

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 26 MARCH 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

Residents from Rataroa Road will be in attendance from 9.45am to discuss item 5.2.

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 26 February 2019 2

5. REPORTS

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| 5.1 | Service Delivery Report for March 2019 | 9 |
| 5.2 | Petition from residents of Rataroa Road | 35 |
| 5.3 | Request to rename a portion of Kimihia Road affected by the Waikato Expressway Construction | 46 |
| 5.4 | Proposed Road Names for the B Smythe Subdivision | 60 |

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	26 February 2019
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 26 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Infrastructure Committee held on Tuesday 26 February 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

INF minutes 26 February 2019

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 26 FEBRUARY 2019** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
Cr A Bech
Cr JA Church
Cr JM Gibb
Cr S Henderson
Cr SD Lynch [*from 9.03am*]
Cr RC McGuire
Cr FM McNally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson [*from 9.10am*]

Attending:

Mr B MacLeod (Raglan Community Board Chairperson)
Mr G Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr I Cathcart (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 Roothing Manager)
Ms D Rawlings (Projects Team Leader)
Ms J Bishop (Contracts & Partnering Manager)
Mr G Bellamy (Safety Engineer – Roothing)
Ms M Jolly (Road Safety Co-ordinator)
Mr J Marconi (District Co-ordinator, Sport Waikato)
Ms M Hollands (General Manager - Regional Leadership, Sport Waikato)
Member of the Media

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

THAT an apology be received from His Worship the Mayor Mr Sanson;

AND THAT an apology for lateness be received from Cr Lynch and Cr Thomson.

CARRIED on the voices

INF1902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Patterson/Gibb)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 26 February 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 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

INF1902/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Henderson/McInally)

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

CARRIED on the voices

INF1902/03

RECEIPT OF SUBCOMMITTEE MINUTES

NZ Silver Fern Rally
Agenda Item 5.2

Resolved: (Crs Patterson/McGuire)

THAT the minutes of the Infrastructure Subcommittee Hearing to hear and consider submissions on the NZ Silver Fern Rally held on Monday 5 November 2018 be received.

CARRIED on the voices

INF1902/04

Natural Reserves Management Plan
Agenda Item 5.1

Resolved: (Crs Sedgwick/Patterson)

THAT the minutes of the Infrastructure Subcommittee Hearing to hear and consider submissions on the Natural Reserves Management Plan held on Tuesday 30 October 2018 be received.

CARRIED on the voices

INF1902/05

Cr Lynch entered the meeting at 9.03am during discussions on the above item and was present when voting took place.

REPORTS

Sport Waikato Report – 1 October to 31 December 2018
Agenda Item 6.1

The report was received [*INF1902/02 refers*] and discussion was held. Ms Hollands and Mr Marconi gave a verbal presentation and answered questions of the committee.

Cr Thomson entered the meeting at 9.10am during discussions on the above item.

Road Safety Education
Agenda Item 6.2

The report was received [*INF1902/02 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 February 2019
Agenda Item 6.3

The report was received [*INF1902/02 refers*] and discussion was held.

Road Name Changes – Sections of Oporuru Road
Agenda Item 6.4

The report was received [*INF1902/02 refers*] and discussion was held.

Resolved: (Crs Thomson/Smith)

THAT the Infrastructure Committee endorse and recommend to Council that the road name changes set out in Resolution RCB1812/04:

- *The 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.*

CARRIED on the voices

INF1902/06

Capital Toilet Budgets – Request for Additional Funding
Agenda Item 6.5

The report was received [*INF1902/02 refers*] and discussion was held. The Projects Team Leader gave a verbal update and answered questions of the committee.

Resolved: (Crs Smith/Church)

THAT the Infrastructure Committee recommend to Council that \$161,601.00 additional budget be made available for the toilet capital works programme to be funded through the Parks & Reserves Replacement Fund (8500);

AND THAT Council recognise the grant income and associated expenditure of \$868,000.00 provided by the Ministry of Business, Innovation and Employment through the Tourism Infrastructure Fund Funding Agreement (TIF-RI-040).

CARRIED on the voices

INF1902/07

One-Way Street – School Road, Whatawhata
Agenda Item 6.6

The report was received [INF1902/02 refers] and discussion was held. The Safety Engineer – Roading gave a verbal update and answered questions of the committee.

Resolved: (Crs Smith/Patterson)

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

CARRIED on the voices

INF1902/08

Raglan – Revocation of 1.65km of SH23 to local Road and proposed interim MOU
Agenda Item 6.7

The report was received [INF1902/02 refers] and discussion was held. The Safety Engineer – Roading gave a verbal update and answered questions of the committee.

Resolved: (Crs Thomson/Smith)

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.

CARRIED on the voices

INF1902/09

Hamilton to Auckland Start-Up Passenger Rail Project – Progress Update
Agenda Item 6.8

The report was received [INF1902/02 refers] and discussion was held. Cr Fulton gave a verbal update and answered questions of the committee.

Resolved: (Crs Sedgwick/Smith)

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 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;

Open Meeting

To	Infrastructure Committee
From	Ian Cathcart General Manager Service Delivery
Date	15 March 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 March 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

Nil.

REPORT

COMMUNITY PROJECTS – OPEN SPACES WORKS

Parks and Reserves

Contract I7/I20 - Tamahere Sports Park

All concrete paved areas, pole lighting and topsoiling have been completed within the Piazza with only planting of trees and uplighting to be completed. This is still ontrack to be complete by the end of March.

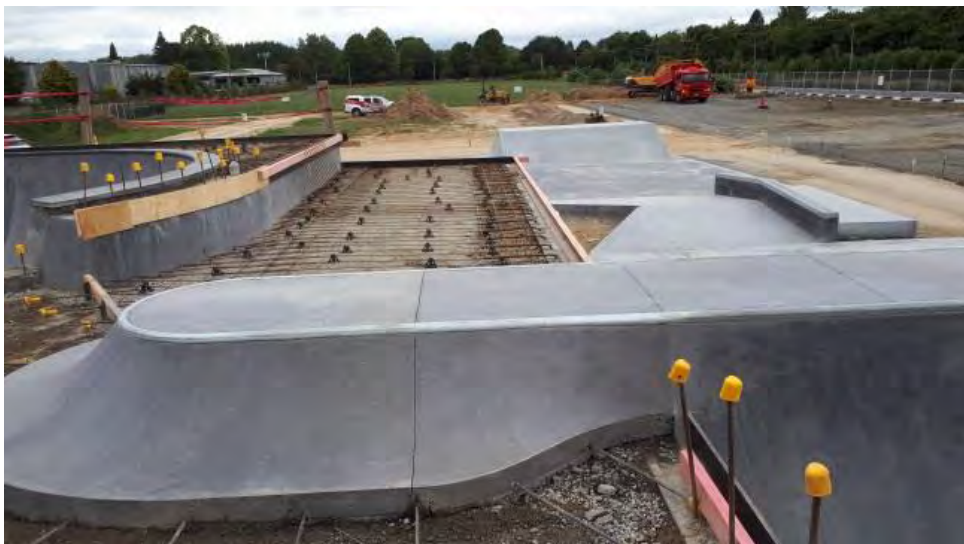


Piazza view from 1st floor of commercial building Block C

All major retaining structures within the skatepark are complete along with the quarter pipe, double quarter pipe with table top, pool bowl, launch ramp, drop in bank and half court basketball court. Construction has begun on the concrete wall ride with one other feature item and three smaller feature items to follow. Works are on track to be completed by the end of April however it is possible some of the bolt-on items such as rails may extend to mid-May.



Skatepark pool bowl, double quarter pipe with table top, and drop-in ramp



Skatepark pool bowl, double quarter pipe with table top, and drop-in ramp

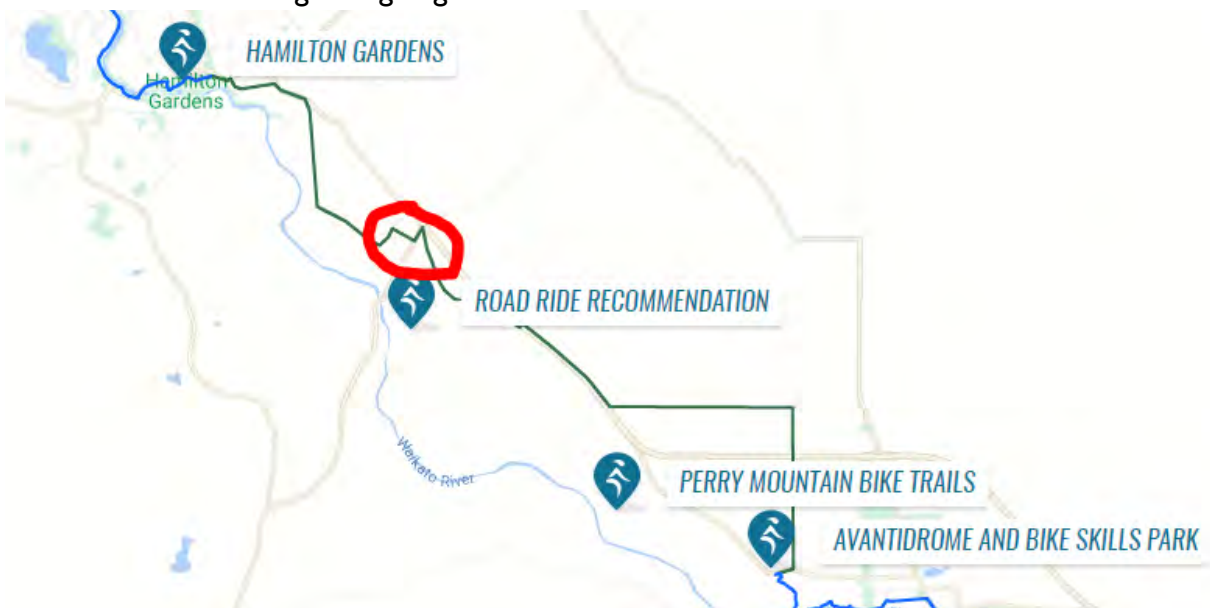
Pavement material is being placed and compacted within the car park area and will be complete to seal level by the end of March. Final seal layer may be held until completion of playground area to allow heavy lifting of playground equipment to be complete without damaging new infrastructure.

Earthworks have commenced for the construction of the earth bund within the playground area and all major playground equipment is currently being manufactured in the supplier's workshop. This is still expected to be completed at the end of June however some minor advances in programme could see it complete sooner.



Formed earth mound for slides, rock climb holds, climb grips & ropes and inground trampolines.

The Te Awa River Ride cycle trail stretches along the Waikato River, from Ngaruawahia in the north to Karapiro in the south. Construction of the Hamilton to Cambridge section of the cycle trail is ongoing and the final route through Tamahere is expected to link to the Tamahere Park. To do so the trail needs to cross SH21 Airport Road and discussion on the location of the crossing is ongoing.



Te Awa River Ride map of route through Tamahere from their website

Currently NZ Transport Agency's (NZTA) preferred option for the Te Awa trail SH21 crossing is an overbridge which crosses at Wiremu Tamihana Drive and be aligned on the Tamahere Park side of the road. The community are not satisfied with this option and are still in discussion regarding this.

Onewhero Reserve Wastewater Treatment Upgrade

Stage I has been completed constructing a Wisconsin mound dispersal system and installation of an outdoor shower (cold), and a stainless steel bench and sink for dishes was installed on the Reserve for use by freedom campers.

Readings from the flow meter installed at the outlet of the wastewater dispersal has shown, despite there being peaks in the summer, the actual volumes did not reach the level anticipated. Advice is now being sought on ways to extend the function of Stage I over winter to allow accurate readings of discharge volumes over the rugby season. This may in turn allow the system design to be rationalised or change the type of treatment to reduce the final cost of the completed system.

By extending the use of Stage I over winter it also allows the rugby club a much extended period to apply for and secure additional funds from the Lottery Grants Board and others, to reduce the targeted rate funding needed to complete the project.

Car Parks

Tourism Infrastructure Fund (TIF)

Overall TIF Projects

Value of work completed and claimed to date from Ministry of Business, Innovation, and Employment (MBIE) is \$506,985.22 of the original MBIE contribution amount of \$868,000.

The remaining funding amount is earmarked for Ngarunui Beach site with plans for a new Onbeach Toilet Facility and upgrade and increased capacity to the Main Car Park Toilets, if available budget allows.

Ngarunui Beach – Onbeach Facility

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

The design and construct contract will provide potential for innovation and efficiencies in managing site risks, which include challenging ground conditions, resource and building consenting, while avoid excess detailed design fees for the bespoke site constraints. Design fees are not claimable under the funding agreement with MBIE and the design/build approach negates this issue.

The construction of the toilet building at Ngarunui Beach will be delayed from the initial schedule due to archaeological and co-design work taking longer than planned, to autumn/winter (April-July). This new schedule fits in well due to the low public usage of the beach during this period. A request for a variation for additional time to the Tourism Infrastructure Fund Funding Agreement will be submitted to MBIE.

Ngarunui Beach – Main car park toilet upgrade

Due to the deferring of the Riria Kereopa Memorial Drive site, due to cultural concerns, this site was introduced, and the MBIE funding agreement formally amended in September 2018.

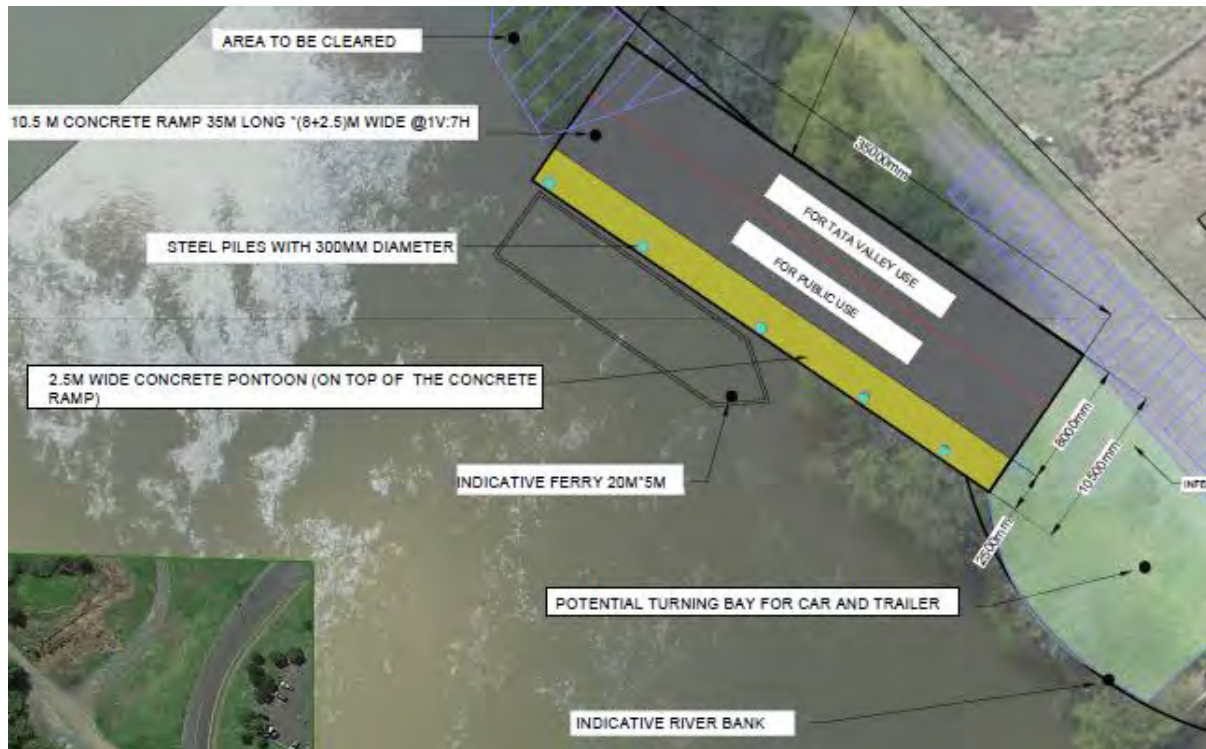
Scoping and design tasks were initiated in November 2018, in accordance with the agreed variation, to investigate improvements and increasing capacity of the Ngarunui main car park toilets. This has included a feasibility study for the installation of an electrical supply for lighting and ventilation, and additional water supply, both which could enable this building to be upgraded to flushing toilets at a later stage.

With the Joyce Petchell Park contractors providing the Final Payment Claims, we now have accurate financial information to be able to identify the available budget for the Ngarunui Beach sites.

Boat Ramps

Mercer

Tata Developments are interested in creating a new boat ramp at Mercer. Initial consultation with the Harbourmaster, Waikato Regional Council, and interest groups has commenced. Further consultation with affected parties, Iwi, and stakeholders is to continue.



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

Quotes have been received and staff are preparing to award the contract for the repairs.

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

Two mediated workshops involving key stakeholders have been held in Raglan to investigate issues with the performance of the breakwater adjacent to the boat ramp following extensive works on the structure. Following the second workshop the mediator has corresponded with stakeholders seeking to confirm agreement on the outcome and is now awaiting stakeholder response. Once received, Council will look to further discussions with the Forum members around consenting requirements.

The workshops indicated that an existing scour trough adjacent to the old breakwall, which allowed spent waves to empty quickly out to sea prior to the approach of the following wave, was filled with surplus rock during replacement works, reducing the effectiveness of the structure to protect the boat ramp.

Coastal engineering consultants eCoast have been commissioned to monitor and store a video record of the performance of the breakwater in various tides and wave conditions for future comparison.

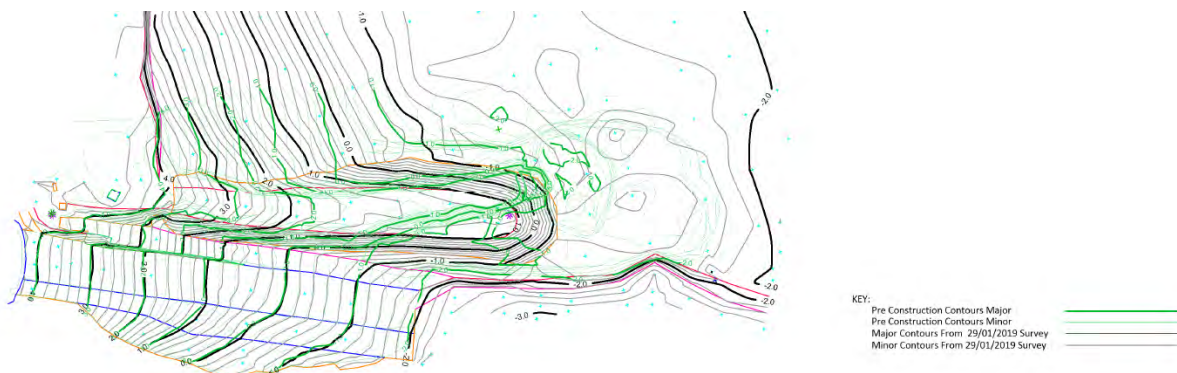


New breakwater at spring high tide.





Observation at the recent king spring tide identified that boat users are still able to use the boat ramp safely in fairly calm conditions. Taking advantage of the king tide phase, a survey of the area has been undertaken at the extreme low tide to assess volumes for any future rock removal work to be carried out, as well as existing erosion areas adjacent to the ramp to monitor future changes following any works.



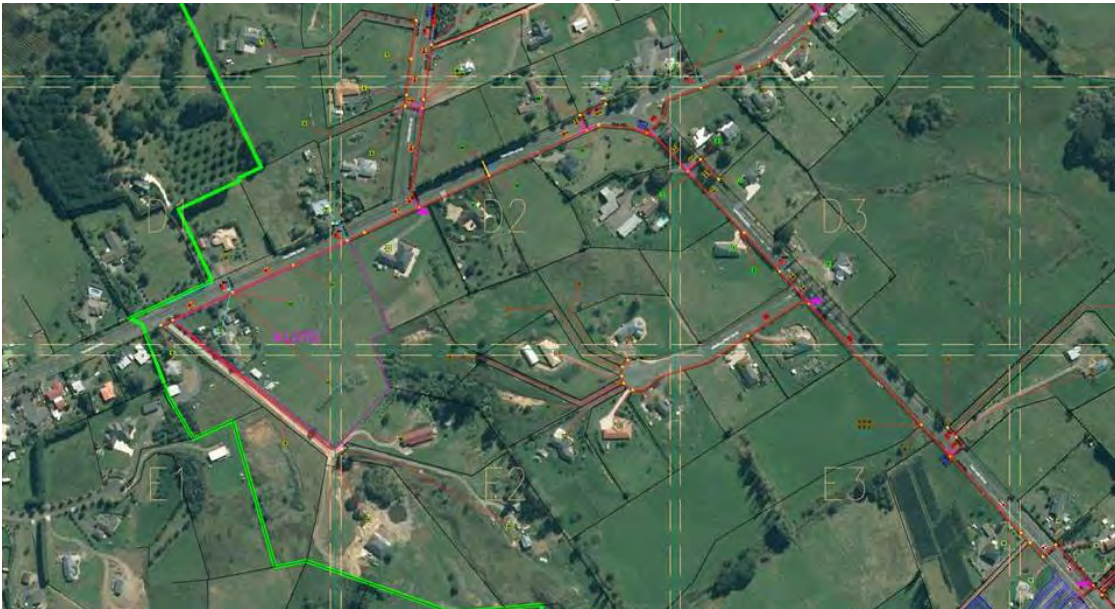
Initial assessment of volumes to be removed to reinstate the scour trough suggest a consent will be required from the Regional Council. Discussions and further assessment with coastal engineers will be carried out to develop a methodology. Once this is completed the Forum will be consulted with prior to any application for consent and eventual removal works.

Walkways

Te Kauwhata Walkways

Alignment optioneering and detailed design continues to evolve 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, and a prioritised initial focus is on the Travers Road section between Bragato Way and Wayside Road. The first enabling works are getting underway in early March, however it is necessary to co-ordinate with Ultra Fast Fibre installation contractors working on Travers Road near Green Acres Drive and are scheduled to install their ducting on some of our proposed alignment until 30 March.



Ultra Fast Fibre installation currently underway for Travers Rd

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

18/19 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.

Current Progress

The watermain renewal contract has been awarded to Allens United Earthworks and Drainage. Due to current commitments upon WDC contract 17/102, physical works of the contract 18/055 have been delayed.

Pre-start walkovers have been conducted at the two most northern sites of this contract, Port Waikato & Meremere, to identify and confirm pipeline alignments, installation techniques and site specific requirements in preparation for construction activities set to commence late March 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 Bulk Watermain, and Hopuhopu to Huntly (H2H) Bulk Watermain was awarded to Spartan Construction Ltd for a tendered sum of \$2,757,084.00 on 12 December 2018.

Construction physical works are well underway, and include:

- Completion of the Huntly to Hopuhopu (H2H) Pipeline, to supply water from the Huntly Water Treatment Plant (WTP) to the Ngaruawahia and Hopuhopu Reservoirs. This Main Pipeline will secure water supply for Ngaruawahia and Hopuhopu.
- Construction of a Branch Bulk Pipeline, and associated connections, into Taupiri from the H2H Pipeline. This Branch Pipeline was drilled under the Waikato River from Taupiri and connected into the H2H Pipeline on Hakarimata Road, and secures water supply for Taupiri.

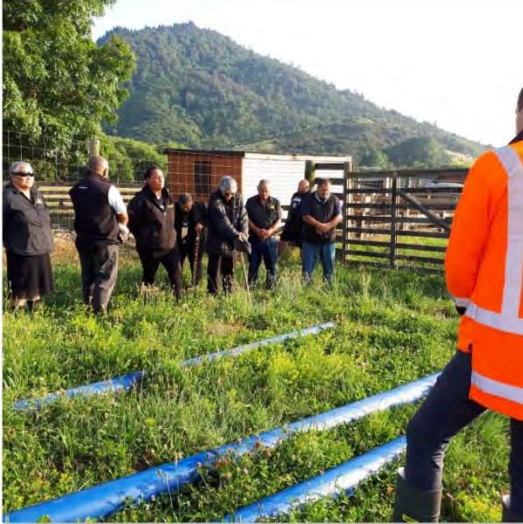
Update on progress

The physical works got underway in early February with the Taupiri Branch Pipeline drilled under the Waikato River and over to Hakarimata Road, where it connects into the H2H Bulk Watermain. The drilling operation is currently underway for the Northern River crossing near Parker Road on the Hakarimata Road side. There is much connectivity and commissioning works planned for the next month, and the programme is on track for the main H2H Bulk Watermain being made operational in May 2019.

The Taupiri Branch Pipeline crosses under the Waikato River and passes through land where archaeological records indicated a high density of historic Maaori garden sites, Paa, and the Kaitotehe mission station.

WDC Community Projects staff worked with Waikato-Tainui and local Iwi representatives from Taupiri Marae to understand the significance and cultural protocols required during the

works. A karakia and site blessings were held on 30 January 2019 and 26 February prior to works starting on the Taupiri River crossing and Northern River crossings, respectively.



*Karakia site blessing at Taupiri
– 30 January*



Karakia site blessing at Parker Road (Northern Crossing) – 26 February



Northern River Crossing preparing for pilot drill shot to break through (Observed by Archaeologist, Alexy Simmons, and WDC Iwi & Community Partnership Manager, Sam Toka.

Tuakau Bulk Watermain 18 078



Drill rig on site for installing pipe under the Waikato River .

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. This contract is programmed for completing by end of June 2019.

Wastewater

Pokeno Wastewater Reticulation Scheme, Phase 3

The contract is to be advertised soon for the completion of the private drainage connections in Pokeno. We are awaiting the availability of the archaeologist to oversee the works.

Georges Drive Wastewater Renewal (2015/16)

Contract 15/192 works have restarted on site (Smythe Contractors) and are well underway for the re-designed scope.

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.

Smythe Contractors have encountered challenging ground conditions with excessive ground water and weak soils, but despite this works are progressing with minimal disruption to adjacent businesses. This is thanks to Smythes specialist drilling equipment employed onsite ensuring the smallest possible footprint of works.

Consents and notifications with the landowner are up to date and they are happy with the works.



Tidy site layout with specialist equipment for small footprint



Shoring needed for built up worksite and soil conditions encountered

We are currently finalising costs-to-completion estimates and 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 completed three of the remaining four Raglan rising main pipelines have been fully commissioned in quick succession during the last week of February upon Kaitoke Street, Tutchen Avenue and Nihinihi Avenue sites. Additional work required for final remaining rising main site (Wallis Street) due to contract quality management requirements identifying connection faults upon the newly installed line post CCTV inspection, with rectification required prior to pipeline test regime.

High risk manhole replacement and contingency plans have been approved, with the physical works preparation underway with the high risk/significant work pencilled in for 1st and 2nd April.



Completed rising main replacement at Nihinihi Avenue Pumpstation, along with construction progress photos with completion of the second section at Marine Parade

A second team is moving through the pumpstation upgrade sites district-wide and making considerable headway through the schedule of works. Multiple washdown facilities, valve chamber rebuilds, and submersible pump replacements have been completed to date, with the remainder of the pumpstation site upgrades aimed to be completed by the start of May.



WDC wastewater pumpstation located on East Mine Road, Huntly – a full valve chamber build with additional RPZ (washdown) upgrade



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.

Construction physical works are forecast to be completed on time and budget in mid-March, and includes:

- Site 1 - Replacement of the failing existing 150 mm diameter wastewater gravity main along Waikato Esplanade and Lower Waikato Esplanade (between Belt St and the Great South Road river bridge). This work included over 1,000 metres of new larger PVC pipeline and 15 new manhole chambers, connection to existing manhole chambers, connection to the pump station and all other works associated with construction. In addition, it includes capping the abandoned AC pipeline and abandonment of the 1,050mm diameter manholes upon completion of works.
- Site 2 – Upgrading of a short section of wastewater gravity main along Te Kauwhata Road

The outcome of both sites is to replace the existing sections of Asbestos Cement (AC) gravity wastewater mains, and includes pipe size increases for future capacity.

The project is essentially complete with reinstatement works underway including surfacing (site 2) and topsoiling and grassing (site 1).



Site 1 - Te Kauwhata Rd wastewater upgrade works

Raglan and Te Kauwhata Wastewater Treatment Plants (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.

The tender for the installation is currently advertised and closes on 2 April. The scheduled date of award is 19 April, with works running for up to six weeks.

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

WWTP Wetlands Upgrade/Renewal

Waikato District Council requires improvements to the wetlands at Te Kauwhata, Meremere, and Huntly wastewater treatment plants (WWTPs). The wetlands follow the biological processes, and are critical to the removal of solids and pathogens in the effluent treated by the ponds. The WWTPs are not currently meeting the conditions of the resource consents at each site, and enhancements are required in order for the WWTPs improve compliance against the consents.

There is currently a tender out for Contract 18/114 for these works. The tenders close on 1 April and are expected to be awarded on 22 April. The works are to be completed by 31 July 2019.

COMMUNITY PROJECTS – FACILITIES

Meremere Library

The contract 18/031 was awarded to Jack Thorburn Builders Ltd of Huntly. We are awaiting for the final programme of works, bonds and approval of safety and construction plans prior to commencement of works.

Ngaruawahia Office

Phase 3 has been completed in association with Gearing for Growth and Greatness planned alterations. Development of new spaces including innovation room and outdoor areas have been well utilised by both internal and external customers.





Ngaruawahia Memorial Hall

Intrusive investigations on the building has identified an issue with defective building works (brick ties) not connected. An increase in scope and budget is required to complete the works. A recommendations report is being prepared to be completed in May to consider options and costs.

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

Negotiations with the preferred architect are nearing completion. Initial project team is established with community engagement about to commence with interest groups for the extension of the existing library adjacent to the Memorial Hall.



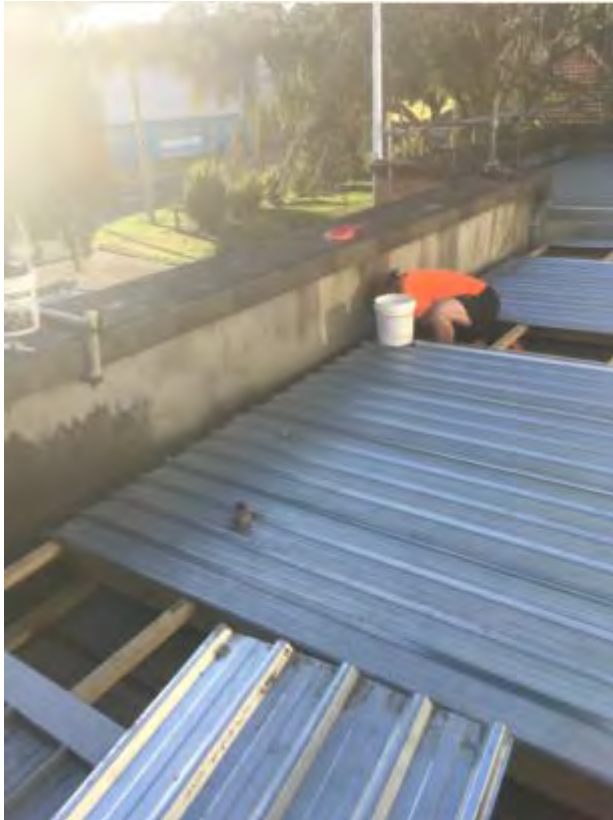
Some of the artists impressions submitted by interested architects

Whatawhata Community Facility

Formal consultation closed with the result to come through the March Strategy & Finance Committee Meeting. Once Council position confirmed detailed planning can begin.

Huntly War Memorial Hall

Roof water tightness work ongoing, fastenings on main roof being replaced and roof to be re-sprayed. Unisex accessible toilet to be installed adjacent to men's change room, discussion with Building Quality around requirements and investigation into route for water/waste pipes. Timber secured through Placemakers Huntly and Resene to supply paint.



Toilets

Pokeno, The Point, Ngaruawahia and the Domain, Tuakau

Procurement process has begun, looking to get to market in March. Visit to the Domain Tuakau site early March to confirm scope, septic system needs further investigation to confirm capacity building in need of a general tidy up.

Centennial

Discussion held with Ngaruawahia Football Club around priorities due to budget constraints. Agreed that a smaller lockable change room/storage room will be included with the toilet block and the larger change room removed. Instead a lockable compound area can be built at the other end of the reserve to allow safe storage of the goals. To go back to Permaloo and confirm the scope of the new toilet build to allow construction to begin.

Tuakau

Contract to build the toilet block awarded to Exeloo. The Onewhero Tuakau Community Board has chosen the specifications (within budget) and a two pan solution with a wood batten finish has been selected, an example of how this will look is below. Contract to build the foundation and relocate the waste water dump station yet to be awarded. The foundation work will not be completed until close to the time the toilet block is ready for delivery.



Example toilet block (note this is a 3 pan)

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 identification of proposed land to be purchased before re-engaging and commencing more detailed work.

Huntly Grandstand Roof Demolition & Replacement

Re-roofing of the grandstand and maintenance repairs to steel work could occur instead of demolition, but would be slightly over the allocated budget. We will require additional budget if to proceed to re-roof rather than demolish the roof. Request for Proposal being prepared for the replacement of the roof.

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.

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

The roading and associated stormwater design has been provided to the Community Board for review.

Pokeno Road Urban Upgrade

The first upgrade section runs from outside 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.

Consultation is about to get underway for this project and for the broader projects scheduled in the years beyond. An agile design approach and enhanced collaboration with the Waikato District Alliance will allow flexibility with design and construction. This is necessary due to possible changes coming from the ongoing Blueprinting process, northern corridor studies, district plan and developer-led plan changes, and any resulting structure planning changes.

Railway Station Upgrade

Huntly Railway Station Upgrade

We are in the process of commissioning a consultant to provide design services for the upgrade of the existing railway platform, raising the level by around 350mm to align with the train carriage floor level, and installing ducting and service cables for lighting, CCTV for security monitoring, future electronic information boards, and future ticket payment or electronic travel card swipe equipment.



Existing Huntly railway platform

Also to be designed nearby, a park and ride area incorporating a bus stop and turning area, all day parking, kiss and ride (drop off point), pedestrian access, and secure bicycle storage.

We are in the early stages of this project, however the proposed schedule will include investigation for existing services, geotechnical suitability (to add load to the platform), structural design of (probably) precast units to raise the platform and for the retaining wall at the platform edge, test pits in the park and ride area, platform and parking layout design, lighting design, security fencing and CCTV design, procuring contractors for construction,

platform construction during “Block of Line” (BOL) times when KiwiRail schedule line maintenance, park and ride construction, surfacing and marking, and design and installation of signage at the station and at roads and footpaths leading to the station.

Coordination and communication with our transport partners will be essential to ensure the orchestra of government ministries, NZTA, KiwiRail, Hamilton City Council, Waikato Regional Council, RCA's, power and communications utility companies, consultants and contractors all complete the project on the same note.

WDC are targeting Huntly Railway Station construction completion prior to the 2019 Christmas break to enable commissioning and fine tuning in January and February prior to the scheduled station completion in March 2020.

Enhanced Bus Services

Preliminary engagement has been held with the Onewhero-Tuakau Community Board (4 March) on a proposed bus route and proposed stops. Preliminary engagement with the Pokeno Community Committee (PCC) is being held on 9 April on the Pokeno route and bus stops. After the completion of these preliminary engagements wider engagement with the community will be held based on the direction given by the OTCB and PCC.

WAIKATO DISTRICT ALLIANCE

Executive Summary

February was a very safe month with no First Aid, Medical Treatment, Lost Time or significant incidents.

Weekly Toolbox meetings this month focused on personal welfare, mental health and wellbeing.

The Maintenance Crews have completed 50,000m² of pre-reseal cement stabilised repairs and are now focused on safety related repairs, light grading, cleaning water tables and culverts.

Dust issues over the very dry summer continue with expectations being managed through timely responses explaining the seal extension policy and maintenance practices.

The team has completed the second of two very large culvert replacements. The Dimmock Road twin culvert project was completed safely using in-house expertise with full environmental compliance and very little inconvenience to local road users.

Slip repairs have commenced based on the prioritised list provided last month and good progress has been made to date. Port Waikato-Waikaretu Road residents and road users were very complimentary on the work done and the timely communication maintained.

Completion of new footpaths is being well received with compliments from local residents. The Onewhero Village footpath has been completed and Wi Neera Street, Raglan, footpath has commenced.

All rehabilitation projects have been completed which is well ahead of achievement in previous years. New guard rails will be installed at Whangarata later this month.

Resurfacing is on target to be completed in March which is well ahead of achievement in previous years.

The Asset Management team continue to innovate while completing field verification and collation of the 2019/20 10 Year Forward Works Programme. We are still waiting for approval for the NZ Transport Association TeFAR Programme and are resourced ready to complete weather compatible work this year if funding becomes available.

NZ Transport Agency have advised that repairs on the Ngaruawahia section of the Waikato Expressway may impact on our network commencing in March but no timetable or specific details are available as yet. The impact will likely be minor disruption with night time detours on local roads.

In summary, a very safe and satisfactory month which has set us up to complete all major work by the end of March well ahead of achievement in previous years.

Zero Harm

There were no Medical Treatment Injuries (MTI) or Loss Time Injuries (LTI) in February. We had no First Aid Cases (FAC) in February which is the first time that has happened this year. There were also no notable incidents.

Zero harm audits continue to be good and in particular the number of Worksite Inspection audits increased from prior months with 17 being completed in February. We have a combined 652 safety engagements vs a target of 595.

Monday morning toolbox meeting reflected on NZ Transport Agency's triple fatality on State Highway 2 at Matata on 26 February where three road workers were killed while cleaning a culvert.

During the first week of March we had an incident at site on Glen Murray Road where a Bitumen Sprayer rolled when reversing to complete left hand side of the road. The driver escaped injury and a full investigation is underway. Crew involved on site underwent alcohol and drug testing and all test results were negative. The following Monday morning toolbox covered this rollover and all Downer incidents that have occurred over the last three months.

Maintenance

Unsealed

Light grading has continued with three crews on the network throughout the dry month of February. Staff have continued focus on unsealed drainage utilising a digger crew to clear water tables and culverts on unsealed network. The dry weather has caused some issues with corrugations which are progressively being repaired by the grading crews and we have received a number of requests in relation to dust. Dust issues over the very dry summer continue with expectations being managed through timely responses explaining the seal extension policy and maintenance practices.

Sealed Maintenance

WDA crews have completed all pre-reseal repairs and are now focused on safety related pavement repairs and large dig outs.

Drainage

The drainage crew spent the majority of February replacing Dimmock Road Culvert, completing this project in a timely manner fully complying with all environmental conditions and minimising impact on local road users.

The culvert on Highway 22 will be deferred until next season as resource consent approval will not come through until mid-April which will increase the risk of flooding and environmental breaches.



Dimmock Road Culvert Installation (Prior to dirty water being pumped from closed off area)

Slip repairs

The team have received some good feedback on the completed works at Port Waikato-Waikaretu Road. Update of slips repairs below.

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

Footpaths

A new footpath was installed at Onewhero Village in February and work commenced on Wi Neera Street in Raglan.

The new footpath work is receiving very positive feedback.

Capital Works

Rehabilitation

In the month of February Pavement rehabilitation was completed for the year. Completing the rehabilitation works early in the summer months means that we will get better quality and longevity from the new pavement.

We will be pouring a reinforced concrete beam to support a new guard rail at Whangarata in late March, and some minor improvement at the Okete Road project will be completed with rehabilitation scheduled for September.

Whangarata Road

- Total length – 770m (Rehab and Safety Community Connections/Funding)
- Busy collector road (AADT – 4000, 16% heavies)
- Seal width increased from 7.5 to 10m
- Drainage improvements, kerb and channel guardrail
- McReady Road Entranceway
- Sealed on 20 February 2019



Whangarata Road completed rehabilitation

Resurfacing

The WDA resurfacing programme is scheduled to be completed in March despite a setback due to one of the Downer Bitumen Sprayers rolling on site. Reseals being completed in March is a big milestone for the Alliance and WDC as historically they would finish in late April/May.

This has been achieved by good programming and teamwork to complete 55,000m² of cement stabilised repairs on 135km of roadway in time to allow the sealing crew to complete all work in March.

Some of the work completed this month includes:

Asphalt (year to date)

- 9,300m² or 1,060m completed
- 85% completed

Chipseal (year to date)

- 665,000m² or 88km completed
- 275,000m² or 41km left to complete
- 72% budget spent

Bell Crossing Street

- Existing intersection AC and K&C was in very poor condition.
- Installed new K&C and footpath with tactile paving.
- Milled existing surface and laid new AC surfacing.
- Hurdles due to underground services:
 - closing Bell Crossing Street at SH1 intersection
 - associated diversion and public notification done on a Sunday night.



Tregoweth Lane Crossing

- One of the six crossings marked on the same night as the AC work done on Bell Crossing.
- All six crossings marked required rail stand over and stop/go traffic management.
- KiwiRail induction for sealing and road marking crews



Buckland Road

- High texture AC surfacing on an accident hotspot on Buckland Road.
- Have received good public feedback about how this work has improved the safety of the Road.
- Buckland Motors compliment

Minor Safety

Our focus on implementing cost effective minor safety projects has continued this year. Examples included:

- ACC funding (H22) for signs, markings, sight benching and guard rails
- Rehabs with minor improvements
- Kea crossings (Onewhero, Pokeno, Matangi & Tauwhare school)
- Speed Bylaw change signage
- SCRIM site warning signage



Asset Management

2019/20 Renewal Forward Works Programme

The Asset Management team has completed the field verification phase for the compilation of the 2019/20 pavement and surfacing renewal 10 year forward works programme. The next step is to carry out the prioritisation phase by ensuring programmed quantities match annual budgets and identify potential clashes by sharing programmes with other Council departments and utility providers.

General Asset Management Activities

As well as continuing with the usual updating of new and existing assets within RAMM, Dave Taylor has been assisting the maintenance team by filming stages of the Dimmock Road culvert replacement using his drone. The images captured highlight the scale of the project and a job well done.

Colin is working on another pavement modelling innovation where he is taking some of the complexity out of the Downer dTIMS model by transferring the scripts into the more user

friendly Junoviewer model software. This is likely to improve accuracy and reduce the specialist resource required to complete future pavement modelling.

Waikato Expressway Repairs

NZ Transport Agency (NZTA) have advised that they have commenced repair work on the Te Rapa section of the Waikato Expressway and plan to repair the Ngaruawahia section commencing at the end of March. While much of the work will be able to be completed utilising the expressway twin lanes with speed restrictions and lane closures, it is envisaged that detours mainly at night will be used on to the Hamilton City and/or Waikato District road network where a lane closure is impractical.

To date, all detours have utilised Hamilton City local road network. We expect impact on Waikato District local roads will mainly be from April when the Ngaruawahia section is repaired. Specific detour details haven't been provided to date. NZTA's media release is attached.

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 completed
PIAKO RD	5.910	7.525	1.615	Construction completed
PIAKO RD	9.080	10.306	1.226	Construction completed
<i>GREAT SOUTH RD (TAUPIRI)</i>	<i>1.240</i>	<i>1.505</i>	<i>0.265</i>	<i>Deferred 19/20</i>
HIGHWAY 22	4.700	6.523	1.823	Construction completed
RIVER RD (NGARUAWAHIA)	8.090	8.547	0.457	Construction completed
<i>BELL RD (MANGATAWHIRI)</i>	<i>1.180</i>	<i>2.054</i>	<i>0.874</i>	<i>Deferred 19/20</i>
ROTOWARO RD	1.700	2.245	0.545	Construction completed
<i>STOREY RD (TE HOE)</i>	<i>3.635</i>	<i>4.107</i>	<i>0.472</i>	<i>Deferred 19/20</i>
<i>OKETE RD</i>	<i>0.378</i>	<i>1.041</i>	<i>0.663</i>	<i>Minor works in March / Rehabilitation in September</i>
WHANGARATA RD	2.892	3.663	0.771	Construction completed

Open Meeting

To	Infrastructure Committee
From	Clive Morgan General Manager Community Growth
Date	12 March 2019
Prepared by	Melissa Russo Acting Corporate Planning Team Leader
Chief Executive Approved	Y
Reference #	GOV1318 / 2196872
Report Title	Petition from residents of Rataroa Road

I. EXECUTIVE SUMMARY

Council has received a petition from the residents of Rataroa Road (near Miranda), relating to:

- road condition and maintenance;
- dust nuisance causing property and health concerns; and
- road safety.

The petition, signed by 27 residents of the road (and 1 regular visitor to the road), was presented to the Mayor and the local councillor on 18 February 2019, and accepted by Council at its March meeting.

This report has been written, and the petitioners invited to this meeting, so that the Committee can ask questions of petitioners and staff as appropriate, noting the staff ideas summarised later in this report.

It is recommended that Council staff engage in dialogue with petitioners on potential ways to address Rataroa Road issues.

Attached to this report are the following appendices:

- **Appendix 1:** Petition from residents of Rataroa Road
- **Appendix 2:** Principal petitioner's speech

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received;

AND THAT the Committee direct staff to engage in discussions with petitioners regarding ways to mitigate the current issues raised by residents of Rataroa Road.

3. BACKGROUND

Rataroa Road is a part of the Waikato district's unsealed network. In 2012 Council made the decision to suspend seal extension activities on its unsealed network and to discontinue funding for dust suppression activities.

As no subsidy for these activities (seal extension and dust suppression) is attracted from New Zealand Transport Agency (NZTA), these activities are 100 per cent ratepayer funded.

After a service request was received from Rataroa Road (RDG02539/19), Waikato District Alliance (WDA) graded the road on 5 February 2019 to address corrugation issues. Because of the extremely dry conditions the road was only lightly graded to prevent further loosening of the metal which would result in even more corrugations forming in a very short space of time.

The wider network, including Rataroa Road, is planned to have a heavier grade during autumn when rainfall increases. The heavier grade work will be followed by a roller. This will lock the pavement tightly down to provide adequate crossfall/shape and to minimise the amount of loose aggregate on the road. This will reduce the forming of corrugations in the road and improve road safety.

Council has received a petition from the residents of Rataroa Road (near Miranda), relating to:

- road condition and maintenance;
- dust nuisance causing property and health concerns; and
- road safety.

The petition, signed by 27 residents of the road (and 1 regular visitor to the road), was presented to the Mayor and the local councillor on 18 February 2019 by the Principal Petitioner, Richard Haynes, and other members of the community.

The petition does not meet the criteria of the 2015 WDC Petitions Policy, however, it is clear that the intention of the document was to present as a petition. Accordingly, Council resolved at its March meeting to accept the petition. The resolution was as follows:

AND THAT Council acknowledges the intent of the "petition" from the residents of Rataroa Road noting that it does not meet the criteria for the 2015 WDC Petitions Policy and accepts the document accordingly.

At that meeting, the Mayor stated that it was appropriate for the Infrastructure Committee to consider and discuss the petition. This report has therefore been written, and the petitioners invited to this meeting, so that the Committee can ask questions of petitioners and staff as appropriate, noting the ideas summarised later in this report.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Advice from the Regulatory team has been sought. They have noted the following:

- No letter from the Environmental Health team has been sent to residents of Rataroa Road.
- The Health Act 1956 talks about situations injurious to health arising from roads. However, the intention of the Act is that this would not generally apply to dusty roads.
- Steps can be taken by people to minimise the effects of dust e.g.: closing windows.
- There are unlikely to be any health impacts from dust getting in to water supplies.

Advice from the Roding team has been sought. They have noted the following:

- Rataroa Road is generally serviceable and in good repair. It is not planned for significant future investment as it services a small number of people (around 30 properties) and is in good repair for this type of road in our district.
- If driven at an appropriate speed (30km/h or less for this road) then dust nuisance should not be an issue. All unsealed roads that are driven at speed will produce dust and safety issues. As this road only serves its residents, ensuring that they drive at an appropriate speed will address both dust and safety issues.
- It is suggested that installation of 30km/h signs with “TEMPORARY” and “DUST” supplementary plates would be an appropriate, low-cost measure.

As stated above, Rataroa Road is planned to have a heavier grade during autumn when rainfall increases. The heavier grade work will be followed by a roller. This will lock the pavement tightly down to provide adequate crossfall/shape and to minimise the amount of loose aggregate on the road. This will reduce the forming of corrugations in the road and improve road safety.

There are some additional ideas from the Roding team as to operational/maintenance works that could potentially be carried out, which will be investigated further:

- The first 300m of road could do with a running coat. Suggest limiting limestone and using a harder stone.
- There is a drop off at approximately 30mm on left side when heading along the road. Suggest installing a sight rail.
- There is a curve which could do with a minor sight benching trim to aid through curve visibility, approximately 1km along on left side.
- There is a drop out approximately 1.3km on the left side caused by water sheeting across the road due because of the right side drain being blocked. This should be addressed before it gets worse.

The cost implications of the ideas, including whether any can be funded with existing budgets, need to be explored before a commitment can be made to any of those improvements.

4.2 OPTIONS

Option 1 – Formal recommendations to Council

The Committee could recommend specific actions to Council that would bind the Council to a particular set of actions regarding Rataroa Road. This is not the preferred option as it does not allow for the dialogue with petitioners, cost-benefit analysis and other considerations that could help inform the course of action taken.

Option 2 – Direct staff to engage in dialogue with petitioners towards the resolution of the issues raised in the Rataroa Road petition. This is the preferred option to identify the most appropriate actions in terms of affordability, timeliness, and the petitioners' specific priorities.

5. CONSIDERATION

5.1 FINANCIAL

Council receives no funding for dust suppression activities on its unsealed network. Such works would need to be 100% ratepayer funded.

Rough order costs for dust suppression and seal extension on Rataroa Road have been provided as follows:

Gravelock spray-on dust suppression (effective life of 3 to 4 months)

- | | |
|--|-----------------|
| · 1.2km of broken section used near houses | \$12,500 / year |
| · Entire length of road | \$26,000 / year |

Seal Extension (based on \$500,000/km)

- | | |
|---------------|-------------|
| · Entire Road | \$1,300,000 |
|---------------|-------------|

The other ideas raised above by the Roding team would need to be analysed in terms of their cost implications, e.g. whether existing budgets could cover some or all of the potential actions.

5.2 LEGAL

Advice from the Legal team has been sought and considered in the previous report to Council on whether to accept petition. (see section 4.1).

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The 2015 WDC Petitions Policy was considered in the previous report to Council.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	Discussion has already taken place between the Mayor and ward councillor directly with the residents, but further consultation and dialogue is recommended between staff and residents.				

Planned	In Progress	Complete	
		Y	Internal
		NA	Community Boards/Community Committees
		NA	Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
		NA	Households
		NA	Business
	Y		Other - Petitioners from Rataroa Road

6. CONCLUSION

Council has received a petition from the residents of Rataroa Road. The petition relates to issues including road condition and maintenance, dust nuisance, and road safety.

Some works on Rataroa Road are currently planned as part of continued maintenance of the wider network but this does not include dust suppression activities which would need to be 100 per cent ratepayer funded. Additional ideas have been generated by Roading staff that can be analysed and explored further.

Now that the petition has been accepted, Council could advise the petitioners of these planned works as a means to acknowledge that while we generally do not seal or carry out dust suppression works, other works are likely to be carried out on the road which should at least partially address the concerns raised. Dialogue between staff and residents can inform the appropriate course of action.

7. ATTACHMENTS

Appendix A – WDC Petition Policy

Appendix B - Petition from the Residents of Rataroa Road

Appendix C - Principal petitioners' speech

WDC Petitions Policy

Policy Sponsor:	Chief Executive
Policy Owner	General Manager Strategy & Support
Resolution Number	WDC1512/06/1/6
Approved By:	Policy & Regulatory Committee
Date Approved:	December 2015
Next Review Date:	December 2018

Introduction

New Zealand's Local Government democracy not only provides for community members to elect their representatives, but also allows community members to have a say in shaping the policies that affect the community they live in. This involvement is achieved by Council receiving submissions and petitions from the public.

Submitting a petition does not replace normal communication and engagement processes such as discussing the issue with Council staff, councillors, or the Mayor.

Purpose

This policy sets out the process to be followed when community members wish to petition the Waikato District Council (the Council) on a particular subject.

Application

This policy applies to community members within the boundaries of the Waikato District Council.

Related Legislation, WDC Policies and Processes

- Local Government Act 2002
- Model Standing Orders for Meetings of Local Authorities and Community Boards (NZS9202:2003)
- Privacy Act 1993.
- Council's Significant and Engagement Policy

Definitions

Petition – a document addressed to the Waikato District Council, signed by one person or many people, that requests Council to take action on a matter of Council policy, or to redress a local or private grievance. The Chief Executive will determine whether the correspondence submitted qualifies as a petition under this policy.

Principal petitioner – the individual or person representing an organization or group of people whose name appears at the head of the petition. The Principal petitioner is usually the person who:

- has initiated or organised the petition; and
- may be sought by Council to provide further information on the petition.

Policy Statements

1. Who can Petition the Waikato District Council?

Anyone may petition the Council, including business houses, clubs, community organisations or groups.

2. Should you Petition?

Petitioning the Council is not always the only course of action. Some matters can be investigated by an Ombudsman or other agencies.

The public can obtain advice on whether a matter is within the jurisdiction of the Ombudsman from the offices of the Ombudsman situated in Auckland or Wellington, or by writing to the Office of the Ombudsman, PO Box 10-152, The Terrace, Wellington.

3. What information should the Petition contain?

The petition must contain, as a minimum:

- The name and address of the principal petitioner; and
- The signature of the Principal petitioner on the front page; or
- In the case of a petition from a business house or club/society, the signature of a duly authorised officer on behalf of that organisation, on the front page; and
- The name, address and phone number for each person who has signed the petition. (This is a requirement under the Standing Orders NZ 9202:2003).

4. Rules for Preparing a Petition

The following rules must be adhered to when preparing a petition to Council:

- The petition must be no more than 50 words.
- The petition must cover a single issue.
- The petition must not be disrespectful or use offensive language or statements made with malice.
- Each additional page containing signatures must be headed with the petition's request.
- Unless incapacitated, a person must sign the petition personally. A person signing on behalf of an incapacitated person must state this fact beside the signature.
- Signatures must be original (not photocopied, faxed, scanned, pasted or otherwise transferred onto sheets of the petition).
- Signatories must include their full names and addresses.

5. Petitions which are not Acceptable

A public petition will not be accepted by the Council where –

- The petition is not addressed directly to the Waikato District Council. Petitions addressed to the Governor General, a Minister of the Crown, or any other body or person, are not petitions to Waikato District Council.
- The matter can be investigated by the Ombudsman but the public has not applied to an Ombudsman. The Ombudsman can investigate and review decisions, recommendations or acts relating to matters of administration in local authorities. The public can obtain advice on whether a matter is within the

jurisdiction of the Ombudsman from the offices of the Ombudsman, as described above.

- The public have not exhausted their legal remedies and the matter should be dealt with by the Courts or a tribunal. The restriction applies when the public have a statutory right of appeal or have legal action pending.
- The petition contains multiple issues.
- The petition is similar to an earlier petition that has already been fully considered by the Council (within the 3 year term of Council). Such a petition may be received or considered by a Council only if substantial and material new evidence has become available since the consideration of the earlier petition.
- The petition does not meet the requirements of Clause 3 and 4 above.
- The statutory requirements of the petition have not been met.

6. Presenting a Petition

When a petition is ready, the principal petitioner must initially contact the Chief Executive's office of the Waikato District Council and request for it to be presented.

The Chief Executive's office will advise the principal petitioner how the petition can be delivered and/or presented.

7. Role of the Chief Executive

When petitions are delivered to the Chief Executive, they will be checked for compliance with this policy. If the petition complies with the rules and conventions of the Council, it will be accepted. If the petition does not comply, it will be returned by the Chief Executive to the principal petitioner with an explanation as to why the petition cannot be accepted.

8. Referral of Petition to Council

The Chief Executive will consider the petition content and, where appropriate, refer the petition to Council, or the appropriate committee, with recommendations. Council, or the appropriate committee, must report on what decision, if any, it has resolved to implement the recommendations. The Council's report on a petition is contained in the meeting minutes which are available to the public.

Once the report has been to Council, or the appropriate Committee, the Chief Executive will notify the principal petitioner, within 7 days, of the decision and action taken.

Policy Review

This policy will be reviewed as deemed appropriate by the Chief Executive, at least once every three years.

Rataroa Road, Road Condition Petition

The Waikato District Alliance don't have an approved budget for any solutions to keep the dust suppressed.

The Council made a conscious decision 7 years ago not to carry out any seal extensions in the district. This was due to an approach to managing budgets and customers expectations. The budget allocated doesn't allow for dust suppressants or seal extensions in the near future. The cost to seal our road be more or less \$1.2 Million Dollars.

Signing this petition, you are stating that you are unhappy with the road condition and maintenance and the dust nuisance which is causing property and health issues to houses in close proximity to the road, and agreeing that as a result, can be an unsafe road to travel at times.

Road #	Name	Daily Vehicles Travelling on Road	Date	Signed
2	SHANE MARRISON	2	15-2-19	Shane Morrison
2a	ELAYNE KENNY	1	15-2-19	Elayne Kenny
2a	David Clarke	1	15-2-19	David Clarke
30	Scott BRIGGS	1	15-2-19	Scott Briggs
30	Adele Jones	1	15-2-19	Adele Jones
60	Julie Anne Williamson	2	15-2-19	Julie Anne Williamson
112	Thomas Hammett	2	15-2-19	Thomas Hammett
119	Glen Wandy	3	15-2-19	Glen Wandy
123	Paul Harmer Harmer	2	15-2-19	Paul Harmer
134	Paul Harmer Harmer	2	15-2-19	Paul Harmer
134	Ana Weston	2	15-2-19	Ana Weston
1496	SIMON JONES	2	15-2-19	Simon Jones
221	Dom Yule	2	15-2-19	Dom Yule
221	Yvette Yule	1	15/02/2019	Yvette Yule
221	Lauris Yule	1	15/02/2019	Lauris Yule
87	Rosane Pellow	1	15/02/2019	Rosane Pellow
86	Kirsty Haynes	1	15/2/19	Kirsty Haynes
89	Kris White	1	15-2-19	Kris White
226	MULLEN MURPHY & MATTHEW HARRIS	3	16-2-19	Mullen Murphy & Matthew Harris

Road #	Name	Daily Vehicles Travelling on Road	Date	Signed
264	M Van Houtte	2	16-2-2019	M Van Houtte
264	S. Harcourt	1	16-2-2019	S Harcourt
264	Jo Van Houtte	2	16-2-2019	Jo Van Houtte
86	Richard Haynes	1	16-2-2019	Richard Haynes
263	Keith Chipman	1	16-2-2019	Keith Chipman
215	Mary Ellen Newton	2	17/2/19	Mary Ellen Newton
87	Peter Roberts	4	17/2/19	Peter Roberts
87	Flyn Roberts	1	17/2/19	Flyn Roberts
1715	David Hule	1	18/2/19	David Hule
Mealy Road	regular v.i.s. for			

This Petition has been submitted by
 Richard Haynes
 86 Rataroa Road, RD3, Pokeno, 2473
 021665779

This Petition has Been Presented and Witnessed by
 to the Mayor & Co Sargent
 J Sargent

Appendix C

I'm speaking tonight as a resident of Rataroa Road, and a local volunteer firefighter from Maramarua Fire Station. In the dry, our road becomes so dusty that it is causing health and safety problems for almost, if not all of our residents. We have asthma sufferers and small children – the youngest being 5 months old, suffering breathing and coughing problems due to the dust clouds that are picked up with every single vehicle that travels along our road. The dust gets into our homes, our drinking water and we have to time when we do our laundry to reduce contamination from the road dust. Visibility is poor when driving behind or towards each other because of the dust clouds. My own kids had a near miss with a truck when walking to the school bus stop with their mother. The truck didn't even see them. Now they have to walk through the neighbour's paddocks because it is safer than our road. The corrugations on the road are causing road users to be on the wrong side of the road to avoid them as much of the corrugations are on blind corners. We are lucky to only have a few minor accidents and near misses. It won't be long until one of the big trucks or cars seriously injures or kills somebody. In the winter, it is the complete opposite with our road turning into a slippery mud pit. Since original development, our road has increased 10 fold where Rataroa Road used to service 2 farms, it now services 29 properties. From the information I have gathered through my petition, there is 45 daily vehicles travelling our road. That's 90 times on return trips, not including visitors and contractors. Our road is unsuitable and to the point of being dangerous to have this volume of traffic using the road. This weekend gone, I did a petition that 100% of Rataroa residents signed that were home – I have 27 signatures, all who are disgusted with the current road conditions. I feel that this petition was needed as the Waikato District Alliance and Council doesn't allocate a budget to allow for dust suppressants or sealing now or in the near future as their letter to me stated. So my question is what are you going to do about making our road safe and when are you going to do it by?

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch General Manager Service Delivery
Date	20 March 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Request to rename a portion of Kimihia Road affected by the Waikato Expressway Construction

I. EXECUTIVE SUMMARY

This report seeks the Infrastructure Committee's formal approval to rename the severed portion of Kimihia Road so that the properties situated at 394, 400 and 419 Kimihia Road can continue to receive appropriate postal and address based services, and to ensure emergency services can find the properties as needed.

A report was submitted to the 19 March 2019 Huntly Community Board meeting seeking their approval to rename a portion of Kimihia Road to Kimihia East Road (Report is attached for information). At this meeting it was resolved as follows:

“THAT the Huntly Community Board recommends to the Infrastructure Committee that a portion of Kimihia Road, Huntly be renamed Kimihia East Road, as requested by the residents” (HCB 1903/04).

The Waikato District Council's Road Naming Policy requires all road name changes to be endorsed by the Infrastructure Committee. All costs incurred for survey and rapid number changes will be paid by NZ Transport Agency based on prior arrangement.

2. RECOMMENDATION

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

AND THAT a portion of Kimihia Road, Huntly (as highlighted yellow on the attached map) be renamed Kimihia East Road.

3. ATTACHMENTS

- Report - Request to rename a portion of Kimihia Road affected by the Waikato Expressway Construction including map – portion of Kimihia Road to be renamed Kimihia East Road

Open Meeting

To	Huntly Community Board	COPY
From	Roger MacCulloch General Manager Service Delivery	
Date	14 March 2019	
Prepared by	Jackie Bishop Contracts and Partnering Manager	
Chief Executive Approved	Y	
Reference #	PL 15/07	
Report Title	Request to rename a portion of Kimihia Road affected by the Waikato Expressway Construction	

1. EXECUTIVE SUMMARY

Kimihia Road has been severed as a direct consequence of the construction of the Waikato Expressway (Huntly Section). This report seeks to rename the severed portion of road so that the properties situated at 394, 400 and 419 Kimihia Road can continue to receive appropriate postal and address based services.

2. RECOMMENDATION

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

AND THAT the Board recommends that a portion of Kimihia Road be renamed Kimihia Road East, as requested by the residents; or

Alternatively, it be renamed with one of the following names on the approved names list:

- **Coal Miners**
- **Mallard Lakes**
- **Kereru**
- **Pukeko**
- **Piwakawaka**
- **Harakeke**
- **Kotare**

3. BACKGROUND & DISCUSSION

Kimihia Road has been severed as a direct consequence of the construction of the Waikato Expressway (Huntly Section), whereby access to the properties situated at 394, 400 and 419 Kimihia Road are affected. The portion of road (which now forms part of the Expressway) has been legally closed to traffic.

The affected residents have requested that the Huntly Community Board consider a road name change, and have proposed an alternative name of Kimihia East Road (Refer attachment 1: Residents request, letter dated 8 March 2019).

In simple terms, mapping systems, NZ post and emergency services utilise the road name and numbering as it is shown in the LINZ (Land Information New Zealand) dataset and in normal circumstances the road naming and numbering process is carried out upon completion of the road construction, and only after the new constructed alignment has been finally surveyed.

However, in respect of local roads impacted by the Waikato Expressway construction, it is prudent to deal with the issue of getting the new road alignments into the LINZ dataset ahead of the road legalisation process. This could otherwise mean that property owners would not be assigned new road names and numbers for up to three years after completion of the road construction and this could potentially result in roads being open and operational, but the new (or severed) road alignment not appearing in the mapping systems.

Therefore Council has reached agreement with the New Zealand Transport Agency ("NZTA") that the road renaming and numbering process can be carried out while the construction is underway. This will entail that the centre line of the new local road alignments be digitised for capture in the LINZ national dataset (which would be undertaken by a surveyor based on the construction drawings). This is intended to avoid the exact situation that the affected residents are currently experiencing with regard to the severed and altered road alignment, and new access points.

The road renaming is to be carried out in accordance with Council's Road Naming Policy adopted as policy with effect from March 2016 (Refer attachment 2: Road naming policy).

In accordance with this Policy, all three landowners have signed the attached letter to have the road name changed for this section of Kimihia Road. This meets the Policy criteria that more than 75% of landowners agree to the change. In this respect the response is 100% favourable.

The Council has a list of approved names for this area (Ref: WDC1807/15 dated 9 June 2018) which include the following:

- Coal Miners
- Mallard Lakes
- Kereru
- Pukeko
- Piwakawaka
- Harakeke
- Kotare

The road name proposed by the residents – Kimihia East Road - is not on this list. However, it is open to the Community Board to recommend the proposed name. The naming convention including “East” is consistent with names utilised in other parts of the District.

Should the Community Board recommend the road name change, this will be put to the next meeting of the Infrastructure Committee of Council for endorsement in accordance with the Policy. The next meeting of the Infrastructure Committee is on 26 March 2019.

4. CONSIDERATION

4.1 FINANCIAL

All costs are being met by NZ Transport Agency.

4.2 LEGAL

Nil

4.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Community Board consultation around private road naming has been undertaken in accordance with Council policy and standard operating procedures.

4.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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
No			Waikato-Tainui/Local iwi
No			Households
No			Business
No			Adjoining TLA's.

5. CONCLUSION

The Huntly Community Board is requested to consider and recommend the proposed road name change which complies with the Road Naming Policy.

The Board's decision will then be forwarded to the Infrastructure Committee for approval, as all road names require the Infrastructure Committee's approval as per the Road Naming Policy.

6. ATTACHMENTS

- Residents request letter dated 8 March 2019
- Road Naming Policy
- Map

COPY

419 Kimihia Rd

RD1

Huntly

COPY

8 March 2019

To the Huntly Community Board,

In the mid 2000's the Council closed the middle of Kimihia Rd, leaving the three houses at the far end of the road difficult to find. The houses affected are numbers 394, 400 and 419.

Over the years it has been difficult for tradesmen etc to find us. More recently we have had difficulty getting emergency services out to our houses.

I would like to request that our end of the road have a name change. After discussing with the other residents we would like to be known as Kimihia East Road.

We are aware that our Rapid delivery numbers will need to be changed to reflect coming in from the new start of the road.

Sincerely,



Brett and Denise Holland

Nigel and Rachel Roberts

Judy Holland



COPY



Road Naming Policy

Policy Owner:	General Manager, Service Delivery
Policy Sponsor:	Infrastructure Committee
Approved By:	Policy Committee
Approval Date:	14 March 2016
Resolution Number:	WDC1603/06/1/18
Effective Date:	14 March 2016
Next Review Date:	October 2018

Scope

This Policy applies to:

- the naming of new or previously unnamed Public Roads;
- changing the name of an existing Public Road; and
- the naming of Private Roads.

Objectives

The objectives of this policy are to ensure that:

- Clear guidance of the criteria and process for road naming is provided to Council employees subdivision developers, Community Boards/Committees/ Groups and the general public.
- Council meets the requirements of the Local Government Act 1974.
- Communities and local iwi have input into road naming.
- Adequate consultation is undertaken with Community Boards/ Committees/ Groups.

Application

This Policy applies to the following parties:

- Waikato District Council - Service Delivery Group, Consents, Planning and Strategy
- General Public
- Subdivision Developers

Related Documents/Legislature

- Hamilton City Council – Infrastructure Technical Specification
- WDC Heritage Strategy
- Local Government Act 1974 – s319A
- Manual of Traffic Signs and Markings - Part 1 Section 7 Guide Signs (Design, Policy, Location)
- Road Naming Policy (2013)
- Guidelines for selection of road names

COPY

Definitions

Approved List	A list of road names which have been pre-selected by Community Boards, Community Committees, Community Groups, Iwi and approved by the Infrastructure Committee.
Private Road	Has the same meaning as private road in the Local Government Act 1974 (s315) Private Roads are not maintained by the Council.
Public Road	Has the same meaning as road in the Local Government Act 1974 (s315)Public Roads are maintained by the Council.
Subdivision Developer	A person, consultant or agent who is in the process of undertaking a subdivision development whereby subdivision resource consent is applicable.

The following definitions include the different types of road titles which could apply to both public and private roads:

Avenue	wide straight roadway or street usually planted either side with trees
Boulevard	once a promenade on the side of demolished fortifications; now applied to any street or broad main road
Close	a small quiet residential road or street
Court	an enclosed, uncovered area opening off a street(s)
Crescent	a crescent shaped street
Drive	a main connecting route in a suburb
Esplanade	Level roadway along the seaside, lake or a river
Glade	tree covered street or a passage between trees
Glen	in a narrow valley
Grove	a road lined with houses and often trees, especially in a suburban area
Hill	applies to a feature rather than a route
Lane	a narrow road or way between buildings, hedges, fences, etc.
Place	an open square lined with houses in a town
Quay	along the waterfront
Road/Street	route of way between places
Terrace	a street along the face or top of a slope
View	a street with a view
Way	a path or route

COPY

Community Boards, Committees and Groups to be consulted

A list of Community Boards, Committees and Groups is as follows:

Community Boards	Community Groups	
Huntly	Eureka	North East Waikato
Ngaruawahia	Glen Afton/Pukemiro	Newstead
Onewhero-Tuakau	Glen Massey	Pokeno
Raglan	Gordonton	Rangariri
Taupiri	Horongarara	Tamahere
	Horsham Downs	Tauwhare
	Matangi	Te Kowhai
Community Committees		
Meremere	Port Waikato Residents & Ratepayers	
Te Kauwhata	Whatawhata Residents & Ratepayers	

Policy Statements

All road names require approval by the Infrastructure Committee. This includes all road names to be included on the Approved List.

Naming Public Roads

Public Roads to be vested in Council shall be named (at the cost of the developer).

Public Road Signs shall be in accordance with Manual of Traffic Signs and Markings - Part I Section 7 Guide Signs (Design, Policy, Location)

Naming Private Roads

Private roads shall be named (at the cost of the developer) where there are 6 or more lots gaining access. If there are 5 or fewer lots gaining access, the developer may use the number with lettering suffix A-E or suggest a private name as per section 1.2.

Private Road Signs shall have blue lower case lettering with initial capitals lettering on a white background and shall have a supplementary 'Private Access' plate with blade height of 75mm attached to the bottom edge of the street name plate. All other sign attributes shall comply with the Manual of Traffic Signs and Markings.

1. Making a Request for Road Name(s)**1.1 Using a road name from the 'Approved List'**

- (a) Where an 'Approved List' is available, the subdivision developer shall be invited to choose from that list and submit a written request to Council's Roding Asset Team. Note: It is advised that the subdivision developer discusses their road name selection with the Roding Asset Team to ensure the road name has not already been used (and not yet taken off the list) or is proposed to be used by another subdivision developer.

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

- (a) Where an "Approved List" is not available or the subdivision developer wishes to choose their own road names, the developer shall follow the guideline included in

section 3 of this policy and make a request to Council's Rooding Asset Team.

Council's Rooding Asset Team shall then follow procedure as set out in section 2.3.

- (b) Council's Rooding Asset Team shall ensure the request is complete before proceeding with the process for name approval, as set out in section 3 below. Should the request require further information, Council's Rooding Asset Team shall contact the subdivision developer by phone, email or in writing.

2. Infrastructure Committee Procedure

2.1 Establishing Road Names onto the 'Approved List'

- (a) Ward Councillor's shall consult with Community Boards, Community Committees, Community Groups and local Iwi, in accordance with Guidelines section 3.2, to establish a tentative list of road names. Tentative names are to be checked by the Rooding Asset Team then submitted and approved by the Infrastructure Committee before inclusion on the 'approved list'. Iwi consultation can be co-ordinated by Waikato District Council Iwi & Community Partnership Manager. Council shall hold the 'approved list'.

All road names, once approved by the Infrastructure Committee and included on the "approved list" do not require any further approvals from the Infrastructure Committee.

- (b) The "approved list" shall be reviewed from time to time as appropriate by the Community Boards/ Committees/ Groups to ensure the list comprises a sufficient number of road names (i.e. more than 20 names at any one time).

Note: An approved list may not be available for every Community. Ward Councillor's shall determine whether or not an approved list is required for their Community depending on whether there is a need.

2.2 Altering Existing Road Names

- (a) In the event an existing road requires renaming, a request shall be made by either the general public or Council in accordance with section 2.3.
- (b) Where the request is being made by the general public for the alteration, they shall be responsible for undertaking consultation with both the residents of the road to be renamed and the ward councillors. The ward councillors will advise whether further consultation is required with the Community Board/Committee before making the amendment request to Council.
- (c) Where the request for amendment is being made by Council, Council's Rooding Asset Team shall undertake consultation with all owners and occupiers in the affected street or road; the local Ward Councillors; and Community Board/ Committees/ Groups before reporting to the Infrastructure Committee.
- (d) In the event of an unfavourable response from owners and occupiers (less than 75% in favour), the road name shall remain unchanged.
- (e) If 75% approval is gained from the responses received, Council's Rooding Asset Team will recommend to the Infrastructure Committee that the name be approved.

2.3 Road Name Requests to the Infrastructure Committee or Council

- (a) Upon receiving a request as set out in section 1.2 from either a subdivision developer, or as required by Council (if there is a road name change required), shall undertake consultation with local iwi, Community Boards, Community Committees

Culture – Weighting 3 (Cultural significance to Maaori or culture other than Maaori)

- (a) The category includes the name of a Maaori heritage precinct, site or track or traditional appropriate name for the area.
- (b) All Maaori names are to be submitted to Council's Iwi & Community Partnership Manager to ensure that they are appropriate; spelt correctly, interpreted correctly and are not offensive to Maaori.
- (c) Joint non-Maaori/Maaori names will not generally be considered.

Geography – Weighting 2

- (a) The category includes local geographical, topographical, geological and landscape features.
- (b) Local flora and fauna also included in this category eg. Trees, plants and animals that is widespread and plentiful in the area.
- (c) Views must be readily identifiable.

Theme – Weighting 2 (Common or established themes in the area)

- (a) Where more than one road is being created in a development, a common theme is recommended for the names.
- (b) Where there is an established theme in the area, new road names should reflect this theme.
- (c) Proposed themes for a new subdivision must be submitted to council for approval.

Noteworthy Person – Weighting 1

- (a) Persons who have made a notable contribution to the area of the District. The contribution may be in conservation, community service, sport, arts, military, commerce, local government or other activity.
- (b) Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

Policy Review

This policy will be reviewed as deemed appropriate by the General Manager Service Delivery but not less than once every three years.

and Community Groups. Following consultation a report (in accordance to Guidelines Section 3 shall be prepared by Council's Roding Asset Team recommending approval from either the Infrastructure Committee or Council.

- (b) In the case of no support from the Community Board/ Committees/ Groups the Infrastructure Committee will make final decision on approving the Road Name(s).
- (c) Upon approval of a road name Council's Roding Asset Team shall notify external agencies (i.e. Land Information New Zealand, Emergency Services).
- (d) Council's Roding Asset Team will report to Council twice yearly (in June & December) with a list and map of all new road names confirmed over the previous 6 months. An updated Road Name directory shall also be provided before this meeting.

3 Guidelines and Criteria for Selection of Road Names

3.1 Making a request to Council's Roding Asset Team

All requests for road names shall be in writing and submitted to Council's Roding Asset Team. All requests shall include the following details (as applicable):

- i) Three proposed road names (using guidance below); and
- ii) The reasons the subdivision developer wants to use these options (see guidance below); and
- iii) Evidence to support the reasons outlined above in criteria (ii) (if applicable)

3.2 When considering options for road names, the following criteria must be taken into account:

- (a) Names should be brief (i.e. restricted to one word only) and be easily and readily pronounced. Identical sounding names with different spelling are to be avoided.
- (b) Names should not duplicate any existing district roads and preferably any name occurring within surrounding districts, including Hamilton and Auckland.
- (c) The length of the name should preferably not exceed 12-15 characters. The use of hyphens to connect parts of names should in most cases be avoided and the name written either as one word or as separate words where established by usage.
- (d) Short names should be chosen for short streets for mapping purposes.
- (e) Reasons for a road name may include but is not limited to: political, historical (including Maaori or early settler), memorial, social or economic, natural features, outstanding events or persons as categorized in section 3.3 below.

3.3 Weighting Categories and Description

The following categories have been afforded a weighting based on their importance with respect to road name selection. The higher the weighting afforded (i.e. 3), the higher the importance.

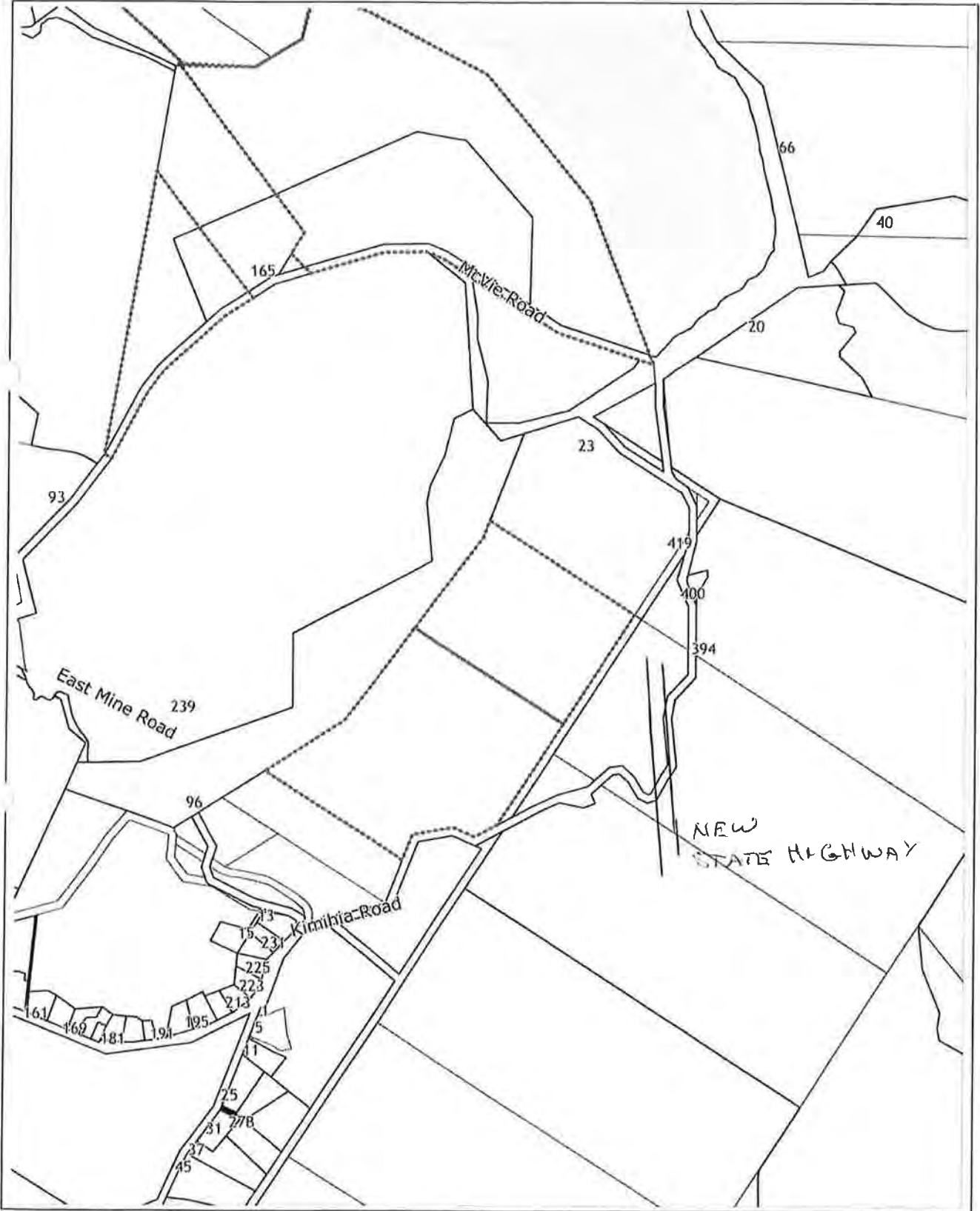
History – Weighting 3

- (a) The name of a historical family, event industry or activity associated with the area. Such names may include early settlers and early notable families.
- (b) The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established. Permission of surviving relatives should be obtained where appropriate.

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Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch General Manager Service Delivery
Date	18 March 2019
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Proposed Road Names for the B Smythe Subdivision at 600 Onewhero-Tuakau Bridge Road

1. EXECUTIVE SUMMARY

The purpose of this report is to request the Infrastructure Committee to approve the following two road names recommended for adoption by the Onewhero-Tuakau Community Board, as per the Road Naming Policy:

- Road 1: School House Road, and
- Road 2: Old Sheeppyard Lane

The resolution from the Onewhero-Tuakau Community Board dated 4 March 2019 is attached for information (OTCBI903/04).

2. RECOMMENDATION

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

AND THAT the Infrastructure Committee approve and adopt the following road names:

- **Road 1: School House Road, and**
- **Road 2: Old Sheeppyard Lane**

3. ATTACHMENTS

- Resolution OTCBI903/04

ACTION SHEET

OPEN MEETING

Chief Operating Officer
General Manager Customer Support
General Manager Service Delivery
General Manager Community Growth
Council
File

From: Lynette Wainwright

Date: 14 March 2019

REPORTS

Proposed Road Names for the B Smythe Subdivision at 600 Onewhero-Tuakau Bridge Road
Agenda Item 5.5

The report was received [OTCB1903/02 refers] and discussion was held.

Resolved: (Cr Main/Mr Reeve)

THAT the Onewhero-Tuakau Community Board approve and adopt two of the following road names:

- **Road 1: School House Road, and**
- **Road 2: Old Sheeppyard Lane.**

CARRIED on the voices

OTCB1903/04