direction from 20m south of Mason Road to Mason Road.

3. BACKGROUND

Due to congestion issues at the State Highway 23 / 39 intersection, residents and the Police have observed drivers using School Road as a shortcut to queue jump or avoid this intersection by using the Store Road / State Highway 23 intersection.

This shortcutting has resulted in an increase in traffic volume and undesirable vehicle speeds on School Road which are inconsistent with the residential nature of the street and the presence of parking and access for Whatawhata School.

Consultation with Newcastle Ward Councillor, Waikato District Council staff and WRA confirmed that the site issue requires addressing.

Safety interventions in this area needed to consider reducing vehicle speeds and discourage through traffic without producing unnecessary noise or vibration for local residents. To this end speed humps were discounted as being suitable and instead three areas of traffic calming are proposed to be installed on School Road between Mason Road and Store Road, Whatawhata. To further restrict vehicle movements and stop southbound vehicles shortcutting, the northern end of School Road will be restricted to one-way for a distance of 20m from Mason Road. Vehicles will be restricted to travelling northbound only on this section of road. The intersection of Mason Road and School Road is also proposed to be reconfigured to give priority to Mason Road and reinforce the one-way section of School Road.

The short section of one way road is considered a minor inconvenience to four properties (Numbers 50, 56, 58 and 60) whom will need to access their property from the south via Kura Street.

All one-way streets are required to be approved by Council resolution under Part 4 – Traffic Control of the Waikato District Council Parking, Traffic Control and Public Places Bylaw 2007 and included in Schedule 2 of said fore mentioned bylaw.

This proposal forms part of the extension of the footpath on School Road that will connect the Rugby sport grounds to the greater Whatawhata Community.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 SUMMARY OF SUBMISSIONS RECEIVED

4.2 CONSULTATION CARRIED OUT

Discussions have been had with the local community via the Newcastle Ward Councillor. Response from this consultation has been positive and in general, in support of the proposed safety interventions.

A letter drop was undertaken to all residents seeking feedback.

In support of the changes were; Whatawhata Rate Payers Association (WRA) the school - staff, trustees, children and school community and resident at number 21.

Not in support of the changes; resident at number 27 School Road who expressed amongst other concerns regarding not observing speed as an issue, that the one way would inconvenience her journey and will require her to use Kura Road when heading south, and that there will now be an increase in traffic on Kura Road.

Council staff considered any increase traffic from residents would be minor in nature.

4.3 BYLAW

The Waikato District Council Parking, Traffic Control and Public Places Bylaw 2007 has the provision to alter schedule 2 (One-way Street) by resolution and due to the simplicity of the proposed change it is recommend that this mechanism be used.

The proposed change affects School Road, Whatawhata for a distance of approximately 20m heading in a southerly direction from Mason Road.

The change will restrict travel direction to a northerly direction only (from school road, not into school road).

5. CONSIDERATION

5.1 FINANCIAL

This project has been allocated a budget in the 2018/19 District Wide Minor Improvement (DWMIP) and will not require any extra funding over that which is currently provided in the allocated budget for this project.

5.2 LEGAL

The Waikato District Council Parking, Traffic Control and Public Places Bylaw 2007 has the provision to alter schedule 2 (One-way Street) by resolution.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Staff have identified that there are no specific policies, plans or strategies relating to this proposed change to the bylaw.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

This bylaw does not trigger Council's Significance and Engagement Policy as changes can be undertaken by Council resolution.

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

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

Planned	In Progress	Complete	
		✓	Internal
		✓	Community Boards/Community Committees
		✓	Local Iwi Environmental Groups (via WRA)
		✓	Households
		✓	Business
			Other Please Specify

6. CONCLUSION

Congestion issues at the State Highway 23 / 39 intersection, has resulted in drivers using School Road as a shortcut to queue jump or avoid this intersection by using the Store Road / State Highway 23 intersection.

In addition to the increase in traffic, vehicle speeds on School Road have increased which is inconsistent with the residential nature of the street and the presence of parking and access for Whatawhata School.

Two areas of traffic calming are proposed to be installed on School Road between Mason Road and Store Road, Whatawhata. To further restrict vehicle movements and discourage/stop southbound vehicles shortcutting, the northern end of School Road will be restricted to one-way for a distance of 20m from Mason Road. The intersection of Mason Road and School Road is also proposed to be reconfigured to give priority Mason Road and reinforce the one-way section of School Road.

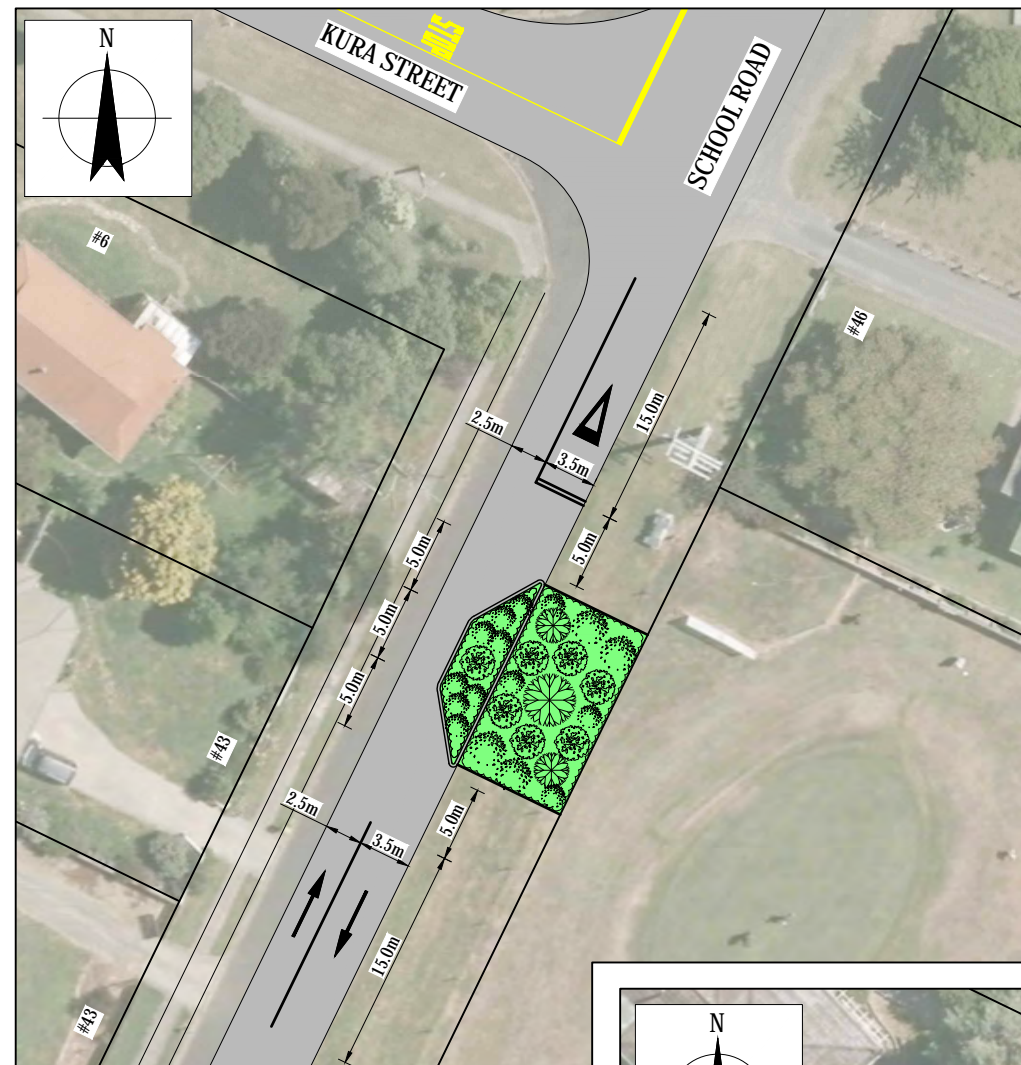
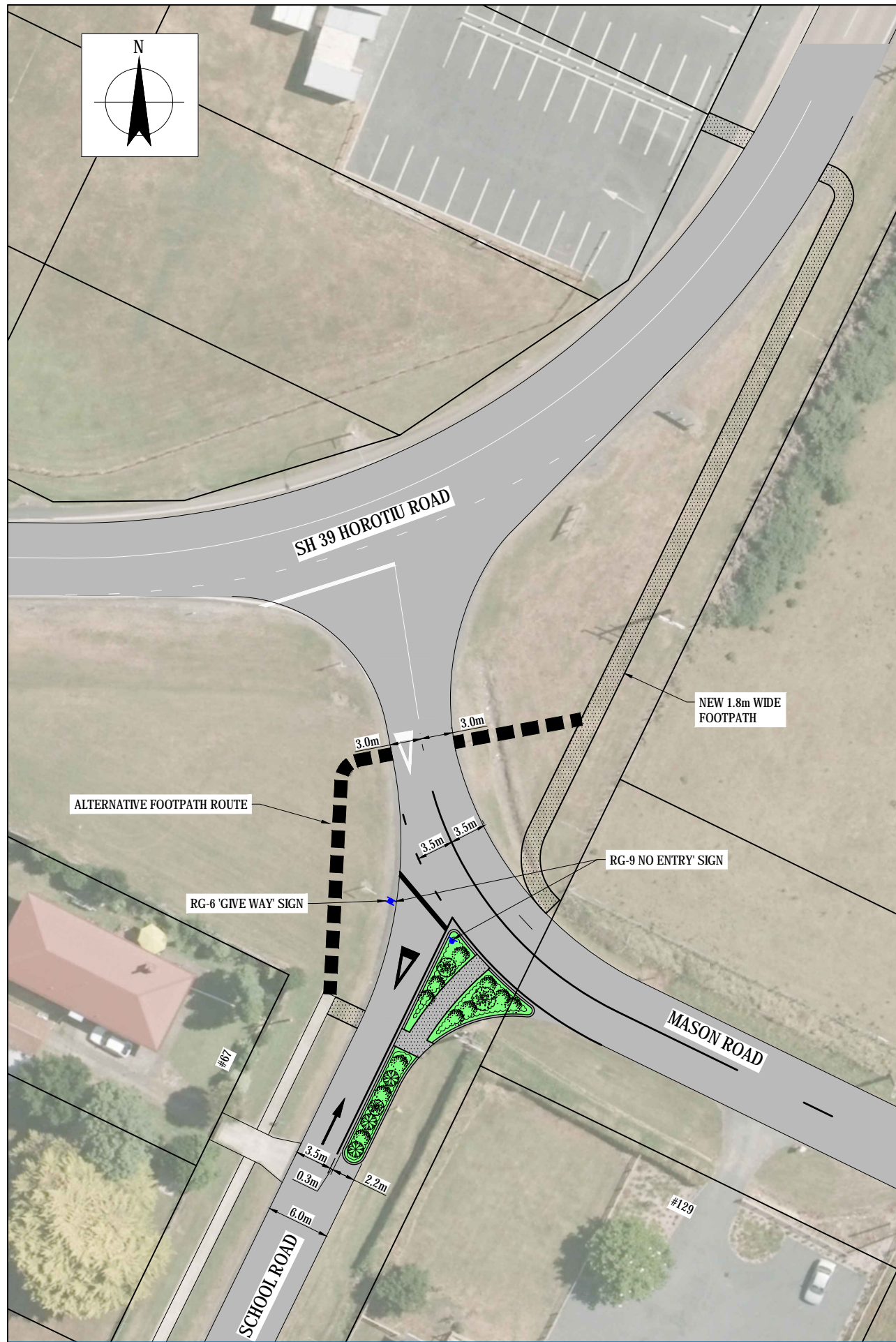
Discussions were held with New Zealand Police, Newcastle Ward Councillor, Waikato District Council staff and Whatawhata School staff to confirm that the proposed traffic calming is suitable and acceptable.

All one-way streets are required to be approved by Council Resolution under the Part 4 – Traffic Control of the Waikato District Council Parking, Traffic Control and Public Places Bylaw 2007 and included in Schedule 2 of said fore mentioned bylaw.

This project has been allocated a budget in the 2018/19 District Wide Minor Improvement (DWMIP) and will not require any extra funding over that which is currently provided in the allocated budget for this project.

7. ATTACHMENTS

- A School Road, Whatawhata, proposed intersection and traffic calming improvements
- B Recommended amendment to the Parking, Traffic Control and Public Places Bylaw 2007
- C Letter Drop – Whatawhata Project
- D Support Letter – Barrett
- E Support Letter – Whatawhata School
- F Opposition Letter - Kavanaugh

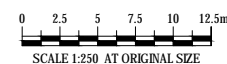


PLAN 2
SCALE 1:250



PLAN 3
SCALE 1:250

PLAN 1
SCALE 1:250



PRELIMINARY

No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing	Drawn	Job Manager	Project Director	Date
C		FOOTPATH LAYOUT UPDATED		ALP		
B		DIMENSIONS ADDED		ALP		
A		PRELIMINARY		ALP		



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Drawn A. PORTEOUS
Designer J. UNDERWOOD
Drafting Check
Design Check
Approved (Project Director)
Date
Scale 1:250

This Drawing must not be used for Construction unless signed as Approved

Client **WAIKATO DISTRICT COUNCIL**
Project **SCHOOL ROAD, WHATAWHATA**
Title **PROPOSED INTERSECTION AND TRAFFIC CALMING IMPROVEMENTS**
Original Size
A1 Drawing No: **51-37045-SK001**

Rev: C

Schedule 2 One-Way Street Restrictions

Pursuant to s72(1)(i)(a) of the Transport Act 1962 and s682 and s684 of the Local Government Act 1974 **Council Hereby Declares** the following streets to be one-way streets, in that any vehicle may only travel in the specified direction for that street.

Type of Restriction

The following portions of roads are hereby constituted one-way streets and no person may travel upon them in a direction other than that indicated by traffic signs and Maps.

Applicable to

All vehicles

Specified Area/Road

Huntly	<p>Shand Lane, in a northerly direction from Station Place to the northern end of the Permit Only parking area shown on Map I.</p> <p>Shand Lane in a northerly direction from the northern side of Mine Square (BNZ Plaza) its intersection with Main Street.</p> <p>Venna Fry Lane in a northerly direction from Garden Place to Main Street.</p>
Whatawhata	<p>School Road, in a northerly direction from a distance of 20m south of Mason Road to Mason Road.</p>

17 December 2018

Albin Paul
Project Engineer
Waikato District Alliance
8a Brownlee Avenue
Ngaruawahia

Dear Sir/Madam

Construction of Island on School road at Mason road/School road intersection to convert School Rd (in part) One-Way.

I would like to inform you that Waikato District Alliance (Waikato District council's partner in managing and maintaining our roads) plan to construct an Island on School road at Mason/School roads intersection, Whatawhata along with speed calming measures, and a footpath connecting school road to the recreational playing fields in berm next to Horotiu road early 2019.

By completing this project, School road will be in part, converted to a One-Way road for approx. 40m at the northern end at intersection to Mason Road with no entry for traffic from Mason road.

The main intention behind this proposal is to prevent and discourage southbound SH39 vehicles rat running on school road to avoid congestion at the Intersection to SH23.

Council has received complaints from residents, parents picking up and dropping off children at the school, and the Whatawhata Ratepayers Assoc (WRA) all concerned with the increase in traffic and the high speeds in which they are travelling. Many of these complaints have noted that rat running traffic has included large HCV's that are not suited for this residential road.

In addition to the partial one way, there will be two more Islands constructed along School Road between Kura Street and Store road which will reinforce the speed calming measures and will provide priority give way.

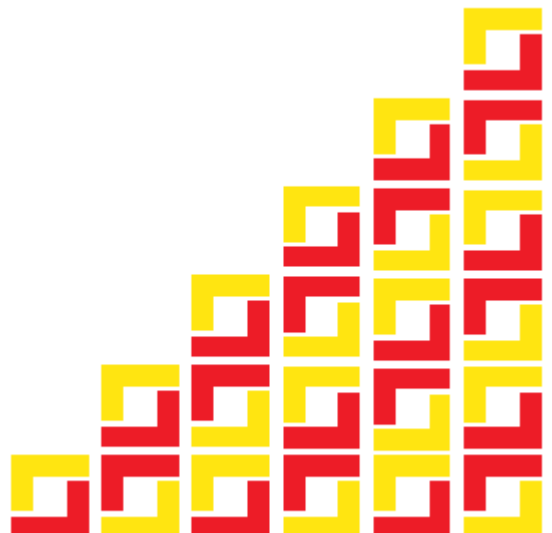
The project aims to regain the residential amenity for the residents of school road and to improve safety near the school and to those living there.

Once the project begins, there will be no entry for traffic to School road from mason road. Temporary traffic management will be in place throughout the construction stage.

Detour routes will be established while School road is closed.

8a Brownlee avenue,
Ngaruawahia

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Access to/from your property will not be affected.

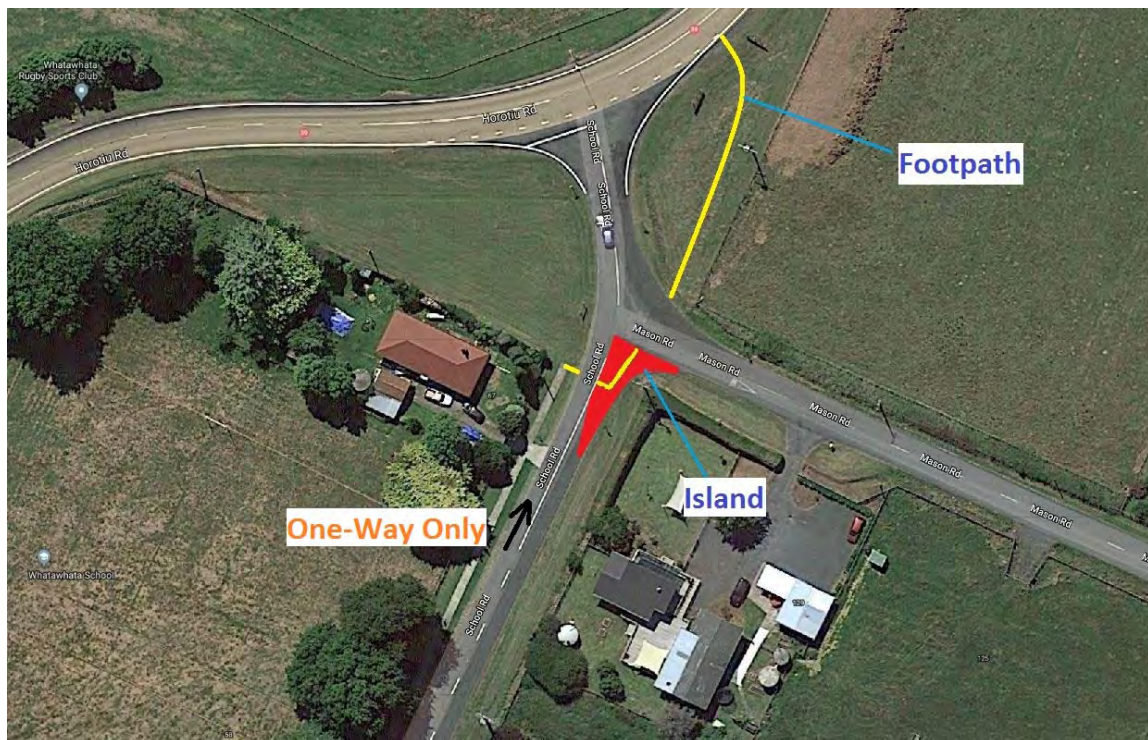
We apologise for any inconvenience this may cause and will endeavour to complete the work with as little disruption as possible. Please refer the site maps

Any queries relating to the works can be addressed contacting me on 021 853 096 or email to Albin.Paul@waikatoalliance.co.nz

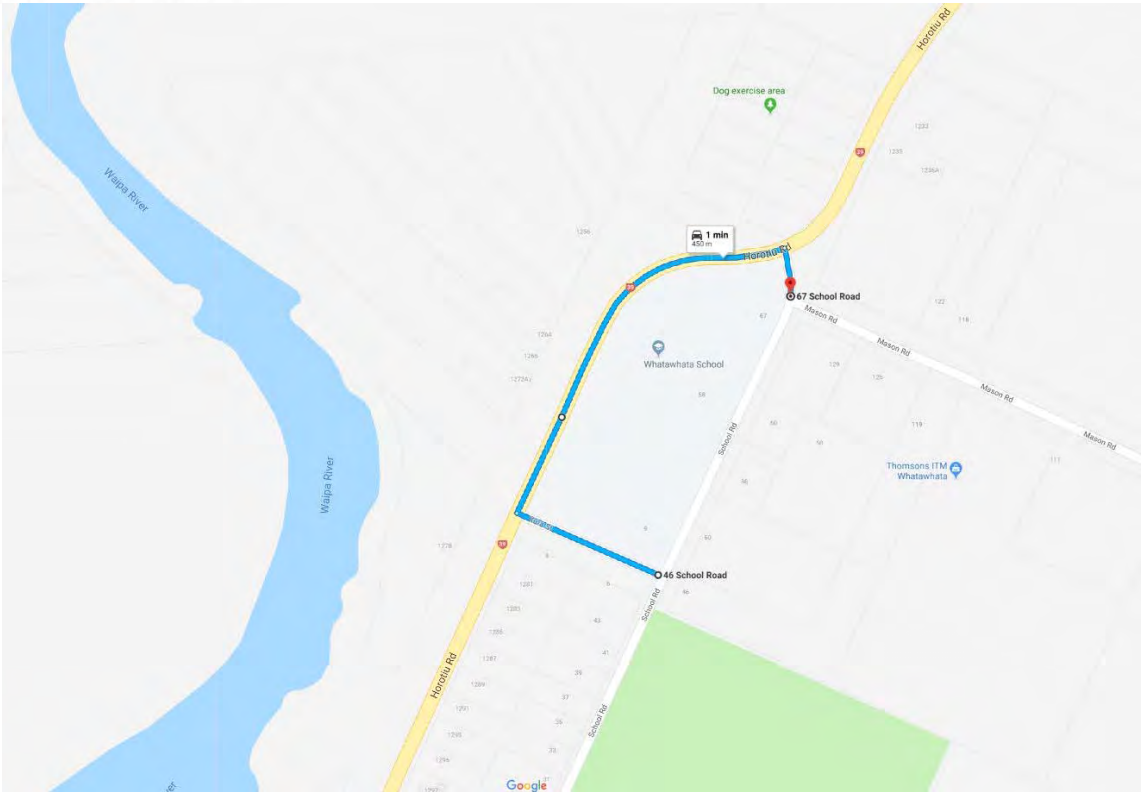
Yours Sincerely



Albin Paul



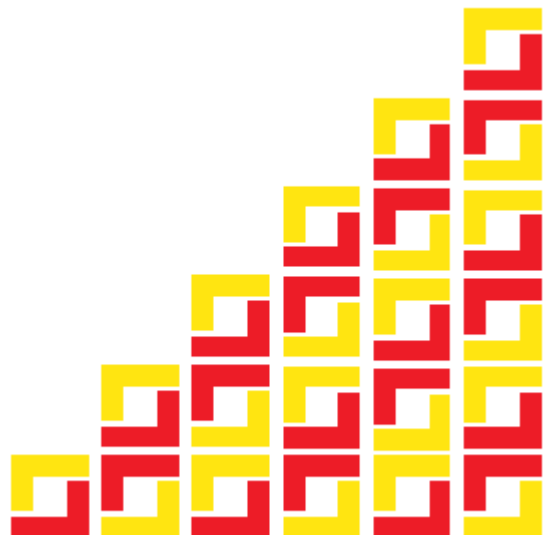
Construction Proposal

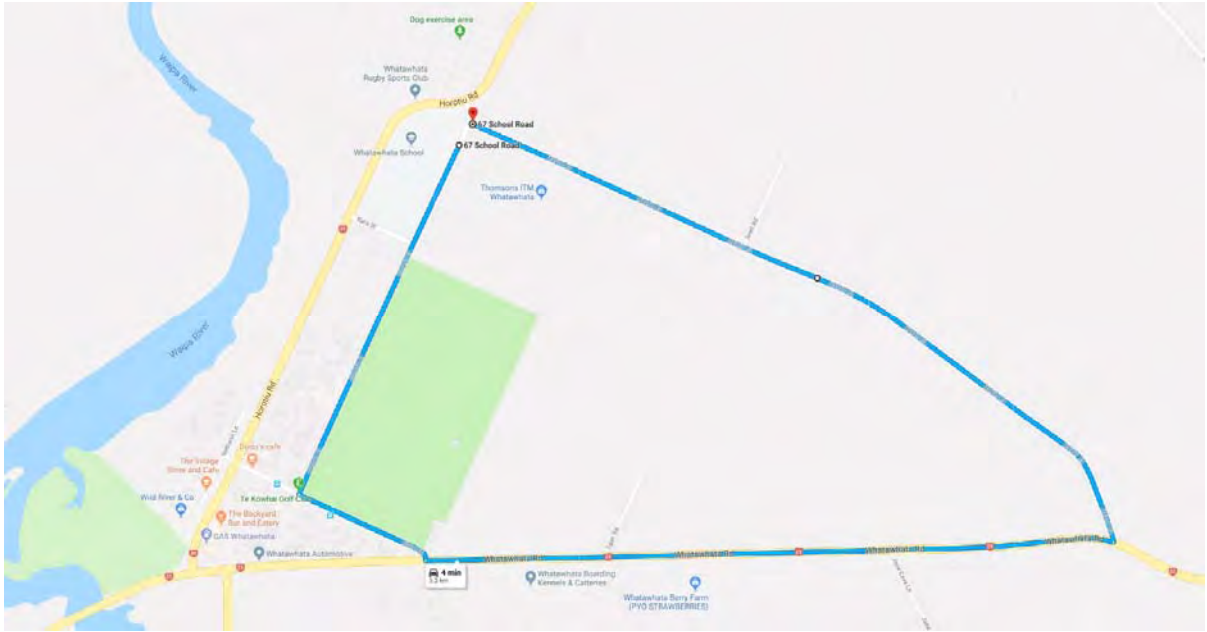


Detour route I

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Detour route 2

Janette Underwood

From: Gareth Bellamy <Gareth.Bellamy@waidc.govt.nz>
Sent: Thursday, 7 February 2019 10:00 a.m.
To: Janette Underwood
Subject: FW: School Road changes

From: Noel Smith
Sent: Thursday, 7 February 2019 9:59 a.m.
To: Gareth Bellamy
Subject: Fwd: School Road changes

Fyi

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Mitch Barrett <mitwen@xtra.co.nz>
Date: 7/02/19 9:19 AM (GMT+12:00)
To: Noel Smith <Noel.Smith@waidc.govt.nz>
Subject: School Road changes

Hi Councillor Smith,

Thanks for information sent from the Waikato district council re School Road changes. I support the proposed change for School Road.

I believe the change will improve safety for local residents and the school children from the frequent drivers who think they can travel at more than 50 km on a residential street.

The sooner the proposed changes are made the better.

Regards
Mitch Barrett

This e-mail has been scanned for viruses

4th February 2019

To whom it may concern

I write this letter on behalf of the board of trustees, staff, children and school community of Whatawhata School having been advised that there were recent questions and opposition to the construction of proposed traffic calming around the school. I am genuinely concerned to hear that the safety of our children, families and community that was assured is now being reviewed as a result of the perceived inconvenience to one local resident.

We were most relieved last year to hear of the Waikato District Council's approved traffic calming measures on School Road, Whatawhata. The school has spoken with council, police, Ministry of Education and our local MP multiple times over a number of years in regards to alleviating the real road safety concerns around the school and I believed that we finally had a solution that put safety first.

Whatawhata School has a roll of close to 300 children and grows by around 30 children a year. Both before and after school approximately 60% of those children are dropped off or collected in cars, around 15% walk or cycle home and the rest travel by school bus. The school has established a safe parking and crossing process which works fairly well and is based around an unofficial one way traffic flow on both School Road and Kura Street. We have also tried to stop parking in ways that mean children have to cross School Road.

These processes rely on parents and children doing the right thing and it works reasonably well. However there are always concerns with so many children crossing the road, with the road awareness of children (despite much teaching and guidance), and with no control over non-school traffic. Under the plan from yourselves so many concerns would have been taken away with access to improved parking, preventing cars travelling the wrong way, slowing traffic, safe crossing to cars parked on the non-school side of School Road, improved footpaths for safe walking home and more. It also allowed us to move the bus further from school allowing us to improve our no stopping pick up and drop off area.

The school is also a very popular community asset and is well used outside of school hours. The traffic calming processes would have improved the safety of the children that make use of the school at other times.

The school was also most excited with the prospect of a footpath all the way to the rugby club. We use that facility a number of times through the year and currently have to take a somewhat unsafe path to get there. A footpath would greatly improve safe access to this facility for the children.

I urgently ask you to consider all the positive impacts that the traffic calming plans had for the school and the safety of its children and ensure that this programme is implemented as soon as possible.

Regards



Matthew Stockton

Principal



Janette Underwood

From: Gareth Bellamy <Gareth.Bellamy@waidc.govt.nz>
Sent: Monday, 11 February 2019 1:57 p.m.
To: Janette Underwood
Subject: FW: School Road proposed changes.

Can you include this in the feedback too

The residents were consulted by cnr noel smith prior to the letter going out

Cheers

gareth

From: Albin Paul [mailto:Albin.Paul@waikatoalliance.co.nz]
Sent: Thursday, 10 January 2019 9:02 a.m.
To: Gareth Bellamy
Cc: Gary Dela Rue (Waikato Alliance); Steven Uffindell
Subject: FW: School Road proposed changes.

Hi Gareth,

We have received some concerns/feedback from a School road resident, Whatawhata in response to the letter drop-off on the current proposal to build a pin Island on School road. Please see her email below.

Regards

Albin



Albin Paul
Project Engineer | Waikato District Alliance
 A 8a Brownlee Avenue, Ngaruawahia | P
 M +6421853096 | E Albin.Paul@waikatoalliance.co.nz
 W www.waikatodistrict.govt.nz | www.downergroup.co.nz

From: Lorraine Kavanaugh [mailto:lkavanaugh80@gmail.com]
Sent: Wednesday, 9 January 2019 8:58 p.m.
To: Albin Paul <Albin.Paul@waikatoalliance.co.nz>
Subject: School Road proposed changes.

HI Albin,

I have some concerns regarding planned changes to School Road. Whilst I understand and agree that the school safety and speed control is important, I don't agree with the solution that blocks entry into the north end of School Road.

I am also concerned that this decision has been made without consultation with the School Road residents. I know there was a community meeting recently; I don't recall this topic as being part of the discussion. I was unable to attend at the time.

I drive in and out of the north end of School Road 5 days per week, at 7.15am and home again at 4.15pm. I seriously object to the creation of a one way island restriction and have some comments.

- Rat running. What is that. If it means the speed cars are entering school road from the north at speed (over 50kph), then I suggest you drive your car and see how likely it would be that you could exceed entry at 50kph. I have tried. One would have to be very determined to exceed 50kph on entry. If someone is going to speed past the school it will be decided after they pass Mason Road.

Vehicle and pedestrian safety is compromised by several things.

- School Road parking is vastly inadequate. Cars roughly angle park with the backs of the vehicles not clearing the roadway and the fronts parked across the footpath. People and children are walking behind and around the cars and creating their own dangers. The current parking surface is a disgrace with many pot holes, and metal scattered. Why can it not be sealed as part of the road??

Solution:

1. Create a proper carpark with sufficient parks available, and a footpath to safely get people to and from school. This could be a little north of the swimming pool and be backed into the school ground where the veg garden/ playing area is. Seems sensible to me.
2. Align Kura road so there is no dog leg at the end of Kura Street. Would create more vehicle space when cars are parked, and 2 cars are passing on the road.
3. Have the buses park elsewhere. They are parked where the footpath should have been had it been connected from outside the school gate to south of Kura road. I am also a walker and it defeats logic to allow buses to be parked there in the first instance. It can also be unsafe for pedestrians. I either have to walk inside the bus in the mud (in wet weather) or around the outside of the bus in the roadway.

Car Speed

- Implement a school speed zone. They work elsewhere. We all know the consequences are far greater than for normal road violations. Is Whatawhata School not important enough for that.
- Speed along school road can be an issue. It is not continuous; I have paid attention recently. However there is room for improvement. We have speed laws to cover it. So enforce them!!! One resident complains about the danger to her grandchildren when they come to stay. She doesn't have a front fence on her property. Not quite responsible enough to have an opinion, I would have thought.

In conclusion.

Don't take the easy option and block the end of the road into a 1-way exit. Other issues arise from that.

1. There will be the extra traffic on Kura Road causing another set of issues with more parked cars, and more passing traffic and people than there currently are.
2. New visitors to School Road won't know how to get onto School Road, because School Road will still enter off SH39 from the north. Signs are a great

thing as long as there is time to read them. On the S bend, 1 of 2 things will happen. People will be trying to read a sign and have an accident when they should have been paying attention to the road. OR they will turn onto School Road and end up on Mason Road without understanding why.

3. Speed reducing islands would be a better option, perhaps 1 beside the school playing field. Seems far more sensible than blocking the road. **If road rules were enforced there should be no speed issues.**

I look forward to your comments.

Regards,

Lorraine Kavanaugh

27 School Road, Whatawhata.

Ph 0212543530

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Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	13 February 2019
Prepared by	Gareth Bellamy Road Safety Engineer
Chief Executive Approved	Y
DWS Document Set #	INF2019
Report Title	Raglan- Revocation of 1.65km of SH23 to local Road and proposed interim MOU

I. EXECUTIVE SUMMARY

Growth in Raglan is encompassing the existing SH23. This growth includes the Lorenzen Bay Structure plan development (Moonlight Bay) that is underway. There are safety issues regarding speed and crash risk, problematic access way provisions and future proofing complexities for the growth of the town. Some of these issues have featured in Customer Service Requests (CSR's) received by Council and recent submissions from residents at the recent Speed Bylaw Hearing.

The Moonlight Bay subdivision (Lorenzen Bay structure plan) resource consent has been received. As part of the structure plan provisions, which includes provision to close the problematic Greenslade Road intersection to SH23 and create a new Tee intersection on SH23 between Greenslade Road and Lorenzen Bay Road, creating two parallel roads SH23 and Lorenzen Bay Road, resulting in an undesirable outcome.

This latter point, was deemed an appropriate outcome during the structure plan process, however the evidential road safety issues and growth, requires a re-consideration of layout and consideration of whether it is appropriate to still have a State Highway dissecting the community.

SH23 is a limited access State Highway and with an exception of approved access ways, a segregation strip will be required along the road frontage to SH23 along proposed developments as standard NZTA practice. This will, in effect land lock any development either side of SH23 and will significantly restrict the community's growth and opportunity.

It is proposed to revoke approximately 1.65km of SH23 to a local road, the justification and benefit of this to Waikato District Council is:

- Relocates the end of the State Highway to a more appropriate location outside the greater township of Raglan – resulting in ring fencing the community and removing a State Highway that dissects the community.

- Provides Council with key decision-making over the future development either side of the proposed revoked section of SH23.
- Provides opportunity for growth and access onto the revoked section on both sides of the road.
- Provides opportunity for Council to control any design outcomes of any intersection forms that would otherwise not be supported as a State Highway, such as a roundabout at Lorenzen Bay Road – creating speed calming and an appropriate entry threshold into the greater township.
- Provides Council with decision-making on the speed environment and road safety that would otherwise not be on New Zealand Transport Agency's (NZTA) priority at this location.
- Removes the need for two parallel roads to be constructed and undesirable Tee intersection onto the revoked section of SH23 as part of the Lorenzen Bay structure plan (Moonlight Bay Subdivision).
- Take advantage of the cost of the works being borne by the Moonlight Bay Subdivision developer.

The benefits for the development (and in part, any future ones to the south) will be:

- Future proof access onto the revoked section of SH23 for commercial zone (subject to district plan requirements). This is also beneficial to WDC as it removes commercial traffic from the internal road to more appropriate main road function (revoked section of SH23).
- Cost savings in constructing a roundabout in place of a large scale Tee intersection requiring significant structures.
- Additional land available to zone as commercial which was used in the original application as road corridor to connect to SH23.

Discussions between Council staff, the developer and NZTA have resulted in an agreement in principle of this proposal.

As the revocation process can take a year or more it is proposed that in the interim a Memorandum of Understanding (MOU) be entered into with NZTA. It is proposed to have the MOU operational 1 July 2019 and revocation/Declaration date June 2020 to coincide with financial year and maintenance contracts.

A variation to the Funding Assistance Rates (FAR) will be required to take into account the revoked length of SH23 that will become a local road.

The following documents are included as appendices to this report:

- Moonlight Bay Subdivision Plans – Consent plans and proposed Option B showing proposed road layout changes supporting revoked section of SH23. Plan showing extent of revocation and proposed speed limit changes.
- State Highway Revocation: Policy and Guidance Document.

2. RECOMMENDATION

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

AND THAT Council support entering into an **Interim Memorandum of Understanding (MOU) 1 July 2019 with New Zealand Transport Agency** and subject to the contents of the MOU, progress revocation of SH23 (in part) 1 July 2020.

3. BACKGROUND

The recent Moonlight Bay subdivision Resource Consent application has provided an opportunity for Council staff to inject proposals to future proof the Raglan Township, to create opportunities and safety improvements and provide Council opportunity to create an entry threshold into the township. Ongoing safety concerns and problematic access way provisions for developments have featured in significant amount of CSR's received by Council.

As part of the structure plan provisions, the Moonlight Bay Resource Consent application includes provision to close the problematic Greenslade Road intersection to SH23 and create a new intersection on SH23 between Greenslade Road and Lorenzen Bay Road, thus creating two parallel roads SH23 and Lorenzen Bay Road within 50m of each other (Refer to plans in appendices).

This latter part, was deemed an appropriate decision during the structure plan process, however the traffic safety issues and growth, require re-consideration of the location of the Moonlight Bay access point.

Furthermore, as standard NZTA practice, a segregation strip will be required along the limited access road frontage to SH23 along the development, thus land locking development either side of SH23 restricting the town's future growth and opportunity.

It is proposed to revoke approximately 1.65km of SH23 to a local road

Both the developer and NZTA are in agreement in principle.

4. DISCUSSIONS AND JUSTIFICATION

Without support from both the developer and NZTA, this proposal would not be possible and Council staff have met with both and presented a scheme plan. The plan showed removal of the proposed Tee intersection to SH23, and the collector road to now adjoin at the existing Lorenzen Bay Road intersection with SH23 in the form of a roundabout (supported by a reduced speed environment). The result of which, removes redundant parallel roads, removes an unnecessary intersection, provides significant cost savings and provides a safer, efficient gateway to the township and provides security over the future growth.

The existing SH23 road corridor widths at the existing Lorenzen Bay intersection do not support a roundabout suitable for a high speed State Highway environment. NZTA have no plans to reduce the speed limit at this location to an urban fringe environment that would support an appropriate urban roundabout form; the design requirements would therefore require a significant scale project out of context with the actual location and community needs.

By taking ownership of this section of SH23, Waikato District Council will be in a position to require lesser design criteria than would otherwise be required as a State Highway, the revoked section of SH23 will be considered for speed limit reduction and resembling an urban fringe road. The ownership will also provide the desired outcomes previously noted and provide significant savings as the works will be undertaken as part of the Moonlight Bay subdivision.

The developer and NZTA have agreed in principle to this concept.

The developer is keen to progress an S127 variation to their resource consent (option B) in August 2019. This Subdivision variation will include the roundabout option and will require a speed environment change. It is Council staff's desire to include this section of revoked SH23 as part of this year's (Year 3) Speed bylaw changes to support the proposed new roundabout.

As the revocation process can take 12 months or more it is proposed that in the interim a Memorandum of Understanding (MOU) be entered into with NZTA.

5. CONSIDERATION

5.1 FINANCIAL

There will be no cost to Waikato District Council for the revocation process and the maintenance will continue to be undertaken by the NZTA Network Outcomes Contract (NOC) Contract until agreed date of revocation. A variation to the FAR will be required to include the additional length of road.

Under the NZTA Revocation Policy, "8. *The road will at the time of handover, be fit for purpose in relationship to its transport functions*"

There is one project that NZTA have planned in this section of SH23 that will be completed 2019/2020 revocation and two known assets that the agency will be undertaking condition assessments by a Geotechnical Engineer to ensure assets are fit for purpose.

These are as follows:

Project to be completed 2019/20

Replacement of Collapsed Culvert - 20m west (towards Raglan) of Greenslade Road at cost to NZTA.

Existing Assets Assessments

Existing retaining wall - planned remediation as part of the culvert replacement at the above location Geotechnical assessment is to be undertaken by NZTA.

Existing Rock armouring to known slip site east of Greenslade Road, Geotechnical assessment is to be undertaken by NZTA.

Moonlight Bay Subdivision - It is understood during discussions with the developer that the construction of the roundabout will be undertaken as part of development and it is understood at the time of writing this report, the developer is currently working with Council with regard to development contributions and timings.

5.2 LEGAL

The revocation process is managed by NZTA, including all consultation and costs. The process can take a year or more to formalise. In the interim, an MOU is planned to enable Waikato District Council to influence and take ownership of the following:

- Proposed speed limit changes and safety planning to support urban and urban fringe environment.
- The decision-making over form of the proposed roundabout and other roadside design outcomes.
- Any development/resource consent processes.

While the MOU is operational, NZTA will still be the asset owner and as such involved in all outcomes relating to this section of SH23 until revocation is complete.

Revocation will not take effect until the date specified in a notice published in the gazette; ideally the declaration and revocation should be done together by the Secretary of Transport.

5.3 DRAFT MOU CONTENTS AND KEY CONSIDERATIONS TOWARDS REVOCATION

The MOU will clearly set out all obligations and legal requirements until the revocation process has been completed and include but not limited to:

- Re-affirm the maintenance obligations of the current NOC.
- WDC taking over all planning considerations, speed management obligations.
- Completion of all requirements of NZTA Revocation manual.
- Include fit for purpose asset and condition assessments which will include pavement, drainage and structures.
- All customer service requests relating to day to day maintenance/improvements will continue to be undertaken by the NOC.

5.4 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Staff have identified that there is no specific policies, plans or strategies relating to this proposed change to the bylaw.

5.5 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

This proposal does not trigger Council's Significance and Engagement Policy as changes can be undertaken by Council resolution.

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"/>
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).					

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

Planned	In Progress	Complete	
		✓	Internal
			Community Boards/Community Committees
			Waikato-Tainui/Local Iwi Environmental Groups
			Households
			Business
		✓	Other NZTA, Moonlight bay sub-division developer (Lorenzen Bay Structure Plan)

6. CONCLUSION

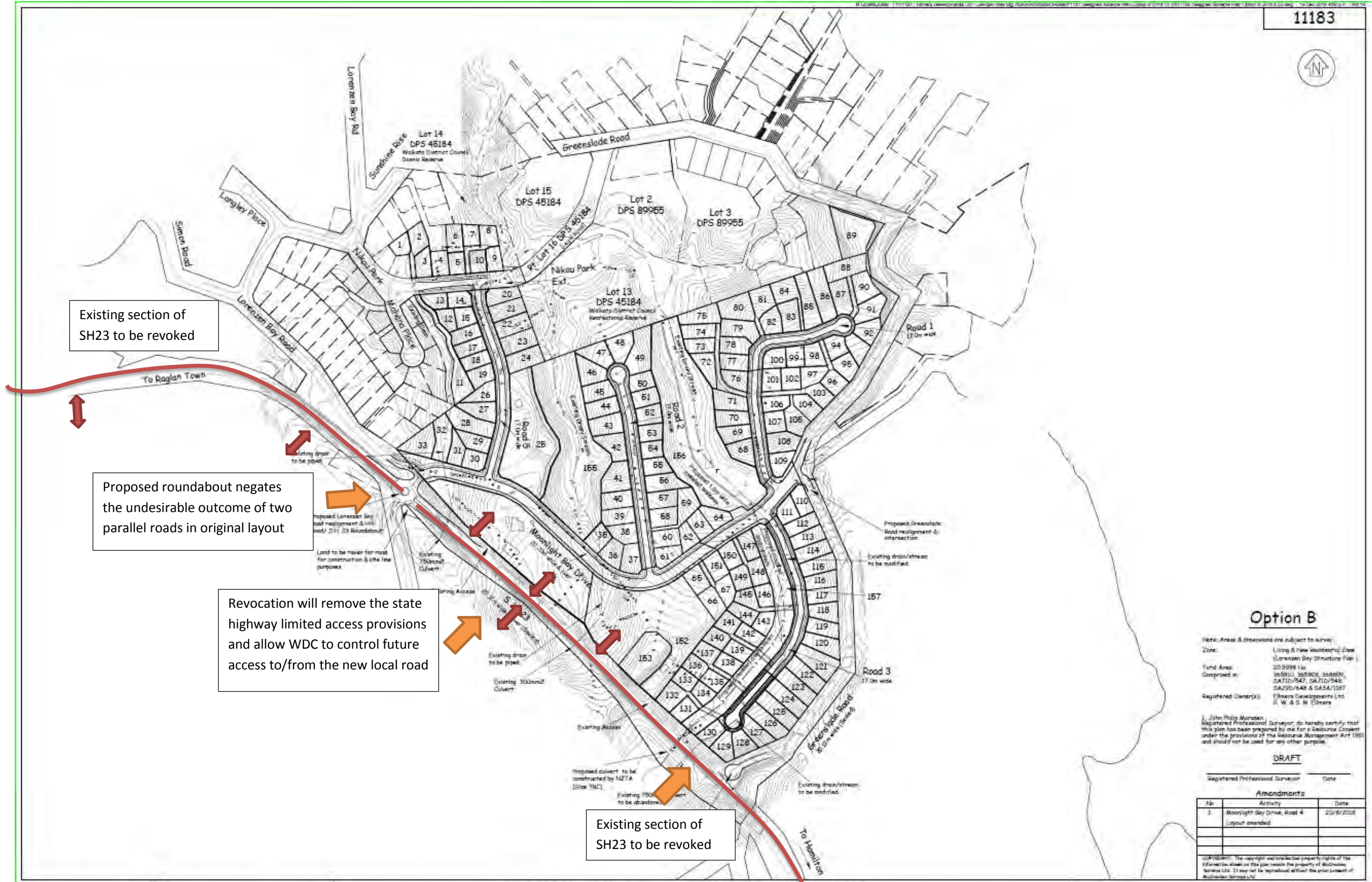
There is considerable opportunity to future proof the development growth and opportunity for the Raglan township by taking ownership of this section of SH23.

There will be no cost to the Waikato District Council and the maintenance and day to day running of this section of SH23 will continue to be undertaken by the NZTA NOC Contract until agreed date of revocation. Following revocation a variation to the FAR will be required to include the additional length of road.

7. ATTACHMENTS

Appendix A - Moonlight Bay Sub-Division Plans – Consent plan, proposed Option B showing proposed road layout changes supporting revoked section of SH23, Plan showing extent of revocation and proposed speed limit changes.

Appendix B - State Highway Revocation: Policy and Guidance Document.



Option B

Note: Areas & dimensions are subject to survey.
 Zone: Living & New Zealand's Zone (Lorenzen Bay Structures (Plan))
 Total Area: 20 8996 ha
 Comprised in: SA5801, SA5802, SA5809, SA710/547, SA710/548, SA290/648 & SA5A/1187
 Registered Owner(s): Ellmers Developments Ltd & W & S M Ellmers
 I, John Philip Marsden, Registered Professional Surveyor, do hereby certify that this plan has been prepared by me for a Resource Consent under the provisions of the Resource Management Act 1991 and should not be used for any other purpose.

DRAFT

Registered Professional Surveyor _____ Date _____

Amendments		
No	Activity	Date
1	Moonlight Bay Drive, Road 4 Layout amended	25/8/2018

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McCRACKENSURVEYS
 land & engineering solutions
 67 Norton Road
 P.O. Box 19182, HAMILTON 3244
 Phone: (07) 848 1093
 Email: hn@mccrackensurveys.co.nz

Proposed Subdivision - Moonlight Bay Development
 Lots 57, 81 & 82 DP 391128, Pt. Lot 30 DP 31092, Lots 1 & 2 DPS 90799 & Pt. Lot 40 Deed C38
 Nikau Park, Greenslade Road & SH 23, Raglan

Prepared for:		Ellmers Developments Ltd.		Sheet:
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Traced	Date July 2018	1:4000 A3	File Ref 11183	

Proposed Subdivision layout



Extents of revocation and proposed speed management



Original layout

State Highway Revocation: Policy and Guidance

Revocation and consultation

1. Where there are changes to the state highway network that create duplicate sections of State highway serving the same function (e.g. as result of realignments or construction of a bypass), and it is established that a state highway is no longer required, the NZTA should seek to have the state highway status of that road revoked.
2. Before making a decision whether to recommend to the Ministry of Transport that state highway status should be revoked, the NZTA must consult (in good faith and with an open mind):
 - the affected councils (including Regional Council and relevant Territorial Authority),
 - Auckland Transport if the section of SH is in Auckland; and/or,
 - If the revocation affects maori land or interests, the appropriate land holding trustee, Treaty settlement governance body, iwi or hapu.

The delegation to undertake consultation on revocation currently sits with the NZTA SH Manager. The process is coordinated by the Professional Services Manager.

Before making any decision on whether to recommend to the Ministry of Transport that they should revoke SH status, the NZTA is required under s 103(6) and (8) LTMA to consult with:

- Councils (includes both Territorial Authorities & Regional Councils), and
- Maori (if the revocation will affect Maori land) and
- Auckland Transport if the SH is in Auckland.

Where a revocation affects or is likely to affect, maori land that is:

- land registered in the name of Pootatau Te Wherowhero under section 19 of the Waikato Raupatu Claims Settlement Act 1995,
- land subject to any other Māori claims settlement Act, or
- Maori historical, cultural, or spiritual interests,

then the NZTA must consult the appropriate land holding trustee, treaty settlement governance body, iwi or hapu.

The NZTA's relationship with iwi, local authorities (and Auckland Transport) is important. As an organisation, NZTA is committed to a collaborative approach, and every effort should be made to work through all the issues jointly and constructively.

Consultation is an opportunity to ensure that the NZTA has identified all the relevant issues, and the NZTA must consult in good faith and with an open mind. It must not make a decision before it has completed the consultation process.

However, the requirement to consult is not a requirement to reach agreement, and if no agreement is made, the NZTA can still decide to recommend to the Ministry of Transport that the state highway status be revoked.

This general guidance is applicable to consultation with the appropriate Maori representatives, but where maori land or interests is or may be affected, specific advice and guidance should be sought from the NZTA iwi liaison officer at the regional and/or national office.

Timeframes

3. Revocation issues should be resolved early in the process. A process to manage the revocation handover must be identified (or an agreement in principle reached) during the investigation phase of the

project. This must be appropriately documented.

The best time to identify and resolve revocation issues, is early in the process. Where the NZTA and territorial authority reach agreement (even if in principle) this should be appropriately documented. Where agreement cannot be reached, the project manager must still identify and document the revocation process (i.e. timing, condition of asset at the time handover).

Consultation on, and investigation of, the revocation proposal should be completed during the investigation phase of the project. However, (if the revocation proposal proceed) the gazettal process (further guidance below) and the handover of the road should be timed to occur with opening (and declaration) of the new state highway). These timeframes need to be included in project planning processes.

The potential time lag (in some cases, this may be years) between the start and end (handover) of the revocation process make it critical that the outcomes of the revocation process, particularly any agreement with local authority are documented in project documentation (e.g. Scheme Assessment Report) and any other appropriate documents e.g. agreements may be included in MOU.

Project plans (and budgets) also need to consider revocation timeframes and should identify when the different stages of the revocation are likely to be completed, their costs and any potential risks.

Funding for the revocation process

4. The costs of the consultation and investigation processes associated with revocation will be funded from the primary projects budget as part of the investigation (feasibility) phase.

5. The NZTA and relevant territorial authority may negotiate for transitional funding assistance package (until the next review of their FAR), if the revocation substantially increases the costs of their overall maintenance programme.

The costs of the consultation and investigation of the revocation proposal should be funded as part of the project's investigation (feasibility) phase. This may require funding to be carried forward, into later phases.

Until revoked the roads are still an SH responsibility and their programme should allow for the maintenance and operations and any renewal work planned on those roads up to hand over, and any agreed activity identified as a requirement to ensure the road at the time of hand over is fit-for-purpose (see policy 8).

Once the state highway status is revoked, then ownership (if it does not already sit with the local authority) and control of the road, will transfer to the territorial authority. Funding responsibility is also transferred to local authority, with any ongoing NZTA funding provided at appropriate FAR rate for activity.

NZTA may provide transitional funding assistance. The key issue is the impact of the revocation on the relevant territorial authority. If the revocation will substantially increase the costs of their overall maintenance programme, an increase in the FAR (until the next review of their FAR) can be negotiated, with the NZTA.

Is the road required as part of the state highway network?

6. The NZTA should not retain state highways that serve substantially the same function.

The NZTA should not retain state highways (SH) that serve substantially the same function for the surrounding network.

If the road (the residual section of SH) is no longer required as a road at all, then the NZTA should seek to have the road legally stopped.

However, if the road is still required for use as a local road, the NZTA must recommend to the Chief Executive of the Ministry of Transport that the SH status of the road be revoked.

Before it makes the decision to recommend (to the CE of Ministry of Transport) that the SH status be revoked, the NZTA must consult with local authorities, and, when appropriate, iwi and/or Auckland Transport (if the section of State highway is located in Auckland). This decision should be documented and included as part of the revocation document that is forwarded to MOT.

Revocation proposals should be considered carefully, because once the SH status is revoked the ownership and control of the road will transfer to the local authority. Neither, is there any legal ability to impose conditions (e.g. requirement to provide for route security) on the local road once ownership and control is transferred to the local authority.

Because it is possible for two routes to provide different traffic functions the NZTA should undertake an evaluation of that state highway's (subject to the revocation proposal) network function and where a new road has been constructed, the relationship to the new state highway.

The state highway classification provides the overall context for any evaluation, but issues that may be considered include:

- Traffic counts, origin destination information and traffic composition for the proposed and existing state highway
- The nature of the transport flows or movements using the route (i.e. local and through traffic, heavy vehicles, high volume, or tourist route)
- Journey, travel time
- Safety
- Speed, weight and dimensional restrictions
- Closure consequences and vulnerability to natural hazards
- Any other issues relevant to the proposal (e.g. congestion, accessibility and severance, community concerns, environmental and urban design issues)

Note: an alternative route to a toll highway is not legally required to have SH status.

Strategic whole of network approach

- 7. The NZTA should adopt a strategic whole of network approach when considering the implications of the revocation, for the state highway network, the local road network and surrounding land use.**

The NZTA should consider the transport (network) implications (including any current and future opportunities) of the revocation proposal. Matters that may be considered include:

- Implications for the primary project, and the current and future relationship (of the road) to the network as a whole, particularly the state highway
- The strategic outcomes for the area (served by the road) e.g. current and future land use, including any urban design and landscape issues
- Opportunities for optimising the operation and use of the network, including the development of a multi modal approach
- Linkages to strategy and planning documents, e.g. RLTS, corridor plans, RONS network plans, structure or master planning documents such as the NZTA Urban and Landscape Design Framework

Ideally, these matters will have been considered through other strategic processes e.g. network plan. It should not be assumed that the project team will have this expertise, and the project managers should consult within the regional office to identify the appropriate source for strategic information or resource to consider these matters.

The NZTA may work with the local authorities to identify these issues with roles, responsibility and funding being a matter that requires further discussion. A pragmatic approach should be adopted to determine what strategic planning process is required.

This strategic planning process may also identify a possible package of land transport activities that could be undertaken on the revoked section of SH to give effect to future strategic outcomes. The implementation of these activities or package of activities is not a requirement of the revocation process, and will be the responsibility of the appropriate road controlling authority, with their future funding subject to the usual NZTA funding and assessment processes.

Fit for purpose

8. If the NZTA recommends that state highway status should be revoked, it must ensure that the road will at the time of handover, be fit for purpose in relation to its transport functions.

If NZTA intends to recommend that the state highway status should be revoked, it must ensure that the revoked section of SH will (at the time of handover), be fit for purpose in relation to its transport functions.

Fit for purpose means that at the time of handover the revoked section of SH will provide a level of service equivalent to other roads providing a similar function within the local road network, and be safe i.e. it will not as result of that change in function have a safety defect that was not there before.

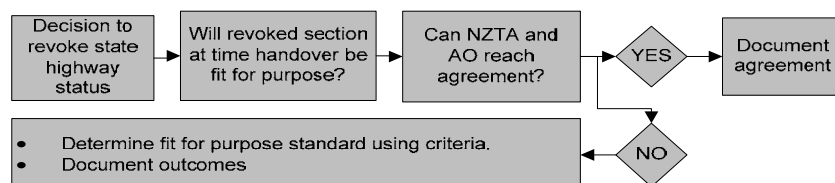
- The fit for purpose standard for a particular road can be determined by:
- Identifying the network function of the road (at the time of handover) based on the existing local road hierarchy and surrounding land use,
 - Identifying the level of service that will reasonably meet the network function of the road (e.g. from existing asset management plans, district plans, physical inspection and assessment of the surrounding network and land use), and
 - Undertaking a safety assessment to ensure that change in function will not create a safety defect that did not exist before.

Removing the state highway traffic (as a consequence of transfer to the new road), and ensuring that maintenance on the revoked section of SH is up to date (in accordance with the state highway asset management plan), will in most cases meet both the safety and level of service expectations of the fit for purpose standard.

The NZTA should, wherever possible, work with the local authorities to jointly identify the fit for purpose standard for the revoked section of SH at the time of handover.

However, where agreement of the local authority is not possible, the NZTA may use the criteria above to identify that the road is fit for purpose at the time of handover.

The outcomes of revocation process including any agreement between the parties should be documented. The process to identify the fit for purpose standard is as follows:



Limited access roads

Identify whether the road has been declared a limited access road (LAR). If the road has been declared a LAR, the NZTA may, either include removal of that LAR status (as part of the primary project), or discuss with the local authority whether they want the road to remain a LAR once its SH status is revoked. Under the Government Roadway Powers Act 1989, if at the time SH status is revoked, the road is a LAR, the road will automatically become a limited access "local" road. The NZTA should consider the function of the road, and its relationship to the SH when evaluating the best option.

RMA issues - existing RMA designation

Identify whether the residual section of SH is subject to a designation under the RMA

If the designation is described as for state highway purposes, or motorway purposes, then the NZTA will need to seek to have that part of the designation removed or altered to allow for the new alignment and remove the part of the designation that is located over what will become local road.

However, if the designation is described as for "roading purposes" then it will be automatically transferred to the territorial authority when the State highway status is revoked (and financial responsibility for the road is transferred to the Council). The NZTA is required to inform the Minister for the Environment of the transfer.

RMA issues - consenting the primary project

Consider how revocation issues will be dealt with in any RMA consultation process.

In general, works on the revoked section of state highway should not be included as part RMA mitigation. However, in the cases where there are works to the revoked section of the state highway (or a part of it) that are required to mitigate an adverse effect of the primary project, these works should be clearly documented and included in the project scope (and costs). Any RMA documentation should clearly identify which adverse effect of the new SH the works are mitigating.

When reviewing any conditions of a designation or consent for the primary project, consider whether these relate to the revoked section of SH. As a general rule, any implications or actions from RMA processes should be completed prior to delegation/revocation. However, there may be consent condition(s) which involve ongoing obligations. It is important to ensure that these obligations can be transferred, when control and ownership of the road is transferred.

While the NZTA supports a strategic (whole of network) approach (see above), the NZTA must avoid giving unintended undertakings during the consent process which a statutory decision-maker may consider to be a volunteered condition of consent. Parts of any package of possible works to the revoked section of SH identified during the strategic planning processes that are not required to mitigate adverse effects of the project should only be included in the consent documentation that is lodged with the consent authority, if it includes an agreement reached with the territorial authority as to how those works will be funded or if a third party, e.g. a developer, has made a binding commitment to fund those works.

Documenting outcomes and agreements

Agreements (between the NZTA and AO) in relation to revocation should be documented in the project documentation e.g. the scheme assessment report and/or urban and landscape design framework.

Consider using a Memorandum of Understanding (MOU) to document agreed outcomes, processes, time lines, funding agreements and roles and responsibilities.

Any long term strategic outcomes should be documented in the appropriate strategic document. For RONS this is likely to be the network plan.

Making a recommendation to MOT

This process is managed by Professional Services Manager (or delegate).

The recommendation is currently made in a letter (signed by Chief executive of NZTA) with appropriate attachments.

An example of documentation is included in appendix to this guidance, but matters that must be included in the recommendation are:

- A copy of the NZTA's recommendation to the Secretary of Transport (CE of the Ministry of Transport), including details of the date of that decision.
- A map of the proposed state highway to be revoked
- A definition of the route of the state highway, by town, road name or route position
- A statement confirming that the requirements of s 103(6) have been satisfied, if Maori land is affected
- A statement that the requirements of section 103(8) have been met i.e. consultation with relevant local authority
- Advice on timing i.e. when does the revocation need to come into force

During the preparation of documentation, liaise with the NZTA property staff to ensure that implications on the legalisation works that they may be responsible for are considered. Note, in some cases it may be necessary to arrange a survey of the boundaries of the section of SH to be revoked.

Preparation for handover

9. NZTA should not (without the agreement of the territorial authority) defer any maintenance required (in accordance with state highway asset management plan) on the section of the road where the state highway status is proposed to be revoked.

10. The NZTA should work with the territorial authority to identify how the revocation can be timed to suit their needs. If control and maintenance of the road is handed over before the legal revocation process is completed, the power to operate, maintain and impose and enforce controls in relation to the revoked section of state highway needs to be formally delegated to the territorial authority.

11. Once the state highway status is revoked, then ownership, control and funding responsibility transfers to the relevant territorial authority.

Timing

Revocation will not take effect until the date specified in a notice published in the Gazette.

In general, the declaration (of the new state highway) and revocation should be done together.

Work with Professional Services Manager (or delegate) to identify any other issues, e.g. changes in speed limits that might be included in the Gazette notice

Consider how the delegation/revocation can be timed to suit the needs of the local authority.

Once the Secretary of Transport declares and gazettes, the recommended change to the state highway network, the revocation will take effect from the date specified in the gazette notice. This allows a Gazette notice to be made in advance of the actual revocation, e.g. if it is decided to coincide the timing of

revocation with the beginning of a new financial year.
However, before doing anything, it is important to consider whether or not such an approach could result in delay in resolving the formal SH revocation.

Until the legal revocation process is complete, a formal delegation to the territorial authority is required before control and maintenance of the road can be transferred to the local authority.

Maintenance and works required prior to handover
Maintenance (on sections of road where SH status is proposed to be revoked) should not be deferred, and any ongoing maintenance of the road should continue in accordance with Forward Work Plan and/or regional asset management plan, and within normal funding programmes.

The NZTA should not direct additional maintenance funds to the road to raise its current standard of maintenance, outside of NZTA's normal annual budgets or programme for the roads maintenance.

Maintenance prior to revocation should be funded from SH operations budget (unless responsibility for maintaining the road is formally delegated to the territorial authority prior to revocation (see below)).

Any works that have been identified to ensure that the road is fit for purpose must be completed before state highway status is revoked. These works will be funded as a project cost.

Appendices

See the following for:

Example letter to the Ministry of Transport
Pyes Pa Bypass Locality Plan
Route Map
DRAFT for Gazette
Revocation process map

Example of letter to Ministry of Transport

DE3-2001

4 May 2011

XX Solicitor
Ministry of Transport
PO Box 3175
WELLINGTON

Dear XX,

Revocation and Declaration of State Highway 36 at Pyes Pa in Tauranga

The State Highway 36 Pyes Pa Bypass project will be fully opened to traffic on 4 June 2011. The project includes a new piece of road intended to be State highway, the Pyes Pa Bypass, which bypasses an existing section of State Highway 36 on Pyes Pa Road.

It is necessary to declare this new section of road State highway. This new highway section commences on Takitimu Drive from its intersection with State Highway 29 (new Route Position 0/0), and ends at new RP 0/4.5, 160m south of the new intersection of Pyes Pa Road and Takitimu Drive. The length of the new State highway is approximately 4.5km.

It is also necessary to revoke the existing section of State Highway 36 on Pyes Pa Road. This section commences at the intersection with State Highway 29 (old Route Position 0/0), and ends at old RP 2/1.93, 160m south of the new intersection of Pyes Pa Road and Takitimu Drive. The existing length of the State highway is approximately 3.93km.

A section of this existing SH36 will be handed over to the Tauranga City Council (TCC). This section is from the intersection of State Highway 29 to the TCC limit on Pyes Pa Road. This length of revoked State highway to be handed over to TCC is 2.0km.

A section of this existing SH36 will be handed over to the Western Bay of Plenty District Council (WBOPDC). This section is from the TCC limit on Pyes Pa Road to the point 160m south of the new intersection of Pyes Pa Road and Takitimu Drive. This length of revoked State highway to be handed over to WBOPDC is 1.93km.

Accordingly I recommend that you:

- (i) Declare the new section of road from new (RP) 0/0 to new RP 0/4.5 to be State Highway 36.
- (ii) Revoke the existing section of Pyes Pa Road as State Highway 36 between old RP 0/0 and old RP 2/1.93.

Would you please arrange for the above changes to the State highway system within Tauranga City and Western Bay of Plenty District to be promulgated, by way of Public Notice in the New Zealand Gazette.

Please find attached the following documents to facilitate the above request:

- Attachment 1: Pyes Pa Bypass locality plan;
- Attachment 2: Map showing the new section of road to be declared as State highway;
- Attachment 3: A draft Gazette Notice for your consideration; and
- Attachment 4: Map showing the boundaries of the local authorities (not shown).

Pursuant to Section 103(6) of the Land Transport Management Act 2003 I can confirm that Maori were fully consulted throughout the development of the project and the NZTA considers the provisions of Section 103(6) have been satisfied with respect to the declaration.

Pursuant to Section 103(8) of the Land Transport Management Act 2003 Tauranga City have been fully consulted throughout the development of the project and are agreeable to the proposed declaration of SH36.

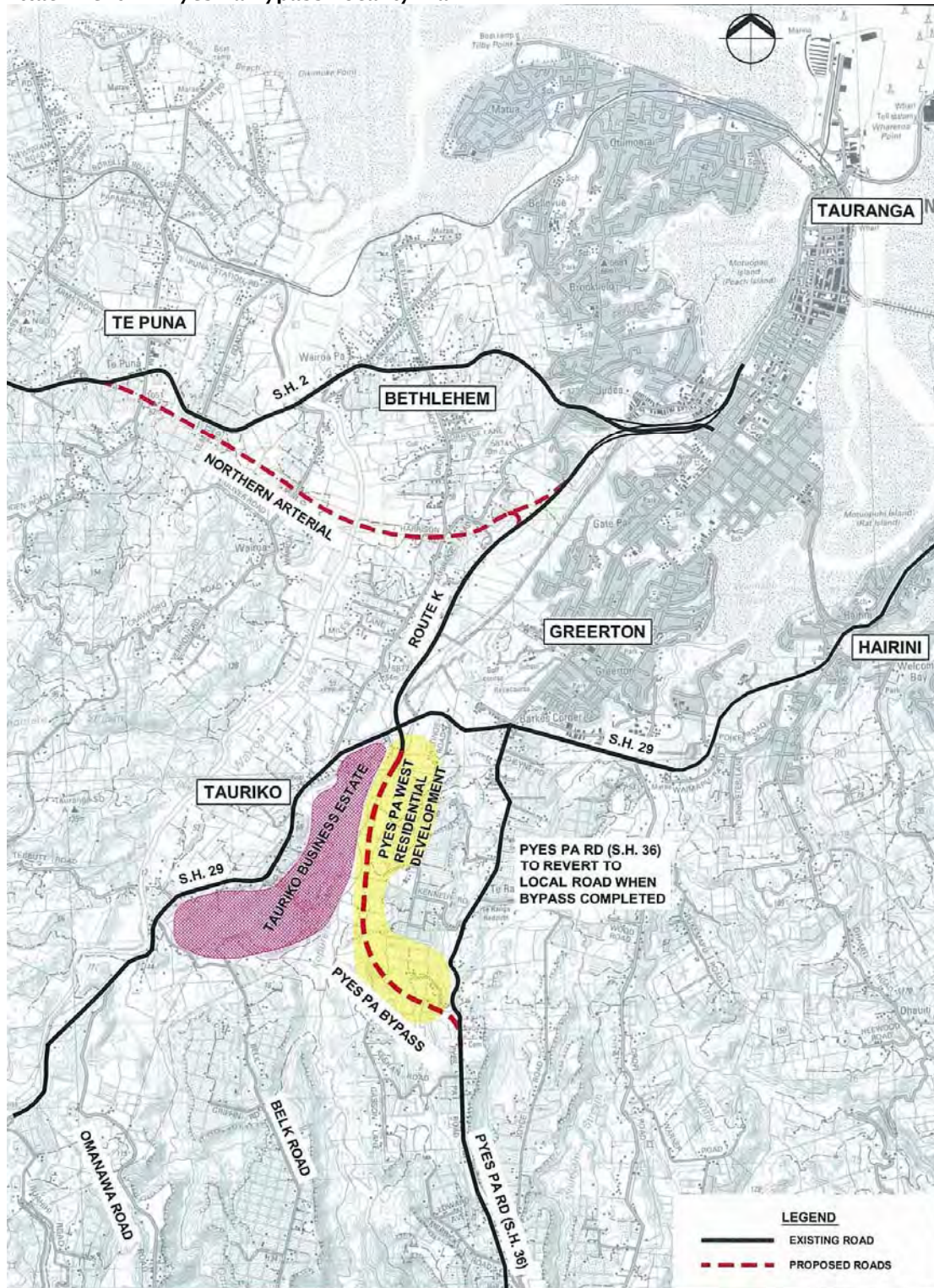
Pursuant to Section 103(8) of the Land Transport Management Act 2003 Western Bay of Plenty District have been fully consulted throughout the development of the project and are agreeable to the proposed declaration of SH36.

If you require any further information please contact please contact XX in the NZ Transport Agency's Tauranga Office ph 07-927 6017.

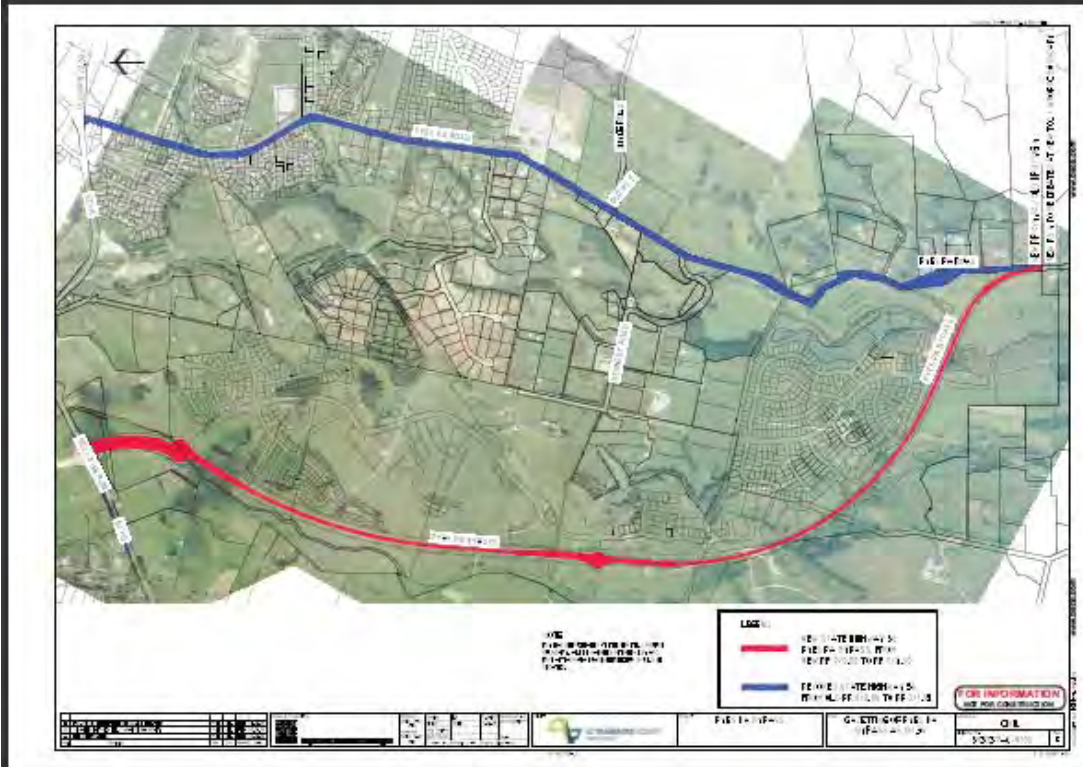
Yours sincerely

Geoff Dangerfield
Chief Executive

Attachment 1 - Pyes Pa Bypass Locality Plan



Attachment 2: Route Map



Attachment 3: DRAFT for Gazette:

Revoking a Section of State Highway and Declaring a Section of State Highway—State Highway 36, Tauranga

Pursuant to section 103 of the Land Transport Management Act 2003, the Secretary for Transport gives notice that, with effect from 1 June 2011:

- a) Part of State Highway 36, described in the First Schedule, is revoked;
- b) the section of new road, described in the Second Schedule, is declared to be State Highway 36.

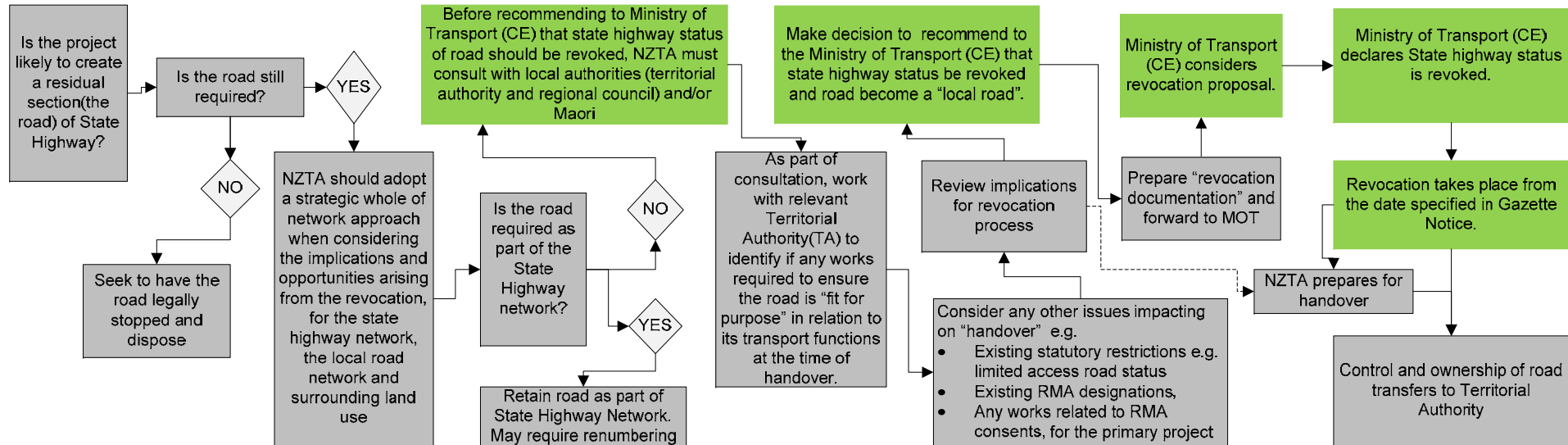
First Schedule

Part of State Highway 36, commencing at RP 0/0 at the intersection of State Highway 29 and Pyes Pa Road extending in a generally southerly direction to RP 2/1.93 (on Pyes Pa Road). The length of road to be revoked is 3.93 kilometres.

Second Schedule

Part of State Highway 36 in Tauranga, commencing at RP 0/0 at the intersection of State Highway 29 and Takitimu Drive and extending in a generally south easterly direction along the recently constructed Pyes Pa Bypass road and ends at RP 0/4.50 (about 160m south of the recently constructed intersection with Pyes Pa Road); a total distance of 4.50 kilometres.

Section 103, of the Land Transport Management Act 2003 (LTMA) sets out this process, and the flow chart below provides an overview of the LTMA requirements (green), and the matters covered by this policy and guidance (grey).



Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	18 February 2019
Prepared by	Vishal Ramduny Strategic Projects Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Hamilton to Auckland Start-Up Passenger Rail Project – Progress Update

I. PURPOSE

The purpose of this report as follows:

1. To provide councillors with a progress update on the Hamilton to Auckland Start-Up Passenger Rail Project and to summarise the key issues that the project partners are currently addressing with the New Zealand Transport Agency (NZTA) for this project.
2. For the Infrastructure Committee to recommend to Council to approve the proposed project governance structure for this project and the terms of reference for the Project Governance Working Group (PGWG).

2. EXECUTIVE SUMMARY

The Single Stage Business Case (SSBC) for the Hamilton to Auckland Start-Up Passenger Rail Service has been endorsed by Waikato Regional Council (WRC), Hamilton City Council (HCC) and Waikato District Council (WDC). NZTA approved the SSBC subject to a number of conditions that need to be met. All the project co-investors set out funding conditions through their resolutions that staff have been working through in a collaborative manner.

It is important to highlight that NZTA's Board focused the scope of their approvals and conditions on the pre-implementation phase of the project, which covers most of the preparatory works of all the project co-investors prior to the construction of infrastructure and project implementation. Further Board approval may be required before proceeding to the implementation phase as funding has only been approved for pre implementation works.

Following the endorsement of the SSBC, KiwiRail, WRC and NZTA signed an Interim Capital Funding Agreement (ICFA) prior to Christmas which enabled KiwiRail to purchase

the rolling stock from Auckland Transport and carry out preparatory works at their Upper Hutt Workshop. WRC is awaiting NZTA internal sign-off for the release of funding equivalent to \$2.04 million (GST excl.).

The SSBC made assumptions regarding financial assistance rates (FAR) that would be received for the transport activities that sit within this project. Project partners are awaiting confirmation as to whether it will be at 75.5% for rolling stock maintenance and for above track infrastructure (each Council's endorsement of the SSBC was subject to this confirmation).

Following a procurement process the programme management contract has been awarded to Alan Gregory from Tonkin and Taylor, who commenced on Monday 18 February. WDC's project manager for the Huntly station is Paul McPherson (Community Projects Manager in the Service Delivery team).

A proposed governance structure and its terms of reference have been developed for the project (see attachment). The Terms of Reference for the PGWG and the project governance structure have been endorsed by the Transport Connections Working Party who oversaw the development of the SSBC, at a meeting on 18 February.

3. RECOMMENDATION

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

AND THAT the Infrastructure Committee recommends to Council that the proposed project governance structure for the Hamilton to Auckland Start-Up Passenger Rail Service project and the terms of reference of the Project Governance Working Group be approved;

AND FURTHER THAT the Infrastructure Committee recommends to Council to confirm the appointment of Councillor Dynes Fulton and Councillor Eugene Patterson (as his alternate) as the Council representatives on the Project Governance Working Group;

AND FURTHER THAT the Infrastructure Committee notes that NZTA is expected to provide clarity on funding conditions for the project and that this will be reported back to subsequent Committee meetings.

4. UPDATE

Funding Issues

Funding at 75.5% for rolling stock maintenance

NZTA have advised that the operational cost of light maintenance for the carriages (which sits under the activity class of Public Transport and under Work Category 515), is not

eligible for Targeted Enhanced Financial Assistance Rate (TEFAR) of 75.5% but the normal FAR rate of 51%. The reason being due to the NZTA Board resolution on 5 October 2018:

'Endorses the Transitional Rail funding policy that a normal funding assistance rate should apply to the day-to-day operation of inter-regional passenger services, whether funded through the Transitional Rail Activity class or Public Transport Activity class'.

However, in approving the SSBC in November, Waikato Regional Council's (WRC) approval was subject to NZTA providing an enhanced Financial Assistance Rate of 75.5% for public transport operations.

This issue was only raised with WRC after the NZTA December Board meeting. WRC staff have sent a letter to NZTA with a clear rationale of why this activity is eligible for TEFAR. The latest information received from NZTA is that this activity could be eligible for 75.5% FAR under the public transport category through a variation to the policy outlined above by the NZTA Board. The main argument is that all operational costs should be bundled as one for eligibility and the project as whole meets the following TEFAR criteria.

- High results alignment with the Investment Assessment Framework (IAF).
- The H2A start-up service aligns with 1 of the 5 national priority programmes of NZTA.
- Extract from NZTA's TEFAR website says: 'Eligible activities can be service or infrastructure improvements, and could include trials for service improvements, such as public transport'.
- This service is a new public transport service, which has been defined as a trial and start-up.

NZTA is aware that WRC's support for the project is subject to funding at 75.5% TEFAR for operating costs. At the time of this report WRC has not had a response back from NZTA. Staff will verbally update the Infrastructure Committee regarding this matter.

Interim Capital Funding Agreement

The Interim Capital Funding Agreement (ICFA) was signed by the NZTA, WRC and KiwiRail prior to Christmas to enable KiwiRail to purchase the carriages from Auckland Transport, finalise the detailed carriage design, buy material and supplies and commence the refurbishment work on the carriages.

The ICFA gives KiwiRail access to \$2.04 million (exclusive of GST), which will be funded under Transitional Rail and at 100% FAR ie no WRC contribution. This money will pass through WRC as an approved organisation and then transferred to KiwiRail for them to carry out the works.

Confirmation of TEFAR for SSBC and associated work

Costs to complete the SSBC and associated work to this point, have amounted to \$576,904. This includes:

- \$114,405 costs incurred in the prior year on demand forecasts/market research and the BERL business case work (net costs shared between WRC, HCC and WDC).

- \$251,310 costs to complete the SSBC (HCC and WRC sharing the net cost equally).
- \$107,125 costs incurred by HCC and WDC relating to pre-implementation station design and level crossing safety impact assessments to be claimed from NZTA by WRC as the approved organisation.
- -\$104,064 of WRC staff labour costs (including overhead burden)

These costs assumes a 75.5% FAR from NZTA.

WRC staff worked with NZTA staff prior to the Board meeting in December to ensure the SSBC was proposed as an eligible activity for TEFAR under the same criteria as the overall project. It had been signalled that it will be funded at 75.5% FAR, however the project partners have not yet received written confirmation that this is the case.

Proposed Governance Structure

The Transport Connections Working Party (TCWP) oversaw the delivery of the Transport Connections Strategic Business Case and the Single Stage Business Case (SSBC) for the Hamilton to Auckland Start-Up Passenger Rail Service.

The TCWP included representatives from:

- Waikato Regional Council
- Hamilton City Council
- Waikato District Council
- Auckland City Council
- Auckland Transport (AT)
- Ministry of Transport
- NZTA
- KiwiRail

As all of the organisations still have involvement with the project, it is recommended that a similar structure be set up for governance oversight of start-up service project via a Project Governance Working Group. The exception to this is Auckland Council who have advised that they do not see a need to be represented as any matters relevant to them will communicated via AT.

The purpose of the Project Governance Working Group (PGWG) is to:

- Make recommendations to NZTA and local Councils (as the project investors) regarding matters that could change the level of service outlined in the SSBC.
- Sign off an assurance plan, within which the working group can make recommendations and decisions within agreed tolerances.
- Provide direction and guidance to staff when additional work will be required as part of the pre-implementation and implementation phases of the project.
- Undertake overall project budget monitoring.
- Ensure a robust risk reporting framework is in place and key project risks are being satisfactory managed.
- Propose recommendations to the respective council authorities and NZTA when escalation is required.

- Provide direction to the Rail Technical Control Group and the Programme Management Office to successfully deliver the required infrastructure and pre-service capital/operational activities.
- Delegate decisions to the Rail Technical Control Group when required.
- Provide direction to progress funding and Board approval condition matters with the NZTA.
- Approve and monitor a Community Engagement Strategy.
- Approve media and stakeholder communication protocols.

To achieve the purpose stated above, the Working Group will also keep a watching brief on:

- Inter-dependencies with central government, Councils, and partner organisations' regional plans and in particular the Hamilton to Auckland Corridor Plan development.
- The development of the Treasury Business Case for the rapid rail connection between Hamilton and Auckland led by the Ministry of Transport.
- The technical and professional advice provided by the respective project managers and the overarching programme manager.
- Technical advice from KiwiRail and Auckland Transport.
- Consultation with mana whenua, whether Iwi or Hapu Authorities, when relevant to the project.

The proposed membership of the Project Governance Working Group is set out in the table below (subject to confirmation from each participating organisation).

Organisation	Representative
Waikato Regional Council	Cr Hugh Vercoe (Chair) and Cr Russ Rimmington
Hamilton City Council	Cr Dave Macpherson Cr Geoff Taylor (alternate)
Waikato District Council	Cr Dynes Fulton Cr Eugene Patterson (alternate)
KiwiRail	David Shepherd
Auckland Transport	Mark Lambert, EGM Integrated Networks, Alternates-Stacey Van Der Putten (Group Manager Metro Service Delivery), Craig Inger (Manager Train Services)
NZ Transport Agency	James Llewellyn Barry Dowsett (alternate)
Ministry of Transport	Erin Wynne Bryn Gandy (alternate)

The following member parties have been considered as those having to make recommendations regarding level of service changes, budget adjustments and the issues outlined in the scope section:

- Waikato Regional Council
- Waikato District Council
- Hamilton City Council
- NZ Transport Agency
- Auckland Transport

The role of KiwiRail as the service provider is to provide technical advice on matters affecting the passenger rail service between Hamilton and Auckland.

The PGWG decided to invite Auckland Council to be a member of the governance group as they will be a key strategic player in developing the future of rail and the Hamilton to Auckland Corridor Plan.

The role of the Ministry of Transport will be to provide central government support and guidance in alignment with the Government Policy Statement on Land Transport and input regarding the fast rail connection business case between Hamilton and Auckland.

It is proposed that the Project Governance Working Group meets bi-monthly with subsequent reporting through to WRC Finance Committee and Audit and Risk Committee.

Attached to this report are the proposed terms of reference and governance structure.

A meeting of the TCWP was held on 18 February to endorse the terms of reference and governance structure for recommendation back to each participating organization. However, they did note a strong preference for Auckland Council to have an ongoing involvement to ensure strategic alignment of the project and this request will be followed up with Deputy Mayor Bill Cashmore who was a previous member on the TCWP.

5. CONSIDERATION

5.1 FINANCIAL

The financial update is as per above.

With regards to WDC cost share obligations to get the start up service operational by early 2020, Council has allocated \$240,000 to support the upgrading of the Huntly rail station. There will be a requirement for Council to provide for maintenance costs for the public facilities (park and ride, shelter, lighting, CCTV, pedestrian access) associated with the Huntly station.

5.2 LEGAL

Nil.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Hamilton to Auckland Start-up Passenger rail service is supported by policy under the 2018 update to the 2015-45 Regional Land Transport Plan (RLTP) and the 2018 Regional Public Transport Plan (RPTP).

The start-up passenger rail service is also a key consideration in the Hamilton to Auckland Corridor Plan currently in preparation. The Corridor Plan is in response to the Government's Urban Growth Agenda and is being undertaken with the overall purpose of developing an integrated spatial plan and establishing an ongoing growth management partnership for the transport corridor between Hamilton and Auckland.

A key focus area for the Corridor Plan is 'Stronger Corridor Connections' focussing on supporting the realisation of the strategic directions with improved transport, green open space and recreational networks along the entire corridor. Investigation and introduction of an intercity passenger rail service has been identified as one of the key initiatives to be investigated through the corridor plan.

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. CONCLUSION

This report serves to inform the Infrastructure Committee of progress and for it to recommend to Council to approve the proposed project governance structure for this project and the Terms of Reference for the Project Governance Working Group.

7. ATTACHMENTS

Attachment 1	Terms of Reference for the H2A Start-Up Passenger Rail Project Governance Working Group
Attachment 2	Project Governance Structure

Attachment I

Terms of Reference
For
**The Hamilton to Auckland Start-
Up Passenger Rail Project
Governance Working Group**

Purpose

The purpose of this Terms of Reference for the Hamilton to Auckland Rail Project Governance Working Group is to define:

- The purpose and role of the Project Governance Working group;
- The programme oversight responsibilities;
- The scope of work that will be agreed with the co-investors, overseen and delivered;
- The organizations that will hold membership of the Working Group; and
- Other matters such as key dates and voting rights, which are key to having effective Terms of Reference.

Background

The Transport Connections Working Party (TCWP) oversaw the delivery of the Transport Connections Strategic Business Case and the Single Stage Business Case (SSBC) for the Hamilton to Auckland Start-Up Passenger Rail Service.

The SSBC was developed to seek funding for the construction of the railway infrastructure and operational resources to provide a two-daily return peak time train service between Hamilton and Auckland. The TCWP is to be retained and renamed the Rail Project Governance Working Group, to provide elected representative project governance oversight of the pre-implementation and implementation phases of the Start-Up Passenger Rail Service project.

At the NZ Transport Agency board meeting on 14 December 2018, the SSBC for the Hamilton to Auckland Start-Up Passenger Rail Service was endorsed and funding for the pre-implementation phases of the project was approved (subject to a number of conditions).

The SSBC identified a range of projects that sit within the overarching delivery programme of the service.

- The construction of a railway station at The Base and potential improvement works for the Frankton station (if required);
- The upgrade and re-opening of the existing railway station at Huntly;
- Track and signalling works to enable safe and efficient operation;
- Modification and overhaul of rolling stock to provide a good passenger experience;
- Upgrade of Maintenance and Depot facility at Te Rapa; and
- Service operation (station access, ticketing, fares, timetables and marketing).

Each one of these projects will have their own delivery structures and project managers. Each project manager will be in charge of reporting to a programme manager appointed by Waikato Regional Council, accountable to a technical control group with staff representatives from each participating organisation. The programme manager will then escalate matters to the Rail Project Governance Working Group if necessary.

In order to deliver a high quality programme with a range of sub-projects, the Rail Project Governance Working Group will make strategic, operational and programme delivery decisions that will be bound by the delegations provided to the Working Group and the voting rights set out in this document and provide direction to the staff technical control group.

Purpose of the Working Group

The purpose of the Working Group is to:

- Make recommendations to the NZ Transport Agency and local councils (as the project investors) regarding matters that could change the level of service outlined in the SSBC;

- Sign off an Assurance Plan, within which the Working Group can make recommendations and decisions within agreed tolerances;
- Provide direction and guidance to staff when additional work will be required as part of the pre-implementation and implementation phases of the project;
- Undertake overall project budget monitoring;
- Ensure a robust risk reporting framework is in place and key project risks are being satisfactory managed;
- Propose recommendations to the respective Council Authorities and NZTA when escalation is required;
- Provide direction to the Rail Technical Control Group and the Programme Management Office to successfully deliver the required infrastructure and pre-service capital/operational activities;
- Delegate decisions to the Rail Technical Control Group when required;
- Provide direction to progress funding and Board approval condition matters with the NZ Transport Agency;
- Approve and monitor a Community Engagement Strategy; and
- Approve media and stakeholder communication protocols.

To achieve the purpose stated above, the Working Group will also keep a watching brief on:

- Inter-dependencies with central government, councils, and partner organizations' regional plans and in particular the Hamilton to Auckland Corridor Plan development.
- The development of the Treasury Business Case for the rapid rail connection between Hamilton and Auckland led by the Ministry of Transport;
- The technical and professional advice provided by the respective project managers and the overarching programme manager;
- Technical advice from KiwiRail and Auckland Transport; and
- Consultation with mana whenua, whether Iwi or Hapu Authorities, when relevant to the project.

Assurance Plan

An Assurance Plan will be produced and approved by the Governance Working group that sets out:

- Release of funding, cost control and meeting conditions;
- Programme, risk and benefits management;
- Key accountabilities for delivery of the projects and overall programme;
- Granting and execution of any delegations;
- Governance and transparent decision making;
- Standards of propriety in relation to procurement and general conduct;
- Technical standards that will be employed to deliver a high quality programme;
- Scrutiny and audit arrangements;
- Reporting standards; and
- Plans for customer / community engagement.

Scope of Work

The scope is to firstly endorse a governance structure and confirm its establishment for recommendation back to participating organisations. This will be done in the first meeting of the Project Governance Working Group in February 2019. Subsequently the projects outlined in the background section of this document will be overseen by the Project Governance Working Group. The delivery matters that will be escalated to the Project Governance Working Group will have to meet one of the following criteria:

- Issues that cannot be decided and solved by the project managers and the programme management office;
- Matters that require political sign-off and oversight such as proposed changes to the level of service;
- Issues that can jeopardize the March 2020 start date;
- Any changes to scope, delays and unforeseen events that may result in an increase in forecast costs;
- Cost Scope Adjustment recommendations that need to be submitted to NZTA in Transport Investment Online; and
- Issues that require direct input from the NZ Transport Agency lead staff.

The main scope is the delivery of the service level as proposed in the SSBC in full by March 2020 and the benefits to customers via the provision of an alternative mode of transport for interregional commuting. This will be done with the support of all project investors and partners. Additionally, the Project Governance Working Group will be in charge of briefing central government officials and the Corridor Plan Governance Group with progress of the start-up service project.

Membership

The proposed membership of the Project Governance Working Group is set out in the table below (subject to confirmation from each participating organisation).

Organization	Representative
Waikato Regional Council	Cr Hugh Vercoe (Chair) and Cr Russ Rimmington
Hamilton City Council	Cr Dave Macpherson Cr Geoff Taylor (alternate)
Waikato District Council	Cr Dynes Fulton Cr Eugene Patterson (alternate)
KiwiRail	David Shepherd
Auckland Transport	Mark Lambert, EGM Integrated Networks, Alternates-Stacey Van Der Putten (Group Manager Metro Service Delivery), Craig Inger (Manager Train Services)
NZ Transport Agency	James Llewellyn Barry Dowsett (alternate)
Ministry of Transport	Erin Wynne Bryn Gandy (alternate)

The attendance will be limited to members, staff of the Project Governance Working Group partner organisations and other participants approved through the Chair.

Note: The representatives of each organisation might change after the Local Government elections scheduled for October 2019.

Voting Rights

The following member parties have been considered as those having to make recommendations regarding level of service changes, budget adjustments and the issues outlined in the scope section:

- Waikato Regional Council;
- Waikato District Council;
- Hamilton City Council;

- NZ Transport Agency; and
- Auckland Transport.

The role of KiwiRail as the service provider is to provide technical advice on matters affecting the passenger rail service between Hamilton and Auckland.

The role of the Ministry of Transport will be to provide central government support and guidance in alignment with the Government Policy Statement on Land Transport and input regarding the fast rail connection business case between Hamilton and Auckland.

The intent of the parties is to develop a collaborative decision making framework and reach decisions by consensus to ensure success of the project.

Chair

The chair of the Project Governance Working Group will be the Chair of the Waikato Regional Transport Committee.

Meetings

The Project Governance Working Group is envisioned to meet bi monthly. Due to the tight delivery timeline for this programme the Chair can call an extraordinary meeting where required. Agenda papers will be distributed in advance of every meeting.

Support

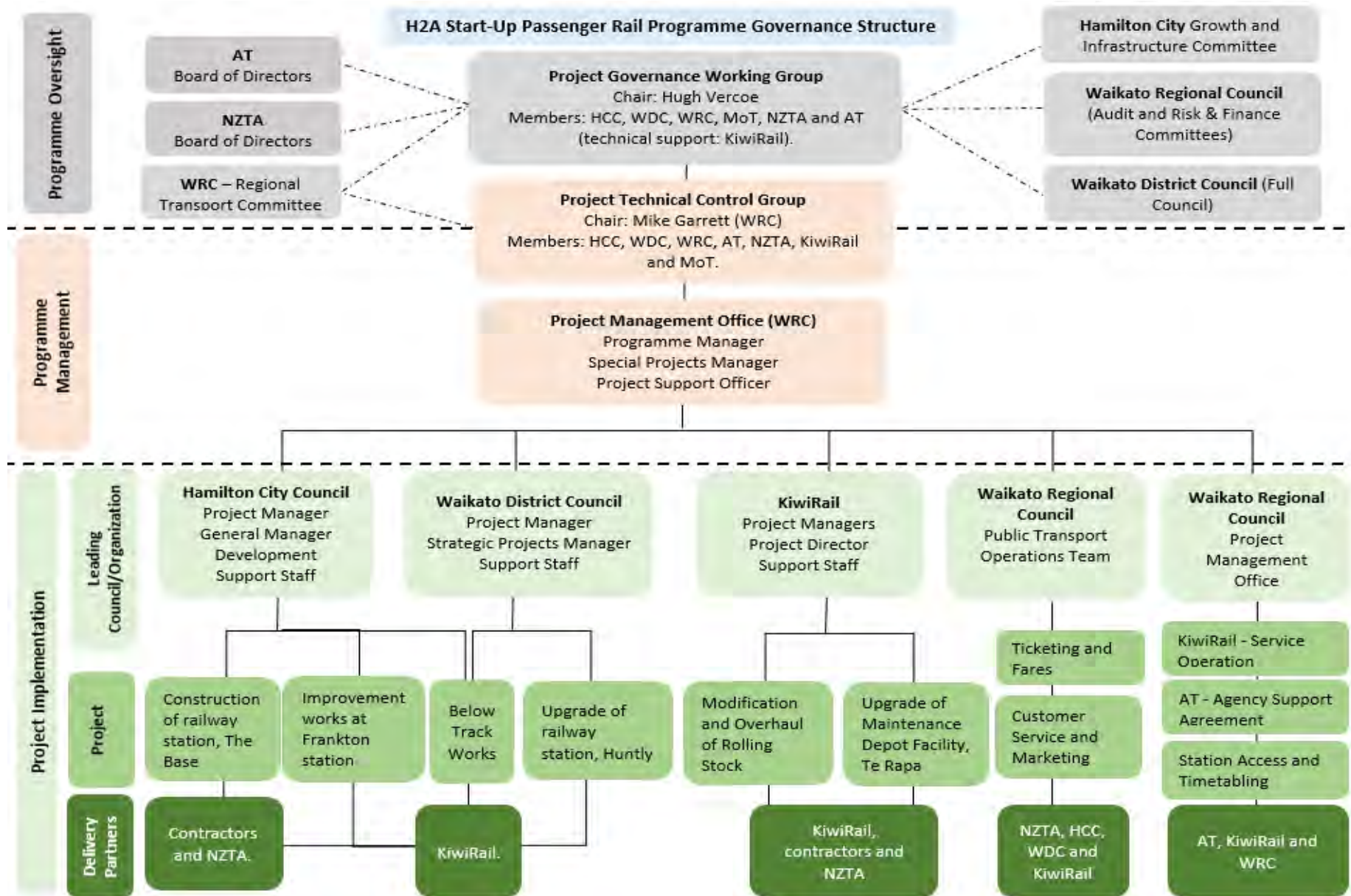
Waikato Regional Council, as the client for the service, will take responsibility for hosting meetings and supporting the Project Governance Working Group.

Programme

Key meeting dates for the Project Governance Working Group in 2019 and first quarter of 2020 by phase type are outlined below:

Phase	Date	Tentative Agenda Items
Pre Implementation	18 February 2019	Governance Structure Terms of Reference Review Timeline Gateway review process
	March 2019 (date TBC)	Rolling Stock - moving to implementation phase
	May 2019 (date TBC)	Meeting pre-implementation conditions
Implementation	July 2019 (date TBC)	TBC
	September 2019 (date TBC)	TBC
	November 2019 (date TBC)	TBC
	January 2020 (date TBC)	TBC
	March 2020 (date TBC)	TBC

Attachment 2 - Project Governance Structure



Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	15 February 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Exclusion of the Public

I. EXECUTIVE SUMMARY

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

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 27 November 2018.