

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **TUESDAY, 8 JUNE 2021** commencing at **6.00pm**.

Information and recommendations are included in the reports to assist the Board in the decision making process and may not constitute Council's decision or policy until considered by the Board.

- 1. APOLOGIES AND LEAVE OF ABSENCE**

- 2. CONFIRMATION OF STATUS OF AGENDA**

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The Register of Interests for the Onewhero-Tuakau Community Board is attached for information purposes and for members to update any interests they may have.

- 4. APPOINTMENT OF NEW CHAIRPERSON** 4

- 5. CONFIRMATION OF MINUTES** 9

Meeting held on Tuesday, 27 April 2021

- 6. PUBLIC FORUM**

- 7. REPORTS**
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 - 7.5 Chairperson's Report Verbal
 - 7.6 Councillors' Report Verbal
 - 7.7 Community Board Members' Report Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	27 May 2021
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0303
Report Title	Register of Interests

1. EXECUTIVE SUMMARY

A copy of the Register of Interests is attached for the Board's information. The register will be updated following receipt of information during the year.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

Register of Interests – Onewhero-Tuakau Community Board

Register of Elected Members Interests - Community Boards

		Financial Interests Please refer to Statement Reference here.		Non - Financial Interests								
Name	Community Board	1 to 6	With the exception of	Companies		Employment	Other Organisations		Property	Gifts (received since 21 October 2019)	Payments for activities and services (since 21 October 2019)	Debts
				Director/Manager	Financial Interests		Trustee/Beneficiary	Governing Body				
Shaun Jackson	Onewhero Tuakau	No	5 - Smart Environmental (Tuakau) Have an indirect interest as Council lease a building I manage which is owned by a family member	<ul style="list-style-type: none"> Lavalla Farm Ltd. (Farming Activity) Lavalla Functions Ltd. (Function & Event Centre) Jackson Group Developments Ltd. (Property Development) Jackson Property Group Holdings (Property Maintenance) 	N/A	Jackson Property Group Holdings Ltd. (Property Maintenance)	<ul style="list-style-type: none"> Tuakau Youth Sport Trust (Chairperson) 	<ul style="list-style-type: none"> Tuakau Combined Sports Society (Chairperson) (has applied for Lightbody Reserve funding for field lighting) 	5x Tuakau (Owner)	N/A	N/A	ANZ (Property Loan)
Caroline Conroy	Onewhero Tuakau	No	N/A	N/A	N/A	<ul style="list-style-type: none"> Counties Mankau DHB (Midwife) Midwifery Employee Representation & Advisory Service MERAS (Co-Leader of service that represents employed midwives) 	N/A	<ul style="list-style-type: none"> Glen Murray Community Equestrian Group- Riding Centre (Chair) Received funding from OTCB in 2017 for a defibrillaotr for the County Hall & Equestrian Grounds 	2x Tuakau (Owner)	N/A	N/A	N/A
Jonathan Lovatt	Onewhero Tuakau	No	N/A	<ul style="list-style-type: none"> Supply Program Solutions Ltd. (Packaging Supplier) 	<ul style="list-style-type: none"> Powella Ltd. (Exporter) Lovatt Holdings Ltd. (Domestic Renovations) 	N/A	N/A	N/A	3x Onewhero (Owner)	N/A	N/A	N/A
Vernon Reeve	Onewhero Tuakau	Yes No. 1 No to No. 2-6	N/A	N/A	N/A	N/A	<ul style="list-style-type: none"> Reeve Family Trust (Trustee/Beneficiary) Tuakau Emergency Services Charitable Trust (Trustee) Vern & Vicky's Ski Trust (Trustee) 	<ul style="list-style-type: none"> Tuakau & Districts Development Assoc. (Member) 	1 x Tuakau (Trustee & Beneficiary)	N/A	N/A	N/A
Kandi Ngataki	Onewhero Tuakau	No	N/A	N/A	N/A	Te Kohanga Reo O Te Awomarahi (Kohanga Reo Education)	<ul style="list-style-type: none"> Tuakau Primary School (Chair) Huakina Development Trust (Chair) 	<ul style="list-style-type: none"> Tuakau Rugby League (Chair) 	N/A	N/A	N/A	N/A
Bronwyn Watson	Onewhero Tuakau	No	N/A	N/A	N/A	N/A	<ul style="list-style-type: none"> Tuakau Combined Sports Society Trust (Trustee) Franklin Integration Project (Trustee) 	<ul style="list-style-type: none"> Tuakau CSST Inc (Board Member) Tuakau Community Night Patrol (Chair until October 2020 AGM) 	N/A	N/A	N/A	N/A

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager, Customer Support
Date	25 May 2021
Chief Executive Approved	Y
Reference/Doc Set #	GOV1301/ECM 3092211
Report Title	Appointment of New Chairperson

I. EXECUTIVE SUMMARY

Mr Shaun Jackson, Chairperson of the Onewhero-Tuakau Community Board, has tendered his resignation as Chairperson, but wishes to remain on the Community Board. Should the current Deputy Chairperson wish to stand as Chairperson, and they were successful in this appointment, then the Board would then need to appoint a Deputy Chairperson also.

Schedule 7 of the Local Government Act 2002 identifies the need for the appointment of a Chairperson and Deputy Chairperson for each Community Board. This report outlines the process for appointing a new Chairperson and possibly Deputy Chairperson.

2. RECOMMENDATION

THAT the report from the General Manager, Customer Support be received;

AND THAT the Community Board resolves to use system B for the election of Chairperson/Deputy Chairperson;

AND FURTHER THAT is appointed Chairperson of the Onewhero-Tuakau Community Board;

AND FURTHER THAT is appointed Deputy Chairperson of the Onewhero-Tuakau Community Board.

3. BACKGROUND

Schedule 7 of the Local Government Act 2002 identifies the need for the appointment of a Chairperson and Deputy Chairperson for each Community Board.

At the inaugural meeting the Community Board is required to appoint a Chairperson and a Deputy Chairperson. The Onewhero-Tuakau Community Board did this at their meeting held on Monday, 18 November 2019, where it resolved as follows:

Resolved: (Mr Reeve/Mr Lovatt)

THAT the report from the Chief Executive be received;

AND THAT Mr Shaun Jackson is appointed Chairperson of the OnewheroTuakau Community Board;

AND FURTHER THAT Ms Caroline Conroy is appointed Deputy Chairperson of the Onewhero-Tuakau Community Board.

CARRIED

OTCBI911/02

Mr Jackson advises that he wishes to stand down as Chairperson, but remain on the Board. His resignation is attached to this report. In the discussion and analysis of options below the process for appointing a new Chairperson and/or Deputy Chairperson is described.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Local Government Act 2002 requires that a Chairperson and Deputy Chairperson is appointed and if in attendance must preside over the meeting unless there is a conflict of interest and they can vacate the Chair, with the Deputy Chairperson taking their place.

With Mr Jackson standing down from the Chairperson role the members need to elect a new Chairperson and possibly Deputy Chairperson (should the current Deputy be elected as Chairperson).

Firstly, the members need to decide on nominations for these positions. In the event there is more than one nomination then the Chief Executive will conduct an election in accordance with the Local Government Act 2002. The General Manager Customer Support is delegated to conduct the election on behalf of the Chief Executive should this be required.

I also wish to point out that all members of the Community Board are eligible for election as Chairperson and Deputy Chairperson.

4.2 OPTIONS

Members must decide on whom to elect to the two positions. This must be conducted by way of election and resolution of the Community Board.

A contested election must be conducted in accordance with schedule 7 clause 25 of the Local Government Act 2002.

There are two options specified in clause 25:

System A

The candidate will be elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting. This system has the following characteristics:

- (a) there is a first round of voting for all candidates;
- (b) if no candidate is successful in that round, there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
- (c) if no candidate is successful in the second round, there is a third, and if necessary subsequent rounds, of voting from which, each time, the candidate with the fewest votes in the previous round is excluded.

In any round of voting, if two or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

System B

The candidate will be elected or appointed if he or she receives more votes than any other candidate. This system has the following characteristics:

- (a) there is only one round of voting; and
- (b) if two or more candidates tie for the most votes, the tie is resolved by lot.

cl.25, Schedule 7, LGA

System B is the recommended approach as it is simple and transparent.

5. CONSIDERATION

5.1 FINANCIAL

Nil.

5.2 LEGAL

The Local Government Act 2002 requires the Community Board to appoint a Chairperson and Deputy Chairperson. The conduct of a contested election should be in accordance with schedule 7 clause 25 of the Local Government Act.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This report is about the appointment of Chair and Deputy Chair which will be determined at the meeting.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	The Community Board must agree on a Chairperson and Deputy Chairperson at this meeting in order to ensure the appropriate governance structure is in place.				

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

Planned	In Progress	Complete	
	✓		Internal
	✓		Community Boards/Community Committees
			Waikato-Tainui/Local iwi
			Households
			Business
			Other Please Specify

Comment: This meeting is an opportunity to determine the views of the Board around the appropriate people to fill the recently vacated role of Chairperson.

The matter needs to be determined by resolution of the members. Clearly, all members are affected by this decision.

6. CONCLUSION

This report fills a procedural requirement around the appoint of a Chairperson and Deputy Chairperson to oversee the conduct of meetings.

7. ATTACHMENTS

Resignation Letter from Mr Jackson

Shaun Jackson

139 Dominion Road Tuakau


10 May 2020

To ..Onewhero Tuakau Community Board

Please take this letter as formal notification for me to Stand down as the Chairperson of the OTCB

For clarification I would like to continue on the board and will work with the incoming Chairperson to help with the running of the board as required.

Regards



Shaun Jackson

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	24 May 2021
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0502
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Onewhero-Tuakau Community Board meeting held on Tuesday, 27 April 2021.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Tuesday, 27 April 2021 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

OTCB Minutes – 27 April 2021

Minutes of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **TUESDAY, 27 APRIL 2021** commencing at **6.00pm**.

Present:

Mr S Jackson (Chairperson)
Ms C Conroy (Deputy Chairperson)
Cr CA Eyre
Cr SL Henderson
Mr JM Lovatt
Ms KAM Ngataki
Mr VL Reeve
Mrs BI Watson

Attending:

Sergeant N Foster (NZ Police)
Ms J Wild (NZTA, Senior Advisor Communications & Engagement)
Mr C Smith (NZTA, Project Director)
Ms N Bird (Fulton Hogan, Stakeholders & Engagement)
Mr A Mitchell (Fulton Hogan, Construction Manager)

Mrs S O’Gorman (General Manager Customer Support)
Mrs L Wainwright (Committee Secretary)

NOTE:

Mr Jackson vacated the chair for the duration of the meeting.

Ms Conroy took the chair for the duration of the meeting.

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Conroy/Mr Reeve)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Tuesday, 27 April 2021 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

OTCB2104/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Ngataki/Mr Jackson)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday, 15 March 2021 be confirmed as a true and correct record of that meeting.

CARRIED

OTCB2104/02

PUBLIC FORUM

The following issues were discussed:

- Tuakau Bridge-Port Waikato Road – reduction of speed limit.
- Suggestion that islands be placed at the Te Kohanga Road/Frosts Road intersection to assist with reducing traffic speed.
- Signs and mirrors had been placed on the road outside the Tauranganui Marae.
- NZ Police would hold a public meeting re: community issues.

REPORTS

NZ Police Update

Agenda Item 6.1

The report was received [OTCB2104/01 refers]. Sergeant Foster raised the following matters:

- The Police would follow up on the issues of speed on the Tuakau Bridge-Port Waikato Road. Data collected from road strips would be provided to the Board.

ACTION: Staff to investigate who is responsible for the placement of the road strips for data collection.

- Sergeant Tod Kirker was acknowledged for his service to the Tuakau community. He is now based at the Pukekohe Police Station.
- New policing staff were now based at Tuakau.
- Stock had been seen on the Tuakau Bridge-Port Waikato Road. This is dangerous to the public and precautions should be taken.
- Vehicles had been burnt out in the Port Waikato sand dunes. One of the cars had been identified as stolen.

ACTION: Monitoring staff to investigate who is responsible for the removal of these vehicles from the sand dunes.

- Complaints had been received of boy racing in Onewhero and Glen Murray.
- Poaching had occurred in rural areas of the district.
- Duck shooting season commences Saturday, 1 May 2021. Police would be mobile at the Elbow Landing and Hoods Landing reserves.
- The security and number plate recognition cameras were working well in the area and were valuable to police.
- Onewhero Village – Sergeant Foster would check with the speed camera team to see if Onewhero is an area the team covers.

SHI Papakura to Drury South Project Update
Agenda Item 6.2

The report was received [OTCB2104/01 refers]. Ms Wild introduced Mr Smith, Ms Bird and Mr Mitchell to the Board and spoke to the powerpoint presentation noting that:

- Bus lanes would be provided on the new roading network.
- Fulton Hogan were interested in public feedback via the 0800 741 722 line.
- The goal was to keep traffic disruption to a minimum during the project.
- It would be important for commuters to adhere to detour routes during construction so as not to interrupt residences. It was noted that there needs to be extra detour arrows placed closer together to stop commuter confusion.
- Construction work for the project would cover approximately 3 kms.
- Low noise asphalt would be laid.
- Speed would be reduced to 80kms and temporary steel barriers would be erected to protect workers.
- Night time work is planned to assist with congestion of traffic during daylight hours.
- Lane shifts would occur instead of “ghosting lines” which cause confusion to commuters.
- Box culverts would be constructed to assist with future stormwater runoff.
- Project information is on the Waka Kotahi website – www.nzta.govt.nz/p2b. The website would provide weekly traffic notices.
- Some bridges require lifting to enable electrification of rail.

Discretionary Fund Report
Agenda Item 6.3

The report was received [OTCB2104/01 refers] and the following matters were noted:

Commitments:

- There were further placemaking projects planned. Murals and CCTV would continue as part of placemaking.
- Cost from Belgravia for the Tuakau Swimming Pool had not been received.
- The Community Development Advisor would organise community meetings to obtain feedback on the development of the Tuakau Swimming Pool entrance.

ACTION: Staff to provide a report on the development of the Tuakau Swimming Pool entrance to the Board meeting scheduled for Tuesday, 8 June 2021.

- Armistice Day.

ACTION: Staff to investigate the payment of the Armistice Day commitment and report back to the Board meeting scheduled for Tuesday, 8 June 2021 as this should have been paid.

- Belgravia – Pool Enhancements.

ACTION: Staff to provide a copy of the updated contract between Waikato District Council and Belgravia for the Tuakau Swimming Pool. This report to be provided to the Board meeting scheduled for Tuesday, 8 June 2021.

ACTION: Ms Ngataki advised that she had been reimbursed for the purchase of pool equipment for the Tuakau Swimming Pool (Resolution No. OTCB2102/05). The commitment to be transferred to expenditure.

Third Quarter Service Request Report
Agenda Item 6.4

The report was received [OTCB2104/01 refers]. No discussion was held.

Projects-Issues-Activities and Actions 2021
Agenda Item 6.5

The report was received [OTCB2104/01 refers] and discussion was held on the following matters:

Liquor Control Signage - Tuakau

ACTION: This action to be closed.

Funding

ACTION: This action to be closed.

George Street/Buckland Road Corner

Further site measurements had been completed.

ACTION: An update would be provided to the next meeting on what budget would be available for the project.

Toilets - Naike

ACTION: This action to be closed.

Lighting - Residential

ACTION: Staff to provide the RITS street lighting standards to the Board meeting scheduled for Tuesday, 8 June 2021.

WDA Works Schedule

ACTION: This action to remain on the list.

Weeds in the Tuakau CBD

ACTION: This action to remain on the list.

Speed Reduction Signs

ACTION: The flashing/warning signs advising of school times were incorrect at the Te Kohanga School and require changing.

Speed Bend on Jellicoe Avenue, Tuakau – to be installed

ACTION: This action to remain on the list as speeding was still occurring.

Representation Review

ACTION: Staff to confirm what communications had been carried out. The Board to confirm with staff, dates for a public meeting.

Update on Tuakau Pool Usage to 14 January 2021

ACTION: Mr Jackson to provide pool usage figures to the Board meeting scheduled for Tuesday, 8 June 2021.

Tuakau Pool Upgrade Project

ACTION: The Board to prepare a list of projects to be considered for the pool upgrade.

Little Libraries

ACTION: This action to be closed.

Carving at the entrance to Tuakau requires cleaning and painting

ACTION: This action to be closed.

Review of Community Board Charter

ACTION: This action to remain on the list.

Designation of Central Park, Tuakau

ACTION: This action to be closed.

Tuakau Youth Centre Building Project

ACTION: This action to remain on the list. Cr Henderson and Mr Reeve would investigate funding and supply options and report to the Board meeting scheduled for Tuesday, 8 June 2021.

Onewhero Tennis Club

ACTION: This action to be closed.

Playground Improvements

ACTION: This action to be closed.

Rubbish in the Tuakau CBD

ACTION: This action to remain on the list pending information on bin upgrades (as noted).

St Stephens Road Carpark

ACTION: This action to remain on the list pending information on bin upgrades (as noted).

Paving in the Tuakau CBD

ACTION: Staff to advise the Board when the re-surfacing would occur.

Boat ramp Maintenance

ACTION: Staff to provide the Board with the maintenance schedule for boat ramps.

Chairperson's Report
Agenda Item 6.6

No report was provided.

Councillors' and Board Members' Reports

Agenda Item 6.7

Verbal reports were received on the following items:

- LTP drop-in sessions had been completed. Unsealed roads remained as a hot topic.
- Representation review was ongoing. Communities were encouraged to have input into the review.
- A review on usage of the Onewhero Reserve would be held. The Funding and Partnership Manager had addressed the Onewhero Domain Committee on funding options.
- Success of the ANZAC Day service.
- Thanks to Sergeant Tod Kirker for his service to the district.

ACTION: Mr Reeve to invite Sergeant Kirker to a Board meeting.

- Counties Mental Health Services would be based in the Tuakau Emergency Services Trust (TEST) house beside the Dr John Lightbody Reserve.

Ms Ngataki represented the Onewhero-Tuakau Community Board at the New Zealand Community Boards' Conference in Gore and noted the following:

- The conference provided a good opportunity for Board members to network.
- Funding and remuneration issues were discussed.
- There were more younger people sitting on Community Boards.
- Attended the Maaori caucus breakfast. Maaori strategies for communities and wards were discussed.

There being no further business the meeting was declared closed at 8.41pm.

Minutes approved and confirmed this day of 2021.

S Jackson
CHAIRPERSON

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager Customer Support
Date	26 May 2021
Prepared by	Evonne Miller
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Update from Waikato Regional Council

1. EXECUTIVE SUMMARY

Councillor Pamela Storey, Waikato Regional Council, will be in attendance to provide an update to the Board on regional council activities and issues.

2. RECOMMENDATION

THAT the report from the General Manager Customer Support be received.

3. ATTACHMENTS

Nil

Open Meeting

To	Onewhero-Tuakau Community Board
From	Alison Diaz Chief Financial Officer
Date	26 May 2021
Prepared by	Julie Kelly Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514
Report Title	Discretionary Fund Report to 26 May 2021

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 26 May 2021.

2. RECOMMENDATION

THAT the report from the **Chief Financial Officer** be received.

3. ATTACHMENTS

Discretionary Fund Report to 26 May 2021

ONEWHERE TUAKAU COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)

As at Date: 26-May-2021

		GL	1.215.1704
2020/21 Annual Plan			28,878.00
2019/20 Carry forward			65,296.00
Total Funding			94,174.00
Income			
18-Feb-21	Port Waikato Resident and Ratepayers Association refund of unused funds		285.13
10-May-21	Repayment of funds from Port Waikato Residents and Ratepayers Association	OTCB1911/07	174.28
Total Income			459.41
Expenditure			
			<i>excl GST</i>
01-Jul-20	Tuakau & Districts Development Association Incorporated: Installation of additional CCTV Camera's in Tuakau	OTCB1812/05	12,706.78
25-Sep-20	Onewhero Amateur Swimming Club - 29 Hall Rd Tuakau Repair Pool Leaks	OTCB2008/05	10,000.00
30-Nov-20	Annex Group - Business Card - OTCB		175.52
02-Dec-20	Port Waikato Resident and Ratepayers Association - Christmas Event	OTCB2011/07	980.00
03-Dec-20	Naikē Community - Replace shade gazebo at Naikē pool	OTCB2011/06	4,612.50
16-Dec-20	Nikau Cave Ltd - Venue hire for the OTCB workshop	OTCB2011/04	43.48
16-Dec-20	H&L Tables Tuakau Hexagonal BBQ Tables	OTCB2011/04	900.00
22-Dec-20	Tuakau Lions Club contribution to Tuakau Christmas parade 2020	OTCB2011/05	1,000.00
26-Feb-21	NZ Community Boards Conference 2021 early bird registration	OTCB2102/04	656.52
31-Mar-21	Air NZ flights NZ Community Boards conference	OTCB2102/04	103.31
31-Mar-21	Air NZ flights NZ Community Boards conference	OTCB2102/04	386.09
08-Apr-21	Accommodation for NZ Community Boards conference	OTCB2102/04	654.78
20-Apr-21	Onewhero Recreational Reserve Committee - materials to fence new BMX track	OTCB2003/11	4,342.18
15-Feb-21	Reimbursement to Ms Ngataki for purchase of pool equipment for the Tuakau Swimming Pool	OTCB2102/05	287.80
Total Expenditure			36,848.96
Net Funding (Excluding commitments)			57,784.45
COMMITMENTS:			
			<i>excl GST</i>
01-Sep-14	Contribution towards placemaking project (OTCB1409/06/2)	OTCB1409/06/2	6,000.00
	Less : Expenses		(1,500.00)
06-May-19	Contribution to Placemaking project increased to \$7000	OTCB1905/03	2,500.00
04-Jun-19	Tuakau Youth Centre building project	OTCB1906/04	3,000.00
06-Mar-20	Entrance fees at the Tuakau Swimming Pool for the remainder of the 2019/20 summer season	OTCB2003/03	3,550.00
16-Mar-20	Allocation of \$5,000.00 is made to the Onewhero Recreational Reserve Committee towards the cost of fencing the new BMX track	OTCB2003/11	5,000.00
	Less : Expenses		(4,342.18)
12-Oct-20	An amount of \$300.00 (including GST) is committed towards the Armistice Day celebration to be held on Sunday, 15 November 2020.	OTCB2010/04	260.87
01-Dec-20	\$5000.00 (excl GST) committed to Belgravia Ltd or other nominated parties for additional enhancements to the Tuakau Swimming Pool	OTCB2011/10	5,000.00
02-Feb-21	\$7,625.00 (incl GST) is committed to Belgravia Health and Leisure Group for entry fees to the Centennial Pools Tuakau for 2020/21 swimming season as per agreement.	OTCB2102/03	
	This is to be invoiced over three instalments:		
	December 30th 2020		2,210.43
	January 30th 2021		2,210.43
	March 31st 2021		2,210.43
			6,631.30
Total Commitments			26,099.99
NET FUNDING REMAINING (Including commitments)			31,684.46

Further note to the Agreement on Pool Entry: Belgravia will charge \$1.00 per person/per day for entry to the pools. All money received by Belgravia for this entry fee will be returned to the Board up to \$7,625.00 (incl GST). The next \$1000.00 will be retained by Belgravia and thereafter all money received above \$8,625.00 will be split 50/50 between Belgravia and the Board.

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager Customer Support
Date	26 May 2021
Prepared by	Evonne Miller PA General Manager Customer Support
Chief Executive Approved	Y
Reference #	GOV0502
Report Title	Projects-Issues-Activities and Actions June 2021

1. EXECUTIVE SUMMARY

To update the Board on issues arising from the previous meeting.

2. RECOMMENDATION

THAT the report from the **General Manager Customer Support** be received.

3. ATTACHMENTS

- Projects-Issues-Activities and Actions June 2021
- Works Schedule WDA
- Works Schedule Community Connections - Pokeno Tuakau and Onewhero
- RITS Lighting Specifications

Onewhero-Tuakau Community Board Actions ²³ June 2021

	Actions	To Action	Update/Response
1.	George St/Buckland Road corner ACTION: 4/5//21 – An update would be provided to the next meeting on what budget would be available for the project.	Service Delivery – Roading/Gareth	This has been added to next LTP as the works to create a temporary roundabout exceed available budget as it requires island removal and pavement works
2.	Lighting – Residential ACTION: 4/5/21 – staff to provide RITS street light standards to the Board meeting 8 June 2021.	Service Delivery	RITS attached.
3.	WDA Works Schedule ACTION: 4/5/21 – To remain on the list	Service Delivery	Work Schedules are attached again for the Board's information.
4.	Weeds in the Tuakau CBD ACTION: 4/5/21 - to remain on the list	Service Delivery	
5.	Speed Reduction Signs ACTION: 4/5/21 - The flashing/warning signs advising of school times were incorrect at the Te Kohanga School and require changing.	Service Delivery	<p>May: Awaiting sub-contract technician to attend to signage, Alliance has put a priority to get this done, will be complete end first week June.</p> <p>April: Signage has been ordered and work will be completed at the end of April.</p> <p>March: Comments below remain relevant</p> <p>Feb: Council undertook a speed limit review of Port Waikato Road and the proposed reduction was rejected by the community. Council will look at increasing awareness to drivers of the 2 maraes and will look at installing signage on the road and mirrors to aid turning at the entrances, will plan to complete this work before April 2021. Costs will be covered by Council's Low-Cost Low Risk – District-wide minimum delineation budget, not from Community Board budgets.</p>
6.	Speed Bend on Jellicoe Avenue, Tuakau, to be installed. ACTION: 4/5/21 – This action to remain on the list as speeding was still occurring.	Service Delivery	Staff have visited the site and Jellicoe Avenue is now a safer speed residential area (40km/h) as part of the last round of speed limits, curve speed signs are not installed in residential locations, unless there is a significant risk/out of context curve.

	Actions	To Action	Update/Response
7.	Representation Review ACTION: 4/5/21: Staff to confirm what communication has been carried out. The board to confirm with staff, date for a public meeting.	Democracy	<p>Due to the discussion surrounding Maaori Wards the Representation Review Project was put on hold until the 20 May meeting was held and we were not in the position to go out to Community Boards and Community Committees at this point.</p> <p>The decision from Council to establish Maaori Wards has an impact on the modelling and the team will need to work these numbers into the Representation Review. We are doing this utilising the initial feedback from the community (including Boards) and we will be getting back to them very shortly about joint workshop with Councillors in early to mid June.</p> <p>The project team are currently working on a new timeline for the review and workshops for Community Board Chairs to attend. It is intended to have an initial proposal for adoption around early July.</p>
8.	Update on Tuakau Pool Usage to 14 January 2021 ACTION: 4/5/21 - Mr Jackson to provide pool usage figure to the Board meeting scheduled for Tuesday 8 June 2021.	OTCB - Mr Jackson	
9.	Tuakau Pool Upgrade Project ACTION 4/5/21 – the Board to prepare a list of projects to be considered for the pool upgrade.	OTCB	
10.	Review of Community Board Charter ACTION: 4/5/21 – This action to remain on the list	Democracy	<p>We are undertaking a review of the Governance Structure (which includes Community Board Charters) for a mid-term review. It is anticipated that this work will be carried out in July 2021, dependent on capacity within our work programme as we have a number of legislative reviews and projects which are being carried out over the next couple of months as well, in particular the Reshape Waikato Project (Representation Review).</p>
11.	Tuakau Youth Centre Building Project ACTION: 4/5/21– This action to remain. Cr Henderson and Mr Reeve would investigate funding and supply options and report to the Board meeting scheduled for Tuesday 8 June 2021.	Cr Henderson, Vern Reeve	

	Actions	To Action	Update/Response
12.	Rubbish in the Tuakau CBD ACTION: 4/5/21 – This action to remain on list pending information on bin upgrades.	Service Delivery Hamish Cairns/Ross Bayer	There are currently 12 bins in the CBD. The cost to replace the bins with 100 litre vandal proof bins is approximately \$15,000. Staff have been in contact with Council’s contractor and they have not reported any major issues with over filled bins.
13.	St Stephens Road Car Park ACTION: 4/5/21 This action to remain on the list pending information on pricing/budget availability.	Community Connections/Megan May	No further update.
14.	Onewhero Village ACTION: 4/5/21 Sergeant Foster to check with the speed camera team to see if Onewhero is an area the team covers.	Eve/Lynette	Reminder email sent.
15.	Burnt Cars in Port Waikato Sand Dune ACTION: 4/5/21 Staff to investigate who is responsible for the removal of these vehicles from the sand dunes	Monitoring	The vehicles have been there for years and the problem is that we can’t get a tow company to get into the dunes to remove. There are two reasons for this: towing in the dunes is tricky and, we don’t have jurisdiction for removal on the dunes. If either DOC or the local Iwi can move the vehicles using a tractor onto Council land/road reserve, then we can go from there.
16.	Speed on Tuakau Bridge-Port Waikato Road ACTION: 4/5/21 Staff to investigate who is responsible for the placement of the road strips for data collection.	Roading	WDC’s Roading Team contracts WSP to place the counters.
17.	Armistice Day ACTION: 4/5/21 Staff to investigate the payment of the Armistice Day commitment and report back to the Board meeting as this should have been paid.	Finance	This reimbursement for expenses was sent to payroll in December 2020 and paid in January pay run (15 January 2021).
18.	Belgravia – Pool Enhancements ACTION: 4/5/21 – Ms Ngataki advised that she had been reimbursed for the purchase of pool equipment for the Tuakau Swimming Pool (Resolution no. OTCB2102/05). The commitment to be transferred to expenditure.	Finance	Update in the Discretionary Fund report.
19.	Paving in the Tuakau CBD ACTION: 4/5/21 – Staff advise the Board when the re-surfacing will occur.	Service Delivery	Cleaning of the pavers commenced, however due to the wrong treatment product being sent cleaning was stopped until the correct treatment product has been received.

	Actions	To Action	Update/Response
20.	Boat Ramp Maintenance ACTION: 4/5/21 – Staff to provide the Board with the maintenance schedule for boat ramps.	Service Delivery	City Care – Routine cleaning and maintenance inspections are carried out on a monthly basis. Any construction or renewals of boat ramps is undertaken through the asset renewals programme on a priorities basis.
21.	Tuakau Swimming Pool Entrance ACTION: 4/5/21 Staff to provide a report on the development of the Tuakau Swimming Pool entrance to the Board meeting scheduled for Tuesday, 8 June 2021.	Community Connections – Megan May	This request for work is known but we are unable to proceed until we have a better understanding of a leak that we are currently investigating. This is currently our priority and until we understand the extent of the leak and the cost to repair it, we are unable to proceed with the other minor works requested at the swimming pool. We will continue to investigate potential design of the entranceway but cannot commit funding at this stage.
22.	Belgravia – Pool Enhancements ACTION: 4/5/21 Staff to provide the updated copy of the contract between Waikato District Council and Belgravia for the Tuakau Swimming Pool. This report to be provided to the Board meeting for Tuesday 8 June 2021.	Community Connections – Facilities	This information cannot be disclosed as it is commercially sensitive. However, if the Board has a specific question, staff will endeavour to provide an answer.
23.	Tuakau Blueprint Review	Shaun Jackson	

Planned Works for the Onewhero-Tuakau Community Board's area

Projects Team

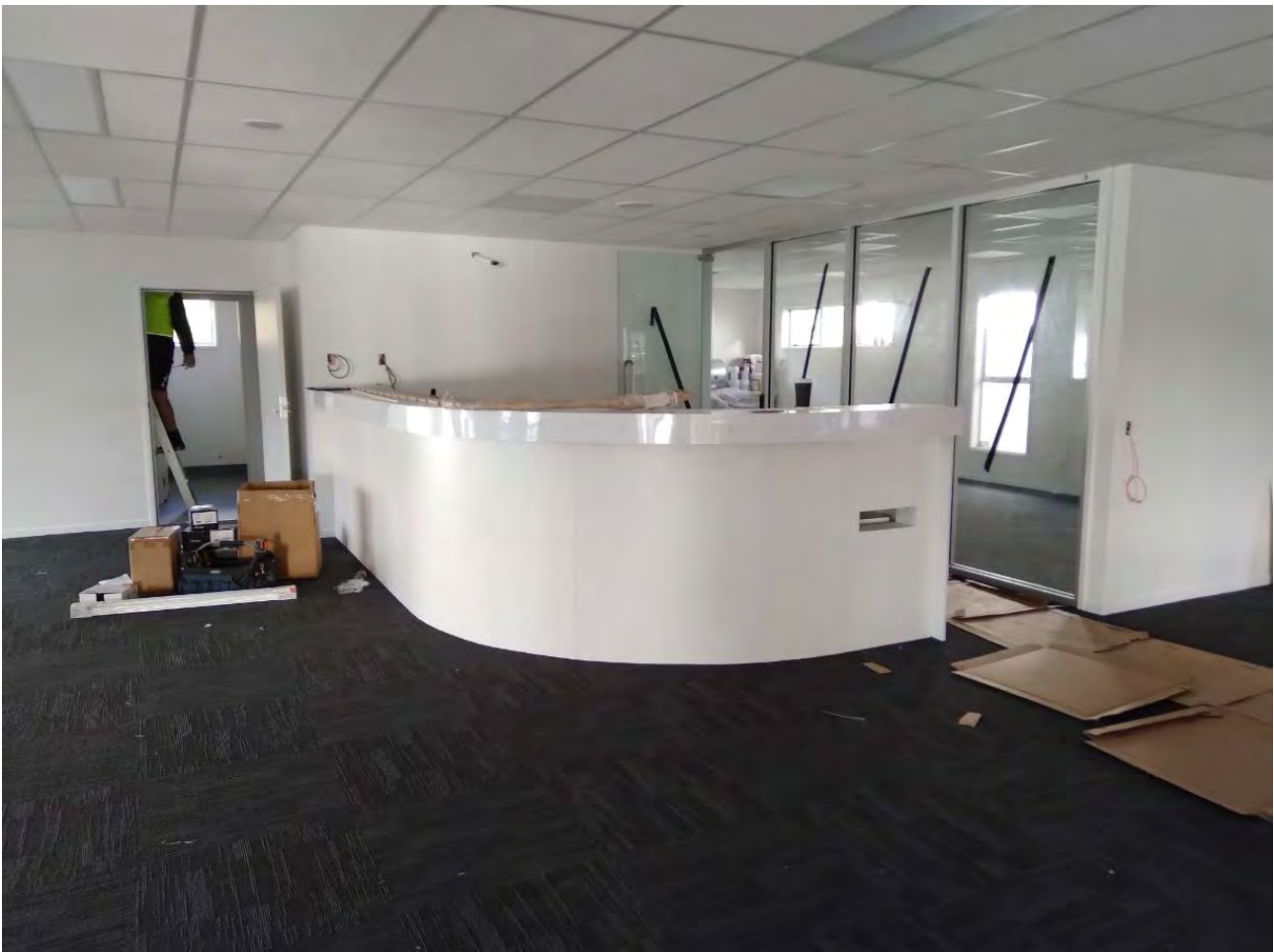
Community Projects Team – Project Update

Tuakau Library Extension

Some minor works internally will see the inside of the library completed. Footpaths, driveways and concrete pads for water tanks have been poured.

Contractors are prepping to re-roof the existing library due to unforeseen water leaks and we are working with the architect and the building team to get the amendments through for processing.

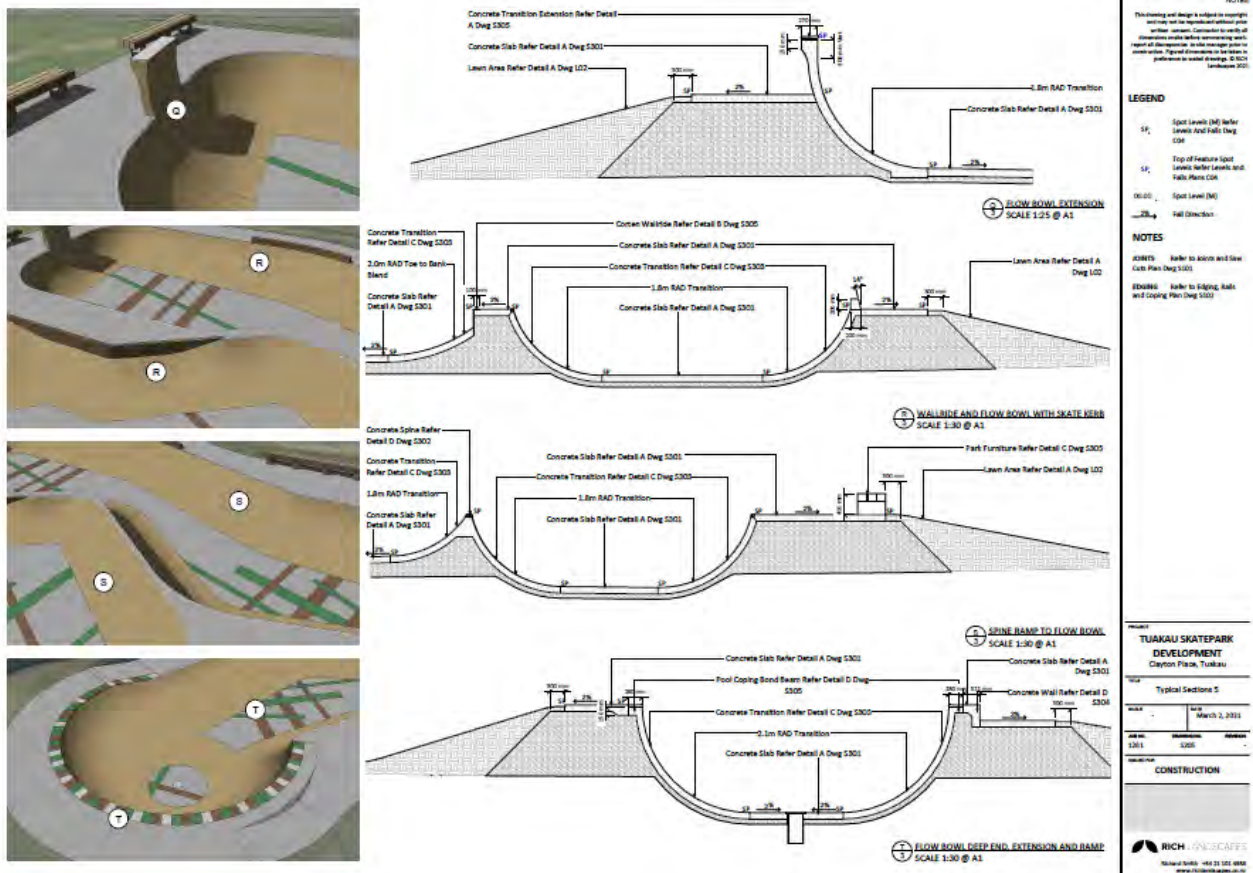
As a result of this additional scope, with building consenting processing timeframes, and weather-dependant works, there is a risk that our opening day of the 29 June may be pushed out.



Tuakau Library extension

Tuakau Skatepark

Currently developing tender documents and prepare for advertising. Peer review of the technical documents is complete. Expect to advertise in early June.



Whangarata Cemetery

Pricing is being received for the repair of the watermain in Whangarata Rd damaged by power cable installation. Cost recovery is being sought from the utilities company. The entranceway construction will be included in this contract works as it can't be progressed until the watermain repairs are complete.

The carpark and internal roading pavement works are nearing completion with all concrete kerbing complete and basecourse construction underway.

Dr Lightbody Reserve Carpark

Design is ongoing.

Tuakau town Hall Roof Repairs

With the replacement of the adjacent library roof as additional scope with the Library Extension contract, the repairs to the hall roof will be incorporated into this work.

Description of Work	Frequency	Dates Scheduled	Council Contract/ or Contractor or Businesses	Monitored by (ie who checks the work carried out)	Location
Cleaning Street Furniture/Assets (rubbish bins, power boxes, lamp posts, seats)			WDA do not do. -Have requested funding in AMP		
Empty Rubbish Bins	Daily (up to 3x per day)	Daily	Waikato Alliance Hard Surfaces	WDA	Road side bins
Footpath Maintenance/Upgrades	As programmed, prioritised based on risk & budget.	As programmed generally Jul to Oct.	WDA Hard Surfaces Only	WDA	District Wide
Garden/Shrub Maintenance			Not WDA		
Graffiti Control	As required (Reactive)	As required but not prioritised over safety work	Currently some minor work is WDA	WDA	Rural & Urban District wide
Lights (Street)	As programmed Reactive	All year	WDA – very limited budget currently.	WDA	District Wide
Lights (In-ground)			Not specifically WDA		
Mowing Street Verges			Not WDA		

Description of Work	Frequency	Dates Scheduled	Council Contract/ or Contractor or Businesses	Monitored by (ie who checks the work carried out)	Location
Roadside Litter Collection	Cyclic activity done daily	All year	WDA	WDA	Rural District wide
Roadside Mowing	Cyclic Activity	Generally All year	WDA	WDA	Rural
Street Cleaning (Steam Clean Pavements - Footpath, hard surface)	6 mthly all CBD & 4 mthly Raglan CBD	Various throughout year	WDA	WDA	District wide
Street Cleaning (Sweeping Streets)	Cyclic Activity	Cyclic all year	Hand sweep k&c around bins & CBD when emptying bins each morning WDA kerb & channel sweeping	WDA	District wide
Street Cleaning Keeping Pavement clean after food spills, birds etc Outside Businesses (Especially cafes/food outlets with seats on pavement)			What is the responsibility of landlords/tenants to keep the area in front of their shop clean? Especially food outlets where customers are using public footpath space? NOT WDA		
Sumps - Cleaning/Clearing	Cylic rotation 6 mthly	All year	WDA	WDA	Urban
Toilet Cleaning			Not WDA		
Weed Spraying (between footpath, kerb and channel)	3 times/year	NOV,FEB,MAY	WDA kerb and channel only not footpath.	WDA	Urban

Description of Work	Frequency	Dates Scheduled	Council Contract/ or Contractor or Businesses	Monitored by (ie who checks the work carried out)	Location
Tuakau Blueprint Review – priority projects (to be discussed at the June meeting)					

Description of Work for Community Connections	Frequency	Council Contract/ or Contractor or Businesses	Monitored by	Location
Empty Rubbish Bins in Parks and Reserves	LB4 – 52/year LB3 – 116/year	Citycare	WDC and Citycare	Pokeno: Recreation Reserve LB4x1, Pokeno Toilets LB3x1, Mark Ball Drive Park LB3x1, Mark Ball Drive Playground LB3x1, Pokeno Cemetery LB4x1, Waterfall Reserve LB3x1 Tuakau: Centennial Park LB3x3, Central Park LB3x1, Dr John Lightbody LB3x1 I, Recreation Reserve LB3x2, Tuakau Cemetery LB3x2, Alexandra Redoubt LB3x1, Les Batkins LB3x3
Footpath Maintenance/Upgrades in Parks and Reserves		Citycare (minor works)	WDC and Citycare	All parks and reserves. Minor works/repairs as required. Major renewals works as per capital renewals programme.
Garden/Shrub Maintenance in Parks and Reserves and Street Landscapes	SH5 – 12/year SH3 – 25/year RO2 – 25/year AN2 – 25/year	Citycare	WDC and Citycare	Pokeno is a mixture of SH5 and AN2. Tuakau is a mixture of SH5, SH3 and RO2. Onewhero has SH5.
Graffiti Control in Parks and Reserves and Council owned facilities	As required	Citycare and OCS	WDC and Citycare	Parks and reserves and Council owned facilities. OCS does graffiti on public toilets only.
Mowing Street Verges	PM3- 46/year PM5- 24/year	Citycare	WDC and Citycare	Verges adjacent to parks and reserves
Roadside Mowing	PM5 – 24/year	Citycare	WDC and Citycare	Pokeno Dean Road Gardens
Toilet Cleaning Pokeno	Twice Daily	OCS	WDC and OCS	Pokeno Main Street.
Toilet Cleaning Tuakau	Daily	OCS	WDC and OCS	St Stephens Ave, Les Batkins, Dr John Lightbody, Escotts Road
Toilet Cleaning Onewhero	Daily	OCS	WDC and OCS	Onewhero Domain

3.3.20 Road Lighting Design

3.3.20.1 Introduction

This section sets out the requirements for the design, construction, approval, auditing, upgrade and maintenance of the Council's road lighting network.

The Council recognises that the correct level of road lighting is important for the safety and well-being of the community and this document provides the guidelines to achieve the following elements of good lighting design:

- Enable safe and convenient movement of vehicles, pedestrian and cyclists
- Minimise glare, spill lighting and sky glow
- Reduce likelihood of criminal activity at night using CPTED principles
- Reduce energy consumption
- Reduce maintenance cost

This document represents the minimum standards that are acceptable to Council. It is a requirement that any new lighting installations shall:

- Meet the minimum performance standards referred to in this document
- Provide lighting to meet the requirements of AS/NZS 1158 Series.
- Recognise the need to maintain the level of lighting within design levels at minimum cost.
- Utilise equipment that will be available for the foreseeable future such that replacements and spares will be readily available.

These guidelines are not meant to provide a template for the physical road lighting design, but rather to identify and help to meet the design objectives related to the implementation of energy efficient lighting and effective maintenance processes. They are supplementary to the standard AS/NZS 1158 : Lighting for Roads and Public Spaces. Where a conflict exists between any Standard and the specific requirements outlined in this document, the Designer shall seek clarification from the Council.

All new lighting will be LED.

3.3.20.2 Specifications, Regulations and Codes of Practice

The work shall be undertaken in compliance with all statutory requirements including and not limited to the relevant standards and other documents listed in Clause 3.1.2.

3.3.20.3 Scope

Road lighting shall be provided on all urban roads (walkways/cycleways) and service lanes that are, or will be, under the control of the Council. See 3.3.20.18 for walkway/cycleways.

All lighting shall be designed and installed in accordance with AS/NZS 1158.

Designs shall use equipment and materials as noted in this document to ensure whole of life costs for Council are kept to a minimum.

3.3.20.4 Design Brief

In general new lighting shall blend in with adjacent road lighting, complement the neighbourhood character and, as far as is reasonably practicable, minimise the impact on the neighbouring properties and environment with regard to aesthetics, glare and spill light.

In rural areas where design speeds are greater than 80 kph, slip-base frangible approved lighting columns shall be used.

3.3.20.5 Designer

The lighting design must be carried out by qualified and experienced professionals.

The Designer must:

- be conversant with AS NZS 1158 standard and this document
- have at least \$1m professional indemnity insurance
- provide a Design Statement

3.3.20.6 Lighting categories

Refer to the Council's roading hierarchy in the District Plan (see Appendix A) has been correctly determined before proceeding with any lighting designs.

Category V (vehicles) is applicable to arterial roads (high volume of vehicular traffic) on which the visual requirements of motorist are dominant. It should also provide a safe environment for pedestrians/cycle traffic at night and discourage criminal acts. The lighting category shall be selected using the charts in AS/NZS 1158.1.1.

Category P (pedestrian area lighting) is applicable to:

- collector and local roads (road reserves)
- walkways
- cycle ways
- public activity areas
- outdoor carparks

The major purpose of Category P lighting is to assist pedestrians to orientate themselves and detect potential hazards. The lighting may also be used to discourage crime and the principles of "Crime Prevention through Environmental Design" (CPTED) should be considered. For example, the layout and design of urban areas can either discourage or encourage feelings of safety for users. Discouraging designs include poor lighting or dark narrow alleyways. Encouraging designs include well-lit footpaths and bus/train stops, open parks (observable from surrounding streets) etc.

The following table provides an informative guide to determine the road hierarchy. It shall be read in conjunction with AS/NZS 1158.1.1 and AS/NZS 1158.3.1 in order to determine the appropriate lighting category:

Table 3-8: Road hierarchy

ROAD HIERARCHY	TRAFFIC COUNT / ADT	LIGHTING CATEGORY
Arterial (Primary and Secondary)	>6,000	V1, V2, V3
Collector (Primary and Secondary)	3,000 - 6,000	V4

ROAD HIERARCHY	TRAFFIC COUNT / ADT	LIGHTING CATEGORY
Collector (Primary and Secondary), Industrial, Local (Access)	1,000 – 3,000	P3
Local (Access), Cul-de-sac	<1,000	P4

3.3.20.7 Energy Efficiency

The lighting design must maximise the spacing between columns by optimising mounting height, luminaire type and lamp output.

The following are guidelines for typical lighting schemes with satisfactory energy efficiency outcome. It is Council's expectation that the lighting designer will evaluate other elements of installation geometry and select the most energy efficient option.

Table 3-9: Guidelines for typical lighting schemes

LIGHTING CATEGORY	MOUNTING HEIGHT (M)	LED WATTAGE (W)	WIDTH (M)
Cat P	6-8	20-60	18-24 (road reserve width)
Cat V	8-12	60-180	10-20 (carriageway width)

3.3.20.8 Column Location

Column location is subject to vehicle speed limit.

For residential areas, columns shall be located generally in accordance with the following criteria:

- Columns should be positioned in the grass berm, a minimum of 1m behind the front face of the kerb. All columns in a section of road shall have the same offset from the kerb
- Columns shall be sited on the boundary line between two properties and at least 1m clear of any driveway or accessways.
- In new subdivisions and developments, lighting column positions must be located first to provide the correct lighting levels in accordance with AS/NZS 1158. Only then should trees be located. Trees shall not be within 8m of any lighting column. This measurement is taken from the trunk of the tree.
- Column offset and location for intersections, bends, road humps and roundabouts is to comply with relevant requirements of AS/NZS 1158.
- Pole clearances from overhead low/high voltage conductors shall comply with requirements of NZECP 34.

3.3.20.9 Traffic Management Devices

Design the lighting of traffic management devices to support the purpose of the device and to meet the requirements of the relevant AS/NZS 1158 Standard for Category V or Category P lighting.

3.3.20.10 Pedestrian Refuge Islands

All mid-block pedestrian refuge islands are to be lit by dedicated lights if the current road lighting levels are not providing the required lux levels of the selected lighting category as specified in AS/NZS 1158.

Dedicated lighting for pedestrian refuge islands is shown on Drawings [D3.11.1](#) and [D3.11.2](#) and [D3.6.4](#).

3.3.20.11 Pedestrian Underpasses

Pedestrian Underpasses shall be lit to an appropriate 'P' lighting category. All luminaries shall be resistant to vandalism with an impact rating of IK08 or better. All wiring shall be concealed with no cabling in surface mounted conduits. Circuits shall be designed so that the underpass lighting provides a 24hour power supply independent of the street light circuit. LED lighting must be used.

3.3.20.12 Pedestrian Crossings

Pedestrian crossing lighting shall be designed to AS/NZS 1158, Part 4. Luminaires with specific photometric distribution must be used.

Belisha beacons or reflective orange discs and white supplementary floodlighting are required at all crossings.

The general layout of lighting for pedestrian facilities is shown on Drawings [D3.11.1](#) and [D3.11.2](#).

All pedestrian lighting poles specified to be 'fold-down' poles shall have the following:

- a) Hinge located 150mm from existing ground level
- b) Be electrically safe whilst folded.
- c) Latches and safety catch in accordance with [Drawing D3.12.2](#) (as for traffic signals)

A lockable switch to enable the lights to be operated during day time may be specified when school patrols are likely to operate at the pedestrian crossing.

3.3.20.13 Flag Lighting

Lighting of an isolated intersection on an otherwise unlit route with an AADT of >1000, shall be evaluated/designed in accordance with AS/NZS 1158 Parts 1.1 and 1.3, and NZTA Specification M30 Road Lighting guidelines. Additional consideration shall be given to roads that are designated for traffic detours from main highways.

3.3.20.14 Amenity lighting

Lighting for decorative purposes (e.g. up-lights, feature lights) is not permitted in new subdivisions.

3.3.20.15 Under verandah lighting

Where under-verandah lighting is a Council asset, the impact on such lighting shall be considered during any demolition or development work on the building shall be carried out in such way that existing under verandah lighting in the vicinity shall remain connected and operational.

As built drawings of new or altered connections shall be submitted to the Council. Any replacement of under verandah lighting will use LED fittings.

3.3.20.16 Private road lighting

Lighting on private roads or ROW is preferred, however will only be permitted if the luminaires are on a separate metered circuit and a charging agreement is set up with owners and a power supply company.

These lights will not be the Council's asset and the maintenance of these lights will be the owner's responsibility.

The installation of privately owned road lights will not be permitted on public road reserves.

3.3.20.17 Carpark lighting

For pedestrian safety and security, all outdoor public carparks must be illuminated in accordance with AS/NZS 1158 requirements for Category P.

3.3.20.18 Walkway/Cycleway lighting

The minimum requirement is a light at each end of the walkway/cycleway to illuminate the end sections. These lights can be located in the adjacent road reserves provided that they:

- a) Operate as a 'good neighbour';
- b) Are mounted at a sufficient height to prevent vandalism.

For walkways/cycleways that are not straight or fail to meet CPTED requirements, additional lighting will be required.

3.3.20.19 Design Drawings and records.

In order to demonstrate compliance and to allow accurate construction all engineering drawings and documents must show the following information:

- a) The extent of the works showing existing and proposed roads and pedestrian areas.
- b) Proposed and existing significant road features (e.g. kerbs, property boundaries, planting, trees, traffic management devices, bus stops, pedestrian refuge islands and driveway locations).
- c) The road lighting layout showing the following:
 - (i) Luminaire manufacturer, model and optic
 - (ii) Outreach length and tilt angle
 - (iii) Column manufacturer and type
 - (iv) Luminaire mounting height
 - (v) Column spacing
 - (vi) Column to kerb offset
- d) The lighting design details including:
 - (i) Design Statement
 - (ii) Computer calculations (LTP analysis information required by AS/NZS 1158)
 - (iii) Luminaire photometric data (in IES or CIE format) including their origin and maintenance factor

- (iv) If applicable, site visit records / notes regarding the vicinity of HV/LV overhead conductors
- (v) Manufacturers' warranty period

3.3.20.20 Design Life

Lighting equipment, including columns, outreach arms, luminaires, LED lamps and coatings, shall be new and shall have the minimum design lives as set out in NZTA Specifications M26 and M30.

3.3.20.21 Manufacturer's Warranty Period

Minimum required manufacturer's warranty period from the date of on-site installation shall be as set out in NZTA Specifications M26 and M30.

The warranty must be transferable to the Council upon vesting.

3.3.20.22 Approved Columns

For V (Arterial / Collector) category roads, all columns shall have the following:

- Galvanised, non-painted steel octagonal columns, compliant with NZTA Specification M26 and M26A.
- Either curved or elliptical outreach arms.
- A corrosion protective coating in ground sections, extending 100mm above the finished ground level.
- Be ground planted unless shear base installation is specifically requested by the Council.

For P category (Local roads), all columns shall have the following:

- A steel column; finish can be galvanised, black or Brunswick green.
- Comply with the relevant NZTA specification M26.
- Cost of the proposed column to be no greater than 2.5 times cost of equivalent galvanised steel octagonal column
- A lead-in time that is no greater than 6 weeks
- Have either curved or elliptical outreach arm. Arch type are not permitted (bracket attached to top of luminaire).
- An opening for access to control gear no smaller than 100x150 mm fitted with a suitable waterproof cover or door. The opening shall be positioned 500-1200mm above ground level. The cover shall be secured by tamper proof bolts.
- A corrosion protective coating in ground sections, extending 100mm above the finished ground level.
- Be ground planted unless shear base installation is specifically requested by the Council.

3.3.20.23 Approved Luminaires

Luminaires shall be of the LED type and shall comply with the requirements of NZTA Specification M30.

The Council will accept only luminaire units from the NZTA Specification M30 approved list which meet the following criteria:

- Lead-in time for luminaire is no greater than 6 weeks
- Lead-in time for spare parts is no greater than 3 weeks
- Maximum total weight is no greater than 12 kg
- Initial Lumen to system wattage ratio is 90 or greater
- Power factor shall be 0.9 or greater
- An adjustable tilt/mechanism of +5° or -10° in incremental steps of 5° is desirable
- 3000 Kelvin luminaires to be used on both P and V category roads. Note that this deviates from that specified in NZTA specification M30 but approval has been given by the NZ Transport Agency for their use.

Refer to M30 for the latest list of accepted luminaires.

3.3.21 Special Vehicle Lanes

Where special vehicle lanes are required, they shall have appropriate signage, road markings and coloured surfacing.

Special Vehicle Lanes include the following:

- a) Bus and electric vehicle lanes
- b) Transit lanes - urban
- c) High Occupancy Vehicle (HOV) Lanes
- d) Cycle lanes

3.3.22 Traffic Control Devices – Line Marking and Signs

The design shall incorporate all required road marking, signs, and other facilities appropriate to the place and link context. Local roads should be designed to minimise the need for traffic signs and marking.

Designs shall satisfy the Land Transport (Road User) Rule, Land Transport Rule: Traffic Control Devices 2004, associated NZTA Traffic Control Devices Manuals, NZTA Pedestrian Planning and Design Guide and NZTA Cycling Network Guidance – Planning & Design Guide.

All proposed road markings, signs and other traffic control devices shall be shown on the plans and approved by Council.

3.3.23 Feature Entrance Walls, Berm and Street Furniture

The designer is to ensure that the resulting visual impact of walls, structures, street art, street furniture etc achieve good urban design visual outcomes. Refer to the relevant District Plan and any relevant policy and structure plan documents; early consultation with Council is encouraged.

3.5.9.6 Pedestrian Platforms

The faces of raised pedestrian crossing platforms and full width speed control devices shall be marked with white reflectorised cross-hatching as dimensioned in Traffic Control Devices Rule Diagram M4-2. Unless otherwise stated, poles located within medians shall be installed with a socketed base to allow quick and easy replacement.

3.6 STREET LIGHTING CONSTRUCTION

3.6.1 Installation

Each street light position is an Installation as defined in AS/NZS3000.

All construction work to be undertaken by competent/approved contractors and in accordance with the Electricity Regulations 2010, AS/NZS3000 and the applicable Electrical Codes of Practice. The most recent amendments must be used and approved by the network company.

All installations are subject to test and provision of ESC or CoC.

3.6.2 Connection to network

All proposed street lighting connections must be approved by the relevant network company prior to commencement of the project.

The steps to follow in pre- installation and installation stages are outlined below:

- Submit proposed design/ lighting plan to the network company for verification of supply points
- Submit Application for New connections detailing additional load required for new streetlights

In order to live new lighting installations the network company will require the following documentation:

- Approved Application for New Connection
- CoC or ESC signed by authorized person
- As builts in format approved by the network company
- Confirmation of practical completion or 224c sign off.

All parties involved in the street lighting installation shall comply with the network company's design and connections standards and procedures.

3.6.3 Installation

All Columns are to be installed in accordance with the manufacturer's specification, electrical codes and health & safety acts.

The column position in developed areas shall be pegged in advance of the work and adjacent property owners notified in writing of the works so that any issues over column location can be resolved before installation begins.

Contractor to submit Corridor Access Request and confirm underground services location prior to groundworks commencing in developed areas.

If the contractor finds underground bed rock (e.g. rhyolite) or finds underground services not allowed for, that precludes installing a column in the desired location, they are to contact the council for guidance rather than simply moving the column.

Any groundwork carried out for installation is to be re-instated to council's standard.

Access doors shall be accessible.

Any damage caused prior to the hand-over to council must be repaired as new with all warranties remaining intact.

Internal wiring, earthing and circuit protection devices to comply with the network company's Design and Construction Standard.

Luminaires shall be installed on columns in accordance with the manufacturer's recommendations. The horizontal axis shall be level and with the specified tilt angle. Where existing brackets or outreaches have a different tilt angle to that specified for new lights, new luminaire with internal tilt mechanism may be used or suitable tilt wedges shall be installed so that the existing luminaires have the same tilt angle as any new fittings.

3.6.4 Cables

Underground cable installations shall be provided to all street lighting columns except for lights specified to be installed on existing power poles. Cable route and conductor sizes shall be designed and installed in accordance with network company's requirements. Warranty period for new cables is 12 months.

All new installations shall be designed to be controlled through the Network Owner's control system.

All column installations shall be provided with approved internal termination junction boxes for terminating lighting circuits. These are to be located at the gear openings of each column.

Cables installed vertically on power poles shall be fitted and enclosed in accordance with requirements of the network company.

3.6.5 Trenching

Underground cables to be installed to the network company's requirements. In order to prevent damage to road pavement and minimise disruption to the public thrusting must be used under existing carriageways, vehicle entrances and footpaths

Location of the cables in green fields should be as detailed in [Drawing D3.1.3](#) Location of Services in Transport Corridor.

3.6.6 Lighting Upgrades

Where lighting columns or circuits are being relocated, extended or upgraded, the existing supply, protective devices and switching control may be reused if it is in compliance with this specification.

In the event that an existing circuit is extended, the network company will confirm if the supply relays and fuses are suitably rated for the additional electrical load of the new lights. The Contractor will be responsible for any costs associated with upgrading the supply point, fusing, changing relays or fitting contactor sets associated with the additional lighting load.

All additional fittings and materials used shall be new and consistent throughout the installation. If in-fill lighting or continuation of an existing system the new fittings and materials shall match the existing, if practicable.

3.6.7 Existing Luminaires, Columns and Control Gear Made Redundant

The Council's Street Light Maintenance Contractor shall be given an opportunity to acquire any surplus luminaires, columns and associated spare parts made redundant, for the purpose of utilising them as maintenance spares. The Contractor shall be responsible for disposing of any redundant 'not wanted' materials including capacitors containing PCB's.

All non-usable parts are to be disposed of correctly and certificates provided to Council to this effect.

3.6.8 Inspections and Testing

Prior to commissioning all inspections and testing required by the network company shall be carried out. Written confirmation is required from the network company that it accepts all underground cabling and circuitry and will assume responsibility for future maintenance and renewal.

A lux survey may be requested by Council at the contractors cost.

3.7 TRAFFIC SIGNALS

3.7.1 Scope

This section covers the procedure and requirements for all new or upgraded traffic signals that are to be managed by Hamilton City Council. This includes the design, supply, installation, and commissioning of new and existing traffic signal equipment.

3.7.2 Specifications

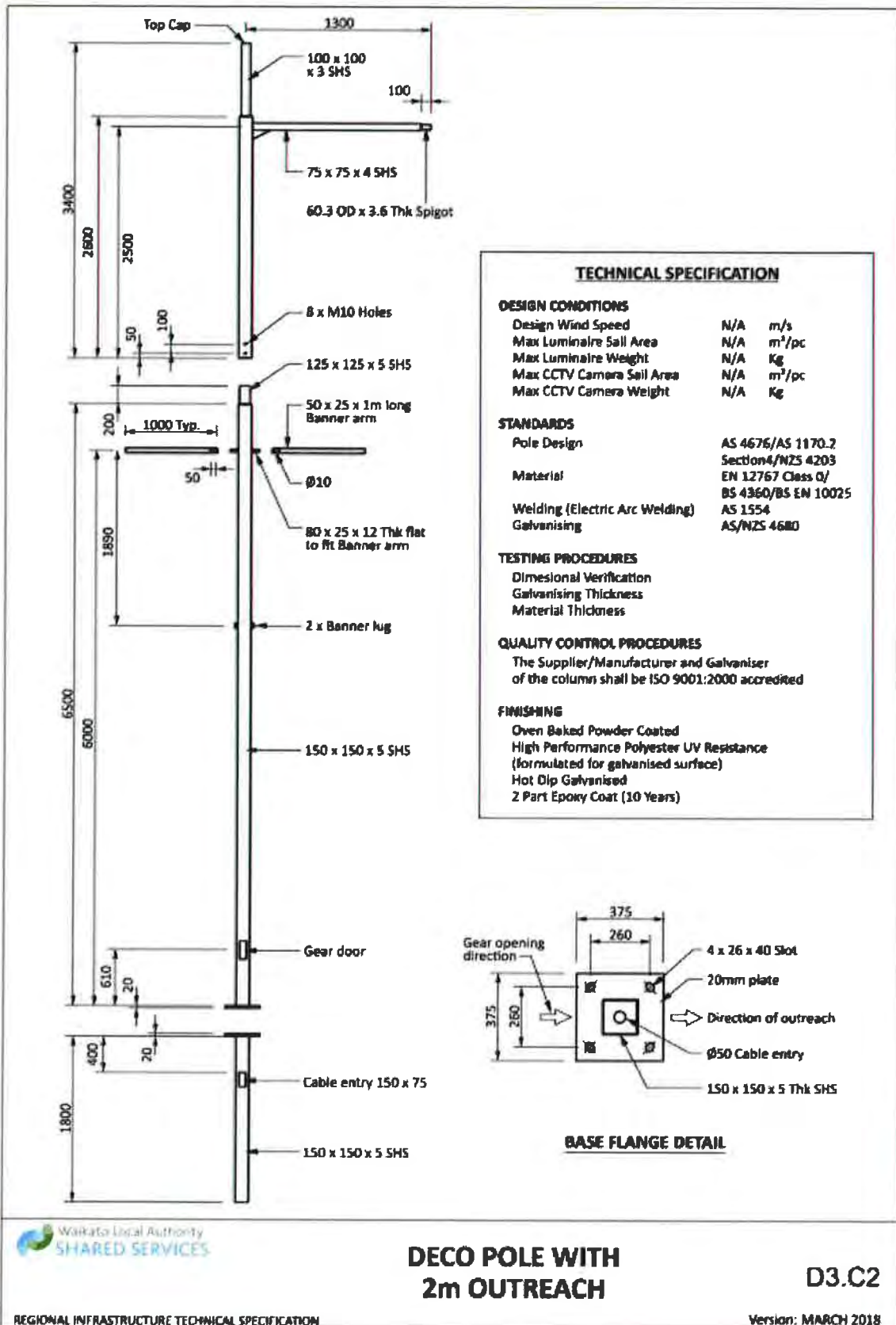
All traffic signals are to be installed in accordance with the Specifications and Standards listed in Clause 3.1.2. The following Council specifications supersede NZTA P43 requirements.

Where reference is made in any Specification to RCA or Client, this shall be read as Council.

3.7.3 Traffic Signal Equipment

3.7.3.1 General

This section contains specific requirements for the supply and installation of the controller, detectors, junction boxes and poles.



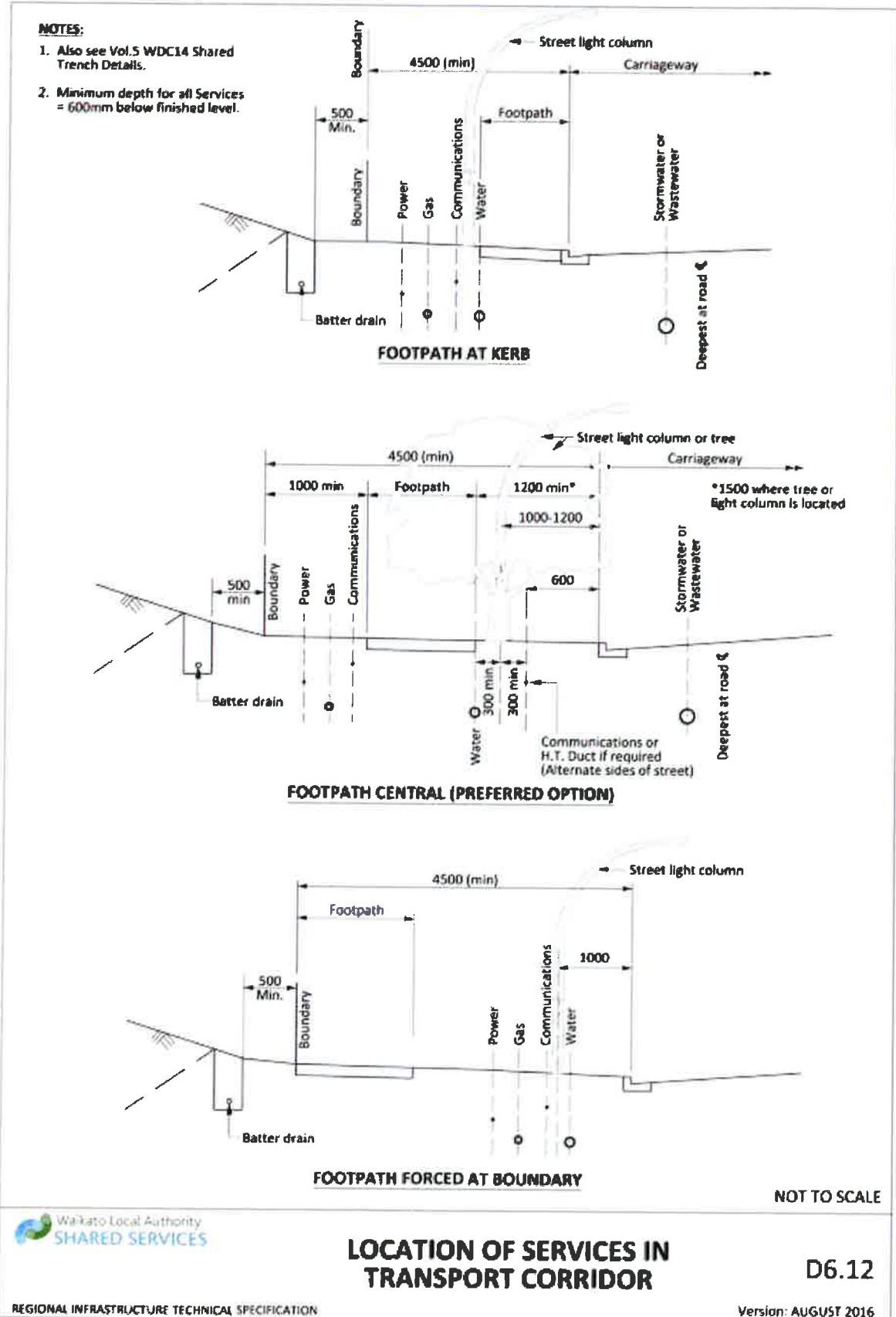
**DECO POLE WITH
2m OUTREACH**

D3.C2

REGIONAL INFRASTRUCTURE TECHNICAL SPECIFICATION

Version: MARCH 2018

Drawing 3-90: Hamilton city specific requirements - Deco pole with 2m outreach



Drawing 6-12: Location of services in transport corridor

NZTA RTS 14	Guidelines for Facilities for Blind and Vision Impaired pedestrians (2015)
NZTA RTS 18	NZ On Road Tracking Curves for Heavy Vehicles (2007)
NZ Transport Agency (NZTA) Specifications	
NZTA B/2	Construction of Unbound Granular Pavement Layers
NZTA B/5	In-Situ Stabilisation of Modified Pavement Layers
NZTA C/20	Erection and Maintenance of Traffic Signs Chevrons Markers and Sight Rails
NZTA F/1	Earthworks Construction
NZTA F/2	Pipe Subsoil Drain Construction
NZTA F/5	Corrugated Plastic Pipe Subsoil Drain Construction
NZTA M/1	Roading Bitumens
NZTA M/4	Basecourse Aggregate
NZTA M/6	Sealing Chip
NZTA M/7	Line Marking Paint
MZTA M/7	Notes to Line marking Paint Specification (M/7)
NZTA M/10	Asphaltic Concrete
NZTA M/12	Raised Pavement Markers specification
NZTA M/14	Edge Marker Posts
NZTA M/17	W-Section Bridge Guardrail Specification
NZTA M/20	Long Life Line Marking Materials Specification
NZTA M/20	Notes to Long Life Line Marking Materials Specification (M/20)
NZTA M/23	Bridge Approaches and Specification for Road Safety Barrier Systems Appendix A - List of Compliant Road Safety Hardware for Accepted Products (with interim acceptances)
NZTA M/24	Audio Tactile Profiled Road Markings Specification
NZTA M/26	Specification for Lighting Columns Appendix A – Type Approved Passively Safe Lighting Columns
NZTA M30	Specification and guidelines for Road Lighting design
NZTA P/3	First Coat Sealing
NZTA P/4	Resealing
NZTA P/9	Asphaltic Concrete Paving Construction
NZTA P/11	Open Grade Porous Asphalt
NZTA P/12	Pavement Marking Specification
NZTA P/12 Notes	Notes to Pavement Marking Specification (P/12)
NZTA P/14	Specification for Installation of Raised Pavement Markers
NZTA P/15P	Fabrication and Assembly of Standard Guardrails and Handrails for Highway Bridges
NZTA P/22	Reflectorised Pavement Marking Specification
NZTA P/43	Specification for Traffic Signals
NZTA T/1	Benkelman Beam Deflection Measurements