

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 MAY 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**
3. **DISCLOSURES OF INTEREST**
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GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	28 March 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 March 2019.

2. RECOMMENDATION

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

3. ATTACHMENTS

INF Committee Minutes – 26 March 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 MARCH 2019** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson [*from 9.10am until 10.23am and from 10.33am*]
Cr A Bech
Cr JA Church
Cr JM Gibb
Cr S Henderson
Cr SD Lynch
Cr RC McGuire [*until 10.39am and from 11.05am*]
Cr FM Mclnally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mr G Ion (Chief Executive)
Mr R MacCulloch (Deputy General Manager Service Delivery)
Mr B Stringer (Democracy Manager)
Mrs LM Wainwright (Committee Secretary)
Ms M May (Parks & Facilities Manager)
Mr P McPherson (Acting Programme Delivery Manager)
Mr K Pavlovich (Waters Manager)
Mr G Dela Rue (Acting Roding Manager)
Ms J Bishop (Contracts & Partnering Manager)
Mr G Bellamy (Safety Engineer – Roding)
Mr J Brown (Communications Officer)

Mr R Haynes (Resident of Rataroa Road)
Mr P Roberts (Resident of Rataroa Road)
Mr M Van Houtte (Resident of Rataroa Road)
Ms E Wilson (Waikato Times)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

THAT an apology for lateness be received from His Worship the Mayor Mr AM Sanson.

CARRIED on the voices

INF1903/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Fulton/Church)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 26 March 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

INF1903/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs McNally/Gibb)

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

CARRIED on the voices

INF1903/03

REPORTS

Service Delivery Report for March 2019
Agenda Item 5.1

The report was received [*INF1903/02 refers*] and discussion was held on the following points:

- Dashboards included in previous Service Delivery reports did not reflect current structures. The respective teams were reviewing their internal KPIs. Staff would look at information to be presented to the Committee in future reports, with an update provided at the Committee's May meeting.

- Onewhero Reserve Wastewater Treatment Upgrade – the Council is monitoring demand on the system.
- Community Projects – Water. Pressure testing had been completed on the new Huntly to Hopuhopu Pipeline and no problems had been encountered.
- Huntly Railway Station Upgrade. His Worship the Mayor requested that the CCTV system be the same as the system being installed in the Huntly township.
- Enhanced Bus Services. Staff would provide an update on the start date of the Pokeno service to Committee members.
- Current projects and communications with the NZTA were discussed.

His Worship the Mayor entered the meeting at 9.10am during discussion on Item 5.1.

Item 5.1 was adjourned at 9.47am to allow the Committee to hear from the residents of Rataroa Road.

Petition from residents of Rataroa Road

Agenda Item 5.2

The report was received [*INF1903/02 refers*] and taken as read. Residents from Rataroa Road answered questions of the Committee and the following points were highlighted:

- Effect of dust on residents' property and health.
- The width of the road was not suitable for trucks and cars passing.
- Corrugation of the road had not been addressed.
- Water tables on the sides of the road required cleaning.

Resolved: (Crs Lynch/Sedgwick)

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

CARRIED on the voices

INF1903/04

His Worship the Mayor withdrew from the meeting at 10.23am following discussion on the above item.

Service Delivery Report for March 2019
Agenda Item 5.1 continued

The following additional matters were discussed:

- Mercer Ferry Road Bridge. Council identified structural issues with under-capacity in the halving joints of the bridge. Council would be re-posting the bridge at 80% of Class I with 10km/hr speed limit. This would be in place until design and physical works are procured to strengthen the bridge which was expected to take up to 6 to months. Key traffic industry contacts had been notified. Further industry brief and stakeholder notification, including information to Elected Members would be supplied.
- Hamilton Car Rally. Hamilton Car Club submitted an application for a car rally in the Raglan area for 26 May 2019. If approved, the rally would temporarily close Ruapuke Road between Te Mata Road and Waimaunga Road. The application and traffic management plan were being assessed. Staff would consider a process to report their recommendation on the application to the Committee in the absence of a Committee meeting during April.

His Worship the Mayor re-entered the meeting at 10.33am during discussion on the above item.

Cr McGuire withdrew from the meeting at 10.39am following discussion on the above item.

The meeting adjourned at 10.39am and resumed at 11.03am.

Request to rename a portion of Kimihia Road affected by the Waikato Expressway Construction
Agenda Item 5.3

The report was received [*INF1903/02 refers*] and discussion was held.

Resolved: (Crs Lynch/Sedgwick)

THAT the Infrastructure Committee recommends to Council that a portion of Kimihia Road, Huntly (as highlighted yellow on the map attached in the agenda) be renamed Kimihia East Road.

CARRIED on the voices

INF1903/05

Cr McGuire re-entered the meeting at 11.05am during discussion on the above item.

Proposed Road Names for the B Smythe Subdivision at 600 Onewhero-Tuakau Bridge Road
Agenda Item 5.4

The report was received [*INF1903/02 refers*] and no discussion was held.

Resolved: (Crs Church/McGuire)

THAT the Infrastructure Committee approve and recommend to Council the following road names for the B Smythe Subdivision at 600 Onewhero-Tuakau Bridge Road:

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

CARRIED on the voices

INF1903/06

There being no further business the meeting was declared closed at 11.10am.

Minutes approved and confirmed this day of 2019.

DW Fulton
CHAIRPERSON

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	16 April 2019
Prepared by	Jason Marconi North Waikato District Co-ordinator
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Sport Waikato Report - 1 January to 31 March 2019

1. EXECUTIVE SUMMARY

Attached is the Sport Waikato Report for the period 1 January to 31 March 2019. In this report the Waikato District Sport Co-ordinator presents a summary of activities undertaken throughout the District with a number of schools and a variety of groups of all ages during that quarter.

2. RECOMMENDATION

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

3. ATTACHMENTS

Sport Waikato Report 1 January to 31 March 2019

Waikato District Report 1/01/2019 - 31/03/2019

Jason Marconi

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CONTENTS:

1. [Foreword – Michelle Hollands, Sport Waikato GM Regional Leadership](#)
2. [Regional Sport Waikato Team Updates](#)
3. [Local Delivery Updates](#)
4. [General Interest](#)

FOREWORD

Sport New Zealand Strategy 2020-2025

Sport New Zealand is currently developing a strategy for 2020-2025 with a focus on Play, Active Recreation, Physical Activity and Sport. The Minister of Sport, also the Minister of Finance, is expected to align Sport New Zealand's strategy with the Four Wellbeing's Budget. Sport New Zealand are also working towards national partnerships with the Ministry of Education and the Ministry of Health.

Sport Waikato's Regional Work across Local Authorities

Sport Waikato are working in collaboration with Local Authority partners and Central Government agencies to support the development of regional strategies to support both Water and Cycle Safety for our communities. The Regional Cycle Safety Plan will be ready for draft consultation in May. The proposal being that Sport Waikato will lead implementation of initiatives to support the delivery of Cycle Safety Education and Bikes in Schools. The Regional Water Safety Plan is currently being drafted in partnership with Water Safety New Zealand and an Advisory Panel with representatives from Regional Council, Trust Waikato, Waikato Tainui, Swimming New Zealand and Sport Waikato.

Our District Coordinators Regional Focus

Across the region our District Coordinators continue to support their local communities with three common KPI's:

1. To grow participation – connecting the community with opportunities to be active
2. To grow the quality of experiences – supporting sports clubs and physical activity providers to meet the needs of a changing society
3. To provide local leadership and partnerships – connecting organisations to work together to achieve outcomes on behalf of the community

Recruitment of Waikato District Coordinator

After unsuccessfully recruiting a District Coordinator for the lower Waikato District Sport Waikato went to market once again advertising the role in late March. We have since completed second round interviews for a replacement and will look to make an offer to a new Coordinator this week. If successfully signed off we will notify staff and Councillors of our recruitment.

We note that we take particular care in the lower Waikato to ensure we have a Hub team (including Energize, U5 Energize, District Coordinators and Active & Well staff) who can connect with the local community in a way that meets their needs. We believe across our new recruits, times two for Energize and the District Coordinator, we have found the right balance.

REGIONAL SPORT WAIKATO TEAM UPDATES

Facilities	Waikato Regional Sports Facilities Plan - December 2018 cumulated in adoption of the Waikato Regional Sports Facility Plan (the
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	<p>Plan) by the Waikato Mayoral Forum. The Plan focuses thinking at a network-wide sports facilities level with emphasis on national, regional and sub-regional assets, while also capturing local level facility data.</p> <p>Collaborative Sports Field Study - The Waikato region's central Territorial Authorities, Hamilton City Council, Waipa District Council and Waikato District Council have collaborated and are investing in a Sports Field Study. The long-term goal of the study is to assist in the optimisation of the sports field network, inform councils LTP process and current and future outdoor sports field provision, including turf. Report due at the end of 2019.</p> <p>The Waikato Gymsports Plan has been finalised. It is a partnered plan and the plan will provide the strategic direction for all future Gymsport conversations in the Waikato.</p>
Insights	<p>Active NZ Activity Profiles</p> <p>The Waikato region sport and recreation participation profiles have been developed using results from Sport NZ's Active NZ survey. In 2017 Sport Waikato partnered and invested to increase the sample size of the Active New Zealand survey in the Waikato region. This means that we now know more about our communities' preferences for participation.</p> <p>Sport Waikato has used this information to publish two regional profiles, adults (18+ years) and young people (5-17 years) and two local profiles for each district. The profiles inform the sector of preferences for participation, such as the percentage of people who currently participate, what they like, what they're doing and what the barriers to their participation are.</p> <p>Moving Waikato 2025 Roadshows</p> <p>The Moving Waikato 2025 Roadshow was held on the 6th of March in Huntly to showcase the results of Moving Waikato 2025 so far and set a direction for the future of the strategy.</p> <p>We highlighted regional level thoughts and district level outcomes, while showcasing the "what next". The aim was to increase capability to achieve Moving Waikato 2025 outcomes via input from the local community through future partnership opportunities, community awareness and feedback. The facilitated session canvased ideas from the community and focused on those that are participating but not participating enough – those that aren't catered for in the current system but not those that will never move.</p> <p>A total of 7 representatives from local council, clubs and recreation organisations and interested community representatives attended. Key themes discussed included;</p> <ul style="list-style-type: none"> - People travel in the district to play sports - Attracting people into activity <p>Next steps include a review of the roadshows and the development of key opportunities identified in the facilitated session.</p>

Active & Well



This quarter the Waikato district Active & Well team serviced 86 Green Prescription clients.

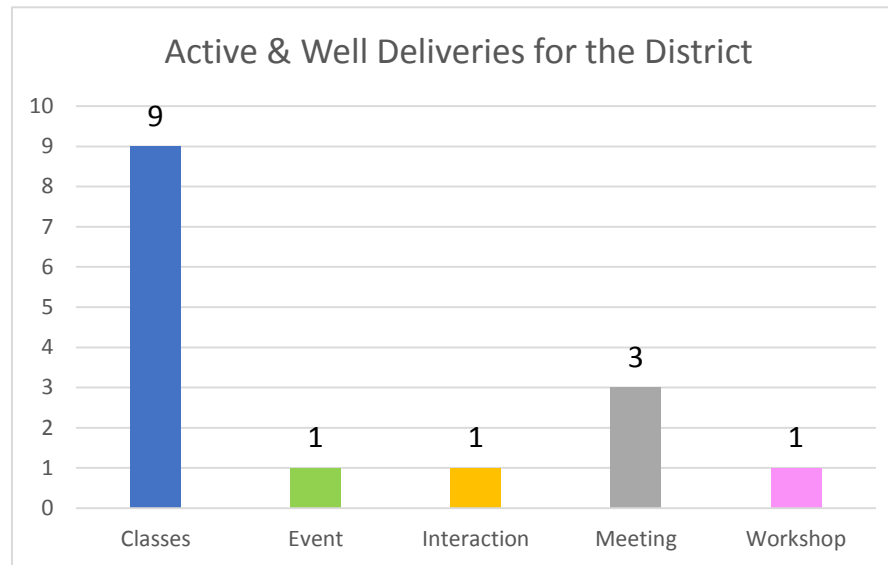
The Whaanau kori, Tamariki ora team had 3 new family referrals and are helping a total of 12 families through this programme.

Here is an example of one of the many success stories our team receives:

Text from Client N, Female, 28yrs

“Hope you had a good Christmas. I had another blood test the other day and it has dropped from 63 to 50.

The eating had gotten easier now my body has adjusted. I’m really happy with the progress and more determined to get it lower. I’m hovering around 70kg now too. Slowly getting back into exercise which is helping to lose some more weight and bring my blood test down. I’m running 5 minutes at the moment and I want to be running for 10 minutes as well as doing strengthening exercises. “



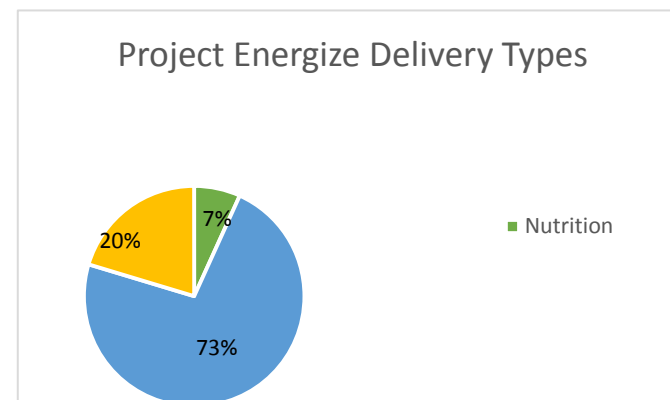
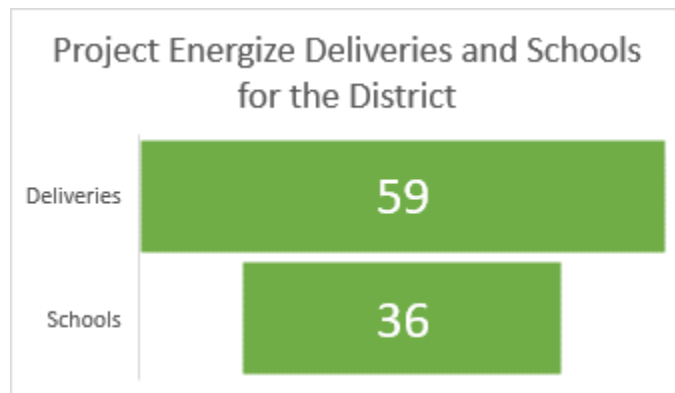
Project Energize




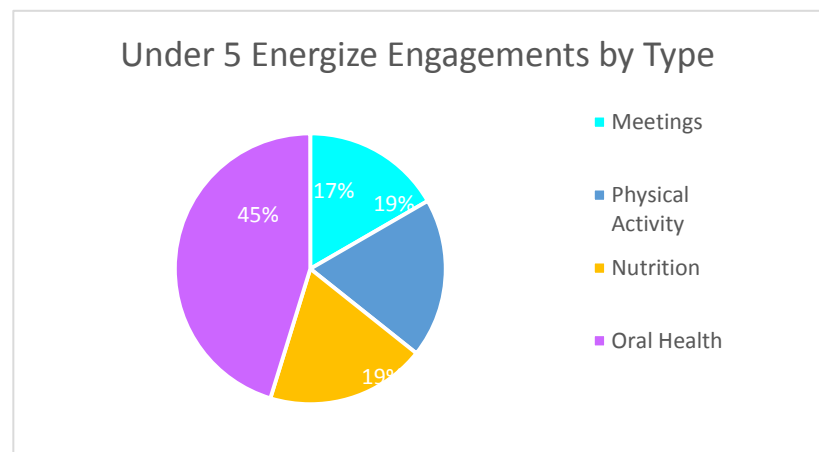
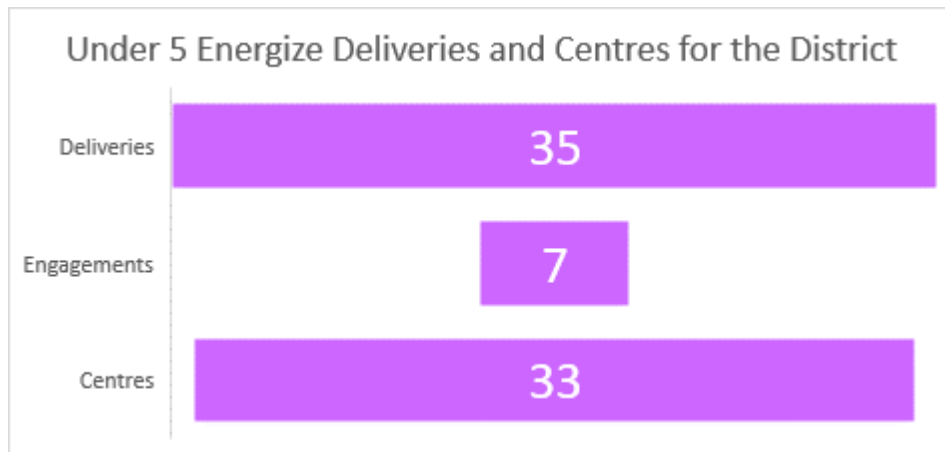
Term 1 has been a busy term for Project Energize, with leadership days being held across the Waikato, from Ngaruawahia to Taumarunui. Involving over 90 schools, these days are specifically targeted at Year 5-8 students identified by their school as prospective leaders.

At the end of March, Energize held a successful and FUN leadership day in Ngaruawahia at Hopuhopu Sports Park, with 8 teams attending from around the district. Following a ‘Survivor’ theme, the Energize Leadership Days revolve around 8 challenges incorporating cooperation, skill, strategy and communication. The day begins in the morning with Brain v Brawn tasks which challenge their mental and physical strengths. In the afternoon the students complete a series of team building exercises, that encourage students to work together in their teams. It is great when we see the students learning about their strengths and weaknesses and challenging each other.

By working together as a team to complete each challenge, the students learn how to work cohesively, identify different leadership styles, and learn valuable skills to take back and action in their own schools by running events for the younger students.



<p>Energize Under 5s</p> 	<p>The Sport Waikato Under Fives team works in the Waikato in 2 capacities. The Fundamental Skills Advisor works with community organisations to help improve the physical development of children under the age of 5 years. And the Under 5 Energize programme works with 33 Early Childhood Education Centres to improve nutrition, increase physical activity and improve oral health of children under 5 years.</p> <p>In this period, no Community Education workshops were held.</p> <p>For Under 5 Energize, 12 centres received 14 Oral Health sessions. Parent-focussed sessions aim to educate parents on how best to care for their children’s oral health including highlighting the amount of sugar in common snacks. Child-focussed sessions aim familiarising the children with seeing a dental technician as well as good food and good oral hygiene. 153 children, 20 educators and 52 parents attended these sessions.</p> <p>4 Fun Day Events were held in Ngaruawahia, Raglan, Huntly and Te Kauwhata during February. These events give the opportunity for local ECE centres to work together with U5E guidance to promote having fun, being active and eating healthy. A total of 200 children, 51 educators and 20 parents from 15 different ECE centres enjoyed these events.</p> <p>A further 4 Fundamental Skills sessions were held with 7 ECE centres, in which 68 children and 13 Educators were up and moving.</p> <p>Kiwi Manuals are a series of e-book for Waikato parents, providing information and activity ideas to encourage physical activity from birth. A total of 2 KiwiBaby, and 2 KiwiToddler manuals were downloaded.</p>
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LOCAL DELIVERY



KPI	Activity/Club	Summary of Actions
Our People – To grow participation in sport, recreation and physical activity to increase the health outcomes of the community.	Be Active directory	The North Waikato directory now has over 40 listed clubs and classes listed (and growing!) https://www.sportwaikato.org.nz/be-active.aspx?DirectoryCategory=-1&DirectorySubCategory=-1&District=11&DistrictTown=-1
	Kids off the Couch	After initial concerns with registration numbers, 85 kids participated in this event hosted by the Tuakau Lions. Discussed next year's event and how to promote, how to improve (Include a mini course for younger siblings) and potential partners to offer other activities
	Connected with Auckland College Sport and North Waikato Sports Coordinators	Discussion and collaboration with the 3 schools (Tuakau College, Onewhero School and Eden Christian) Have organised to meet each term to communicate opportunities (e.g. funding, inter school comps, coaching and composite teams) and issues in this space.
	Mercer Community Van	Connected with Liam McGrath (Mercer community group) to discuss how to acquire a community van for Mercer community. Ideas around uses such as transporting kids to sports events (e.g. Meremere basketball sessions), community hospital shuttle, security patrols. How to fund? Mercer community group need to incorporate. Paula Sadgrove (Mercer School Principal) happy to write letter of support.
	Bikes in Schools- Mercer and Maramarua schools	Continuing to advise/ support schools with regards to funding, maintenance program and costings. Maramarua Principal is keen to make the program available to the whole community rather than just students. Both have BOT support and community 'in kind' support for track construction. Mercer has been allocated 70 helmets and \$2000 towards costs by Bike On Trust
	Franklin Gym Sports Tuakau Satellite club	Term 1 saw good attendance for the Kiwi Gym and Gym fun for all classes but not for the Play gym (18 months – 3yo) Franklin gym looking to adjust time slot for play gym as it coincides with nap time, so may be a reason for poor turnout, but price point has also been mentioned.
	Pokeno Tennis and Rec Club	Organised and advertised community meetings, inspection of facility and resulting to do list. Supported committee formation and vision planning. Connected project to WDC parks and facilities team and local councillors. Health and safety plan and supervision for

		working bee. Article in the District Post: https://issuu.com/districtspost/docs/2019-03-26 page 13.
	Play Petanque Tuakau	Supported Tuakau local Janet Walter Kerr to form work group to get Petanque up and running - council permission/connection, timeline, plan moving forward, taster day for community. News article: https://issuu.com/districtspost/docs/9_april_2019 page 10
Building Communities – To work with the deliverers of sport, recreation and physical activity to provide sustainable, quality experiences	Te Kauwhata junior hockey	Attended committee meeting to discuss becoming an incorporated society, fees and other income, building a sustainable governance model, volunteers, facilities
	Tuakau Cricket Club	Continue to support through funding application for new training nets
	Regular meetings with Tuakau combined sports society	Ongoing assessment of lighting project. Meetings with WDC Parks and facilities to discuss further development of facilities and infrastructure (car parks etc) Continued development of Societies vision for facility.
	Connected with Kimihia Lake development	Linking Sport Waikato to this large, multifaceted project in Huntly. Sport Waikato is making a site visit in May to consider implications of such a facility for the North Waikato, and where it fits in the sport and rec landscape.
	Connected with Counties Manukau rugby	Organising visits to clubs to trouble shoot issues/ strategic planning sessions: Maramarua, Te Kauwhata, Tuakau
	Connected with Duncan Elley (Winton Developers)	Discussed sports ground allocation in Te Kauwhata at Lakeside development. On paper: 1 football(soccer) field + 1 x basketball half court. Duncan indicated flexibility with eventual facility depending on community need. Due to complete in (minimum) 2 years' time. Need to connect community to opportunity and council going forward.
District Leadership – To develop, maintain and grow quality stakeholder relationships	Connecting communities to council	Most situations require me to “re-educate” people around the role of council and their projects, explaining that council is there to build a relationship with them rather than just stand and deliver (or hand out). This is quite a new concept to most. New project organisers are often daunted by the prospect of contacting Council which is an area I am working in more and more (facilities use, health and safety, funding)
Healthy Lifestyles To promote and advocate for healthy lifestyles	Council Yoga at Tuakau office	Established, regular 15 min sessions at 2.30 pm to encourage mental break, deep breathing and posture. Usually between 5 and 8 participants, depending on who is in office. Very positive feedback/results from participants, aimed at helping with wellbeing and increased productivity.
	New Sport Waikato office opens in Huntly	Located on Main Street (#113), we are now open for business. As both a ‘shop front’ for the community to engage and learn about Sport Waikato’s role in their community, and a centralised base for our Energize, Under-5 Energize, Active and Well, Whaanau Kori

		Tamariki Ora and community sport teams. We will also be able to host community workshops on site and are looking to begin these soon.
Youthtown	<p>Youthtown is part funded by Sport Waikato to deliver to North Waikato schools, in what would normally be the Energize space. District Health Board boundaries dictate where energize (and its funding) reach to.</p> <p>Term one 2019 has seen Youth town deliver various programs in the North Waikato to Harrisville School, Te Kohanga School, Mangatawhiri School & Tuakau College:</p> <ul style="list-style-type: none"> • Harrisville this term opted for ripper rugby (seniors) and fundamentals (juniors). • At Te Kohanga we have been focusing on basketball, ultimate frisbee (seniors) and fundamentals (juniors). • Mangatawhiri this term chose to focus on team work, Ki-o-rahi (seniors) and fundamentals (juniors). • Her Move programme at Tuakau College: This term Caitlin from Groovit Dance studio provided instruction as well as Kettle bell workouts with Tamara at Creo Fitness Tuakau. Vicky from SUP 37 will teach paddle boarding in the school holidays. 	

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	13 May 2019
Prepared by	Megan Jolly Road Safety Education Co-ordinator
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Road Safety Education

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

Road Safety Education Report

Road Safety Education Report

Key Activities

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

Young drivers

Two courses for young drivers were held, March and April. This brings the total to five completed courses over the financial year. In total 97 students have taken part.

A short video of the course has been undertaken and will be used in the promotion of the course.

Learner Licence courses, supported by the Council are being held at Secondary schools within the district. Raglan Area School is the latest school to be supported and will be running a course in June.

The Waka Trust continues to run community mentorship driver licence training in Huntly and Ngaruawahia.

Motorcycles

Two Police/education stops have been held at Tuakau targeting riders on Highway 22. A motorcycle focus group has been held with the purpose of exploring safety for riders in terms of education and road maintenance.



Fatigue

Fatigue advertising took place over Easter. A new advertising campaign is currently underway highlighting the dangers of driving fatigue.

Restraints

A child restraint education checkpoint was held at Tuakau. 53 restraints were checked. There were two unrestrained children and 65% of restraint fittings had faults.

A regional contract has now been let to 'Baby on the Move, Hamilton' who will work in conjunction with Road Safety Co-ordinators. This will allow us to move forward with child restraint education and checkpoints for the wider district.

New Zealand Transport Agency has recently released a video resource for parents on correct restraint fitting. This resource will be promoted to the Waikato District community and will help in filling a gap that currently exists in restraint education.

Schools

- Back to school media campaign at start of the year.
- Cycle skills training took place at Tuakau Primary school where 67 students received training. The school was a recipient of a large number of refurbished bikes from Bike Barn. Further schools throughout the district have been approached and offered training for their students.

- Discussions have been had with Te Wharekura o Rakaumanga school as to how we can support their road safety programme. They currently run a very successful driver licence course with their students.
- Students from three schools within the district attended a Regional SADD workshop coordinated by the Waikato District Council RSC. Schools were supported to send students to attend the SADD national conference held in Auckland at Easter.

Truck Education

A truck stop was held at Huntly with approximately 50 trucks involved. The stop was in conjunction with Police, National Road Carriers, NZ Road Transport Association Waikato Regional Council, NZTA and Wintec Nurses.



Road Safety Advertising

Advertising of road safety themes continues throughout the district. The changing face of advertising however has implications for how road safety messages are best portrayed to target groups. Print media will always have a place for advertising, however more and more people access their news and information from the internet. The loss of the North Waikato News has also had implications for getting messages out to the community.

There are various platforms across the internet that can be used to get our messages out. Currently we focus on Facebook and on line advertising with STUFF. General posts, videos and Gifs are important tools for portraying messages. We currently use all three. We often use animation with the main benefit being creativity and uniqueness.

It is even more valuable when advertising can cross over both print media and the internet, and in some instances radio.

We now have a suite of advertisements that include:

- Animated speed video with Greg Murphy
- Radio advertisement with Greg Murphy
- Animated restraint video
- Animated driver fatigue Gifs
- Driver Fatigue print media
- Animated video and gifs for driver distraction.
- Driver distraction print media
- Video promotion Young Driver Day.
- Skills training promotion, print media
- 'Back to school' print media
- 'Back to school' animation
- Sober driver Gifs

Upcoming Projects/Advertising

- Alcohol management workshops with licenced premises (May)
- Driver distraction- cell phones (May)
- Cycle skills training (May)
- School road safety puppet shows (May)

- Child restraints (June)
- Refreshing of billboards (June)
- Speed advertising (June)
- Intersection education (June)
- Fatigue (June)

Fatal and Serious Injury Crashes 2019, Local roads, (Provisional)

Fatalities 3 Serious Injuries 8

Fatalities

21.03.19 Waerenga Road (2 fatalities)

21.04.19 Hakaramata Road

02.05.19 Buckland Road

Open Meeting

To	Infrastructure Committee Raglan Community Board
From	Roger MacCulloch Acting General Manager Service Delivery
Date	27 March 2019
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference #	INF2019; RCB2019
Report Title	Raglan Kopua Holiday Park Chairperson's Report

1. EXECUTIVE SUMMARY

The Raglan Kopua Holiday Park Chairperson's report for the period 1 July-31 January 2019 is attached for the Committee's/Board's information.

2. RECOMMENDATION

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

3. ATTACHMENTS

Raglan Kopua Holiday Park Chairperson's report

TO	Infrastructure Committee Raglan Community Board
DATE	24 March 2019
FROM	Colin KM Chung Chairperson, Raglan Kopua Holiday Park Board of Management
SUBJECT	Chairperson's Report July – 31 January

PURPOSE OF REPORT

The purpose of the Chairperson's report is to keep the Infrastructure Committee and Raglan Community Board of the Waikato District Council fully informed of all significant issues/activities of the Raglan Kopua Holiday Park.

REPORT

Introduction:

This report presents a summary of the main issues/activities for the period | July-31 January 2019 and for the most part (sales and net surplus) we are slightly ahead of the previous year.

Issues:

It has been a good first half of the financial year, although full of surprises and challenges. Sales have been on a par with last year and for most of winter and spring, time and energy was spent on maintenance and capital works projects, particularly refurbishing the motel units. With the heavy rains during the July school holidays and most of August causing a large dent in our sales, we only recovered during the peak summer period to bring us back to a par with last year. This heavy rain caused some severe flooding in the park and the manager received numerous complaints from campers, mainly from those on contracts (permanents). This and the severe flooding on the soccer fields has prompted the board to commission a report to ascertain our present inadequate system of drains, pumps and pipes to make a recommendation to correct this for the short and long term. This is now completed and the board will take the necessary action that is best for the camp and surrounding area given our capital budget restraints.

Our busy summer period started well with good December sales starting early and good weather during most of January saw us recover sales from our very poor winter season. We had terminated Amourguard's contract earlier in the year to cut back on security costs and also because of their poor service and guest relations during the previous summer period, but unfortunately Increases in occupancy require more staff in all areas. Weekends have been very busy and we have required two security on duty for Friday and Saturday nights plus two night cleaners due to the volume of campers. We are also having to pay our security on call hours every night which on average equates to 85 hours per fortnight which is an extra cost to the business of \$38,000 per annum. Legally we have to pay this. The difference is we are employing local and getting much better service for our spend, but due to this our cost of security will be very similar to Armouguard's. During winter we will utilise the night security to do other jobs but in a camp of this size they are a necessity.

Budget/Financial Performance:

We basically had a similar year in sales and operating costs as last year, mainly due to us hitting the limit on how many people we can put into the park during the peak summer

months. We continue to spend on planned and general repairs and maintenance as we need to keep our park and facilities in good condition, but we were still able to manage a 19% net after depreciation (the same as last year). For the period ending 31 January 2019, we were able to accomplish a working capital of just over \$1.2M and a net worth of just over \$4.2M.

Capital Works/Projects:

The capital improvement budget for this year is \$547,820 with \$158,395 already spent before the summer rush on improvements & upgrading of facilities, with a balance of \$447,992 to be used to complete projects before the end of the financial year.

Capital Expenditure Analysis year-to-date		For the period ended 31 January 2019		
Description of work	Carried forward	Forecast cost*	Actual cost to date	Balance to expend
Kitchen cabins design and planning and consents	\$0	\$10,000	\$0	\$10,000
Par course and climbing wall	\$0	\$40,000	\$0	\$40,000
Heritage Trail	\$0	\$5,000	\$0	\$5,000
Boat and car wash area and upgrade boat parking	\$0	\$40,000	\$2,467	\$37,533
Pump track amenities and landscaping	\$16,596	\$0	\$13,906	\$2,690
Main kitchen ceiling	\$29,450	\$0	\$26,608	\$2,842
Roading: entrance redesign, studio unit roading, disability parks outside disability units	\$0	\$100,000	\$3,002	\$96,998
Recoat main toilet block floors	\$12,521		\$14,385	(\$1,864)
Papahua commercial oven & u/g kitchen and wash house area	\$0	\$110,000	\$12,204	\$97,796
Implement shed	\$0	\$50,000	\$54,539	(\$4,539)
Water pumps - camp and soccer field	\$0	\$100,000	\$12,422	\$87,578
Heat pumps	\$0	\$8,000	\$0	\$8,000
Office upgrade - planning and refurbishing	\$0	\$50,000	\$6,960	\$43,040
Golf cart	\$0	\$9,820	\$8,207	\$1,613
New camp vehicle	\$0	\$25,000	\$0	\$25,000
Disability facilities in tourist flats	\$0	\$0	\$3,698	(\$3,698)
Total	\$58,567	\$547,820	\$158,395	\$447,992
* Per Capital Plan July 2018				
Expenditure on programmed maintenance is		\$77,157	\$59,333	
Expenditure included in wages this month is			\$0	
Balance left to spend on programmed maintenance				\$17,824

Major Maintenance Items:

No major maintenance items are anticipated for this year other than our planned maintenance programme of upgrading, refreshing and replacements of current assets (approximately \$100,000).

Repairs & Maintenance Analysis year-to-date		For the period ended 31 January 2019		
Description of work	Revised forecast	Actual cost to date	Balance to expend	Previous year to date
Replacements - Other	\$21,000	\$11,482	\$9,518	\$22,621
Replacements - Linen & Bedding	\$10,000	\$8,446	\$1,554	\$0
Crockery, utensils, small appliances	\$3,500	\$2,071	\$1,429	\$0
Replace large appliances, furniture, TVs	\$20,000	\$6,927	\$13,073	\$0
Replacements - Tools	\$3,000	\$662	\$2,338	\$0
Hardware Supplies	\$2,500	\$66	\$2,434	\$0
Maintenance - Grounds	\$5,500	\$8,617	(\$3,117)	\$2,494
Maintenance - Plant	\$15,000	\$14,941	\$59	\$16,716
Maintenance - Property	\$20,000	\$17,806	\$2,194	\$26,801
		\$0	\$0	
Total	\$100,500	\$71,020	\$29,480	\$68,632

Health & Safety Issues:

We have no major health or safety issues with either staff or patrons of the park during the past period. During Sound Splash weekend in January we were inundated with young festival-goers and because of their and their illegal guests' behaviour, had to employ extra security and cleaners for that weekend.

Number of Visitors/Stays:

We can report that we had only a small increase in numbers over the last year and continue to use clever advertising and promotions and by having a much bigger on-line presence, we were still able to get good results. We will continue with this strategy especially in the upcoming "shoulder" and "slow" seasons. (please see attached marketing2 budget).

Marketing:

Very little was spent through peak season. Our focus has been on rebranding the Park from Raglan Kopua Holiday Park to Raglan Holiday Park Papahua.

This is everything from business cards, brochures, website, all signage in and outside of the park, new maps plus logo colour changes as we are no longer a Family Park, as we felt we were not getting any benefit from being a Family Park. Family Parks are an Australian-based association with little traction in NZ. Our total marketing budget is \$80K for the year with an estimated cost of \$15K for our total rebrand.

We are also looking at using our NEW BOOK booking system for target marketing to our existing data base. New Book's in-built marketing system allows us to create and send

targeted email and SMS campaigns. With numerous email templates to choose from and our contact lists already in New Book. We can use some of New Book's tools to give us insights into what our clients are interested in. Surveys and Google Analytics data are sure to help the park come up with some great marketing campaign ideas. The marketing campaign module is an additional **\$110.00** per month and this includes **15,000 emails per month**.

Plus offers a Guest Data Report: Located in our New Book search menu, this customisable report is what we will use to pull guest data from our New Book system so we can send a Marketing Campaign. This report offers the ability to add different 'filters' to restrict the guests whom we wish to target.

This will be an annual spend of \$1400 and should really help us communicate with our loyal customers and grow relationships.

The Park is also working towards its own loyalty card system which will be a community focused loyalty system encouraging our guests to spend locally.

Marketing Report Year to date

	For the period ended 31 January 2019		
Advertising	Forecast cost	Actual cost to date	Balance to expend
Design	\$45,500	\$9,182	\$36,318
Marketing	\$2,000	\$0	\$2,000
Website Maintenance & Development	\$9,500	\$9,827	(\$327)
Papahua Design & Marketing	\$5,000	\$722	\$4,278
Raglan Map - Income	\$10,000	\$0	\$10,000
Raglan Map - Expenditure	\$0	\$0	\$0
New Year Fireworks Display Expenditure	\$0	\$1,773	(\$1,773)
	\$8,000	\$8,000	\$0
TOTALS	\$80,000	\$29,504	\$50,496
Expenditure included in wages is		\$0	
Balance left to spend			\$50,496

Miscellaneous Items:

The Board has had some problem with the way Council has made changes to the make up of the Board, the way members are relieved of their roles and how resigned members are not replaced without reason or explanation. This puts extreme pressure on the Board's position in managing its affairs and representing the community's interest in an appropriate and responsible way. Current members have undertaken serious strategic planning sessions to help with the future of the park.

Of grave concern and foremost on the capital budget for this year and next, is the pressing problem of flooding within the campgrounds and soccer fields and generally the environmental well-being of the Papahua block. Great care and expense will be spent in the next 12 months to adequately provide for the well being of this area and ensure that future flooding is eliminated or kept to a minimum,

Surveys and guest feedback has highlighted how our own security has provided good guests relations, problem-solving and a trouble-free atmosphere throughout the busy summer period to the benefit of a smooth running operation. The manager's practice of using talented multi-tasking part-time staff this past summer was an asset to the operations. Credit must be given to the manager and her hard working staff for ensuring a well run and smooth operation for the past 7 months, but especially during this busy summer season and to the Board for their good and diligent stewardship in supporting the manager, her work and responsibilities. With still a few months to go, it will be challenging to ensure we get all the necessary capital projects finished and new ones started on time. We look forward to ending the year with a lot accomplished in terms of upgrading the park and its facilities and to a successful year of good and fruitful trading.

Colin K M Chung
CHAIRPERSON

Open Meeting

To	Infrastructure Committee
From	Tony Whittaker Chief Operating Officer
Date	14 March 2019
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference #	GOV1318 / 2197995
Report Title	Raglan Papahua Holiday Park Financial Statements ended 31 January 2019

I. EXECUTIVE SUMMARY

The purpose of this report is to present the Infrastructure Committee with the Raglan Kopua Holiday Park (now named Raglan Papahua Holiday Park) Financial Statements for the seven months ended 31 January 2019.

The seven month performance is unfavourable to last year by \$19,897, underpinned by decreased revenue, and increased wages and salaries. Of note is the Accountancy, Consultancy, Legal & Administration which is up by \$10,568. Overall the performance continues to be positive.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Raglan Kopua Holiday Park Financial Statements ended 31 January 2019

Special Purpose Report

Raglan Holiday Park

For the 7 months ended 31 January 2019

Prepared by Bizworx Consultancy Limited

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- 3 Compilation Report
- 4 Directory
- 5 Approval of Financial Report
- 6 Statement of Profit or Loss
- 8 Balance Sheet
- 9 Statement of Changes in Equity
- 10 Notes to the Financial Statements

Compilation Report

Raglan Holiday Park

For the 7 months ended 31 January 2019

Compilation Report to the Raglan Holiday Park Board.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Raglan Holiday Park for the year ended 31 January 2019.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Raglan Holiday Park Board are solely responsible for the information contained in the financial statements and have determined that the Special Purpose Reporting Framework used is appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with Raglan Holiday Park other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on these financial statements.



Bizworx Consultancy Limited

Chartered Accountants

Raglan

Dated: 28 February 2019

Directory

Raglan Holiday Park For the 7 months ended 31 January 2019

Nature of Business

Accommodation Services – Tourism

Registered Office

61 Marine Parade, Raglan, New Zealand 3225

Postal Address

P O Box 34, Raglan, New Zealand 3265

IRD Number

067-225-708

Board Members

C Chung (Chairperson & Business Representative)

L Thomson (WDC Ward Representative)

R MacLeod (Raglan Community Board Representative)

D Reynolds (Mana Whenua Representative)

H Thomson (Mana Whenua Representative)

Manager

P Ryan

Board Secretary

J Gibbs

Chartered Accountant

Bizworx Consultancy Limited, *Chartered Accountants*

Bankers

Westpac Banking Corporation

Approval of Financial Report

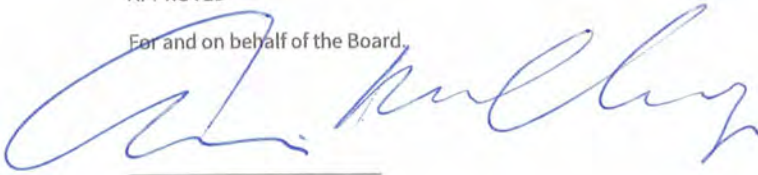
Raglan Holiday Park

For the 7 months ended 31 January 2019

The Raglan Holiday Park Board are pleased to present the approved financial report including the historical financial statements of Raglan Holiday Park for the period ended 31 January 2019.

APPROVED

For and on behalf of the Board.



C Chung, Chairperson

Date 20 March 2019

Statement of Profit or Loss

Raglan Holiday Park
For the 7 months ended 31 January 2019

	NOTES	JUL 2018-JAN 2019	JUL 2017-JAN 2018
Income			
Accommodation Income			
Powered Sites		321,939	281,224
Annual Caravan Leases		126,252	181,041
Group Campus (Papahua)		56,605	63,405
Kitchen Cabins		30,543	35,820
Motels		80,128	75,375
Standard Cabins		40,950	38,658
Studios		72,726	67,133
Tent Sites		211,680	208,568
Tourist Flats		101,978	116,441
Cancellation fees received		10,710	-
Total Accommodation Income		1,053,511	1,067,665
Other Income			
Interest Received	5	18,937	15,542
Sales of Goods & Services		28,499	34,671
Total Other Income		47,436	50,214
Total Income		1,100,947	1,117,879
Cash Expenditure			
Accountancy, Consultancy, Legal & Administration		30,425	19,857
Advertising, Marketing, Website		19,819	32,397
Board Expenses		763	1,078
Bank Charges		10,695	10,634
Cleaning, Laundry & Waste Management		33,640	38,014
Commission Paid Bookings & Sales		4,575	5,300
Communication Costs		8,916	8,668
Consumables		5,488	2,448
Heat, Light, Power & Water		42,487	50,176
Insurance		8,225	7,832
Lease and Hire Payments	9	23,350	18,117
Crockery,utensils,small appliances		2,071	2,570
Purchases for Resale		18,256	17,117
Rates		20,777	19,025
Security		56,263	26,154
Wages & Salaries		386,160	364,464
Vehicle Expenses		8,711	7,604
Office Expenses		13,974	16,385
Professional Development, Travel & Conferences		457	3,218
Replacements, Repairs & Maintenance - General		69,174	99,130

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Profit or Loss

	NOTES	JUL 2018-JAN 2019	JUL 2017-JAN 2018
Repairs & Maintenance - Programmed	7	56,725	71,242
Total Cash Expenditure		820,951	821,427
Non-Cash Items			
Depreciation		87,516	82,960
Depreciation Recovered		(1,114)	-
Total Non-Cash Items		86,402	82,960
Total Expenses		907,352	904,387
Net Operating Surplus (Deficit)		193,595	213,492

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Balance Sheet

Raglan Holiday Park As at 31 January 2019

	NOTES	31 JAN 2019	31 JAN 2018
Assets			
Current Assets			
Cash and Bank	4	903,505	769,378
Trade and Other Receivables		82,550	97,106
Investments	5	809,274	783,413
Total Current Assets		1,795,330	1,649,898
Non-Current Assets			
Property, Plant and Equipment	6	3,047,989	2,876,870
Total Non-Current Assets		3,047,989	2,876,870
Total Assets		4,843,318	4,526,768
Liabilities			
Current Liabilities			
Westpac Credit Card		2,077	2,158
Trade and Other Payables		98,667	50,872
Accounts Payable - Waikato District Council		194,629	281,662
Revenue Received in Advance	10	233,879	81,568
GST Payable		39,537	21,437
Total Current Liabilities		568,789	437,696
Total Liabilities		568,789	437,696
Net Assets		4,274,530	4,089,072
Equity			
Opening Balance	11	4,080,935	3,875,580
Retained Earnings		193,595	213,492
Total Equity		4,274,530	4,089,072

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Changes in Equity

Raglan Holiday Park

For the 7 months ended 31 January 2019

	NOTES	JUL 2018-JAN 2019	JUL 2017-JAN 2018
Equity			
Opening Balance		4,080,935	-
Retained Earnings	11	-	3,875,580
Increases			
Profit for the Period		193,595	213,492
Total Increases		193,595	213,492
Total Equity		4,274,530	4,089,072

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Notes to the Financial Statements

Raglan Holiday Park

For the 7 months ended 31 January 2019

1. Reporting Entity

These financial statements were prepared for the Raglan Holiday Park Board.

The Raglan Holiday Park Board was established to oversee and govern the operation of the Raglan Holiday Park. The Board's purpose outlined in the Charter is to ensure an efficient, effective and sustainable Raglan Camp operation which is in the long term interests of the Raglan Community and Council, at no cost to ratepayers.

2. Statement of Accounting Policies

Basis of Preparation

The financial statements of Raglan Holiday Park Board are special purpose accounts, and have been prepared for the Board and the Waikato District Council for internal reporting purposes only.

Historical Cost

These financial statements have been prepared on a historical cost basis. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

Revenue

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, to the extent it is probable that the economic benefits will flow to the Board and revenue can be reliably measured.

Accommodation services, sales of goods, and contract income revenue is recognised when the goods or services are provided.

Interest received is recognised as interest accrues, gross of refundable tax credits received.

Accounts Receivable

Accounts receivable are recognised at fair value. Individual debts that are known to be uncollectable are written off in the period that they are identified.

Income Tax

The Raglan Holiday Park Board is not subject to Income Tax.

Goods and Services Tax

All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Property, Plant & Equipment

Property, plant and equipment are stated at historical cost less any accumulated depreciation and impairment losses. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

An item of property, plant and equipment is derecognised upon disposal or when no further economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year that the asset is derecognised.

Depreciation

Depreciation has been calculated to allocate the cost or valuation of assets over their estimated useful lives, at the following rates:

Buildings	40 years
Plant & Equipment	3 to 10 years
Furniture & Fittings	5 years
Vehicles	5 years

Financial Instruments - Financial Assets

At initial recognition, the Board determines the classification of financial assets as held at cost, calculated at the transaction price less any associated transaction costs.

Leases - Operating Leases

Operating lease payments, where the lessors effectively retain substantially all the risk and benefits of ownership of the leased items, are recognised as an expense in profit or loss on a straight line basis over the lease term.

Employee Entitlements - Accruals

Leave entitlements are accrued for employees. Entitlements comprise:

- Annual leave (holiday pay)
- Days in lieu of public holidays

Payroll services are provided to the Board by the Waikato District Council. The payments made to the Waikato District Council for wages include a charge for holiday pay. An accrual has been made for days in lieu of public holidays that have not been taken.

Audit

These financial statements have not been audited. No auditor has been appointed by the Raglan Holiday Park Board for the ensuing year. The annual accounts of the Board are included in the audit of the Waikato District Council.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

3. Change in Reporting System

Raglan Holiday Park has made changes to the financial reporting system during February 2019. The following notes outline the effects of these changes:

Rounding

The transition from old to new systems has resulted in some minor rounding differences between the Notes to the Accounts, the Statement of Profit or Loss, and the Balance Sheet. These minor anomalies will resolve at the end of the financial year.

Comparative figures

There are no comparative figures shown in Notes 4, 5, and 6. Comparatives will be reported in the annual accounts for the year ended 30 June 2019.

JUL 2018-JAN 2019

4. Cash & Bank

Cash on hand and floats	
Till Float	1,361
Cash on Hand	8,917
Total Cash on hand and floats	10,279
Bank accounts	
Westpac Operating Account	290,148
Westpac Savings Account	603,078
Total Bank accounts	893,227
Total Cash & Bank	903,505

JUL 2018-JAN 2019

5. Investments

Westpac Term Deposit	809,274
Total Investments	809,274

The Westpac Term Deposit matures on 25 October 2019 at an interest rate of 3.25%

JUL 2018-JAN 2019

6. Property, Plant & Equipment

Leasehold Improvements	
Cost	4,005,698
Less: Accumulated Depreciation	(1,060,480)
Total Leasehold Improvements	2,945,218
Plant & Equipment	
Cost	321,092
Less: Accumulated Depreciation	(274,779)
Total Plant & Equipment	46,313
Furniture & Fittings	
Cost	87,912
Less: Accumulated Depreciation	(64,961)
Total Furniture & Fittings	22,950
Motor Vehicles	
Cost	147,801
Less: Accumulated Depreciation	(114,293)
Total Motor Vehicles	33,508
Total Property, Plant & Equipment	3,047,989

7. Programmed Maintenance

Raglan Holiday Park Board has a maintenance program for painting, replacements, and refurbishment. In general this work is treated as repairs and maintenance, and is written off in the year of expenditure.

8. Commitments - Capital Expenditure Commitments

Raglan Holiday Park Board approves a Capital Plan each year. Projects not yet started or in progress in the current Capital Plan include the heritage trail, a new par course, installing a car/boat wash area, work on the entrance and roads, major works on the stormwater system, planning and design for office alterations, upgrading the Papahua facilities, installation of heat pumps in some units, and a concept design for the kitchen cabins accommodation area. The sum of \$450,945 is committed but unspent as at 31 January for these projects, with most of the work scheduled to take place during the off-peak season. (Previous year: \$240,932).

The Board has nominated a sum to be set aside for a multipurpose hall for the use of the Raglan community and camp customers. Funds accumulated as at 31 January 2019 for this project total \$1,001,858 (Previous year: \$1,001,858)

9. Operating Lease Commitments

Supplier	Description of leased equipment	Date	Period	Monthly Payment
Eftco	Verifone EFTPOS Machine	29 November 2016	36 months	\$ 45
Blue Water	Water cooler	28 February 2018	24 months	\$ 15
Sharp Photocopiers	Photocopier / Printer	29 January 2016	60 months	\$ 246
Manco Engineering	Big Belly Solar Bins <i>This lease ended October 2018</i>	10 November 2015	36 months	\$ 433

Lease commitments under non-cancellable operating leases:	This year	Last year
Not later than one year	1,947	5,225
Later than one year and not later than two years	-	1,947
Later than two years and not later than five years	-	-
Later than five years	-	-
Total commitment under non-cancellable operating leases	1,947	7,172

10. Revenue Received in Advance

Deposits are received from customers in advance to secure accommodation. Raglan Holiday Park also provides annual leases for some of the powered caravan sites, and receives some of this annual lease income in advance at 1 July each year.

	This year	Last year
Annual leaseholder income received in advance	167,540	34,601
Deposits received for advance bookings	66,339	46,967
Total revenue received in advance	233,879	81,568

11. Movements in Equity 1 February to 30 June in the previous year

	This year	Last year
Movements in Property, Plant & Equipment:		
Assets disposed of 1 February to 30 June	(4,464)	-
Depreciation charge for period 1 February to 30 June	(63,551)	60,521
Asset acquisition at cost 1 February to 30 June	142,341	89,258
Movements in Current Assets	(123,422)	122,395
Movements in Current Liabilities	40,960	(73,835)
Net Movements	(8,136)	77,297
Equity at 1 July in the current year	(4,080,936)	(3,875,578)
Equity at 31 January in the previous year	4,089,072	3,798,281
Net Movements	(8,136)	77,297

12. Contingent Losses or Gains

There were no known contingent losses or gains outstanding as at 31 January. (Previous year: Nil)

13. Subsequent Events

There are no matters or events that have arisen, or been discovered, subsequent to balance date that would require adjustment to, or disclosure in these financial statements. (Previous year: Nil)

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	15 May 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 May 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 **Acting General Manager Service Delivery** be received.

3. ATTACHMENTS

Service Delivery Report – May 2019

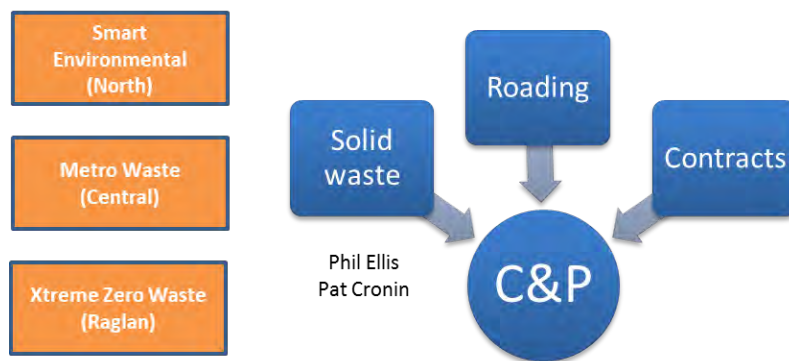
REPORT

CONTRACTS AND PARTNERING

Solid Waste

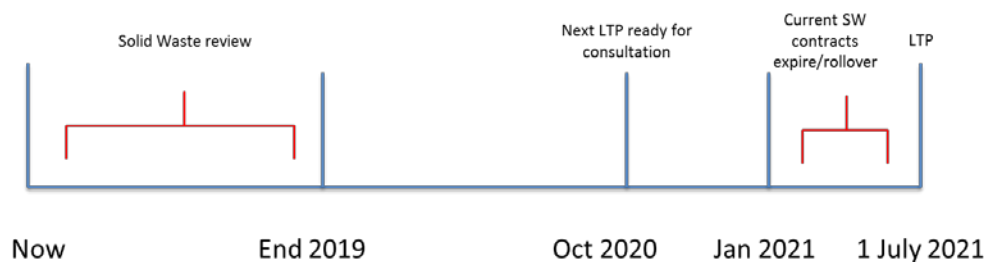
In line with G4GG and transition of the three waters service to Watercare in mid-2019, the Solid Waste activity is transitioning from Waters to the Contracts & Partnering unit of the Service Delivery group.

A new Solid Waste Team Leader (Phil Ellis) has been appointed reporting to the Contracts & Partnering Manager (Jackie Bishop). Phil brings a significant depth of solid waste knowledge and commercial background and was previously engaged with EnviroWaste. The Waste Minimisation Officer (Pat Cronin) reports to Phil. This team also manages the three outsourced contracts for delivery of solid waste services to the Waikato District community.



The restructure has facilitated renewed focus on the solid waste activity and services, including regular reporting as a standalone activity to the Infrastructure Committee. Key highlights included below.

Solid Waste Review and lead up to next LTP and contract reviews



Current Solid Waste Services are at risk of becoming financially and economically unsustainable. Many Councils are finding declining revenue streams from the user pays methodology. The more efficient waste diversion becomes, the lower the revenue stream from refuse. The current service is in deficit.

Inorganic collections, while popular, are inconsistent with the goals of WMMP, present significant health and safety issues, encourage illegal dumping and are expensive.

Food waste collections are becoming more common and a number of other Councils are, or are planning to introduce the service.

Infrastructure in the district is lacking, with Xtreme Zero Waste in Raglan as the only significant community facility.

The resource recovery landscape in New Zealand is changing rapidly, precipitated by the collapse of commodity markets for recyclables.

Under Section 17A of the Local Government Act, WDC are required to undertake a Service review every 6 years or within 2 years of a significant contract expiring. Contracts with our three service providers expire in 2021.

A project has been initiated and approved by the Project Governance Group.

Four Consultants have been invited to submit proposals for facilitation of the process and providing a report with options and funding to be presented to the ELT and Council for consideration in Dec 2019/ early 2020. The review will include targeted engagement with both community and Council as part of the process.

Hampton Downs Fire

In March, a significant fire occurred at Hampton Downs Landfill closing the facility for 3 days. By making alternative arrangements, we were able to maintain uninterrupted kerbside collections with no cost penalty to ratepayers.

Refuse from the south of the district was channeled through Envirowaste's Hamilton transfer station and disposed of in Te Kuiti Landfill. Refuse from the northern part of the district was channeled through Pukekohe transfer station and disposed of in Whitford Landfill.

Hampton Downs is now back to normal operations.

As the General Manager for Service Delivery, I would like to acknowledge the personal and professional commitment and effort of Phil Ellis, our new Solid Waste Team Leader, in facilitating the alternative arrangements, and within less than 24 hours.

Inorganic collection

Dropping the targeted rate for the inorganic collection this FY and suspending the service, attracted some negative comment on social media, but no significant incidents of illegal dumping have been reported.

Zero Harm

Metro Waste Reported one lost time injury for the period (back strain), otherwise no significant events.

Smart Environmental – H&S management Plan remains to be finalised in consultation with Zero Harm.

Xtreme Zero Waste have appointed a new GM on a one year fixed term contract who will spend 50% of his time on health and safety.

Raglan Food Waste

The funded Raglan Food Waste collection is due to end in June 2019.

Consultation on the future of the service, and payment of a targeted rate from 1 July, was open from 27th March to 26th April. Results are currently being compiled and are being presented to the Strategy and Finance Committee on 29 May.

Easter/Anzac

This year, the Easter break and Anzac day public holidays occurred back to back with significant confusion among some ratepayers over the revised collection days, putting pressure on the Contact Centre and generating a significant of service requests and complaints.

Normally when a public holiday falls on a Monday, collections run one day later than usual with Saturday as the catch up day. Unfortunately in this case there were two public holidays in the same week which required a change to the usual routine.

The revised collection dates were published on Council's website and Facebook page the week before Easter. These posts were shared widely to community Facebook pages. A reminder post was also put up a few days before Good Friday. To try and capture those who aren't on social media, a public notice was also placed in the Waikato Times, Te Kauwhata Chatter and Waiuku and Districts Post the week of Easter.

We are exploring other methods of sharing information in advance such as rates notices, bulk emails & texts as well as radio advertising.

Closed Landfill (Ngaruawahia)

Consultants (Babbage) are currently preparing the annual monitoring report which will be submitted to WRC as part of aftercare consent requirements.

A plain English version will be provided to affected Ngaruawahia residents and a public meeting held in July.

Depending on the outcome of the report, proposed changes to the content of the LIM notice, category of property or removal of the LIM notice will be considered by Council.

COMMUNITY PROJECTS – OPEN SPACES WORKS

Parks and Reserves

Contract 17/120 - Tamahere Park

The Piazza has now had all mulching, planting and hydroseeding completed. All electrical infrastructure is complete, however it is awaiting final commissioning once Waipa Networks has installed the boundary connection point. Power supply from Waipa Networks was planned for mid-April, however this has not yet been carried out and is currently being followed up.



Piazza

The skatepark has had an additional variation granted to install an approximately 20m² concrete pad to allow a feature item to be more scalable for a range of skill. The wood grain plaster finish is now complete. Hand rails are still to be installed for separation of the

playground to stop collisions with skaters and children as well as areas required under the building code needing fall protection.



Skatepark.

There has been no additional playground equipment installed. The installation of the rubber pour matting is about two thirds complete.

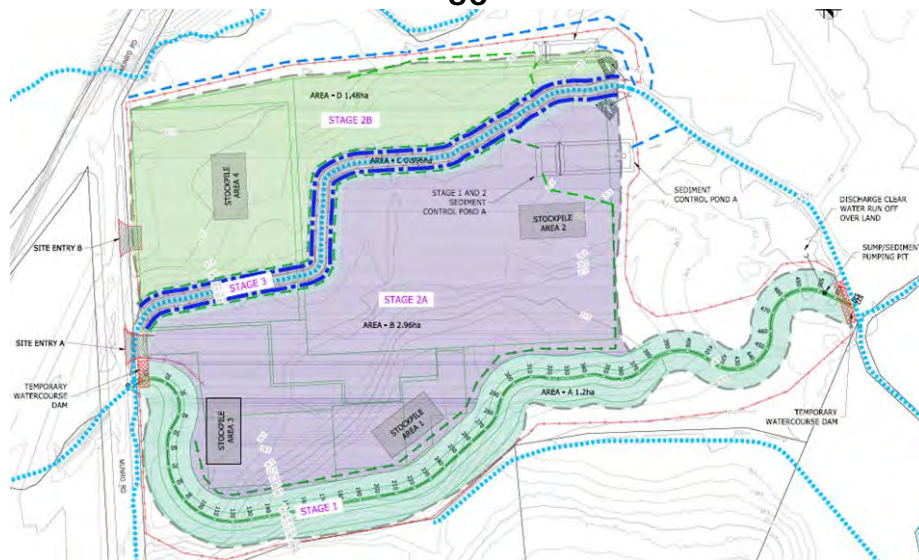
The fitness trail has been postponed with the need to leave the fields free from construction for the current winter sport season. This will be removed from the Foster contract and advertised to be constructed starting mid-September. The installation of a toilet unit has now been prioritised to build the onsite wastewater treatment, water supply and install the refurbished Exeloo toilet unit.

Munro Road Sportspark

Procurement planning has recommenced following receipt of the draft Flood Risk Assessment Memorandum produced by Opus. This states that development of Munro block would have no significant effects on the surrounding areas and that the current design will have minimal flooding in areas vulnerable to silt deposits.

The earthworks required to provide a platform to a mowable finish will be carried out in a staged process.

- Stage 1 will see the construction of the new two stage stream alignment and establish grass and riparian planting. Temporary watercourse dams will be constructed and sump pump to drain water trapped during establishment of vegetation.
- Stage 2A is for the cut/fill levelling between the existing stream and new diversion.
- Stage 2B is for filling of the top section (and a minor cut area). This portion will require imported fill and is being considered as a clean fill site to reduce the overall cost of the project.
- Stage 3 is for removal of the watercourse dams and pump system to make the new stream live. This stage will also allow us to fill the existing stream.



Munro Road SportsPark

Onewhero Reserve Wastewater Treatment Upgrade

Stage 2 has been deferred in order to gain data of the actual winter wastewater discharge required to be treated.

An interim solution will be installed as Stage 1.5 which will still form part of the final treatment system. This stage is for the installation of a 25,000 litre buffer/storage tank. This tank will house all level sensors and alarms as well as a flow unit which will send data back to Eco Cycle for monitoring and control of the discharge rate.

Pricing for the interim solution has been obtained and a select supplier agreement is being drafted in order to progress this part of the contract as a matter of urgency.

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 \$512,411.28 of the original MBIE contribution amount of \$868,000. The remaining funding amount is earmarked for the Ngarunui Beach site with plans for a new Onbeach Toilet Facility, and to upgrade and increase capacity at the Main Car Park Toilets.

Joyce Petchell Park – Car Park

Final tidy up works were finished in April, to complete the bollards around the car park edge.



Joyce Petchell Park – Sign and Bollard Install Completed

Ngarunui Beach – Onbeach Facility

The design and construct contract tender closed on 5 May 2019. One tender was received, and evaluations are currently underway. It is anticipated that the contract will be awarded late May with construction to begin in July 2019 and complete in October 2019. This is delayed from the original anticipated TIF scheduled timing, and will see the construction period occur during a time of low public usage of the beach, which is advantageous. A Variation of Agreement was approved by MBIE on 9 May 2019 to extend the Completion Date from 30 April 2019 to 31 October 2019.

Ngarunui Beach – Main Car Park Toilet Upgrade

Work is proposed in the above Ngarunui Beach Design and Construct Contract to increase car park toilet capacity and make improvements to the car park toilets.

Boat Ramps

Mercer

Minor repairs to take advantage of the low river levels of the existing boat ramp have commenced and are expected to be completed by the end of May.

Les Batkin Ramp

The works are now complete.



Les Batkin Ramp

Elbow Boat Ramp

Observation indicates the area is subject to significant erosion with no functional location for a pontoon to cater for low river levels. Initial recommendation is for a redesign of the ramp and adjacent stabilisation repairs.

Manu Bay

Meeting with Waikato Regional Council to look at maintenance options around rock removal and requirements for a certificate of compliance. Ongoing monitoring to establish a baseline information is to continue over the winter period. A follow up meeting is to occur with workshop attendees in September.

Walkways

Te Kauwhata Walkways

Negotiations continue with the Waikato District Alliance to confirm cost estimates and final alignment design for the construction of the loop walkway via Travers Road, Wayside Road, and Te Kauwhata Road. The enabling works stopped in March when it became necessary to co-ordinate and allow the installation of Ultra Fast Fibre on Travers Road prior to path construction. This delay has allowed the project team to look at alignment and develop further the desired construction methodology.

It is hoped that works will get underway again in May.

Raglan – Wainui Road Footbridge Upgrade

The wooden pedestrian bridge on Wainui Road, Raglan is due for replacement. Due to ongoing issues with the wooden bridge being damaged the existing culvert and head wall under the road adjacent will be extended to incorporate the footpath.

The Waikato District Alliance has been engaged to undertake the works and consent has been lodged with Waikato Regional Council. Work is expected to commence in May.

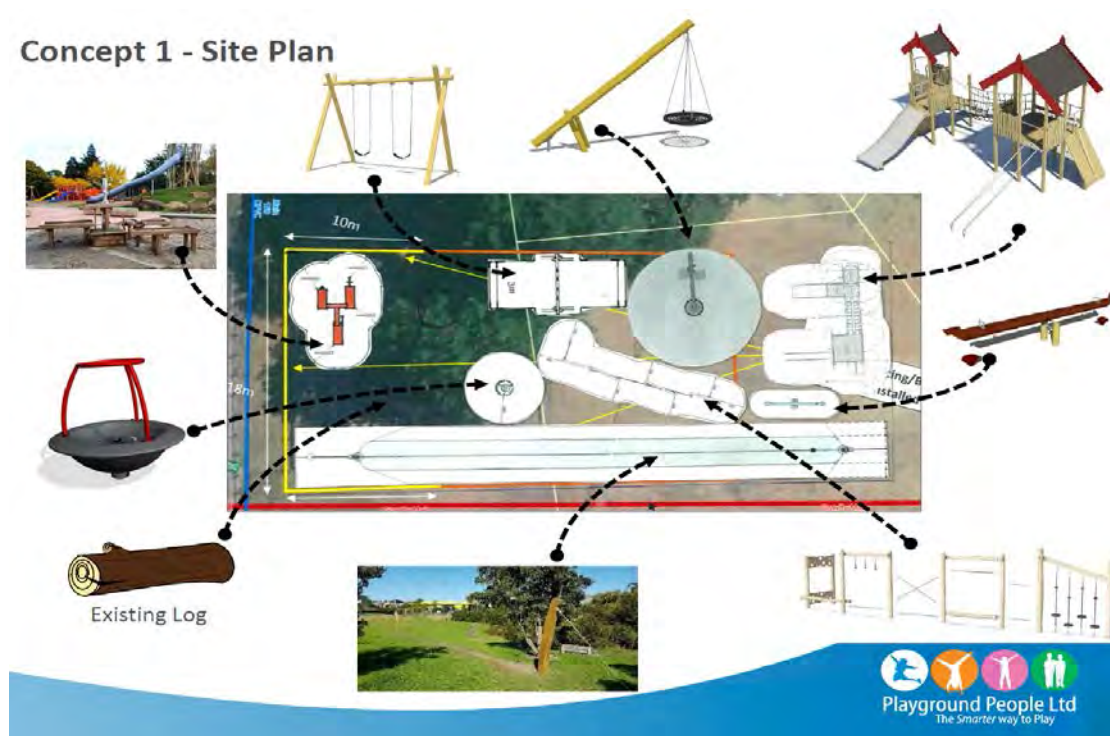


Wainui Road Footbridge

Playground Renewals

The Point Reserve Ngaruawahia - Playground Renewal

The design has been finalised alongside the Community Board. The contract has been awarded and the play equipment is in the process of been manufactured. Due to the archaeological significance of the site a plan has been submitted and approved by Heritage New Zealand. Works are planned to commence in June.



Point Reserve - Ngaruawahia Playground

Naike and Opuatia Playground Renewals

The Playground Strategy indicated that Naike and Opuatia playgrounds are due for renewal. Both community groups have been engaged and their feedback has been incorporated into the planning process. The contract is planned to be awarded in June.



Naike

Opuatia

The playground woodchip safety surfacing and surrounds have, over the years, degraded to a state where they are no longer effective and need to be renewed.

The machinery that is needed to effectively undertake the works is unable to access the park through any of the existing entranceways therefore a standard 3m wide vehicle entrance will be installed to allow access. Staff have engaged with the local Councillor and Community Board Chair regarding this work.

The contract is out for tender with the works proposed to commence in June.



Warihi Park

Fairfield Park Huntly, Basketball Court Upgrade

The design is complete for the proposed upgrade of the existing half sized basketball court to become a full sized court.

Negotiations are progressing with Land Information New Zealand (LINZ) to resolve legacy ownership issues and finalise the cadastral survey of the property boundaries. Ideally this work should be completed before the contract can be let to ensure that the project does not inadvertently encroach onto Crown owned/crown administered land.



Fairfield Park

Water

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

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

Construction of the 2018/19 District Wide Water Reticulation Renewals commenced mid-March with significant progress made to date.

Progress has seen installation of 1.7kms of water main replacements occurring with the pipeline installed over the projects four (4) northern sites; Port Waikato, Meremere and Huntly.

With approximately 30% of the project sites complete, construction crews are set to move south and will commence physical works on the two larger Ngaruawahia and Horotiu sites.



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

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 has been completed on the Northern River crossing near Parker Road on the Hakarimata Road side and the final connections are programmed for completion by end of May 2019.

Works at the Ngaruawahia Reservoir are required to provide the filling and draining of the reservoirs from the Huntly to Hophopu pipeline. These works have been rescoped as the asset team have requested we refurbish the valve chambers rather than just installing a new actuated valve in each chamber. These works have been scoped and priced and the works are progressing their way through approval process.



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

Tuakau Bulk Watermain 18 078

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

Tuakau works are underway with installation occurring on Liverpool Street and the drilling crew getting established on Harrisville Road and working back down towards the railway crossing on George Street.

Works are planned to be completed on 30 June 2019.

Wastewater*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 now completed 27 of the projects 30 required sites with the remaining works in motion to close out and complete the project in its entirety. Four of five wastewater rising main replacements have been completed with the final site (Wallis Street Pumpstation) to be commissioned mid-May. Following Wallis street connection the remaining work includes completion of two valve chamber builds, one final water connection and reinstatement over the final sites.

The contract period has for various reasons incurred time delays therefore a request for extension of time (EOT) has been requested to complete the remaining works. The remaining project work over three sites generally consists of final connection and commissioning, along with reinstatement completion and concrete orientated activities (footpath reinstatement and chamber builds); EOT for remaining works has been granted until 31 May.

Raglan High Risk Manhole Replacement

A damaged wastewater manhole, caused as a direct result of elevated H₂S gases present (within the localised wastewater network) accumulating and slowly attacking/eating the internal walls of the concrete manhole from the inside out was identified.

The manhole dubbed as Raglans highest risk and highest priority replacement as it processes and discharges up to 30l/s which equates to approximately of 85% of Raglans wastewater.

Waikato District Council First – the replacement of a failing H₂S deteriorated concrete manhole was carried out as the first polyethylene (PE) manhole to be installed within the Waikato District network.



Construction progress photos of the high risk manhole replacement at the intersection of Marine Parade and Nihinihi Avenue, Raglan

Pokeno Wastewater Reticulation Scheme, Phase 3

The contract is to be advertised soon for the completion of the private drainage connections in Pokeno. Staff are awaiting the availability of the archaeologist to oversee the works. An onsite inspection was carried out with a potential contractor to discuss issues so they can enable effective pricing. Quotes are expected to be received in late May.

George Drive Wastewater Renewal (2015/16)

Contract 15/192 works have slowed while final negotiations with the Contractor continue to confirm the forecast completion costs of the remaining works, and also while staff await WEL Networks to install the power supply for the new pump station. All works are forecast to be completed in June. The Contractor is maintaining the site to a good standard, and there is minimal impact on adjacent business during this time.



Pump Station works awaiting final reinstatement and WEL power supply

Wastewater Reticulation Renewals

Contract 17 102 Wastewater Reticulation is all complete, with final as-built drawing checks and capitalisation to be completed by Council staff in May.

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 closed on 2 April 2019 without attracting any suppliers. Staff have approached three select suppliers and this invited tender will close on the 16 May 2019.

Installation of the Raglan wastewater plant tertiary membranes has been put on hold with Watercare to take the lead on procuring and installing this project.

Wastewater Treatment Plant 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 to improve compliance against the consents.

The Tender for Contract 18/114 closed on 1 April 2019. The tender report has been completed and staff are awaiting approval to proceed with the works.

Community Projects – Facilities*Meremere Library*

The contract 18/031 was awarded to Jack Thorburn Builders Ltd of Huntly. Site Specific safety plan has been approved. Construction Management Plan to be approved with a start date proposed for mid-May with a construction completion date of August 2019.

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. An extension of the existing building will require additional parking requirements.

Tuakau Library

Data from initial engagement with key users has been collated. Engagement with the Northern Community has taken place and an engagement day was hosted on 2 May at the Tuakau library. The event went well and a total of 139 feedback forms were received. Engagement closed on 10 May which saw the project receiving a total of 182 responses. The feedback will be given to one of our data analysts to collate. Once this is complete, the information will then be passed to the architect for consideration in development of the final detailed drawings. The project team will report the outcome to the Community.

The project team and architect have met to discuss the next steps of the project and what requirements are needed. Another meeting is to be held with the architect once all Community feedback has been collated.

Whatawhata Community Facility

Council resolved to support the outcome of the community consultation and \$250,000 in seed funding has been made available for detailed planning, design and costing. Ongoing work alongside Council's Funding & Partnerships Manager is happening to confirm the best funding application timing and approach. Detailed design and costings are being completed to feed into the funding applications and Resource Consent process.

Huntly War Memorial Hall

The building is now water tight, and water damage repairs should be complete towards the end of May. Internal painting in the supper room and toilets is to be completed alongside suspended ceiling replacement/install. Entranceway is refurbished with window grouting replaced, water damage removed and repainting completed. The fire report is complete and requires the installation of sensors and an alarm. Pricing for this work is underway. A full report will go to Council within the next couple of months with a more complete update.



Huntly War Memorial Hall

Raglan Holiday Park

The Design for the refurbishment of the Papahua Block (kitchen and laundry area) is complete and pricing received. Will look to complete the refurbishment in June/July ready for the 2019/2020 season. Installation of new units and demolition of old units is scheduled for June/July.

Raglan Kopua Holiday Park Board agreed to delay any stormwater works until Resource Consent for the discharge is achieved. High level design provided to the Board for review and detailed design now almost complete. Detailed design will be used for Resource Consent application.

Toilets

Pokeno, The Point, Ngaruawahia and the Domain, Tuakau

Contract document preparation is well underway for this Toilet Refurbishments package, however delayed due to workload factors across the large number of Projects currently being delivered. 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

Scoping, design, and contract documentation is underway for the Installation package.

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. Contract to build the foundation and relocate the wastewater dump station is yet to be awarded. The foundation work will not be completed until close to the time the toilet block is ready for delivery.

A separate contract is being drafted for the pre works for upgrade/extensions of water, waste and stormwater networks services. This will reduce the risk of service strike with related cable to the adjacent high voltage transformer and also progress the project while

further consultation of the orientation of the toilet and relocation of the wastewater dump station.

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. Additional budget will be required if we re-roof rather than demolish the roof. Request for Proposal being prepared for the replacement of the roof.

Roading Works

Urban Upgrades

Gilmour Street, Raglan

Minor maintenance works are expected to be undertaken to address any immediate issues, with the timing of the proposed works to be determined through detailed design.

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.

Kopua Holiday Park Access Road and Entranceway Upgrades, Raglan

This project has been initiated to upgrade the existing access road and improve the functionality of the camp entrance. The access road works are also being undertaken to address existing ponding issues on site, options are currently being assessed for construction feasibility through the design process.

A shared path is to be constructed running adjacent to the access road, running near to the airport boundary. This will provide further connectivity which is in line with the Trails Strategy.

Accessway Upgrades

Jackson Street Cemetery

Upgrade to the cemetery accessway and parking including stormwater upgrades with new kerb and channel. This project has been surveyed and is currently in the detailed design phase.



Jackson Street Cemetery

Railway Station Upgrade

Huntly Railway Station Upgrade

AECOM have been engaged as our design and planning consultant to provide design services for the upgrade of the existing Huntly Station railway platform, for the Hamilton to Auckland Start-up Passenger Rail Service. The Station is to be developed with public facilities (shelter, lighting, CCTV, pedestrian access, and park and ride facilities) and to be ready for the start-up service in March 2020.

AECOM were selected, as they already have a good understanding of the works from being in the process of carrying out similar works for Hamilton City Council on the same start-up service for the larger scale new construction of the Rotokauri Station facility, and will have significant interface with KiwiRail and all other joint funding partners (NZTA, Waikato Regional Council, and HCC). These existing relationships that AECOM have will be a major factor in ensuring a successful delivery of the Huntly Station infrastructure and facilities.

The scoping of layout options, site survey, and site investigation is underway. KiwiRail will undertake track design starting in May 2019.



Layout Option for Huntly Rail platform and Carparking on existing WDC land.

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.

Waikato District Alliance

Zero Harm

We are pleased to report no significant injuries over the last two months.

There were no Medical Treatment Injuries (MTI) or Loss Time Injuries (LTI) in March and April. We had two First Aid Cases (FAC) in March and zero in April.

While the last two months have not seen as many Zero Harm audits as prior months the YTD performance is still strong with 774 safety engagements versus a target of 676.

Despite no injuries we have had two significant plant damage high potential incidents.

During the first week of March we had an incident at site on Glen Murray Road where a Bitumen Sprayer rolled while reversing to complete the 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. Since then a full Incident Cause Analysis Method (ICAM) investigation with many recommendations has been completed with many recommendations being distributed. This ICAM was reviewed by the Principal's Group last week.

On 1 April our litter cage truck lost control on a curve heading to Port Waikato, crossed the road and rolled down a bank causing significant damage to the truck. The driver was uninjured and passed a Drug and Alcohol test. An ICAM investigation is underway.

The Waikato District Alliance held a stop work toolbox on the 15th of April that included all of WDA and its supply partners. This was done in light of the incidents that occurred in February and March across the industry (Fulton Hogan and Higgins fatalities). The toolbox was used to reinforce the need to be vigilant in ensuring the safe practices of our crews and team.

Weekly toolboxes continue to review incidents, share learnings and discuss near misses. We also cover wellness and mental health support.

We also joined Council's Wellbeing Initiative and provided all crews with a Subway lunch with a site visit and discussion on the benefits of hydration, refuelling the body and resting the brain during scheduled meal breaks.



Maintenance

Unsealed

We have undertaken both light and heavy grading across the network with four crews on the network throughout March and April. We have continued our focus on unsealed drainage utilising a digger crews to clear watertables and culverts on our unsealed network.

Swann Access Road at Ruapuke is a steep narrow road with solid rock below the surface. The constraints of the site made this road a little unsafe and difficult to maintain to an appropriate standard. We took the opportunity to utilise a small amount of asphalt millings to compact on the surface of this road in order to provide a safer road, an appropriate level of service and a planned lower maintenance cost.



Millings on Swann Access Road

Drainage and Slips

The drainage crews have spent the majority of their time on the unsealed network and working on slip repairs

Slip Repair Sites		
Road	Location (RP)	Status
Hetherington Road	17200	Complete
Highway 22	22250	Planned for May
Highway 22	28790	Planned for May
Highway 22	29000	Planned for May
Highway 22	30690	Planned for May
Karakariki Road	3350	Complete
Port Waikato - Waikaretu Road	22685	Complete
Port Waikato - Waikaretu Road	22990	Complete
Port Waikato - Waikaretu Road	23050	Complete
Waimai Valley Road	1000	Complete
Wairamarama Onewhero Road	7800	Started
Wairamarama Onewhero Road	10830	Surfacing to complete
Wairamarama Onewhero Road	12590	Surfacing to complete
Wairamarama Onewhero Road	12900	Surfacing to complete
Wairamarama Onewhero Road	24330	Complete

Slip repairs

Slip repair work on Karakariki RP3350



Before



After





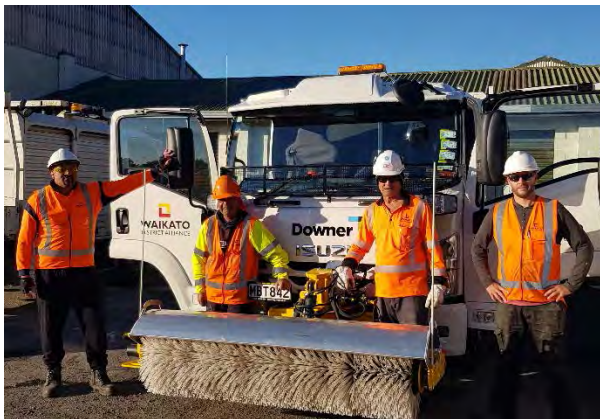


Stabilising

The stabilising team has completed approximately 20,000m² of general maintenance and safety repairs across the network in the last two months. Stabilising work is all but complete for this financial year.

Cyclic

The cyclic teams continue to service the network filling potholes, collecting large amounts of litter, sweeping spills, attending accidents as well as various other activities. The southern team received a new cyclic truck in April allowing them to continue to keep the network safe. The Northern team also received a new traffic management crew truck.



Bridge Maintenance

The Rangiriri Bridge traffic signal failure was caused by failure of the original cable running inside the bridge structure. Any closure of this bridge would have impacted on the Mercer Ferry Bridge heavy vehicle detour.

We managed to complete the work at night over three consecutive nights with limited disruption to road users. The badly corroded handrail sections were also replaced at the same time.

Capital Works

Rehabilitation

Pavement rehabilitation for the 2018/19 season has been completed with the final site (Okete Road) having enabling works completed ready for pavement construction in the 2019/20 season.

Planning work for the 2019/20 programme is underway currently. A review of candidate sites has been completed with Council staff. A drive over of the sites has been undertaken to determine design parameters for each site and agree the scope of minor safety improvements.

Survey and pavement pit logging is currently underway to facilitate geometric and pavement design .

Resurfacing

All resealing is complete for the year and the last of the asphaltic concrete sites will be completed within the next few weeks .

Birchwood Lane

We have made good progress constructing Birchwood Lane which is a WEX Hamilton Expressway commitment. We have installed subsoil drainage and constructed a 2.5m shared footpath.

Temporary pedestrian access has been provided during construction and this has generated a lot of use .

The job will be completed in May and will include new roadway, guardrails and shared footpath.



Birchwood Lane Construction

Safety Projects (Low Cost/Low Risk)

A number of minor safety projects have been undertaken including speed management signage, guard railing, sight benching and new footpaths from the approved three year programme.

Cont... Low cost low risk

Harrisville Rd and Logan Rd guardrail project



Cont... Low cost low risk

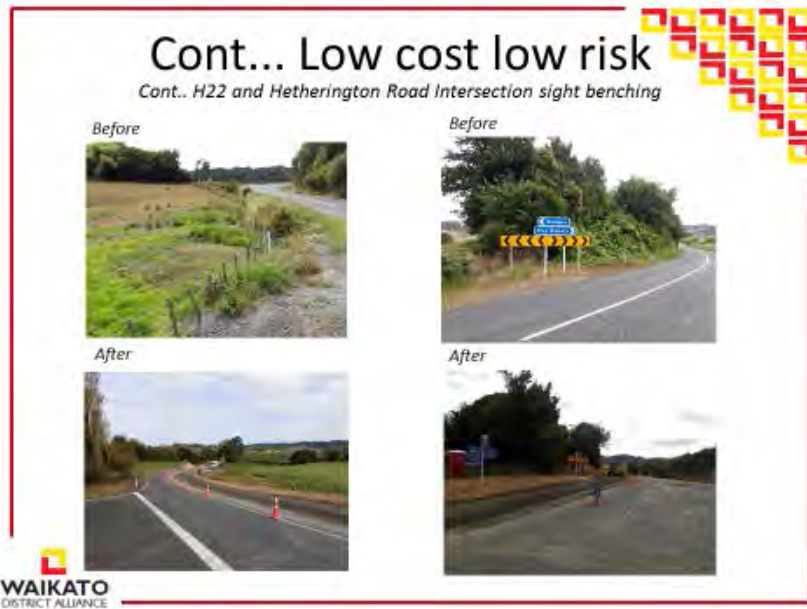
Footpath & median island construction - School Rd, Whatawhata



Cont... Low cost low risk

H22 and Hetherington Road Intersection sight benching





Asset Management

2019/20 Renewal Forward Works Programme (FWP)

The pavement and surfacing renewal FWP has now been completed for the 2019/20 financial year and the design & investigation phases are now in progress.

General Asset Management Activities

As well as continuing with the usual updating of new and existing assets within RAMM, we have also been preparing for the NZTA Procedural and Technical Audit which is to take place over five days in mid-May. The last technical audit that NZTA completed was in 2011.

Staff attended the Downer Asset Management Workshop in Palmerston North. This was 2 days sharing best practice and innovative ideas that are being carried out by other Asset Managers throughout the country. Staff will also attend a similar workshop in May which will involve all our Asset Information Managers throughout the country getting together.

2019/20 High Speed Data Survey (HSD)

The 2019/20 HSD survey has recently been completed over April. This is the fourth round that has been completed since the start of the Alliance. Each additional round of data collected increases the accuracy and confidence that can be achieved with the pavement deterioration modelling that the Asset Management team carries out. Once the quality checks have been completed on this recent data, we will start the process over again for the 2020/21 FWP which will also form the basis for the next LTP/AMP submission.

Open

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	14 May 2019
Prepared by	Vishal Ramduny Strategic Projects Manager
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Update on Bus Service Improvements for the Northern Waikato

I. PURPOSE

To provide the Infrastructure Committee with an update on the bus service improvements recommended by the North Waikato Public Transport Review conducted in 2017 and which were subsequently adopted in Council's 2018-2028 Long Term Plan.

The latest patronage data from the Waikato Regional Council is also included for the Committee's information.

2. RECOMMENDATION/S

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

3. BACKGROUND

Waikato District Council (WDC), in partnership with Waikato Regional Council (WRC) and the New Zealand Transport Agency (NZTA), undertook a review of public transport provision in the north Waikato area in 2017. This review was used to inform Council's Long Term Plan and the Regional Public Transport Plan (RPTP) in respect to future public transport provision in the northern Waikato. WRC is the operator of the bus services.

The project was conducted as part of the wider North Waikato Integrated Growth Management Programme Business Case ("North Waikato PBC").

4. UPDATE

4.1. Implementation Update

An update on each of the interventions identified through the North Waikato Public Transport Review - which subsequently informed Council's 2018-2028 Long Term Plan - is provided below.

4.1.1. Pokeno (through Tuakau) to Pukekohe bus service (one return trip a day Monday to Friday off-peak)

A planned new public bus service will be implemented later in 2019 between Pokeno and Pukekohe. The route will replace the existing service between Pukekohe and Tuakau operated by Auckland Transport. The route is part of a review of bus services in the north Waikato and is included in the Regional Public Transport Plan and Waikato District Council's Long term Plan. The service will be funded by a combination of NZTA (51%), Waikato District Council rates and fares.

The Ministry of Education ("MoE") requested a meeting with WRC and WDC staff to get a better understanding of the service with regards to its implications for the Ministry's services which currently runs between Pokeno and Tuakau College.

Currently Tuakau College has two MoE funded bus routes that could be affected by the introduction of this service - one starting at Mangatawhiri and one starting in Mercer. Ministry of Education policy is that school transport assistance is only provided where there are no suitable public transport options exist. Once the planned route is introduced then students travelling from Pokeno to Tuakau would have a public transport option which could trigger a review of MoE funding in accordance with MoE policy.

MoE has indicated that it will be in a better position in 2020 to advise of when the next funding review will be undertaken for its Franklin network. MoE has also indicated that, at that time, it will be able to discuss a transition plan for those students affected. MoE will advise WRC and WDC once this review has happened and work towards implementation or a phase out plan aiming for some time in 2021 and possibly in alignment with NZTA funding. This would leave the potential for WRC and WDC to review funding and service provision levels for its next LTP cycle. Further discussions will be held with MoE to ascertain if it would be possible to have a variation of its existing policy (that would enable joint service provision through a partnership model) so that its existing service can be retained in the future.

WRC would continue to implement the service as planned later this year. The service will be procured on a basis where the service level can be increased to meet increased funding available in the 2021-2024 funding period if desirable or necessary.

The project plan below has been developed by WRC for implementing the Pokeno to Pukekohe bus service:

Target Date	Party Responsible	Milestone
W/C 19 May	WRC	Issue timetable for WDC and Auckland Transport (AT) review.
W/C 3 June	WRC / NZTA	NZTA to confirm inclusion in Low Cost Low Risk programme.
W/C 3 June	WRC	Invite expressions of interest from Go Bus and other operators to operate the service on an interim basis until 2021.
W/C 1 July	WRC	Confirm operator.
W/C 15 th July	WRC	Confirm timetable and go live date with selected operator.
W/C 22 July	WRC	Contract variation signed.
W/C 1 August	WRC/AT	Notice to be given to Auckland Transport to discontinue existing Pukekohe – Tuakau Route.

Target Date	Party Responsible	Milestone
31 August 2019	WDC	Bus stop infrastructure works to be completed by WDC.
16 September 2019 - TBC	WRC/RITS Consortium	Potential Go-Live Date for RITS ticketing system.
W/C 16 September 2019	WRC	End of embargo period for GTFS (electronic timetable) changes. Route and timetable information sent to Radiola (real time supplier) & INIT (Ticketing supplier) for GTFS update.
W/C 14 October 2019	WRC	Estimate of real time and ticketing system updates complete.
W/C 21 October 2019	WRC	Pokeno – Pukekohe Service Go-Live & Pukekohe – Tuakau service discontinued.

Table I - Project plan for implementing the Pokeno to Pukekohe bus service

4.1.2. Huntly to Pukekohe (service commencing in Hamilton) – (one return trip a day Monday to Friday in off-peak) replacing the current Hamilton – Pukekohe service

This was previously part of the Hamilton to Pukekohe service which ran alternate Thursdays stopping at Huntly and other towns along the corridor – it now runs every week day. This service commenced on 29 January 2019.

There is no longer an internal Huntly service (this has been replaced by alternate loops of the east and west of Huntly by the Northern Connector service). There is also a weekend service from Hamilton to Huntly.

4.1.3. Te Kauwhata – Hamilton (one return trip per day Monday to Friday at peak times)

This has been implemented as part of a major revamp of the Northern Connector timetable and came into effect on 29 January 2019. One bus now travels from/to Te Kauwhata in the morning (leaving at 06.50am) and evening (leaving the Hamilton Transport Centre at 5.35pm) on weekdays. This service travels via Huntly, Ngaruawahia, The Base, Transport Centre and terminates at the university.

4.1.4. Port Waikato to Pukekohe – Investigate replacing the timetabled bus with a community transport option. Costs to be determined

This is work in progress.

4.1.5. Community transport initiatives commencing 2020

In addition to the above, the Waikato District Council has committed \$240,000 in its Long Term Plan for a rail facility in Huntly in support of a start-up passenger rail service between Hamilton and Auckland.

4.2. Patronage date

The latest (March 2019) patronage data from the Waikato Regional Council for the Waikato region is shown below. Patronage for March shows steady progress on last year, with an overall growth of 0.40% across all services. Hamilton Urban services report 1.35% upturn. The introduction of the Comet route in Hamilton on 1st April is expected to contribute to further patronage growth in the Urban area over the next 6 months.

Some issues with the Huntly services are reflected in patronage figures, which show downturn for the period from last year. WRC is anticipating that changes to services introduced recently will result in better performance and increased patronage going forward.

Mar-19	Boarding Type	Monthly Result		12 Months to Date	
		Boardings	% change compared to same month last year	Boardings	% change compared to same period one year prior
Hamilton Urban	First boarding	275,320	-0.22%	2,709,026	0.97%
	Transfer boarding	93,468	6.28%	762,056	-4.49%
	Total	368,788	1.35%	3,471,082	-0.28%
Cambridge / Hamilton	First boarding	5,930	3.23%	59,126	7.76%
	Transfer boarding	93	41.36%	940	20.16%
	Total	6,023	3.66%	60,066	7.93%
Huntly / Hamilton	First boarding	20,261	-17.05%	228,987	-3.70%
	Transfer boarding	1,385	0.61%	13,740	9.61%
	Total	21,646	-16.11%	242,727	-3.03%
Mangakino	First boarding	311	19.08%	2,822	17.74%
	Transfer boarding	-	-	-	-
	Total	311	19.08%	2,822	17.74%
Paeroa / Morrinsville	First boarding	3,828	7.39%	31,571	-2.15%
	Transfer boarding	37	68.72%	433	100.14%
	Total	3,865	7.76%	32,004	-1.46%
Pukekohe	First boarding	525	652.39%	2,059	177.79%
	Transfer boarding	19	-	54	573.91%
	Total	544	679.62%	2,113	182.03%
Raglan	First boarding	7,806	4.27%	64,538	3.56%
	Transfer boarding	308	98.06%	2,161	-8.81%
	Total	8,114	6.18%	66,699	3.11%

Notes:

- 1st boardings are boardings where passengers pay a fare.
- Transfers are free boardings usually associated with a passenger changing buses in order to complete a journey. All boardings on the Hamilton CBD shuttle service are also counted as transfers.
- Patronage numbers exclude special events.
- Patronage has been adjusted to account for differences between months such as the number of working days.

Table 2 – Regional Bus Patronage Data for March 2019 (Waikato District/Franklin area is highlighted)

5. CONSIDERATIONS

5.1. Financial

The bus service improvements are being carried out as per Council's Long Term Plan 2018-2028 financial commitments.

5.2. Policy & Strategy Alignment

The north Waikato Public Transport Review is linked to the wider North Waikato Programme Business Case and has helped to inform the review of the RPTP in respect to future public transport provision in the northern Waikato.

5.2. Significance & Engagement

Planned	In Progress	Complete	
N/A	N/A	√	Internal (Councillors)
N/A	N/A	√	Community Boards/Community Committees
N/A	N/A	√	Waikato-Tainui/Local iwi
N/A	N/A	√	Households
N/A	N/A	√	Business

6. CONCLUSION

This report provides an update on the bus service improvements that was arrived at through the North Waikato Public Transport Review conducted in 2017, which subsequently informed Council's 2018-2028 Long Term Plan.

7. ATTACHMENTS

Nil.

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	9 May 2019
Prepared by	Eli Tamati Property Officer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Declaration of Reserve Land as Road – Greenslade Road, Raglan

I. EXECUTIVE SUMMARY

Council has received two independent applications requesting the granting of rights of way over reserve land in Raglan to provide physical and legal access to the applicants land. Previously, Council has received and granted four other similar requests over the same sections of reserve land.

The continual granting of rights of way over these sections of reserve land is a highly reactive approach for which a proactive solution is available.

This report recommends declaring these sections of reserve land to be road. This will provide perpetual physical and legal access to all adjoining owners and remove the need for further reports of this nature.

2. RECOMMENDATION

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

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

- a. classifying all the land described in the **FIRST SCHEDULE** as **Local Purpose (Access Way) Reserve**;
- b. declaring all the land described in the **SECOND SCHEDULE** as road;

AND FURTHER THAT the **Chief Executive** be delegated authority to execute all relevant documents necessary to give effect to the resolution.

FIRST SCHEDULE

All the land firstly described as being Part Deeds Plan 589 of 1391 square meters comprised in Record of Title SA12D/693; delineated in **YELLOW** on **Appendix I** labelled as “Access Way 2”.

All the land secondly described as being Part Deeds Plan 589 of 1131 square meters; delineated in **YELLOW** on **Appendix I** labelled as “Access Way 3”.

SECOND SCHEDULE

All the land firstly described as being LOT 1 on DPS 82344 of 993 square meters comprised in Record of Title SA65B/21; delineated in **BLUE** on **Appendix 2** labelled as “Access Way 1”.

All the land secondly described as being Part Deeds Plan 589 of 1391 square meters comprised in Record of Title SA12D/693; delineated in **BLUE** on **Appendix 2** labelled as “Access Way 2”.

All the land thirdly described as being Part Deeds Plan 589 of 1131 square meters; delineated in **BLUE** on **Appendix 2** labelled as “Access Way 3”.

All the land thirdly described as being Part Deeds Plan 589 of 3364 square meters; delineated in **BLUE** on **Appendix 2** labelled as “Access Way 4”.

3. BACKGROUND

Council has received two land use consent applications seeking to develop the applicants’ land.

As part of the consent process, the Consents Planner assesses the existing physical access available to that land. The Consents Planners may require, as a condition of granting consent, that the applicant acquires legal rights over adjoining land to provide reasonable physical and legal access to their properties.

The Consent Planning Team is proposing to impose such a condition on the two applications requiring the applicants to acquire rights of way over Council-owned land.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Strategic Property Unit has received two independent applications requesting that Council grants rights of way over Council-owned land, which is subject to the Reserves Act.

In order to comply with the conditions of their land use consents the applicants need to secure legal access over the adjoining Council-owned land. Refusing to grant these easements would make it impossible for the applicants to give effect to their resource consents.

Precedent exists to grant rights of way over the sections of land in this report, however the continued granting of overlapping easements is a highly reactive approach. Council can rationalise the existing use of these strips of land by declaring the land described in the Second Schedule as legal road.

Owners of land who have existing rights of way would not be prejudiced by giving effect to the resolution as declaring the land as road would continue to provide the same physical and legal access to their properties; pedestrian access to the adjoining estuary will also be preserved by declaring the land to be road.

The strips of reserve land which are the subject of this report provide vehicular access to approximately 25 properties adjoining Greenslade Road. Council has granted rights of way in favour of three properties, and one easement in gross to WEL Energy Network. Two further properties have now requested rights of way over the same strips of land. There is the potential for 20 further properties to apply to Council requesting similar rights which would require 20 further reports to the Infrastructure Committee discussing the merits of each application on a case by case basis.

4.2 OPTIONS

Option 1: Council approves the recommendations of this report.

This will enable staff to undertake the administrative work required to give effect to the resolution of this report.

This option reflects a proactive approach to rationalising the use of Council owned land and increase future efficiencies for our customers.

This option is recommended.

Option 2: Council does not declare the strips of land described in the Second Schedule as road, but approve granting rights of way over the strips of land in favour of the resource consent applicants.

This option will allow the consent applicants to satisfy their proposed land use consent condition; however will result in stacked/overlapping rights of way over the strips of land. Further infrastructure Committee reports will be required for any requests granting rights of way in accordance with the current Reserves Act delegations.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

There will be minimal financial impact. Any costs incurred will be paid by the applicants.

From a Roothing Operations perspective, the resulting roads will be treated as unformed legal roads and not form part of Council's maintained roading network; maintenance obligations remain with the users of the access ways.

5.2 LEGAL

In order to give full effect to the resolution, administrative action will be required by staff.

(a) Land Transfer Act 2017

Administration of the parcels of land (referred to as being 'Access Way 2', 'Access Way 3' and 'Access Way 4' on Appendix 2) are required in accordance with sections 87 and 90 of the Land Transfer Act.

(b) Reserves Act 1977

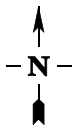
The land described in the First Schedule shall be classified in accordance with section 16 of the Reserves Act. The land described in the Second Schedule shall be declared road in accordance with section 111 of this Act. In the event that Option 2 is the preferred option, the granting of an easement shall be in accordance with section 48 of the Act.

6. CONCLUSION

Declaring the land described in the Second Schedule as road provides the Council and its ratepayers with a cost-effective, efficient and easy solution to provide physical and legal access to a number of properties adjoining Greenslade Road, Raglan.

7. ATTACHMENTS

Appendix 1 – Land to be Classified as Local Purpose (Access Way) Reserve
Appendix 2 – Land to be Declared as Road



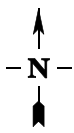
APPENDIX I – LAND TO BE CLASSIFIED AS LOCAL PURPOSE (ACCESS WAY) RESERVE

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



Access Way 2

Access Way 3



Access Way 2

Access Way 1

Access Way 3

Access Way 4

Greenslade Road

Moonlight Bay

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting Service Delivery General Manager
Date	9 May 2019
Prepared by	Eli Tamati Property Officer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Right of Way over Plantation Reserve – Bay View Road, Raglan

I. EXECUTIVE SUMMARY

Council has received a request to grant a right of way over Council owned land in Raglan, which is subject to the Reserves Act 1977, to satisfy a proposed resource consent condition.

Council is empowered, as delegated by the Minister of Conservation, to grant rights of way over reserve land in accordance with section 48 of that Act.

2. RECOMMENDATION

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

AND THAT the Infrastructure Committee recommends that Council grants a right of way over over the land described in the **FIRST SCHEDULE** in favour of the land described in the **SECOND SCHEDULE**;

AND FURTHER THAT the Chief Executive be delegated to execute all relevant documents necessary to give effect to the resolution.

FIRST SCHEDULE ('the reserve land')

All the land legally described as being Part Lot 1 on Deeds Plan 982 comprised in Record of Title SA522/31; delineated in **YELLOW** on **Appendix I** labelled as "The Reserve Land".

SECOND SCHEDULE ('the applicant's land')

All the land legally described as being LOT 2 on DPS 22447 comprised in Record of Title SA21A/657; delineated in **BLUE** on **Appendix I** labelled as "The Applicant's Land".

3. BACKGROUND

The owners of 45 Bay View Road, Raglan have applied for a resource consent to approve building works which do not comply with the operative Waikato District Plan rules.

The processing Consents Planner has proposed, as a condition of granting the consent, that the applicants acquire a right of way over the adjoining reserve land in order to provide reasonable physical and legal access to the applicant's land.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The applicant's land is fronted by the unformed portion of Daisy Street (the area of road delineated in RED on Appendix 1), however no physical vehicle access is available due to landscape constraints.

The applicants are informally using a portion of the reserve land to provide physical access to their property (loosely indicated in the dashed BLACK line on Appendix 1); they are now required to formalise a right of way to provide reasonable physical and legal access to their land as a proposed condition of granting resource consent.

Precedent exists for granting rights of way and other easements over this strip of reserve land; prior rights have been granted in favour of 45A Bay View Road.

Council does not anticipate financial costs in relation to executing this agreement (section 5.1 below) and has confirmed with all relevant Council departments that the proposed right of way does not affect or impede Council operations.

4.2 OPTIONS

Option 1: Council approves the recommendations of this report.

This will enable a right of way to be granted in accordance with the appropriate provisions of the Reserves Act 1977. This will also allow the consent applicant to satisfy the proposed consent condition and give effect to their consent.

This option is recommended.

Option 2: Council does not grant a right of way over the reserve land.

The consent applicant will be unable to satisfy the proposed conditions of their resource consent.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

The applicant shall be responsible for all costs of creating and registering the right of way.

Council does not expect to incur any costs, other than time, to execute this arrangement.

5.2 LEGAL

(a) Reserves Act 1977

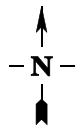
Granting a right of way over the reserve land in favour of the applicant's land will be undertaken pursuant to the relevant sections of this Act.

6. CONCLUSION

This report requests and recommends that Council exercises its powers, as delegated by the Minister of Conservation, in granting a right of way over the reserve land in accordance with section 48 of the Reserves Act 1977.

7. ATTACHMENTS

Appendix I – Aerial Diagram of the Reserve Land and the Applicant's Land



Unformed Daisy Street

The Applicant's Land

The Reserve Land

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting Service Delivery General Manager
Date	8 May 2019
Prepared by	Eli Tamati Property Officer
Chief Executive Approved	Y
Reference #	INF2019; 04381/042.00
Report Title	WEL Easement Agreement – Te Kauwhata Road Recreational Reserve

I. EXECUTIVE SUMMARY

Council has received an easement agreement from WEL Networks Limited ('WEL') to protect proposed underground cables within the Te Kauwhata Road recreation reserve ('the recreation reserve') in Te Kauwhata.

The new underground cables will replace existing 11kV overhead powerlines to supply the Lakeside Development ('Lakeside') on Scott Road in Te Kauwhata.

The granting of easements within the recreation reserve must be done in accordance with section 48 of the Reserves Act 1977 which empowers Council (as delegated by the Minister of Conservation) to grant easements over reserves.

2. RECOMMENDATION

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

AND THAT the **Infrastructure Committee** recommends that **Council** approves granting the proposed easement over the land described in the schedule in accordance with the terms established in the easement agreement (**Appendix I** of the staff report);

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

SCHEDULE

All the land legally described as being Section 1 on Survey Office Plan 305346 comprised in Record of Title 63735.

3. BACKGROUND

In order to supply future anticipated residential development in Te Kauwhata, WEL proposes to replace existing 11kV overhead lines along Te Kauwhata Road with underground cables. Most of the work will occur within road reserve, however, there is a small section of overhead (as shown on Annexure Schedule 2 on **Appendix 1**) to be included within the recreation reserve. WEL proposes to protect their underground equipment with an easement.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Te Kauwhata area is undergoing profound growth and development due to projects such as the Lakeside development which proposes to create an additional 359 residential lots. Furthermore, Plan Change 20 anticipates further staged development culminating in an additional 1,600 residential lots.

Appropriate infrastructure and public services are required to service that development.

WEL are proposing to undertake an upgrade of the existing overhead lines along Te Kauwhata Road and Scott Road with underground cables. While a majority of the works being undertaken will take place within the unformed road corridor, there is a small section of overhead cables included which will require WEL's equipment to be installed within the recreation reserve on Te Kauwhata Road (04381/042.00). (Refer to Annexure Schedule 2 on Appendix 1).

To enable this to occur, the attached agreement has been developed (Appendix 1).

Council does not anticipate financial costs in relation to executing this agreement (see: section 5.1 below). While the project works are being undertaken by WEL, health and safety requirement mean that all, or part, of the recreation reserve must be closed to public use for a short period of time during the installation of the underground cables. Closing of all, or part, of the reserve for a short time is justified by anticipated utility of the infrastructure upgrade.

All relevant Council departments confirm that the proposed works will not impede Council's business as usual or anticipated future works in the area. The easement agreement reflects amended and accepted changes from WEL imposed by Council

4.2 OPTIONS

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

This will enable WEL to securely install their equipment in order to supply power to Lakeside protected by the easement agreement, executed in accordance with the appropriate provisions of the Reserves Act 1977.

This option is recommended

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

The easement agreement between Council and WEL would cease and WEL's appetite to upgrade the electricity supply network may be compromised.

Council may expose itself to reputational risk, and further be found to be acting in contravention of the Local Government Act which requires Council to provide for the current and future needs of their communities with good-quality local infrastructure.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

Pursuant to clause 5.1 of the easement agreement (Appendix 1, p 3), WEL pays all costs of creating and executing the easement, and restoring the condition of the land to a condition as close as possible to its original condition.

Council does not expect to incur any costs, other than time, to execute this easement agreement.

5.2 LEGAL

(a) *Local Government Act 2002 ('LGA')*

In accordance with the LGA, granting and executing the easement agreement is consistent Council's commitment to meeting the current and future needs of its communities with good-quality local infrastructure.

(b) *Reserves Act 1977*

The land described in the schedule of this report is subject to the Reserves Act 1977. Creating and executing the easement agreement will be undertaken pursuant to the relevant sections of this Act.

6. CONCLUSION

This report requests and recommends that Council exercises its powers, as delegated by the Minister of Conservation, in granting an easement to WEL in accordance with the appended easement agreement and in a manner consistent with section 48 of the Reserves Act 1977.

7. ATTACHMENTS

Appendix 1 – The proposed easement agreement

Appendix 2 – The Land Status Report as prepared by Lifestyle Research



EASEMENT AGREEMENT

AGREEMENT dated

2019

PARTIES

- (1) **WEL NETWORKS LIMITED** (“WEL”)
- (2) **WAIKATO DISTRICT COUNCIL** (“Owner”)

BACKGROUND

- A. The Owner owns the Land.
- B. The Land is held by the Owner for the purposes of Recreation.
- C. The Owner will grant WEL an easement over the Easement Area on the terms and conditions contained in this Agreement.

AGREEMENT

1. Definitions

- 1.1 **“Easement”** means the electricity and telecommunications easement in gross to be granted by the Owner to WEL, on, over and under the Easement Area to be registered against the Record of Title for the Land.
- 1.2 **“Easement Area”** means approximately that part of the Land highlighted on the plan annexed as Schedule 2.
- 1.3 **“Easement Terms”** means WEL’s standard terms and conditions of easement in gross annexed as Schedule 1.
- 1.4 **“Equipment”** means all things used or intended to be used as, or ancillary to, a physical medium for transmitting and/or conveying electricity and telecommunications. It includes (but is not limited to):
 - (a) wires, lines, cables, poles, masts, transformers, antennas, receivers, machinery, insulators, tunnels, foundations, supports, ducts, pipes, casings, terminal boxes, housings, software, fixtures or other equipment or materials used, intended to be used or supporting or ancillary to the generation, conversion, conveyance, transmission, broadcasting, emission or reception of electricity, telecommunications, computer media, signals, (radio or otherwise), impulses, writing, images, sounds, instructions, information or intelligence of any nature incidental; and
 - (b) any part of any Equipment; and
 - (c) “Works” as defined by the Electricity Act 1992; and
 - (d) “Works” as defined by the Telecommunications Act 2001.

1.5 **“Land”** means all the estate and interest of the Owner in the property situated at Scott Road/Te Kauwhata Road, Te Kauwhata being Section 1 Survey Office Plan 305346 and Section 1 Survey Office Plan 306019 as contained in Record of Title 63735.

1.6 **“Owner”** means Waikato District Council, the registered owner of the Land.

1.7 **“WEL”** means WEL Networks Limited and includes its subsidiaries, related companies and their successors, assigns, licensees, and where appropriate, their employees, contractors, surveyors, engineers, invitees and inspectors.

2. **Grant of Easement**

2.1 In consideration of the sum of \$1.00 (“Consideration”) paid to the Owner by WEL, the Owner agrees to grant to WEL the Easement upon the Easement Terms. The Easement Area will be a minimum width of four metres.

2.2 The Owner acknowledges receipt of the Consideration.

2.3 The Owner grants WEL the right to enter onto and/or over the Land to construct, install, maintain, remove and monitor Equipment on, over and under the Easement Area.

3. **Condition**

3.1 This agreement is conditional and the obligations of the Owner hereunder are entirely conditional upon the Owner using its best endeavours to obtain the consent of the Minister of Conservation (“the Minister”) to the easement pursuant to section 48 of the Reserves Act 1977.

3.2 If the Owner fails to promptly obtain the consent referred to in clause 3.1, then WEL may, after first providing 10 days written notice to the Owner, seek to obtain such consent at the Owners cost.

3.3 In the event that the Minister shall require the Owner to give public notice of the proposed easement under section 48 of the Reserves Act 1977 then this agreement shall be conditional on the Owner giving such notice of the proposed easement and, having heard all objections and submissions on that proposal, making a decision to grant the electricity easement. The obligation of the Owner to grant the easement pursuant to this agreement is deferred until section 48 of the Reserves Act 1977 has been complied with.

4. **Obligations of Owner:**

4.1 The Owner will:

- (a) Sign all documents necessary to define and create the Easement to enable registration of the Easement on the Record(s) of Title to the Land (“Title”); and
- (b) Do all things necessary to ensure the Easement is able to be registered without delay; and
- (c) Obtain the consent of any party whose consent may be required to the registration of the Easement; and

- (d) Obtain the consent of the Minister of Conservation pursuant to section 48 of the Reserves Act 1977.

5. **Obligations of WEL**

5.1 WEL will:

- (a) Keep all Equipment owned by WEL on the Land in good order; and
- (b) Restore the surface of the Land to a condition as close as possible to its original condition before WEL broke the surface of the Land for the installation of the Equipment; and
- (c) Ensure that any underground Equipment is at a depth of not less than 1250mm from the surface of the Land; and
- (d) Create the easement instrument on the Easement Terms for registration of the Easement; and
- (e) Pay the Owner's costs in respect of this document and any documents required to create and register the Easement; and
- (f) Pay WEL's costs in respect of this document and any documents required to create and register the Easement; and
- (g) Pay its own costs in respect of the Easement, including any subsequent variation or surrender; and
- (h) Pay the costs of the survey required for the Easement.

6. **General Provisions**

- 6.1 Except as provided in this instrument, the Owner is not entitled to compensation in respect of the Easement or the Equipment on, over or under the Easement Area.
- 6.2 If the Owner agrees to transfer or assign any interest in the Land or grant an interest in the Land to any person before the Easement is registered against the Title(s) to the Land, the Owner will at its cost obtain from any such person a deed of covenant in a form acceptable to WEL that such person will comply with the provisions of this Agreement in addition to or in the place of the Owner.
- 6.3 The Owner must obtain a deed of covenant in a form acceptable to WEL from any lessee or other occupier of any part of the Land as at the date of this Agreement or during the term of this Agreement that the lessee or other occupier will comply with the provisions of this Agreement in addition to the Owner.
- 6.4 This agreement will terminate on the registration of the Easement against the title to the Land, however the parties' obligations pursuant to clause 4.1 and 5.1 will, to the extent they have not been complied with, remain and will survive termination.

- 6.5 Pending registration of the Easement, and to protect its interest in the Land, WEL may lodge a caveat against the title to Land. WEL will, on request, (and at the Owner’s cost) provide the Owner with its consent as caveator to any dealings with the Land provided those dealings are not prejudicial to WEL’s interests.
- 6.6 The rule of construction known as the contra proferentem rule does not apply to this document.
- 6.7 Each party’s liability for the breach of its obligations pursuant to this agreement, will be limited to the direct and actual costs of the other party, to a maximum of \$1,000,000 per event or series of related events, and \$2,000,000 in any 12 month period, and specifically excludes: indirect, consequential, or economic loss and loss of profit.
- 6.8 Any trustee entering into this agreement who does not have any beneficial interest in the assets of the trust and who does not at any relevant time commit a breach of trust does not have an unlimited liability under this instrument and their liability is limited to the actual amount recoverable from the assets of the trust from time to time.
- 6.9 The parties agree to be bound by the terms set out in the Easement Terms as if the Easement has been registered against the Title(s) for the Land from the date of signing this Agreement.
- 6.10 This agreement may be executed in two or more counterparts, all of which will together be deemed to constitute one and the same agreement. A party may enter into this agreement by signing a counterpart copy and sending it to the other party, including by facsimile or e-mail.

SIGNED for and on behalf of)
WEL NETWORKS LIMITED)
 by a duly authorised signatory)
 in the presence of:)

Witness signature:

Witness name:

Occupation:

Address:

SIGNED for and on behalf of)
WAIKATO DISTRICT COUNCIL)
by a duly authorised signatory)
in the presence of:)

Witness signature:

Witness name:

Occupation:

Address:

ANNEXURE SCHEDULE 1**Definitions**

1. "Land" means all the estate and interest comprising the Burdened Land identified in Schedule A of this instrument.
2. "Grantee" means WEL Networks Limited and includes its subsidiaries or related companies and their successors, assigns, licensees, and where appropriate, their employees, contractors, surveyors, engineers, invitees and inspectors.
3. "Easement Area" means that part of the Land shown in Schedule A of this instrument.
4. "Equipment" means all things used or intended to be used as, or ancillary to, a physical medium for transmitting and/or conveying electricity and telecommunications. It includes (but is not limited to):
 - (a) wires, lines, cables, poles, masts, transformers, antennas, receivers, machinery, insulators, tunnels, foundations, supports, ducts, pipes, casings, terminal boxes, housings, software, fixtures or other equipment or materials used, intended to be used or supporting or ancillary to the generation, conversion, conveyance, transmission, broadcasting, emission or reception of electricity, telecommunications, computer media, signals (radio or otherwise), impulses, writing, images, sounds, instructions, information or intelligence of any nature incidental; and
 - (b) any part of any Equipment; and
 - (c) "Works" as defined by the Electricity Act 1992; and
 - (d) "Works" as defined by the Telecommunications Act 2001.

Grant

5. The Grantor grants to the Grantee perpetual easements in gross for Electricity and Telecommunications purposes ("Easements") in, through and below the Easement Area.

Terms

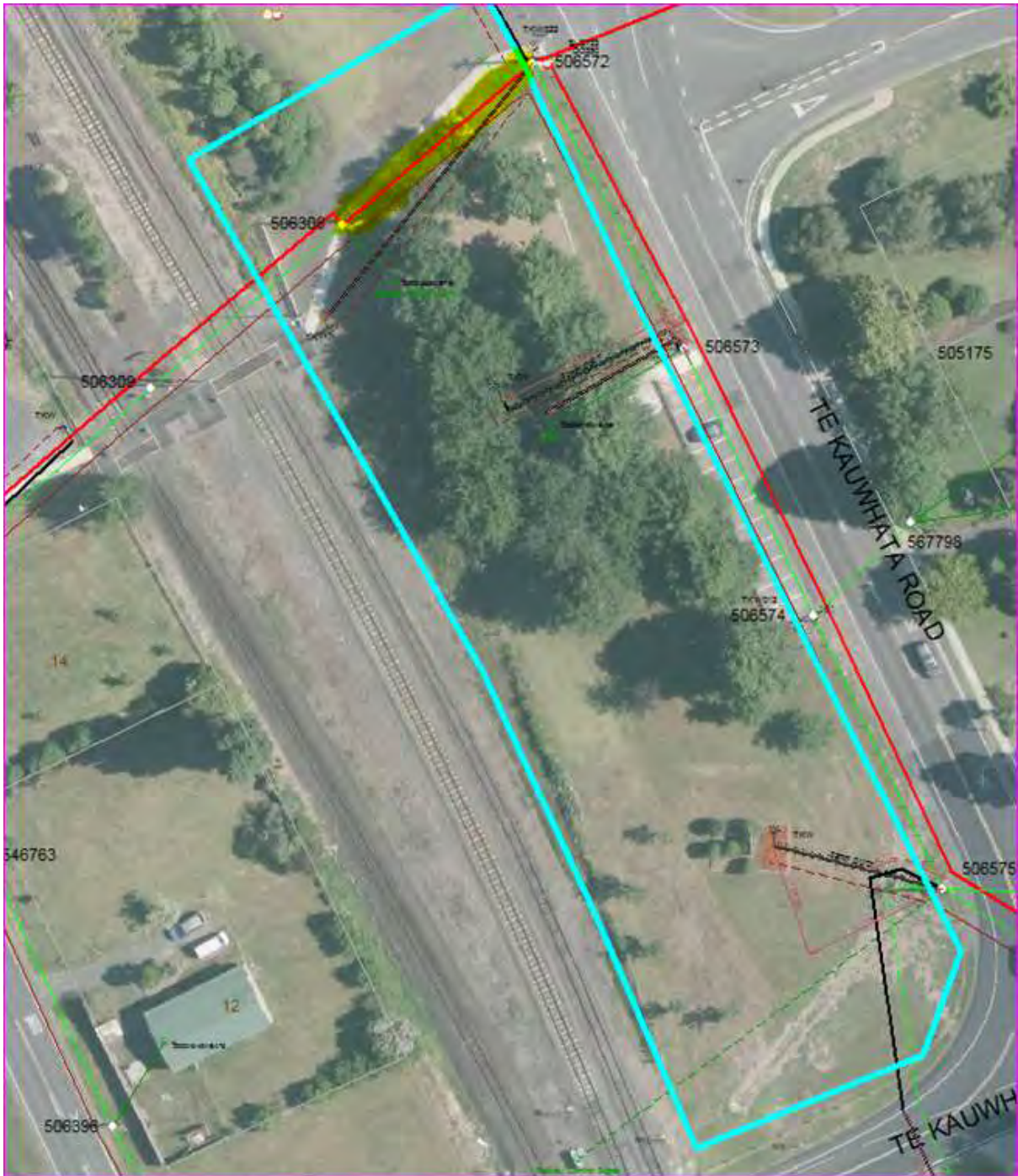
6. The Grantee shall have the following rights and powers:

- (a) to use the Equipment to convey, conduct, send, distribute, pass, convert, transport, transmit and receive electricity and telecommunications as defined in the Land Transfer Regulations 2018, on, over and under the Easement Area free of interruption or impediment;
 - (b) to lay, erect, construct, maintain, monitor, inspect, replace, alter, add to, upgrade, retain and remove Equipment on, over and under the Easement Area;
 - (c) to enter onto and over the Land and remain on it with or without machinery, vehicles, active and/or passive monitoring and inspection apparatus or devices for the purposes of placing, laying, erecting, constructing, maintaining, monitoring, inspecting, repairing, renewing, adding to, upgrading, replacing, altering or removing the Equipment and excavating or removing soil and vegetation and opening up the soil of the Land and make any cuttings, fillings, grades, batters or trenches, and to reopen the same and generally do such things on the Land for the purposes of exercising the Grantees rights under this instrument as the Grantee considers reasonable;
 - (d) to erect temporary gates, fences and other protective barriers around the Equipment during installation and maintenance, such temporary gates, fences and other barriers to be removed upon completion of works;
 - (e) to keep the Easement Area clear of vegetation (including trees and shrubs);
 - (f) to enter and exit the Land by any access point acceptable to the Grantor to exercise its rights under this instrument or to gain access to its Equipment situated on adjoining land.
7. When exercising its rights and powers, the Grantee will:
- (a) give the Grantor reasonable notice of its intention to enter the Land. In the case of an emergency the Grantee may enter the Land without notice;
 - (b) cause as little disturbance to the Land as is reasonably possible;
 - (c) restore the Land as close as is reasonably possible to its condition before the Grantee exercised its rights under this instrument. The Grantor acknowledges exercise of some rights may require significant earthworks and disruption and such earthworks and disruption are not a breach of this clause.
8. The Grantor will not without the Grantee's written permission:
- (a) erect or permit to be erected any improvements on the Easement Area including buildings and fences;

- (b) grow or permit to be grown any vegetation (including trees and shrubs) on the Easement Area;
 - (c) excavate or deposit material on the Easement Area;
 - (d) do anything on the Easement Area that may interfere with, restrict or adversely affect the rights of the Grantee under this instrument or the efficient operation of its' Works or Equipment or endanger the continuity or safety of supply of electricity, telecommunications and computer media; and
 - (e) grant any easement, or similar right or interest in the Easement Area except that the Grantor's agents may access the Easement Area for any upgrade, service or maintenance of existing water, wastewater and stormwater network ("water network") contained within the Easement Area PROVIDED THAT the Grantor gives the Grantee reasonable notice of its intention to complete work on the water network. In the case of an emergency the Grantor may complete such work on the water network on the Easement Area without notice.
9. The rights recorded in this instrument are not in substitution for and are without prejudice to any statutory rights and/or authorities the Grantee has from time to time in respect of the Land.
10. Where there is a conflict between the provisions of the Fifth Schedule to the Land Transfer Regulations 2018 and the modifications in this instrument, the modifications prevail. The rule of construction known as the contra proferentem rule does not apply to this instrument.
11. The Equipment and any other property of the Grantee remains the sole property of the Grantee and will not for any reason become the property of the Grantor.
12. The Grantee may assign, transfer, lease or licence all or any part of its rights under this instrument without needing to obtain the consent of the Grantor.
13. There is no power in this instrument for the Grantor to terminate any of the Grantee's rights due to the Grantee breaching any term of this instrument or for any other reason. It is the intention of the parties that the Easements will subsist for all time unless they are surrendered.
14. Clause 14(c) of the Fifth Schedule of the Land Transfer Regulations 2018 is amended by deleting the reference to 14 working days and replacing it with 60 days.
15. Each party's liability under this instrument is limited to the direct and actual costs of the other party, to a maximum of \$1,000,000.00 per event or series of related events, and \$2,000,000.00 in any 12 month period, and specifically excludes indirect, consequential, or economic loss; and loss of profit.

16. The Grantor waives and will not at any time claim any compensation from the Grantee whether under the provisions of any statute or regulation or otherwise in respect of the exercise by the Grantee of its rights under this instrument.

ANNEXURE SCHEDULE 2



**Site: Te Kauwhata Road Recreation
Reserve
Lifestyle Research
LAND STATUS REPORT**

RECEIVED

30 APR 2014

Waikato District Council

Legal Description: (1) Section 1 SO 306019
(2) Section 1 SO 305346

Situated in Block Number: XV

Survey District: Maramarua

Area: (1) 596 Square Metres
(2) 5521 Square Metres

Plan References: SO 306019 and SO 305346

Land Status: Recreation Purposes

Instrument of Title: CFR 63735

Owner(s): Waikato District Council

Administrating Body: Waikato District Council

Authority/Document: GN 5407453.1

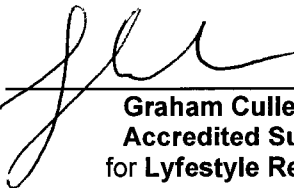
Interests affecting the Land: Public Works Act 1981

LAND HAS NO CROWN RESIDUAL INTEREST

Comments:

The Land was originally Crown Land vide Waikato Confiscation Gazette 1865 p265 and gazetted NIMT Crown Railway Land – Proc 60649.

The Land was declared surplus to Railways requirements in 1995 and after Tainui Notification and Rejection was gazetted and vested in Waikato District Council.

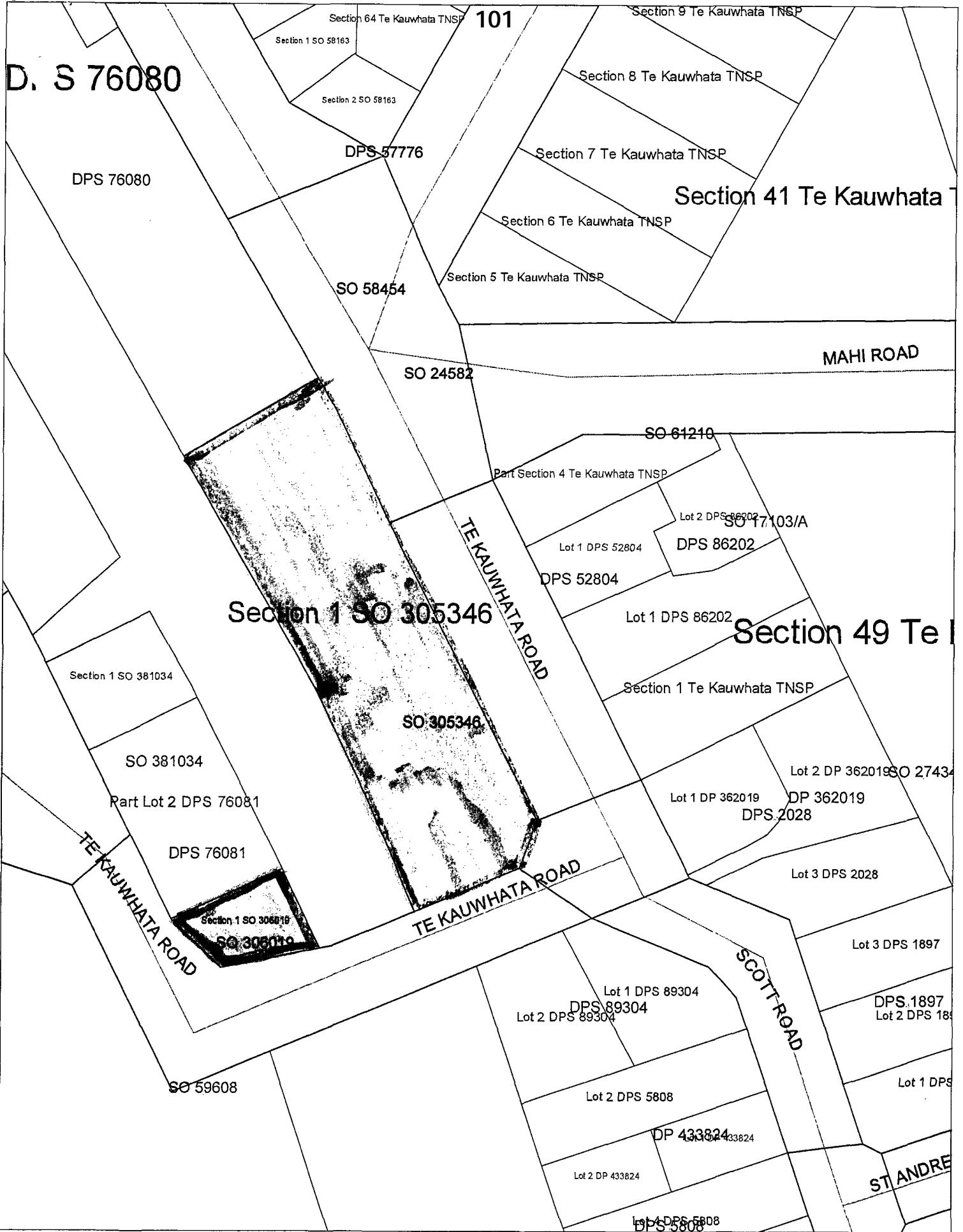


Graham Cullen
Accredited Supplier No 14
for Lifestyle Research Ltd

2 - 4 - 2014

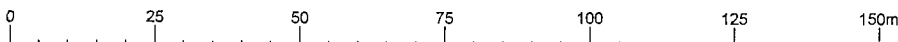
LR Ref: LMS 1254 Whangamarino 022

D. S 76080



Spatial Map Print

Scale 1 : 1300



This data has been compiled from official records. Location of boundaries requires an analysis of all relevant information in compliance with the Survey Regulations. Attribute data requires an analysis of the appropriate legal record.



Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	10 April 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Proposed Road Names for TE & SFS Pickering Subdivision at 430 Pickering Road, Tamahere

I. EXECUTIVE SUMMARY

The purpose of this report is to request the Infrastructure Committee to approve the following two road names recommended by the Tamahere Community Committee, as per the Road Naming Policy:

- Road 1 within the Pickering subdivision be named **Fernando Drive**
- The Private ROW within the Pickering Subdivision be named **Mangaomapu Lane**

The report submitted to the 1 April 2019 meeting of the Tamahere Community Committee seeking their approval to name two roads within TE and SFS Pickering subdivision at 430 Pickering Road, Tamahere, is attached for information.

The minutes from the Tamahere Community Committee dated 1 April 2019 are also attached for information.

2. RECOMMENDATION

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

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

- Road 1 within the Pickering subdivision be named **Fernando Drive**
- The Private right of way within the Pickering Subdivision be named **Mangaomapu Lane,**

as detailed in the map attached to the staff report.

3. ATTACHMENTS

Report to Tamahere Community Committee dated 22 March 2019
Minutes -Tamahere Community Committee 1 April 2019
Application Letter
Map

Open Meeting

To	Tamahere Community Committee
From	Roger MacCulloch General Manager Service Delivery
Date	22 March 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
DWS Document Set #	TCC2019
Report Title	Proposed Road Names for TE & SFS Pickering Subdivision at 430 Pickering Road, Tamahere

COPY

1. EXECUTIVE SUMMARY

This report seeks the Committee's approval to name two new roads within the TE and SFS Pickering subdivision at 430 Pickering Road, Tamahere.

The applicant TE & SFS Pickering via CKL consultants has submitted a list of proposed road names for consideration. The applicant's preferred choice of name is Fernando Drive for Road I and Mangaomapu Lane for the Private ROW.

The list has been checked by staff against the Road Naming Policy and all names are recommended for inclusion.

This report recommends that the Tamahere Community Committee consider and recommend two of the names for road naming purpose in the Tamahere Community ward area.

2. RECOMMENDATION

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

AND THAT Road I within the Pickering subdivision be named Fernando Drive;

AND FURTHER THAT the Private ROW within the Pickering Subdivision be named Mangaomapu Lane.

3. BACKGROUND

A list of suggested road names suitable for posting within the Tamahere area has been prepared by the applicant TE & SFS Pickering via CKL consultants (Martin Gould).

The applicant's preferred choice of name is Fernando Drive for Road I and Mangaomapu Lane for the Private ROW.

The names were checked for duplication in Google and Intramaps mapping and the WDC RAMM list.

When potential names are selected from the list for allocation, a further check will be made for new duplications.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The following table provides a list of recommended pioneer historical themed names, background to the name choice, an indication of any potential duplication or sound similarity issues, and nominates recommended prefix road titles as per road naming policy.

ID	Name and Suffix	Reason	Location of duplicate or similar sounding name in NZ	OFFICE USE ONLY	
				Classification and notes	Approved or Declined
ROAD NAME LIST: In order of preference					
Road 1					
Option 1 dup	Fernando Drive	Fernando Farm named since 1870's. Tom Pickering born 1937 still farms on Fernando farm & receives post.	None	None	Approved Rooding
Option 2	Mangaone Road	Mangaone Stream runs in a gully on the north side of the development.	1x WDC 1xHCC	Similar sounding Mangaonua	Declined Rooding
Option 3	Souter Road	The current owners mother was a Miss Souter, the Souters were well-known Cambridge family and their grant house is still in Victoria Street. The Souters ran a car dealership in Cambridge on Duke St (where Wrightsons is now).	None	None	Approved Rooding
Private ROW					
Option 1	Mangaomapu Lane	The Mangaomapu Stream runs through the bottom of the gully along the south west edge of the farm adjacent to the subdivision development.	None	None	Approved Rooding
Option 2	Barugh Lane	Martin Pickering married Catherine Barugh in the first marriage at St Stephens church Tamahere in 1883. Catherine's father was the first Chairman of AFFCO from 1904-1915	None	None	Approved Rooding
Option 3 dup	Stanhope Lane	The current owners wife's middle name was Stanhope, sadly Mrs Pickering passed away last year. It is also the middle name of one the current owners sons. It is believed the Stanhope was a ship that the current owner's grandfather captained.	None	None	Approved Rooding

Historical and natural themes have provided a source for the names chosen.

This report is submitted in accordance with section 2.1 of the Road Naming policy.

5. CONSIDERATION

5.1 FINANCIAL

All costs are being met by developers.

5.2 LEGAL

Nil

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

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

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	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.

6. CONCLUSION

The Tamahere Community Committee is requested to consider and recommend two of the proposed road names which complies with the Council's Road Naming Policy.

The Committee'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.

7. ATTACHMENTS

- Map
- Supporting documentation by applicant



**Minutes of Committee Meeting
Held 7.30pm on Monday April 1st, 2019
Tamahere Community Centre**

Present:

TCC: Leo Koppens, Graham McAdam, Bevan Coley, Connie Short, Alison Ewing, Charles Fletcher, Jane Manson,

WDC: Aksel Bech, Jacob Quinn

Tamahere School: Ingrid ter Beek

CityEdge Alliance: Matt Fairweather

NZTA: Bruce Waugh

Tamahere Mangaone Resoration Trust: Russell Gibbs

1. Apologies: Sue Robertson, James Yearsley, Dallas Fisher, Shelley Howse

2. Confirmation of Minutes of Meeting held on March 4th 2019

Moved: Ro Edge

Seconded: Bevan Coley

All in Favour

3. Matters arising:

- Graham McAdam commends Richard Clark WDC on cricket pitch work.
- Hall defibrillator and other hall issues being followed up by WDC staff.

4. Correspondence Tabled**IN - EMAIL**

John Brown WDC – SH1 road closure dates

WDC – Hall payment receipt

Cr Bech – Tamahere Park Furniture pricing

John Brown WDC – Birchwood Lane extension construction

Leo Koppens – school trip to Tamahere Reserve cancellation

Megan May WDC – Tamahere Reserve closure

Wanda Wright WDC – March minutes request

Cr Bech – reply to ratepayer re; Birchwood Lane road barrier

Tamahere Mangaone Restoration Trust – Tamahere Reserve concerns

Leo Koppens – Tamahere Reserve special meeting

Cr Bech – Trail dates, cricket, bridge updates

Multiple committee members – responses to Cr Bech update

Charles Fletcher, Ingrid ter Beek, Graham McAdam – responses to Tamahere Reserve special meeting.

Leo Koppens – new road off Annebrook naming

OUT –EMAIL

Wanda Wright WDC – minutes to support road naming

Moved: Ro Edge

Seconded: Bevan Coley

All in favour

5. Cr Bech Report

Ultra fast fibre

1530 of 2690 (57%) properties completed. Remainder by July 2019.

Blue print Community Feedback Day

Good turnout and responses.

Waste Minimalisation

WDC is working with key local waste producers (Punnet Café, Tamahere Market and 4Square) on initiatives.

Cr Bech to check on whether bins will be installed at the skatepark.

Park Furniture

Several seats have been funded to date.

CR Bech/Dallas Fisher approaching corporate sponsors, Shelley Howse/Connie Short approaching individual streets. Payment to WDC directly or via Momentum Waikato.

6. Service Delivery – Tamahere Community Committee Issues Report - Jacob Quinn

- **Tamahere Park Management Plan** has been requested from Fosters, WDC to present this at next meeting.
- **Park Seating** – WDC providing feedback on designs
- **Sports Field Issues** – swale to be fixed while fitness trail being constructed, field manholes lowered, cricket pitch design extended 30m, field verti drainage planned for autumn.
- **Hall Issues** – staff following up
- **Project completions** – skatepark April 19, playground June 11. Fitness trail/ piping for water fountains/manhole lowering all yet to start.
- **Narrows boat ramp** - Schicks have completed repairs.
- **Hub Signage plans/restrictions** – Jacob to report in May.
- **Yellow Bristle Grass noted in Tamahere verges.** Major agricultural pest. Jacob to report on management.

7. CityEdge Alliance – Matt Fairweather

- Expressway work is behind schedule.
- Pedestrian access across SH1 – NZTA/City Edge working on this. A timeframe for the bridge to be presented May meeting.
- Traffic to be moved onto the new SH1 outside Bollard and Cherry Lane approximately mid year.

8. NZTA – Bruce Waugh

- New siting of Te Awa cycle/pedestrian bridge over SH26 on the north side of Wiremu Tamihana Drive presented. Geo tech work is underway, concept drawings early June.
- Te Awa projections are for 2500 daily using Tamahere section on weekends.
- TCC concerns with this proposal include, safety issues, visual impact of 6m structure, impact on sports fields by 100m ramp, traffic issues as pathway passes through commercial Hub and playground parking, how it connects with proposed SH1 pedestrian/cycle bridge, connection past the Hub and how it crosses Devine Rd.

- NZTA points to \$6million cost addition for the Church corner option.
- Te Awa project manager to meet with Ro Edge, Cr Bech and Luke McCarthy April 9th.

Resolution;

TCC's preference is for the bridge to be located at the Church corner end of SH21

Moved: Leo Koppens **Seconded:** Jane Manson **All in Favour**

9. Road Naming

1. Pickering Road Subdivision

Resolution; TCC supports the names Fernando and Mangaumapu Roads.

Moved: Leo Koppens **Seconded:** Ro Edge **All in Favour**

2. Annebrook Road – new side road.

Resolution; TCC supports the names;

1. Leo Lane
2. Hillbrook Way
3. Mangaone Lane
4. Stanhope Lane
5. Barugh Lane
6. Souter Lane

It does not support Annehill Lane or Annehaven Terrace.

Moved: Ro Edge **Seconded:** Bevan Coley **All in Favour**

3. New expressway names;

EW Link – TCC supports the name Alfred Main Drive.

Side Road to the Ngati Hau reserve – to be named by Ngati Hau.

Bollard Road to Cherry Lane (old SH1) becomes Bollard Road

New subcommittee to work on new road name list – Joy, Jane and Leo.

10. Tamahere Reserve

- Reserve has been closed by WDC to allow for tree removal alongside Tauwhare Road. Jacob to confirm number to be felled.
- WDC reports (2013) provide enough evidence of bat activity to tell them not all of the trees should be removed.
- As trees get older and more unsafe, they will be removed. This incremental approach will be more costly to ratepayers.
- Tamahere Mangaone Restoration Trust would like all trees removed.

Resolution; That TCC writes to WDC and requests a long term plan for Tamahere Reserve.

Moved: Charles Fletcher **Seconded:** Bevan Coley **All in Favour**

Other Business

Birchwood Lane Extension

The footpath is underway. Plans include a 1.2m fence along the gully section as a safety barrier. Felt this is an unnecessary cost and detracts from the native plantings.

Action; TCC to ask WDC to remove this from the plan.

Hub Bus Routes

Carparks to be reorientated and garden removed to allow for bus stops. Bus stop signage is in hand.

9.15 Moved into Committee

Moved: Ro Edge **Seconded:** Bevan Coley **All in Favour**

9.20 Moved out of Committee

Moved: Ro Edge **Seconded:** Bevan Coley **All in Favour**

Walkways Subcommittee Template

Graham McBride is currently away. Follow up in May.

Field Drainage and Booking System

Follow up in May

Tamahere In Waipa or Waikato?

Waikato District a huge and diverse area. Are there more synergies with Cambridge?

Consensus now is not the right time as;

1. Work going on in the northern corridor will have a significant impact in terms of transport.
2. Cr Bech plans to stand again but would not take mandate to move towards Waipa.

Story of Tamahere

Nothing further

Rubbish and Damage on Pickering Road

Noted by Susan McHugh. To be advised to place a request for service with WDC.

Date of next meeting: Monday May 6th 2019

Meeting closed at 9.29pm

Items for Next Meeting:

City Edge Alliance/NZTA – SH1 Pedestrian bridge timeframe

Te Awa SH26 bridge – plan update

WDC plan for Tamahere Reserve

Tamahere Park management plan

Hall Issues – Ro/Ingrid meeting

Field Drainage/Hall Booking/Bristle Grass/Hub signage – Jacob

Walkways Template

Story of Tamahere

Skatepark rubbish bins

19th December 2018

Waikato District Council
 By email: James.Templeton@waidc.govt.nz
 By Email: Paul.Harrison@waidc.govt.nz

Our Ref: L1059

Dear Sir

**SUB0050/11.01 Pickering Estate Subdivision
 Road Name Application**

In accordance with the Waikato District Council road naming policy (March 2016), this letter serves to apply for a name for the new public road and an additional name for the Right of Way to be vested for resource consent SUB0050/11.01.

The Pickering family are the developers and the current owners of the property being subdivided and have been the owners of the land for several generations, reflected by the existing road being named Pickering Road.

In accordance with item 1.2 (a) of the policy the developer wishes to propose names for this development as we have been advised by Council that the Tamahere ward does not currently have an approved road name list.

The three submitted Road names (in order of preference) are as follows

- Fernando Drive
- Mangaone Road
- Souter Road

The three submitted Right of Way names (in order of preference) are as follows

- Mangaumapu Lane
- Barugh Lane
- Stanhope Lane

Reasons for the name selections

Fernando Drive

“**Fernando**” has been the name of the farm since at least the 1870’s, as noted in the Cambridge Museum’s history of local road names (under the entry for Pickering Road (<http://cambridgemuseum.org.nz/roads-l-m-n-o-p/>)), when Martin Herbert Pickering bought the farm in 1881, it was already named “Fernando”. The name was given on the sale agreement (£10 an acre) and appears on other documents since. Apparently “Fernando” is a corruption of ‘Fern End’.

You can still address mail to Fernando farm. We believe it is therefore a fitting and historical name for the new road, seeing as it comes off Pickering Road (which was named after Martin Pickering in the 1880's). Martin had come from Yorkshire in 1879 and married Catherine Barugh in 1883 – the first marriage to be celebrated at St Stephens church, Tamahere. They had one son and five daughters. His grandson, Tom Pickering (born 1937), still farms Fernando farm and will retain the balance of the farm following the subdivision

Mangaone Road

The Mangaone Stream runs in the gully on the north side of the development. The stream is shown on the NZ series topographical maps as running from Thornton Road Cambridge, through Hautapu, past the subject site and joining the Mangaharakeke Stream, which in turn joins with the Mangaonua Stream, before discharging into the Waikato River on the southern outskirts of Hamilton City.

Souter Road

The current owners mother was a Miss Souter, the Souters were well-known Cambridge family and their grant house is still in Victoria Street. It's now being used as an accountants' offices (with a whole page devoted to its history (http://www.herbertmorton.co.nz/firm_profile/souter_house)). The Souters ran a car dealership in Cambridge on Duke St (where Wrightsons is now – further history here: <http://cambridgemuseum.org.nz/motoring-in-cambridge/>).

Mangaumapu Lane

The Mangaumapu Stream runs through the bottom of the gully along the south west edge of the farm adjacent to the subdivision development. The lots on the south side of the Right of Way run down the gully to the Mangaumapu Stream.

Barugh Lane

It is noted in the Cambridge Museum's history of Pickering Road and the naming of the farm Fernando, Martin Pickering married Catherine Barugh in the first marriage at St Stephens church Tamahere in 1883. Catherine's father was the first Chairman of AFFCO from 1904-1915 (<http://thecommunityarchive.org.nz/node/70775/description>) and was apparently the first person to bring superphosphate into NZ.

Stanhope Lane

The current owners wife's middle name was Stanhope, sadly Mrs Pickering passed away last year. It is also the middle name of one the current owners sons. It is believed the Stanhope was a ship that the current owner's grandfather captained.

Name duplication

The proposed road names have been forwarded to Sharlene McGaughran (Development Engineering team leader) at Waipa District Council and Jenny Rykes at Hamilton City Council for their comments, but potential duplication is discussed below

Proposed Name	Waipa District	Hamilton City
Fernando Drive	No similar names	No existing road names matching Fernando
Mangaone Road	Mangapiko Street and Mangahoe Street are similar sounding road names, but are thought to be sufficiently different to prevent confusion.	No existing road names matching Mangaone
Souter Road	Soma Place is a similar sounding road name, but is thought to be sufficiently different to prevent confusion	No existing road names matching Souter
Mangaumapu Lane	There are other road names commencing with "Manga..." but are thought to be sufficiently different to prevent confusion.	No existing road names matching Mangaumapu
Barugh Lane	Barrett Road is a similar sounding road name, but is thought to be sufficiently different to prevent confusion	No existing road names matching Barugh
Stanhope Lane	No similar names	No existing road names matching Stanhope

Name length

The proposed new public road to be named is approximately 690m long, and the proposed road names are not considered to be too long to fit on printed maps. The Right of Way is also relatively long at 360m in length and the proposed names are likely to be able to be printed on maps and diagrams

The Weighting Categories as included in the Waikato District Council road naming policy are discussed as follows

History

The historic relevance of Fernando is strong due to the length of time the name has been used for the farm on which the development is being undertaken, and the length of tenure of one family on the land. The other road names have less historical value outside of the land owners family.

Culture

The Maori Dictionary Website did not provide a meaning for the names Mangaone or Mangaumapu and are presumed to be local place names. I have assumed that Council has the appropriate contact details to initiate iwi consultation over these road names and CKL or the consent holder have not undertaken any specific community or iwi consultation.

Geography

The Mangaone Stream is approximately 16km long and the subject land is approximately 12km from the indicated headwater. The gully in which the stream runs is a significant local feature. The Mangaumapu Stream

Theme

From the information on the Cambridge Museum website, many of the local roads have been named based on local landowners and identities from the early 1900's or before. Fernando, Souter, Barugh and Stanhope are road names which have a basis in the history of this long term landowners family, and fitting of the (assessed) theme and practice of road names in the area.

Noteworthy Person

The First Pickering to own the land was a member of the Cambridge Road Board and Tamahere school committee, Director of the Dairy Co-op in 1912, an enthusiastic member of the Waikato Hunt and a supporter of the Waikato Agricultural Association. Pickering Road having already been established, it is not possible to directly relate a road name to a noteworthy person connected to this land. The land owners and developers did not have a wish to include a noteworthy person in their list of proposed roads.

Yours faithfully

CKL Planning | Surveying | Engineering | Environmental



Martin Gould
Senior Project Manager

APPLICATION PLAN

Applicant: TE & SFS Pickering
Comprised in: CFR SA13C/757-759, CFR 275175 - 275192
Local Authority: Waikato District
Total Area: 101.7014ha
Scale: (A3 Original) 1:5000
Date: April 2011

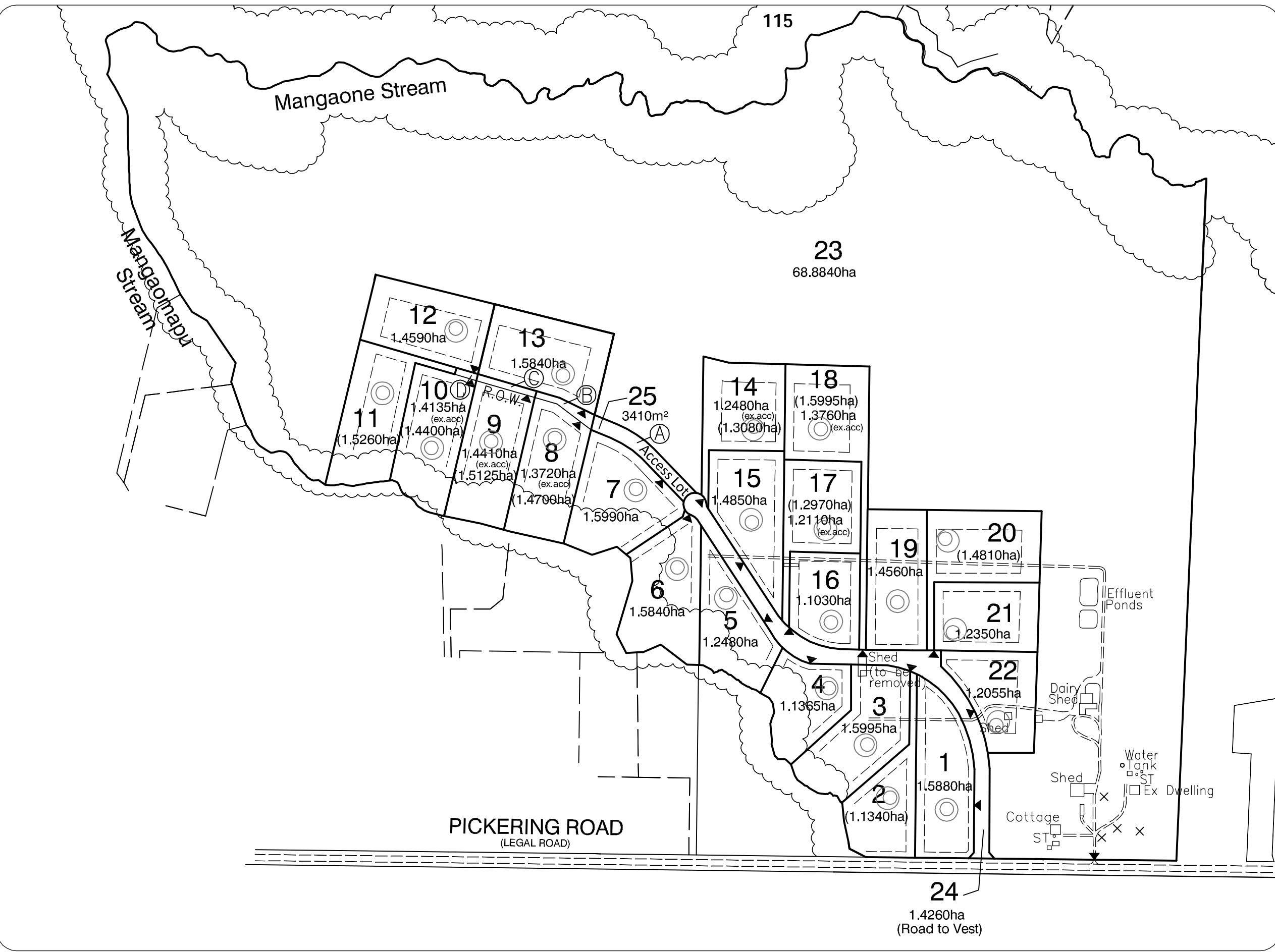
Amalgamation Condition
 That Lot 25 hereon (Access Lot) be held as to seven undivided one-seventh shares by the owners of Lots 7-13 hereon as tenants in common in the said shares, and that individual Computer Freehold Registers be issued in accordance therewith.

PROPOSED EASEMENTS			
PURPOSE	SHOWN	SERVIENT TENEMENT	DOMINANT TENEMENT
Right of Way, Right to Convey Water, Electricity and Telecommunications	(A)	Lot 25 hereon	Lots 7-13 hereon
	(B)	Lot 8 hereon	Lots 9-13 hereon
	(C)	Lot 9 hereon	Lots 10-12 hereon
	(D)	Lot 10 hereon	Lots 11&12 hereon

- KEY**
- Denotes 30mø Shape Factor with 18mø Building Platform
 - Denotes Entrance Location
 - Denotes Notable Tree Location

- Notes:**
1. Changes may occur to the layout of the proposal shown as a result of the Resource Consent Conditions.
 2. Areas and dimensions on this plan may be subject to change following field survey.
 3. The copyright and intellectual property rights for the information shown on this plan remain the property of CKL Surveys Ltd.
 4. This plan has been prepared only for the purpose of illustrating an application for resource consent. It should not be used for any other purpose.

Designed:		
Drawn:		
Checked:		
Job No:	Revision:	Page No:
L1059	S8	1 of 2



Auckland Office:
 A: 8 Manukau Road Newmarket 1149
 P: 09 524 7029
Hamilton Office:
 A: 58 Church Road Hamilton 3240
 P: 07 849 9921
Te Awamutu Office:
 A: 103 Market Street Te Awamutu 3840
 P: 07 871 6144

PROPOSED SUBDIVISION OF LOTS 1 - 21 DPS 15408 (430 Pickering Road, Tamahere)

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	20 May 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Proposed Road Name for Kildare Development Limited, Murphy Lane, Taupiri

I. EXECUTIVE SUMMARY

The purpose of this report is to request the Infrastructure Committee to approve the following road name recommended by the Taupiri Community Board, as per the Road Naming Policy:

- Kildare Crescent

The report submitted to the 13 May 2019 meeting of the Taupiri Community Board seeking their approval to name a road within Kildare Development, Murphy Lane, Taupiri subdivision, is attached for information. (Resolution TCBI905/07).

2. RECOMMENDATION

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

AND THAT the Infrastructure Committee approve and adopt the following road name within the Kildare Development subdivision at Murphy Lane, Taupiri:

- Kildare Crescent,

as detailed in the 13 May 2019 report to the Taupiri community Board.

3. ATTACHMENTS

Copy of Report and Map to Taupiri Community Board - Proposed Road Name for Kildare Development Limited, Murphy Lane, Taupiri

Copy of Resolution TCBI905/07

Open Meeting

COPY

To	Taupiri Community Board
From	Roger MacCulloch Acting General Manager Service Delivery
Date	2 May 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
DWS Document Set #	TCB2019
Report Title	Proposed Road Name for Kildare Development Limited, Murphy Lane, Taupiri

1. EXECUTIVE SUMMARY

This report requests that the Taupiri Community Board consider and recommend one of the proposed road names from the list prepared by Kildare Developments for the Kildare Development subdivision at Murphy Lane, Taupiri.

The list has been checked by staff against the Road Naming Policy and names are recommended for inclusion. Some prefix sub names may need to be changed.

2. RECOMMENDATION

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

AND THAT the Taupiri Community Board approves one of the following three proposed road names supplied by Kildare Development Limited:

1. Kildare Crescent
2. Rosanna Place
3. Breloy Hills Place

3. BACKGROUND

A list of suggested Road Names suitable for posting within the Taupiri area has been prepared by Kildare Developments Limited.

Historical Name Theme – Long standing Resident in the Taupiri area.

Staff have reviewed the list and excluded name duplications and names with sound similarity issues or duplicated prefixes.

There is one duplication existing in South Auckland, however this is 85-95km from the current Murphy Lane in Taupiri. There are no duplications in the Waikato District or Waipa District regions.

The names have been checked for duplication in Intramaps, Google Mapping and the Waikato District Council RAMM list.

When potential names are selected from the list for allocation, a further check will be made for new duplications.

This report is submitted in accordance with section 2.1 of the Road Naming policy.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The table below provides a list of recommended pioneer historical themed names, background to the name choice, an indication of any potential duplication or sound similarity issues, and nominates recommended prefix road titles as per road naming policy.

ID	Name and Suffix	Reason	Location of duplicate or similar sounding name in NZ	OFFICE USE ONLY	
				Classification and notes	Approved or Declined
Road 1	Kildare Crescent	Theme Historical Residential. Meaning "Church of the Oak." Lovell's original family homestead (1896) situated in Murphy Lane, Rosanna (nee Ralph) Lovell was of Irish descent and named the homestead Kildare.	1x ACC Kildare Ave - 98km. 1x ACC Kildare Road -85km.	Preferred name by developer. Is 85-98km away, sufficient to approve. Exclude Avenue and Road	Roading to be considered by Taupiri Community Board
Road 2	Rosanna Place	Rosanna (nee Ralph) Lovell married WHM Lovell 4 September 1871 and was original European settlers in Taupiri.	None	None	Roading Approved
Road 3	Breloy Hills Place	One of the original farms that William Henry Mitchell Lovell purchased in 1881. This was described as being in the gorge between Taupiri and Huntly.	Exclude Road and Way	None	Roading Approved

5. CONSIDERATION

5.1 FINANCIAL

All costs are being met by developers.

5.2 LEGAL

Nil.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Community Board consultation around private road naming has been undertaken in accordance with Waikato District Council Road Naming Policy and standard operating procedures.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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
Yes			Adjoining TLA's.

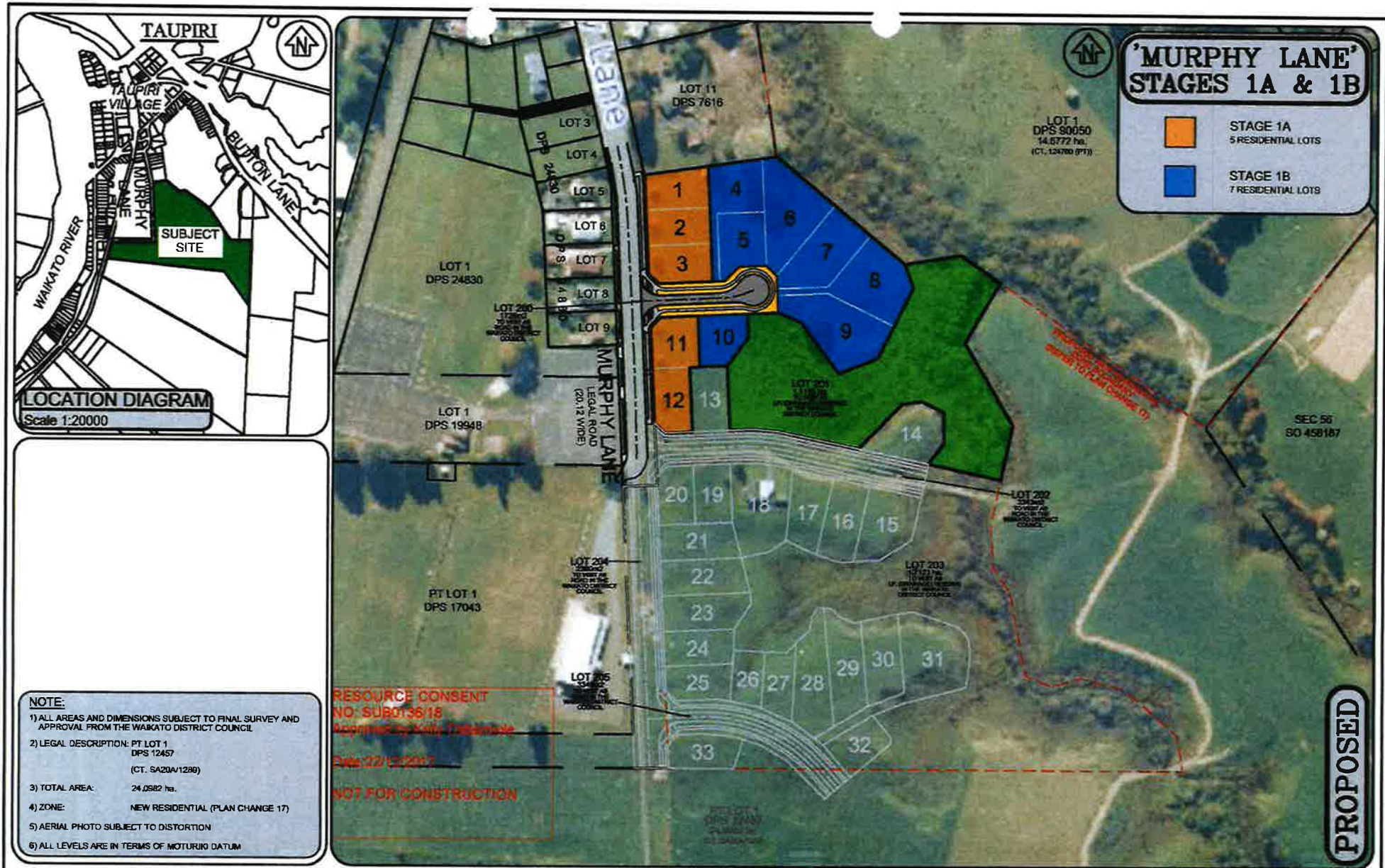
6. CONCLUSION

The Taupiri Community Board is requested to consider and recommend one of the proposed road names which complies with the Council's 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.

7. ATTACHMENTS

- Supporting documentation by applicant (map)



'MURPHY LANE' STAGES 1A & 1B

- STAGE 1A
5 RESIDENTIAL LOTS
- STAGE 1B
7 RESIDENTIAL LOTS

NOTE:

- 1) ALL AREAS AND DIMENSIONS SUBJECT TO FINAL SURVEY AND APPROVAL FROM THE WAIKATO DISTRICT COUNCIL
- 2) LEGAL DESCRIPTION: PT LOT 1
DPS 12457
(CT. SA20A/1286)
- 3) TOTAL AREA: 24,0982 ha.
- 4) ZONE: NEW RESIDENTIAL (PLAN CHANGE 17)
- 5) AERIAL PHOTO SUBJECT TO DISTORTION
- 6) ALL LEVELS ARE IN TERMS OF MOTURUKI DATUM

SCALE: 1:2000 @A3, 1:1000 @A1 DATE: SEPTEMBER 2017

No.	Amendment	Rev.	Date	Designed, W.A.S.
1	STAGE 1A&1B APPLICATION PLANS - REV #0	WAB	08/17	Drawn: WAB 11 SEPTEMBER 2017
2				Checked:
3				Approved:

LOTS 1 - 12 BEING A RESIDENTIAL SUBDIVISION
OF PT LOT 1 DPS 12457 - STAGES 1A & 1B
15 MURPHY LANE - TAUPIRI
PREPARED FOR: H. LOVELL



Blue Wallace
Surveyors Ltd.

25 Harwood Street, P O Box 38
Hamilton Central, HAMILTON.
Phone (07) 839 7799
Email office@bluewallace.co.nz

Drawing Reference: 16097-00-PL-101
Revision: B

REPORTS

Proposed Road Name for Kildare Development Limited, Murphy Lane, Taupiri
Agenda Item 5.5

The report was received *[TCB1905/02 refers]*.

Resolved: (Mrs Lovell/Cr Patterson)

THAT the Taupiri Community Board approves Kildare Crescent as a proposed road name supplied by Kildare Development Limited.

CARRIED on the voices

TCB1905/07

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	18 May 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
DWS Document Set #	INF2019
Report Title	Proposed Road Names for Hughes Developments Ltd at Riverside Grove Subdivision, 99 Escotts Road Tuakau

I. EXECUTIVE SUMMARY

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

- Road 1 – Rapana Drive
- Road 2 – Cook Drive
- Road 3 – Tauroa Drive
- Road 4 – Kairoa Close

The names have been checked by staff against the Road Naming Policy and names are recommended for inclusion. Some prefix sub names may need to be changed.

2. RECOMMENDATION

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

AND THAT the Infrastructure Committee approve the following proposed road names for the Riverside Grove Subdivision at 99 Escotts Road, Tuakau:

- Road 1 – Rapana Drive
- Road 2 – Cook Drive
- Road 3 – Tauroa Drive
- Road 4 – Kairoa Court,

as detailed in the map attached to the staff report.

A list of suggested road names suitable for posting within the Tuakau area has been prepared by the applicant. The applicant's preferred choice of names are:

- **Road 1 – Rapana Drive**
- **Road 2 – Cook Drive**
- **Road 3 – Tauroa Drive**
- **Road 4 – Kairoa Court**

The road names were checked for duplication in Google and Intramaps mapping and the Waikato District Council RAMM list.

When potential names are selected from the list for allocation, a further check will be made for new duplications and similar sounding names and with neighbouring Councils.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The following table provides a list of recommended pioneer historical themed names, background to the name choice, an indication of any potential duplication or sound similarity issues, and nominates recommended prefix road titles as per road naming policy.

ID	Name and Suffix	Reason	Location of duplicate or similar sounding name in NZ	OFFICE USE ONLY	
				Classification and notes	Approved or Declined
ROAD NAME LIST: In order of preference					
Road 1 Preferred name	Rapana Drive	Maori surname from OTCB road list	None	None	Approved Rooding
Road 1 Alternative	Prescott Drive	Name from WWII Tuakau Honours Board – OTCB road list Feb 17	Prescott St, Penrose 48km Prescott Rd Ruakaka 190km	Duplication/Similar ACC-ST HCC-PL Exclude St, PI	Not approved Rooding
Road 1 Alternative	Booker Drive	Local Tuakau Surname - OTCB road list	Booker PI – ACC 37km	Duplication/ Similar Exclude PI	Not approved Rooding
Road 2 Preferred name	Cook Drive	Name from WWII Tuakau Honours Board – OTCB Road List	Cook St, ACC Howick 52km	None	Approved Rooding
Road 2 Alternative	Gill Drive	Name from WWII Tuakau Honours Board – OTCB Road List	Gill Rd WDC 51km	Duplication/ Similar Exclude Rd	Not Approved Rooding
Road 2 Alternative	Knight Drive	Name from WWII Tuakau Honours Board – OTCB Road List	Knight Lane Pukekohe 12km	Does not meet separation distance >25km LINZ	Not Approved Rooding
Road 3 Preferred name	Tauroa Drive	First Principal of Tuakau College - OTCB Road List	Tauroa St Whangarei 214km Tauroa Rd- Havelock North 392km	Exclude St, Rd	Approved Rooding
Road 3 Alternative	Vicars Drive	Name from WWII Tuakau Honours Board – OTCB Road List	None	None	Approved Rooding

Road 3 Alternative	Kukutai Drive	Maori surname from OTCB Road List	None	None	Approved Rooding
Road 4 Preferred name	Kairoa Court	Name of stream that runs nearby the development proposed by developer Not on the OTCB Road List	None	None	Approved Rooding
Road 4 Alternative	Weke Close	Maori surname from OTCB Road List	Weke St-ACC IXHCC 82km	Duplication and similar sounding Exclude St	Not Approved
Road 4 Alternative	Abraham Court	Maori surname from OTCB Road List	Abraham ACC 55km Exclude Ct, St, Pl	Duplication and similar sounding Exclude Ct, St, Pl	Not Approved

Historical and natural themes have provided a source for the names chosen.

This report is submitted in accordance with section 2.1 of the Road Naming Policy.

5. CONSIDERATION

5.1 FINANCIAL

All costs are being met by developers.

5.2 LEGAL

Nil

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

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

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	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.

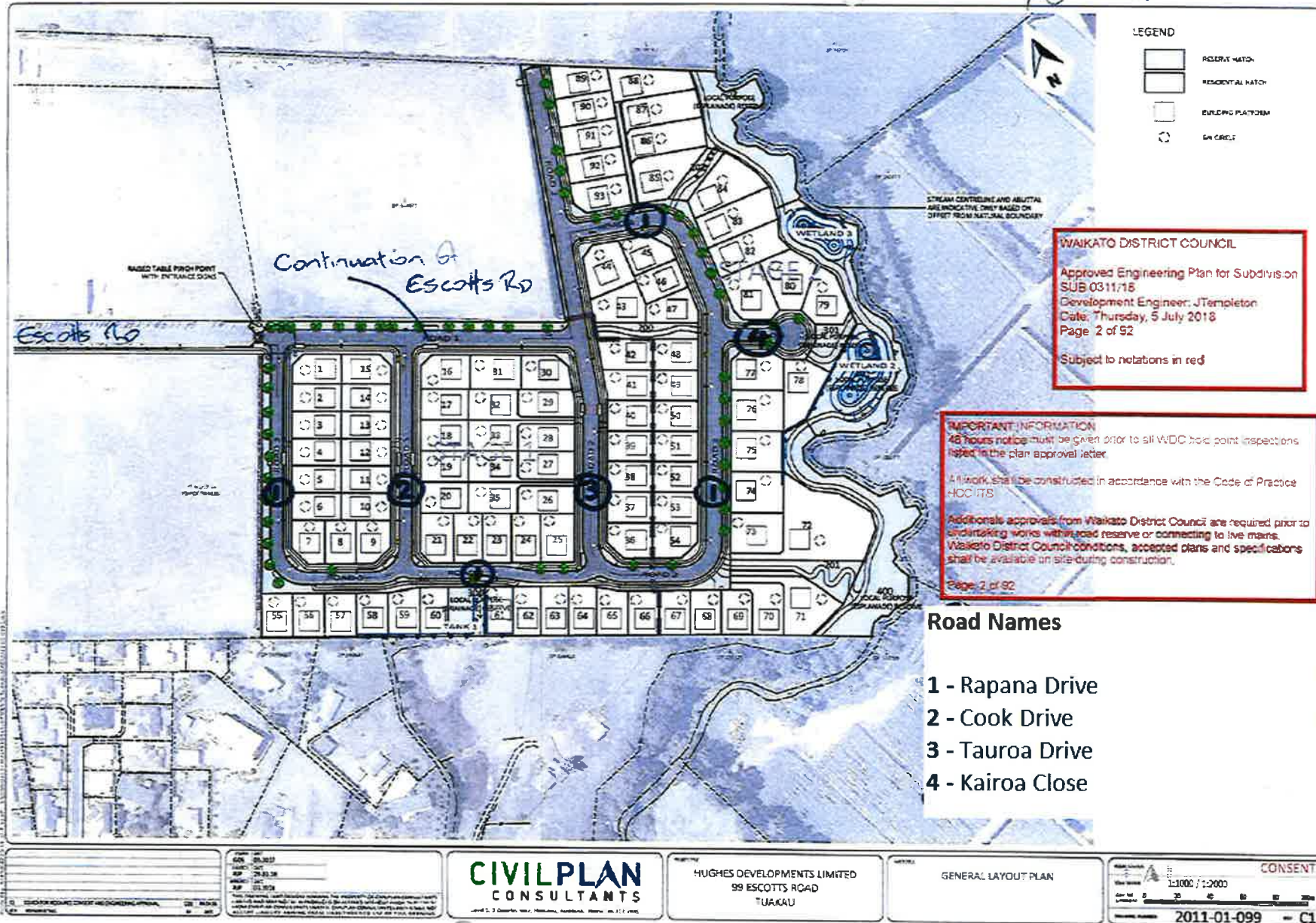
6. CONCLUSION

The Infrastructure Committee is requested to approve the preferred road names submitted for the four road names which comply with the Council's Road Naming Policy.

Map

Riverside Close - Tuakau

SUB0311/18 Mon '19



WAIKATO DISTRICT COUNCIL
 Approved Engineering Plan for Subdivision
 SUB 0311/18
 Development Engineer: J Templeton
 Date: Thursday, 5 July 2018
 Page 2 of 52
 Subject to notations in red

IMPORTANT INFORMATION
 48 hours notice must be given prior to all WDC hold point inspections listed in the plan approval letter.
 All work shall be constructed in accordance with the Code of Practice HCC ITS
 Additional approvals from Waikato District Council are required prior to undertaking works within road reserve or connecting to live mains. Waikato District Council conditions, accepted plans and specifications shall be available on site during construction.
 Page 2 of 92

- Road Names**
- 1 - Rapana Drive
 - 2 - Cook Drive
 - 3 - Tauroa Drive
 - 4 - Kairoa Close

CIVILPLAN
 CONSULTANTS

HUGHES DEVELOPMENTS LIMITED
 99 ESCOTT'S ROAD
 TUAKAU

GENERAL LAYOUT PLAN

Scale: 1:1000 / 1:2000
 CONSENT
 2011-01-099 - C1

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	17 May 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Proposed Road Names for 39 Annebrook Road, Tamahere Subdivision

I. EXECUTIVE SUMMARY

The purpose of this report is to request the Infrastructure Committee to approve the road name “Hillbrook Way” for Road 1 within the Annebrook Road, Tamahere Subdivision, as per the Road Naming Policy. Hillbrook Way is the developer’s preferred choice of name.

The Tamahere Community Committee discussed road names at their 1 April 2019 meeting, for Road 1 at the Annebrook Road, Tamahere Subdivision, and support the following names:

- Leo Lane
- Hillbrook Way
- Mangaone Lane
- Stanhope Lane
- Barugh Lane
- Souter Lane

The names above have all been checked for duplication in Google and Intramaps mapping and the WDC RAMM list.

A copy of the minutes of the 1 April 2019 Tamahere Community Committee meeting is attached for information.

2. RECOMMENDATION

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

AND THAT the Infrastructure Committee approve the road name Hillbrook Way for Road 1 within the Annebrook subdivision at Tamahere, as detailed on the map attached to the staff report.

3. RECOMMENDATION

Tamahere Community Committee Minutes – 1 April 2019 & Map



**Minutes of Committee Meeting
Held 7.30pm on Monday April 1st, 2019
Tamahere Community Centre**

Present:

TCC: Leo Koppens, Graham McAdam, Bevan Coley, Connie Short, Alison Ewing, Charles Fletcher, Jane Manson,

WDC: Aksel Bech, Jacob Quinn

Tamahere School: Ingrid ter Beek

CityEdge Alliance: Matt Fairweather

NZTA: Bruce Waugh

Tamahere Mangaone Resoration Trust: Russell Gibbs

1. Apologies: Sue Robertson, James Yearsley, Dallas Fisher, Shelley Howse

2. Confirmation of Minutes of Meeting held on March 4th 2019

Moved: Ro Edge

Seconded: Bevan Coley

All in Favour

3. Matters arising:

- Graham McAdam commends Richard Clark WDC on cricket pitch work.
- Hall defibrillator and other hall issues being followed up by WDC staff.

4. Correspondence Tabled**IN - EMAIL**

John Brown WDC – SH1 road closure dates

WDC – Hall payment receipt

Cr Bech – Tamahere Park Furniture pricing

John Brown WDC – Birchwood Lane extension construction

Leo Koppens – school trip to Tamahere Reserve cancellation

Megan May WDC – Tamahere Reserve closure

Wanda Wright WDC – March minutes request

Cr Bech – reply to ratepayer re; Birchwood Lane road barrier

Tamahere Mangaone Restoration Trust – Tamahere Reserve concerns

Leo Koppens – Tamahere Reserve special meeting

Cr Bech – Trail dates, cricket, bridge updates

Multiple committee members – responses to Cr Bech update

Charles Fletcher, Ingrid ter Beek, Graham McAdam – responses to Tamahere Reserve special meeting.

Leo Koppens – new road off Annebrook naming

OUT –EMAIL

Wanda Wright WDC – minutes to support road naming

Moved: Ro Edge**Seconded:** Bevan Coley**All in favour****5. Cr Bech Report****Ultra fast fibre**

1530 of 2690 (57%) properties completed. Remainder by July 2019.

Blue print Community Feedback Day

Good turnout and responses.

Waste Minimalisation

WDC is working with key local waste producers (Punnet Café, Tamahere Market and 4Square) on initiatives.

Cr Bech to check on whether bins will be installed at the skatepark.

Park Furniture

Several seats have been funded to date.

CR Bech/Dallas Fisher approaching corporate sponsors, Shelley Howse/Connie Short approaching individual streets. Payment to WDC directly or via Momentum Waikato.

6. Service Delivery – Tamahere Community Committee Issues Report - Jacob Quinn

- **Tamahere Park Management Plan** has been requested from Fosters, WDC to present this at next meeting.
- **Park Seating** – WDC providing feedback on designs
- **Sports Field Issues** – swale to be fixed while fitness trail being constructed, field manholes lowered, cricket pitch design extended 30m, field verti drainage planned for autumn.
- **Hall Issues** – staff following up
- **Project completions** – skatepark April 19, playground June 11. Fitness trail/ piping for water fountains/manhole lowering all yet to start.
- **Narrows boat ramp** - Schicks have completed repairs.
- **Hub Signage plans/restrictions** – Jacob to report in May.
- **Yellow Bristle Grass noted in Tamahere verges.** Major agricultural pest. Jacob to report on management.

7. CityEdge Alliance – Matt Fairweather

- Expressway work is behind schedule.
- Pedestrian access across SH1 – NZTA/City Edge working on this. A timeframe for the bridge to be presented May meeting.
- Traffic to be moved onto the new SH1 outside Bollard and Cherry Lane approximately mid year.

8. NZTA – Bruce Waugh

- New siting of Te Awa cycle/pedestrian bridge over SH26 on the north side of Wiremu Tamihana Drive presented. Geo tech work is underway, concept drawings early June.
- Te Awa projections are for 2500 daily using Tamahere section on weekends.
- TCC concerns with this proposal include, safety issues, visual impact of 6m structure, impact on sports fields by 100m ramp, traffic issues as pathway passes through commercial Hub and playground parking, how it connects with proposed SH1 pedestrian/cycle bridge, connection past the Hub and how it crosses Devine Rd.

- NZTA points to \$6million cost addition for the Church corner option.
- Te Awa project manager to meet with Ro Edge, Cr Bech and Luke McCarthy April 9th.

Resolution;

TCC's preference is for the bridge to be located at the Church corner end of SH21

Moved: Leo Koppens **Seconded:** Jane Manson **All in Favour**

9. Road Naming

1.Pickering Road Subdivision

Resolution; TCC supports the names Fernando and Mangaumapu Roads.

Moved: Leo Koppens **Seconded:** Ro Edge **All in Favour**

2. Annebrook Road – new side road.

Resolution; TCC supports the names;

1. Leo Lane
2. Hillbrook Way
3. Mangaone Lane
4. Stanhope Lane
5. Barugh Lane
6. Souter Lane

It does not support Annehill Lane or Annehaven Terrace.

Moved: Ro Edge **Seconded:** Bevan Coley **All in Favour**

3. New expressway names;

EW Link – TCC supports the name Alfred Main Drive.

Side Road to the Ngati Hau reserve – to be named by Ngati Hau.

Bollard Road to Cherry Lane (old SH1) becomes Bollard Road

New subcommittee to work on new road name list – Joy, Jane and Leo.

10. Tamahere Reserve

- Reserve has been closed by WDC to allow for tree removal alongside Tauwhare Road. Jacob to confirm number to be felled.
- WDC reports (2013) provide enough evidence of bat activity to tell them not all of the trees should be removed.
- As trees get older and more unsafe, they will be removed. This incremental approach will be more costly to ratepayers.
- Tamahere Mangaone Restoration Trust would like all trees removed.

Resolution; That TCC writes to WDC and requests a long term plan for Tamahere Reserve.

Moved: Charles Fletcher **Seconded:** Bevan Coley **All in Favour**

Other Business

Birchwood Lane Extension

The footpath is underway. Plans include a 1.2m fence along the gully section as a safety barrier. Felt this is an unnecessary cost and detracts from the native plantings.

Action; TCC to ask WDC to remove this from the plan.

Hub Bus Routes

Carparks to be reorientated and garden removed to allow for bus stops. Bus stop signage is in hand.

9.15 Moved into Committee

Moved: Ro Edge **Seconded:** Bevan Coley **All in Favour**

9.20 Moved out of Committee

Moved: Ro Edge **Seconded:** Bevan Coley **All in Favour**

Walkways Subcommittee Template

Graham McBride is currently away. Follow up in May.

Field Drainage and Booking System

Follow up in May

Tamahere In Waipa or Waikato?

Waikato District a huge and diverse area. Are there more synergies with Cambridge?

Consensus now is not the right time as;

1. Work going on in the northern corridor will have a significant impact in terms of transport.
2. Cr Bech plans to stand again but would not take mandate to move towards Waipa.

Story of Tamahere

Nothing further

Rubbish and Damage on Pickering Road

Noted by Susan McHugh. To be advised to place a request for service with WDC.

Date of next meeting: Monday May 6th 2019

Meeting closed at 9.29pm

Items for Next Meeting:

City Edge Alliance/NZTA – SH1 Pedestrian bridge timeframe

Te Awa SH26 bridge – plan update

WDC plan for Tamahere Reserve

Tamahere Park management plan

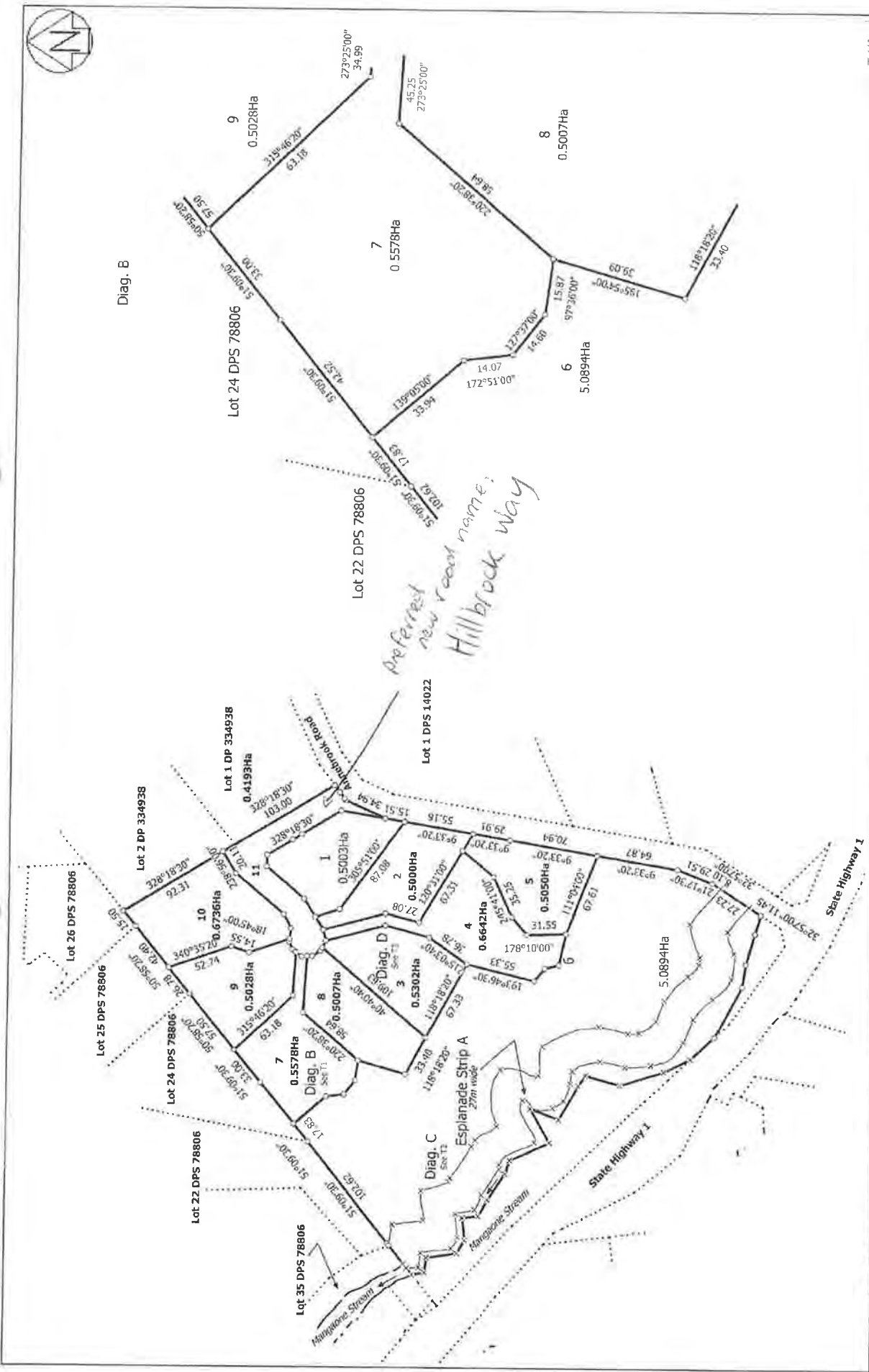
Hall Issues – Ro/Ingrid meeting

Field Drainage/Hall Booking/Bristle Grass/Hub signage – Jacob

Walkways Template

Story of Tamahere

Skatepark rubbish bins



T 1/4

Title Plan
LT 534103
DRAFT

Surveyor: Edward Doug Letford
Firm: Align Surveyors

Lots 1 to 11 being a Subdivision of Lot 1 DPS 19028 and Part Lot 2 DPS 19028

Land District: South Auckland

Digitally Generated Plan
Generated on: 25/03/2019 11:54pm Page 2 of 5

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	20 May 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Exclusion of the Public

I. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

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

REPORTS

a. Partial Stopping of Unformed Clyde Street at Pokeno

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

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

Section 7(2)(a)

Section 48(1)(3)(d)

b. Paulsen Road, Waerenga

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

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

Section 7(2)(a), (j)

Section 48(1)(3)(d)

c. Te Awa Cycleway – Public Works Act Land Acquisition

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

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

Section 7(2)(a), (i), (j)

Section 48(1)(3)(d)

d. Huntly Railway Station Construction Update-0 May Progress Update

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

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

Section 7(2)(f)(i)(ii), (g), (h), (i), (j)

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