

Infrastructure Committee Agenda

Date: Thursday, 14 March, 2024

Time: 9:00 am

Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

Elected Members: Cr Simon Reid (Chairperson)
Cr Phil Halse (Deputy Chair Person)
His Worship the Mayor Vince
Cocurullo
Cr Gavin Benney
Cr Nicholas Connop
Cr Ken Couper
Cr Jayne Golightly
Cr Deborah Harding
Cr Patrick Holmes
Cr Scott McKenzie
Cr Marie Olsen
Cr Carol Peters
Cr Phoenix Ruka
Cr Paul Yovich

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

	Pages
1. Declarations of Interest / Take Whaipānga	
2. Apologies / Kore Tae Mai	
3. Confirmation of Minutes of Previous Infrastructure Committee Meeting / Whakatau Meneti	
3.1 Minutes Infrastructure Committee 8 February 2024	6
4. Decision Reports / Whakatau Rīpoata	
4.1 Coastal Protection Works Policy	8
4.2 Community Garden Policy review 2024	31
5. Information Reports / Ngā Pūrongo Kōrero	
5.1 Contracts Approved Under Delegated Authority Agenda - January 2024	44
5.2 Infrastructure Capital Programme Report - February 2024	50
5.3 Infrastructure Operational Report - January 2024	74
6. Public Excluded Business / Rāhui Tangata	
7. Closure of Meeting / Te katinga o te Hui	

Recommendations contained in the agenda are not the decisions of the meeting.

Please refer to minutes for resolutions.

Infrastructure Committee – Terms of Reference

Membership

Chairperson	Councillor Simon Reid
Deputy Chairperson	Councillor Phil Halse
Members	His Worship the Mayor Vince Cocurullo Councillors Gavin Benney, Nicholas Connop, Ken Couper, Jayne Golightly, Deborah Harding, Patrick Holmes, Marie Olsen, Scott McKenzie, Carol Peters Phoenix Ruka and Paul Yovich
Meetings	Monthly
Quorum	7

Purpose

To oversee the management of council's infrastructural assets, utility services and public facilities.

Key responsibilities

- Oversight of services including:
 - Transportation
 - Three Waters
 - Wastewater
 - Stormwater
 - Flood Management
 - Drinking Water
 - Laboratory services
 - Solid waste, waste minimisation and recycling services
 - Parks and reserves
 - Cemetery
- Accountable for the development and implementation of the Infrastructure Strategy, Activity Management Plans (AMP's) and Development Contributions Policy.
- Operational accountability of performance including:
 - Health and Safety

- Regular reporting on service delivery
 - Compliance
 - Sustainability
 - Finance
 - Trends
 - Benefits (positive outcomes achieved)
 - Customer feedback
 - Risk
- Accountability for the delivery of the Capital Programme.
- Committee will receive:
- Capital Programme financial reporting over a three year horizon
 - Health and Safety reporting
 - Programme reporting
 - Procurement activities and strategies
 - Resourcing issues and requirements
 - Project Management Office gateway reviews and activities
- Procurement oversight - general procurement relating to the areas of business of this committee, within delegations.
- Shared Services – investigate opportunities for Shared Services for recommendation to council.
- Council Controlled Organisations (CCOs) – monitoring the financial and non-financial performance of CCOs whose functions would otherwise fall under the scope of this committee. Includes trading CCOs (CCTOs) and those CCOs exempted under the LGA. Responsibilities include:
- advising on the content of annual Statement of Expectations to CCOs
 - agreement of the Statement of Intent
 - monitoring against the Statement of Intent
 - for exempted CCOs, monitoring and reporting as agreed between Council and the organisation
 - quarterly reporting on performance

CCOs accountable to this committee:

- Northland Regional Landfill Limited Partnership (NRLLP) – CCTO
- Whangarei Waste Limited (WWL) -exempted CCO

Delegations

- (i) All powers necessary to perform the committee's responsibilities, including, but not limited to:
- a) the approval of expenditure of less than \$20 million plus GST.
 - b) approval of a submission to an external body.
 - c) establishment of working parties or steering groups.

- d) adoption of strategies and policies relating to the key responsibilities of this committee (except for those that cannot be delegated by Council under Clause 32(1)(f) of Schedule 7 of the LGA).
- e) the power to adopt the Special Consultative Procedure provided for in Section 83 to 88 of the LGA in respect of matters under its jurisdiction (this allows for setting of fees and bylaw making processes up to but not including adoption).
- f) the power to delegate any of its powers to any joint committee established for any relevant purpose under clause 32, Schedule 7 of the Local Government Act 2002.

The Committee does not have:

- i. The power to establish sub-committees.
- ii. The powers Council is expressly prohibited from delegating as outlined in Clause 32(1)(a)-(h) of Schedule 7 of the Local Government Act 2002; being:
 - the power to make a rate
 - the power to make a bylaw
 - the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan
 - the power to adopt a long-term plan, annual plan or annual report
 - the power to appoint a chief executive the power to adopt policies required to be adopted and consulted on under the Local Government 2002 in association with the long-term plan or developed for the purpose of the local governance statement
 - the power to adopt a remuneration and employment policy.

Item 3.1

Infrastructure Committee Meeting Minutes

Date: Thursday, 8 February, 2024

Time: 9:00 a.m.

Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

In Attendance

Cr Simon Reid (Chairperson)
 Cr Phil Halse (Deputy Chair Person)
 His Worship the Mayor Vince Cociurullo
 Cr Gavin Benney
 Cr Nicholas Connop
 Cr Ken Couper
 Cr Jayne Golightly
 Cr Deborah Harding
 Cr Patrick Holmes
 Cr Scott McKenzie
 Cr Marie Olsen
 Cr Carol Peters
 Cr Phoenix Ruka
 Cr Paul Yovich

Scribe

C Brindle (Senior Democracy Adviser)

1. Declarations of Interest / Take Whaipanga

No declarations of interest were made.

2. Apologies / Kore Tae Mai

There were no apologies.

3. Confirmation of Minutes of Previous Infrastructure Committee Meeting / Whakatau Meneti

3.1 Minutes Infrastructure Committee Meeting held 14 December 2023

Moved By Cr Marie Olsen

Seconded By His Worship the Mayor

That the minutes of the Infrastructure Committee meeting held on Thursday 14 December 2023, having been circulated be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

4. Information Reports / Ngā Pūrongo Kōrero

4.1 Contracts Approved Under Delegated Authority - December 2023

Moved By Cr Deborah Harding

Seconded By His Worship the Mayor

That the Infrastructure Committee note the Infrastructure contracts awarded under Chief Executive and General Manager delegated authority.

Carried

Cr Connop joined the meeting at 9.07am during discussions on Item 4.1.

4.2 Infrastructure Capital Programme Report - December 2023 - January 2024

Moved By Cr Carol Peters

Seconded By Cr Nicholas Connop

That the Infrastructure Committee notes the Infrastructure Capital Programme Report – December 2023 – January 2024 update.

Carried

4.3 Infrastructure Operational Report - November - December 2023

Moved By Cr Carol Peters

Seconded By Cr Marie Olsen

That the Infrastructure Committee notes the Infrastructure Operational Report November - December 2023 update.

Carried

5. Public Excluded Business / Rāhui Tangata

There was no business conducted in public excluded.

6. Closure of Meeting / Te katinga o te Hui

The meeting concluded at 10.22am.

Confirmed this 14th day of March 2024

Councillor Simon Reid (Chairperson)

4.1 Coastal Protection Works Policy

Meeting: Infrastructure Committee

Date of meeting: 14 March 2024

Reporting officer: Sarah Irwin, Manager Infrastructure Planning

Andrew Carvell, Consultant

1 Purpose / Te Kaupapa

To replace the current version of the Coastal Protection Works Policy.

2 Recommendation / Whakataunga

That the Infrastructure Committee approves the adoption of the Coastal Protection Works Policy 2024 to replace the Coastal Erosion Protection Policy 2015 (Policy 0028).

3 Background / Horopaki

After Cyclone Gabrielle and other weather events, elected members and council staff received multiple requests for coastal protection works. The council has an existing Coastal Erosion Protection Policy which has not been reviewed or updated since 2015 and lacks detail on how landowners can act if they feel their properties are at risk from coastal erosion.

To address the shortcomings of the existing policy a replacement policy, called the Coastal Protection Works Policy, has been developed that provides more direction on how the community can request coastal protection works and the criteria for allowing private works on public land. It also sets out the relevant policy and legislation that govern the coastal area. The policy has been based on similar documents produced for the Thames Coromandel District and Auckland City.

The new policy provides guidance on councils' involvement in four scenarios.

- Use of council land for privately funded works.
- Sharing costs for works that provide private and community benefit.
- Situations where the council will undertake the works at its cost.
- Emergency coastal works.

As noted in the policy, and as set out in Figure 1, the coastal area has multiple governing agencies and associated related legislation. The policy covers the council's role and provides direction where jurisdiction of other agencies applies, such as the Regional Council.

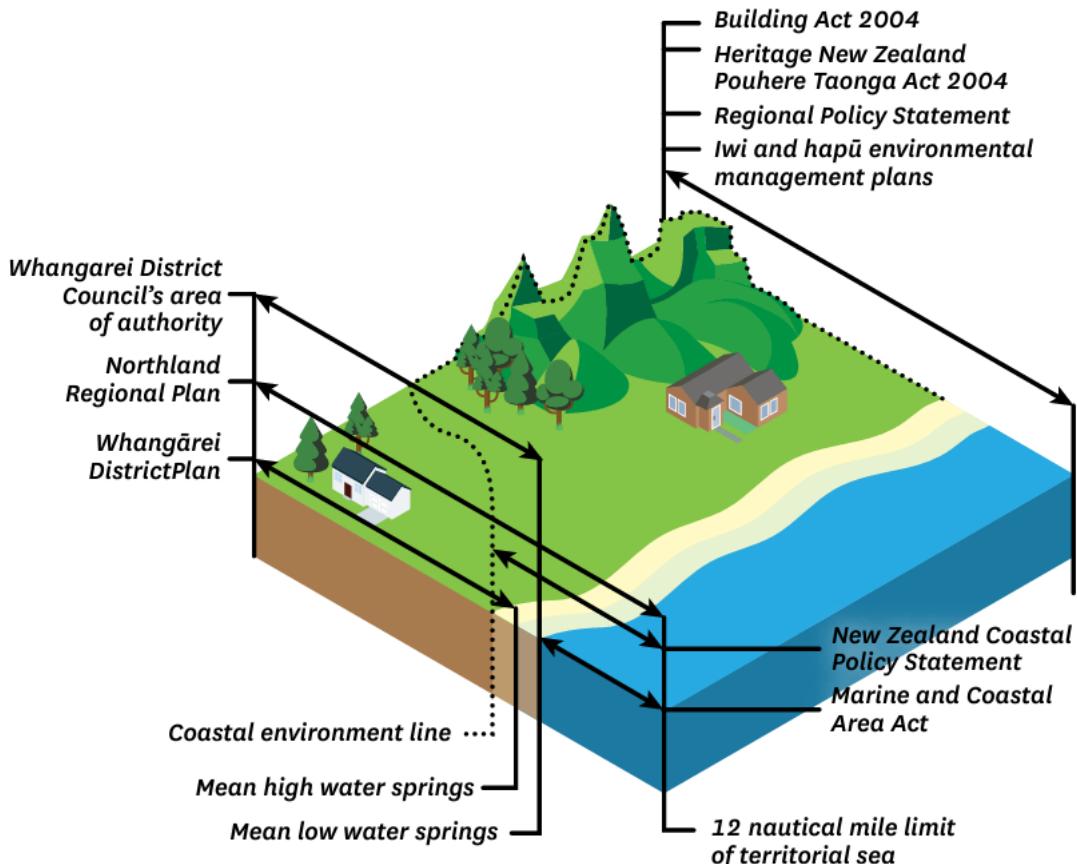


Figure 1: Where the key legislation, statutory plans, and policy documents apply

4 Discussion / Whakawhiti kōrero

Consultation

The draft policy was presented to council members at councils 22 November 2023 briefing and to Te Huinga on 30 November 2023. The feedback from these meetings was support for a new more descriptive policy however more direction was wanted around how landowners could undertake works themselves to protect their property. The final version takes this feedback into account.

The policy has been developed with input from the Climate Change Adaptation Te Taitokerau (CATT) working group and staff at Northland Regional Council, Far North District Council and Kaipara District Council.

Councils in house legal advisor has completed a review of the document.

4.1 Financial/budget considerations

While the policy has no direct impact on the budget it does enable council to undertake works where the costs are fully or partially met by those that benefit and recover these costs through a targeted rate. To set these targeted rates, Council would need to have identified the project in its LTP, or subsequent annual plans, and follow the necessary legislative steps to set and collect the rate. At present there are no projects in the LTP.

4.2 Policy and planning implications

This is a rewrite of an existing policy and will replace the Existing Coastal Erosion Policy (2015), Policy 0028.

The policy allows for integration with the council's draft climate adaptation policy.

4.3 Options

Option 1 – Keep the existing 2015 policy

The 2015 policy defines where council will undertake coastal protection works, which is where there are threats to council infrastructure such as roads and pipes, and as such provides direction on council investment.

Experience over the last few years, following erosion events such as cyclone Gabrielle it is evident some affected members of the community are looking for ways to protect their properties and there is little guidance on how this can be done and what councils' role in the process is. The existing policy is quiet on that direction.

Option 2 – Adopt the revised policy

The revised policy provides significantly more direction for the community and council on coastal erosion protection works and provides step by step advice for how works can be considered or where council has no role. The policy also integrates other work council has underway such as the draft climate adaptation policy.

The recommended option is Option 2.

5 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website, signage and social media.

6 Attachments / Ngā Tāpiritanga

Appendix A Coastal Protection Works Policy (2024)

Appendix B Coastal Erosion Protection Policy (2015)



Coastal Protection Works Policy



Contents

1. Background	3
2. Purpose	3
3. Scope.....	4
4. Legislative and policy context.....	4
5. Guiding principles.....	4
6. Information requirements.....	8
7. Preliminary meeting	10
8. Landowner funding of coastal protection works	10
9. Emergency coastal protection works .	10
Definitions and acronyms.....	11
Appendix 1: Regulatory and policy context	12
Appendix 2: Public benefit	14
Appendix 3: Summary flow charts	15

1. Background

- 1.1 Northland's coast will be subject to increasing erosion and inundation risk due to rising sea levels and increasing frequency and intensity of storms (coastal hazards).¹
- 1.2 Whangarei District Council (Council) has committed to a community adaptation planning process with coastal communities, as set out in the [Te Tai Tokerau Climate Adaptation Strategy](#).
- 1.3 The community adaptation planning process will involve working with high priority coastal communities to prepare a local plan for responding to coastal hazards. The intention is decisions on responses to coastal hazards (including the use of coastal protection works) will primarily be made in community adaptation plans.
- 1.4 Community adaptation plans will take some time to develop. In the meantime, Council will need to make decisions on coastal protection works, including requests from landowners:
 - i. to allow coastal protection works on Council owned or managed land to protect property on the landward side of Council owned or managed land, and
 - ii. for Council resources to support landowners wanting to protect their property.
- 1.5 There are various factors to consider in determining whether coastal protection works are necessary or appropriate including what types of structures the works protect, how it's protected and where it is.
- 1.6 The aim of this policy is to make it easier for our community to understand what works can be undertaken, which ones Council will lead and which ones homeowners can lead.

2. Purpose

- 2.1 To guide Council decision making on:
 - i. The circumstances when Council will **undertake** coastal protection works.
 - ii. Requests to Council to:
 - a. **allow**² coastal protection works on Council owned or managed land, or
 - b. **contribute resources** (funding and/or staff time) to landowner-led coastal protection works.

¹ <https://www.nrc.govt.nz/environment/climate-action/>

² 'Allow' in this policy means Council giving approval as the landowner or manager. It is separate to Council's role as decision maker for other approvals such as resource consent or building consent.

3. Scope

- 3.1 This policy applies to:
 - i. new and existing coastal protection works,
 - ii. the coastal marine area and/or the immediately adjoining land in the Whangārei District³, and
 - iii. coastal protection works on all Council owned and managed land.
- 3.2 This policy does not apply to:
 - i. other types of coastal structures (such as boat ramps and jetties), or
 - ii. resource consents and building consents for coastal protection works.
- 3.3 Where a commitment has been made to coastal protection works identified in a Council approved plan (such as a community coastal adaptation plan), and this policy was considered in the preparation of that plan, this policy does not apply to any subsequent council decision.

4. Legislative and policy context

- 4.1 The key legislation, statutory plans, policy documents and guidance relevant to coastal protection works are set out in Appendix 1.

5. Guiding principles

- 5.1 This section sets out the principles to guide Council decisions on coastal protection works.

5.2 General principles

5.2.1 The principles in this section apply to all Council decisions on coastal protection works.

Obligations and liabilities

5.2.2 Council has no obligation (legal or otherwise) and makes no commitment to protect property from coastal hazards.

5.2.3 Council will not undertake, contribute resources or allow coastal protection works where there is an unacceptable level risk of Council being liable should the coastal protection works fail (for example if not maintained properly or not perform as anticipated). Council reserves the full and sole discretion to determine whether the level of risk is acceptable.

5.2.4 The responsibility and liability for maintenance, meeting compliance requirements (e.g. resource consent conditions), and removal of coastal protection works must be clearly defined in any proposal and legally enforceable for the duration of the life of the coastal protection works.

³ Council's authority for functions such as setting bylaws includes the coastal marine area down to mean low water springs

Community coastal adaptation plans

5.2.5 Council will recognise community coastal adaptation plans by:

- i. taking community coastal adaptation plans into consideration when undertaking contributing resources or allowing coastal protection works
- ii. giving preference to solutions that are easily reversible where there is currently no community coastal adaptation plan.

Risk horizon

5.2.6 Coastal hazard risk should be considered over a 100yr time horizon, particularly where the proposed coastal protection works is not easily reversible, is not a nature-based solution, and/or requires significant investment.

Affordability

5.2.7 Council will only undertake or contribute resources to coastal protection works that are a priority in respect to all Council activities and where Council can afford to invest the resources subject to the funding priorities of the long-term plan or any other financial or resource constraints. The determination of affordability is solely at the discretion of Council.

5.3 When Council will undertake coastal protection works

5.3.1 The principles in this section apply only to Council decisions to undertake coastal protection works.

5.3.2 These principles are in addition to the general principles.

5.3.3 Council will only undertake coastal protection works if either:

- i. there is significant public benefit (as outlined in Appendix 2), OR
- ii. Council owned or managed buildings, structures, or infrastructure are at significant risk and cannot be relocated.

5.3.4 Council will only undertake coastal protection works if:

- i. the works do not unduly impact on the use and enjoyment of a public place,
- ii. there is a clear erosion trend and / or inundation risk,
- iii. the coastal protection works are the best option⁴ to address the erosion or inundation risk for the site and the relevant coastal system (e.g. bay or stretch of coastline),
- iv. the works do not exacerbate coastal hazard risk on other property, and
- v. the works are generally supported by tangata whenua and the local community.

⁴ In determining the best option, consideration should be given to using nature based solution as the first preference.

5.4 Requests to allow coastal protection works on Council owned or managed land

5.4.1 The principles in this section apply only to requests to allow coastal protection works on Council owned or managed land (as the landowner).

5.4.2 These principles are in addition to the general principles.

5.4.3 The process for Council approval depends on the land type. The following table is a summary of the approval process for reserves and roads. Council will use this policy to guide its decision making process for Step 2 in the following table:

Land type	Approval process summary
Reserve land (esplanade, recreation or historic)	<p>Step 1: Determine whether the proposal is consistent with the reserve purpose and any relevant reserve management plan.</p> <p>Step 2: Consider whether to allow the proposal, using this policy to guide decision making.</p> <p><i>(As per the decision making authority under the Reserves Act 1977 and relevant bylaw).</i></p>
Road reserve or unformed legal road	<p>Step 1: Determine whether the proposal would a) compromise the use of the land as a road to facilitate free pedestrian and traffic movement and b) unreasonably interfere with a property owners' right of access to any road.</p> <p>Step 2: Consider whether to allow the proposal, using this policy to guide decision making.</p> <p><i>(As per the decision making authority under the Local Government Act 1974 and relevant bylaw)</i></p>

5.4.4 Council will only allow coastal protection works on Council owned or managed land if:

- i. the works do not unduly impact on the use and enjoyment of a public place,
- ii. the works do not negatively impact the operation, installation or maintenance of Council infrastructure, structures or buildings,
- iii. there is a clear erosion trend and / or inundation risk,
- iv. the coastal protection works are the best option⁵ to address the erosion or inundation risk for the site and the relevant coastal system (e.g. bay or stretch of coastline), and
- v. the works do not exacerbate coastal hazard risk on other property.

⁵ In determining the best option, consideration should be given to using nature-based solution as the first preference.

5.4.5 Applicants are encouraged to engage with tangata whenua and the local community to understand their views on the proposed coastal protection works.

5.4.6 Council's final approval will only be provided when all necessary authorities are obtained (generally this will include resource consent and may include building consent). Council may provide provisional approval prior to obtaining the necessary authorities.

5.5 Requests for Council resource contribution to landowner-led coastal protection works

5.5.1 The principles in this section apply only to requests to Council to contribute resources to landowner-led coastal protection works.

5.5.2 These principles are in addition to the general principles.

5.5.3 Council will only contribute resources to landowner-led coastal protection works if either:

- i. there is significant public benefit (as outlined in Appendix 2), OR
- ii. Council owned or managed buildings, structures, or infrastructure are at significant risk.

5.5.4 Council will only contribute resources to landowner-led coastal protection works if:

- i. the works do not unduly impact on the use and enjoyment of a public place,
- ii. the works do not negatively impact the operation, installation or maintenance of Council infrastructure, structures or buildings,
- iii. there is a clear erosion trend and / or inundation risk,
- iv. the works are the best option⁶ to address the erosion or inundation risk for the site and the relevant coastal system (e.g. bay or stretch of coastline),
- v. the works do not exacerbate coastal hazard risk on other property, and
- vi. the works are generally supported by tangata whenua and the local community.

5.5.5 Council will contribute resources to landowner-led coastal protection works projects up to an amount proportionate to the public benefit provided by the coastal protection works.

⁶ In determining the best option, consideration should be given to using nature based solution as the first preference.

6. Information requirements

6.1 Information requirements for requests to allow coastal protection works

6.1.1 The following information is required for Council to decide whether to allow coastal protection works on Council owned or managed land⁷:

- i. An assessment⁸ demonstrating:
 - a. there is an erosion trend and / or inundation risk that justifies the need for coastal protection works, and
 - b. the proposed coastal protection works is the best option for the site and within the relevant coastal system (e.g. bay or stretch of coastline), and it includes an assessment of:
 - the options of doing nothing,
 - the benefits and risks of nature-based solutions compared to hard protection works (if appropriate), and
 - the impact of the options on erosion of the adjacent land and coastal marine area.
- ii. Technical drawings and details of the proposed works.
- iii. A summary of any discussions with tangata whenua and the local community.
- iv. An outline of the proposed model of responsibility for owning, maintaining and removing the proposed coastal protection works⁹, including meeting compliance requirements (e.g. resource consent conditions).
- v. A copy of any authorities obtained for the coastal protection works (such as resource consent).
- vi. An outline of how the necessary authorities not obtained will be sought (for example, who will prepare the applications and how will they be funded).

6.1.2 Council will not resource the information requirements for a request to allow coastal protection works on Council land owned or managed.

⁷ This is separate to other approvals that may be necessary such as resource consent and building consent.

⁸ The level of technical detail should reflect the situation and the scale of the proposed works.

⁹ Should they fail or no longer be considered appropriate (for example, if the works are found to be in conflict with a community coastal adaptation plan)

6.2 Information requirements for requests to contribute Council resources to landowner-led coastal protection works

6.2.1 The following information is required for Council to decide whether to contribute resources to a landowner-led proposal for coastal protection works:

- i. An assessment¹⁰ demonstrating:
 - a. there is an erosion trend and / or inundation risk that justifies the need for coastal protection works, and
 - b. the proposed coastal protection works is the best option for the site and within the relevant coastal system (e.g. bay or stretch of coastline), and it includes an assessment of:
 - the options of doing nothing,
 - the benefits and risks of nature-based solutions compared to hard protection works (if appropriate), and
 - the impact of the options on erosion of the adjacent land and coastal marine area.
- ii. Technical drawings and details of the proposed works.
- iii. A summary of any discussions with tangata whenua, the local community and impacted stakeholders.
- iv. An outline of the proposed model of responsibility for owning, maintaining and removing the proposed coastal protection works¹¹, including meeting compliance requirements (e.g. resource consent conditions).
- v. An assessment of the environmental effects of the options¹².
- vi. Whole-of-life financial costings for the options.
- vii. The proposed financial contribution from the landowners benefiting from the proposed works and the rationale for how the proposed financial contribution is apportioned to proportionately reflect private vs public benefit.
- viii. Council will not resource the information requirements for a landowner-led request to contribute resources to a coastal protection works proposal.

¹⁰The level of technical detail should reflect the situation and the scale of the proposed works.

¹¹Should they fail or no longer be considered appropriate (for example, if the works are found to be in conflict with a community coastal adaptation plan)

¹²The level of technical detail should reflect the situation and the scale of the proposed works

7. Preliminary meeting

- 7.1 This section applies to requests to Council:
- i. to allow coastal protection works on Council owned or managed land, and
 - ii. to provide resourcing to support landowner-led coastal protection works.
- 7.1.1 Prior to a request to Council, the proponent of the coastal protection works must meet with responsible staff to discuss the proposal.
- 7.1.2 The purpose of this meeting is to ensure proponents understand the requirements of this policy and the regulatory process, and as to act as a first-filter for the appropriateness of any proposed coastal protection works.

8. Landowner funding of coastal protection works

- 8.1 Council may use one or more of the following funding mechanisms for landowner financial contributions to coastal protection works:
- i. Direct payment to Council (where the landowner(s) agree)
 - ii. Targeted rates where the ratepayer(s) within the area of benefit agree and the rates have been consulted on as provided in legislation
 - iii. Bonds or similar measure (e.g. to recover the cost of repairing or removing abandoned or derelict structures and reinstating the environment).

9. Emergency coastal protection works

- 9.1 There may be situations where there is a need to undertake emergency coastal protection because there is not enough time to get resource consent before undertaking the works.
- 9.2 Section 330 of the RMA gives powers to certain people or bodies to undertake emergency works to address:
- i. an adverse environmental effect which requires immediate preventative measures,
 - ii. an adverse environmental effect which requires immediate remedial measures, or
 - iii. a sudden event causing or likely to cause loss of life, injury, or serious damage to property.
- 9.3 Generally, the only people or bodies that can undertake emergency works are local and consent authorities, network utility operators, lifeline utilities and persons in charge of public works, including persons acting on their behalf who have been delegated authority.
- 9.4 Refer to Section 330 of the RMA for details.

Definitions and acronyms

Coastal marine area has the same meaning as defined in Section 2, Resource Management Act 1991. (Note – the cross-river coastal marine area boundary is defined in section G.1 of the Northland Regional Plan).

Coastal protection works works to protect property from erosion or inundation from the sea. Includes seawalls, rock revetments, groynes, beach renourishment and dune plantings.

Community coastal adaptation plan a plan co-developed by Council, communities, tangata whenua and key stakeholders, which sets out how a community will adapt to coastal hazard risks over time (refer to the [Te Tai Tokerau Climate Adaptation Strategy](#) for the programme for developing community coastal adaptation plans).

Council the governing body of Whangarei District Council.

Hard protection structures a seawall, rock revetment, groyne, breakwater, stopbank, retaining wall or comparable structure that has the primary purpose of protecting an activity from a coastal hazard, including erosion.

Nature-based solutions solutions that use nature-based elements to provide protection from coastal hazards, for example dune plantings, renourishing beaches with sand and protecting mangroves.

Private property property owned by non-governmental legal entities (includes Māori freehold, customary and general land).

Property land, buildings and structures.

Public place means a place:

- a. that is under the control of the territorial authority; and
- b. that is open to, or being used by, the public, whether or not there is a charge for admission; and

includes:

- a. a road, whether or not the road is under the control of a territorial authority; and
- b. any part of a public place.

Resourcing funding and/or staff time to support any of the aspects of the whole of life costs of coastal protection works.

RMA Resource Management Act 1991.

WDC Whangarei District Council.

Whole of life costs includes costs of investigations, assessments, consent processes, compliance, construction, maintenance, and removal.

Appendix 1: Regulatory and policy context

This section sets out the key legislation, statutory plans, policy documents and guidance relevant to coastal protection works.

Relevant statutes applicable to coastal protection works:

Statute	Summary of how it applies coastal protection works
Resource Management Act 1991	Sets out the framework for the use and development of natural and physical resources, including controls on use of land and the coastal marine area.
Building Act 2004	Sets out building consent requirements.
Local Government Act 2002	Sets out Council's decision making authority for structures on public land (including council owned and managed reserves and roads).
Local Government Act 1974	
Land Transport Act 1998	
Reserves Act 1977	
Heritage New Zealand Pouhere Taonga Act 2004	Sets out requirements for an authority to modify or destroy an archaeological site.
Marine and Coastal Area (Takutai Moana) Act 2011	Sets out requirements for recognising customary interests in the common marine and coastal area.

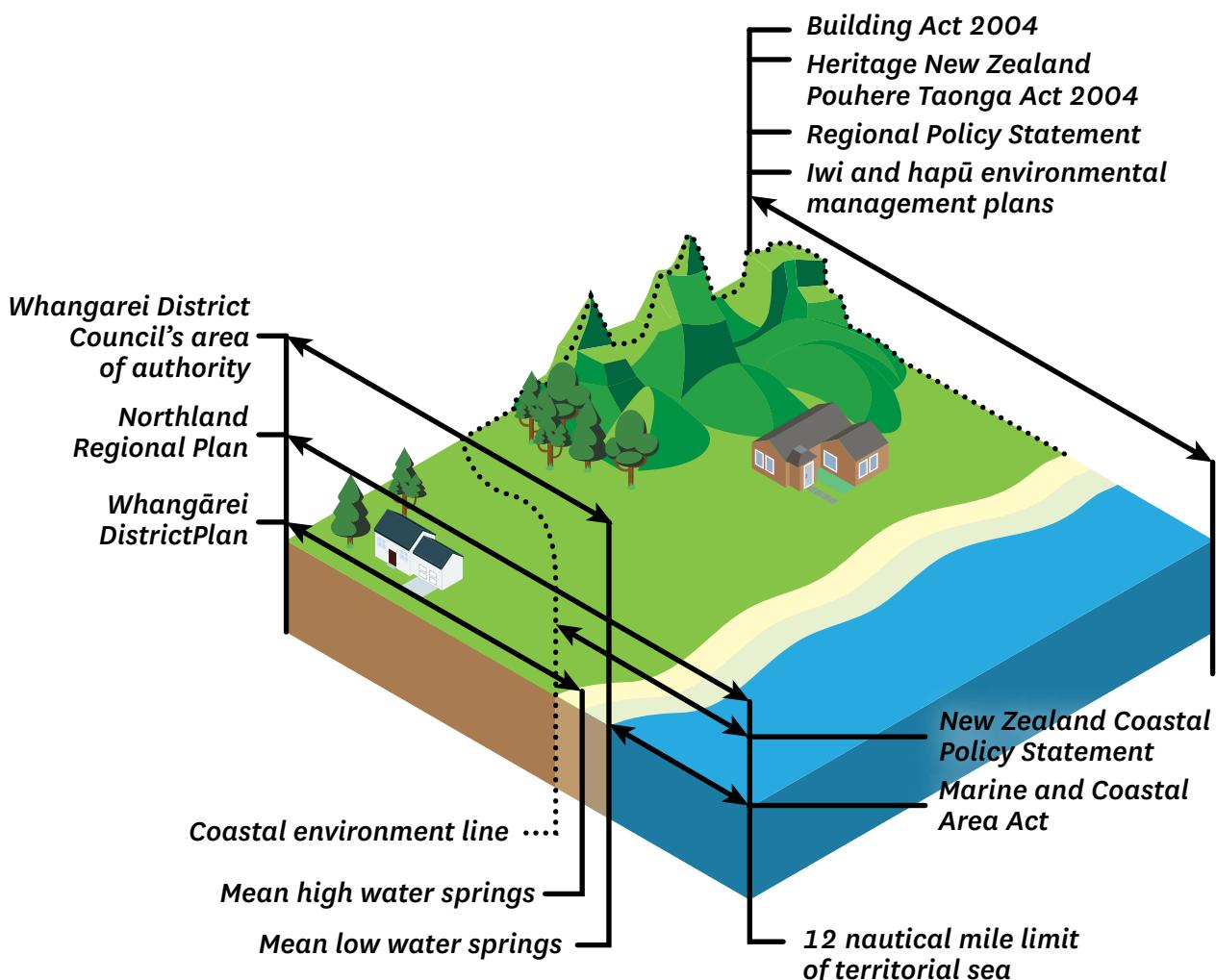
Other relevant statutory documents:

Statutory document	Summary of how it applies to coastal protection works
NZ Coastal Policy Statement 2010	Provides policy direction for managing coastal hazards and the use of coastal protection works
Regional Policy Statement	
Regional Plan	Provides policy direction for managing coastal hazards and the use of coastal protection works. Sets out circumstances when resource consent is required
District Plan	
Bylaws	Council may put in place bylaws applying to structures on council owned reserves and roads.

Other relevant policy, plans and guidance:

Document	Summary of how it applies to coastal protection works
Iwi and hapu environmental management plans	Sets out iwi and hapu environmental issues and aspirations and will often include coastal hazards
Te Tai Tokerau Climate Adaptation Strategy	Sets out the programme of work councils will undertake to support Northlands adaptation to climate change, including the preparation of community coastal adaptation plans.
Coastal hazards and climate change: Guidance for local government, Ministry for the Environment, 2017.	Guidance to support councils to manage and adapt to the increased coastal hazard risks posed by climate change and sea-level rise.

The following diagram shows where the key legislation, statutory plans, and policy documents apply.



Appendix 2: Public benefit

Public benefits may include:

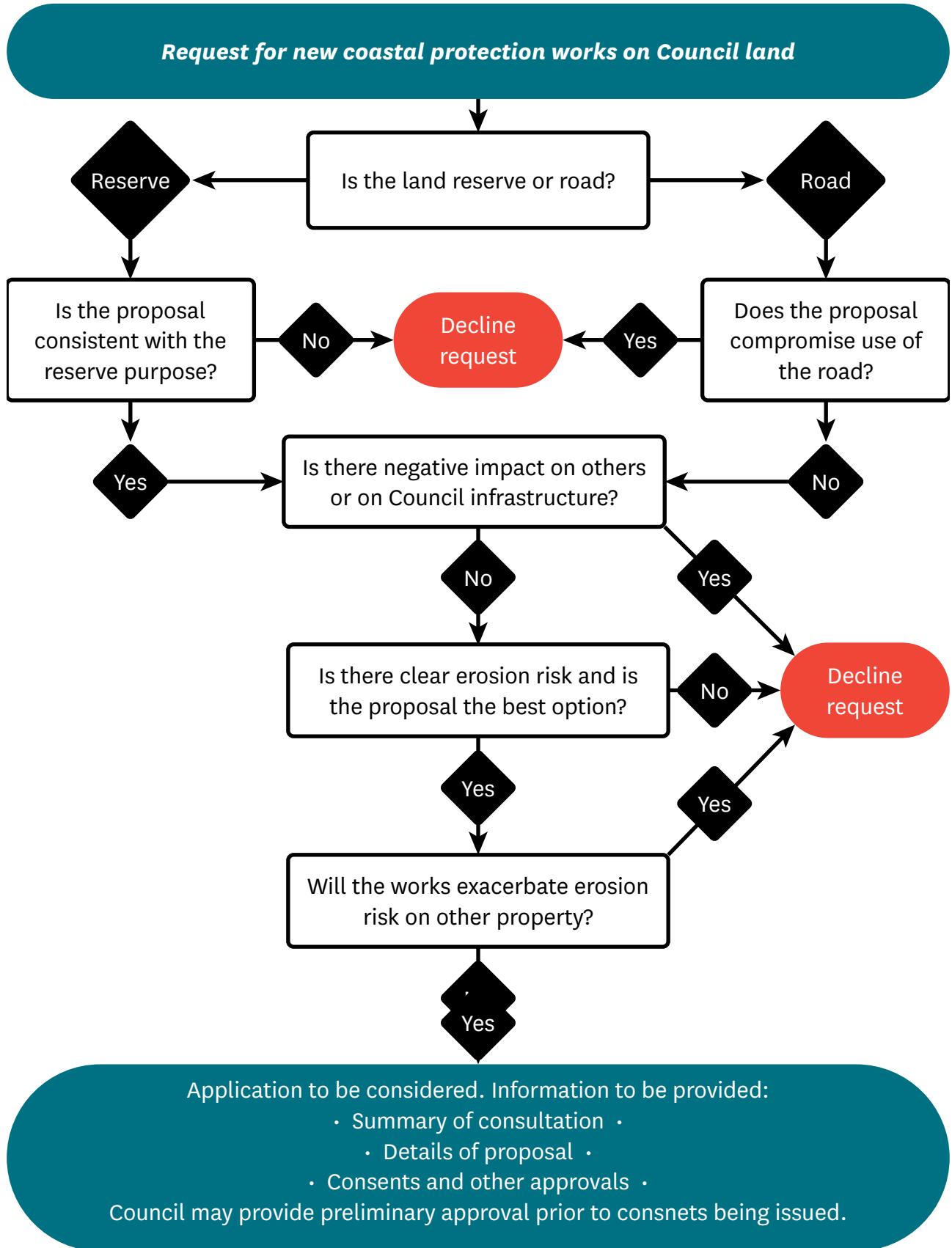
- i. Improved public access to and from the coastal marine area.
- ii. Improved public access along the land adjoining the coastal marine area.
- iii. Improved amenity (for example, increased high tide beach area).
- iv. Improved natural character (e.g. for example planting of native vegetation, removing derelict structures).
- v. Addressing a health and safety issue (e.g. an exposed historic rubbish dump).
- vi. Protection of land popular for public use or used for significant events.
- vii. Protection of significant indigenous vegetation and significant habitats of indigenous fauna.
- viii. Protection of a significant geological feature.
- ix. Protection of heritage sites or sites of significance to tangata whenua.
- x. Protection of public buildings, structures, or infrastructure.
- xi. Protection of property owned or used by community groups (e.g. a club building).
- xii. Protection of sites and property of significance to tangata whenua.

For public benefits to be regarded as significant, the public benefits must greatly outweigh the negative benefits.

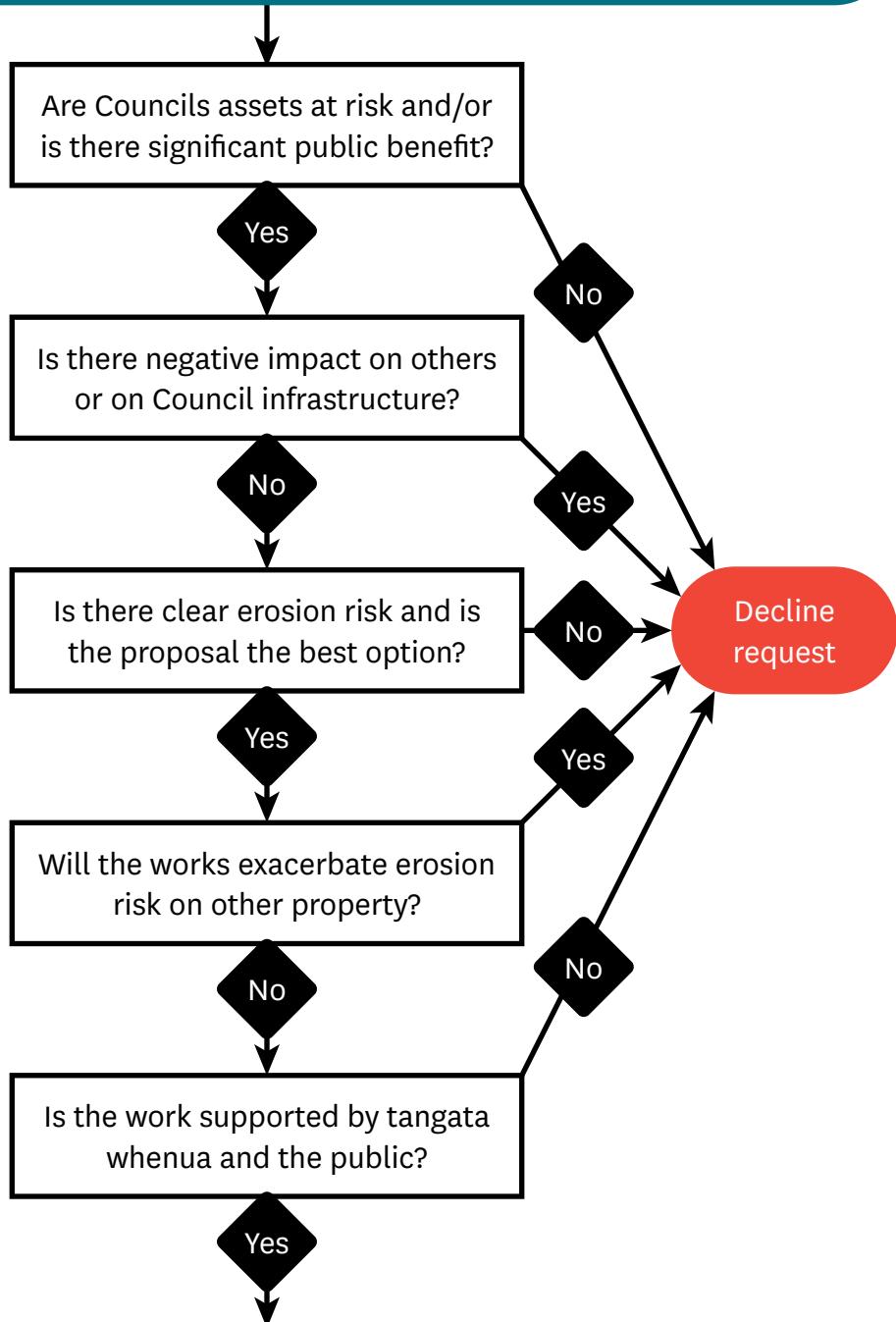
In determining public benefit, the positive public impacts on protecting private property can be taken into account. However, impacts on the financial value of property benefiting from the proposed coastal protection works will not be considered in determining public benefit.

Appendix 3: Summary flow charts

Note: These charts are a simplified summary of the Policy wording. Please see the Policy for a full description of principles and other criteria.



Request for council to contribute to landowner led coastal protection works



Council will contribute resources up to an amount proportionate to the general public benefit.



Private Bag 9023, Te Mai, Whangārei 0143, New Zealand

Te Iwitahi Rust Avenue, Whangārei

Ruakākā Service Centre Takutai Place, Ruakākā

P +64 9 430 4200 | 0800 932 463

mailroom@wdc.govt.nz | www.wdc.govt.nz

[Facebook.com/WhangareiDC](https://www.facebook.com/WhangareiDC)

Whangarei District Council Policy

*Coastal Erosion Protection
Policy*

Policy 0028

Coastal Erosion Protection Policy

30

Audience (Primary)	Internal	Business Owner (Dept)	Parks & Recreation
Policy Author		Review date	June 2015

Policy

Background

Whangarei District Council owns land and infrastructure which may be affected by coastal erosion. With kilometres of coastline the implications of erosion on community infrastructure requires assessment and if necessary action to remedy the effects. Council has some policy with the district plan to deal with the likely effects of erosion on proposed development. The adopted Coastal management strategy (CMS) also has district-wide policies on Coastal Hazards. Section 4.4.2, policy 7 is particularly relevant:

"7. Limit physical intervention as a means to avoid, remedy or mitigate adverse effects of coastal hazards, to those areas where it is necessary to protect life-line or community infrastructure, and/or public health and safety."

This proposed policy aims to clarify to residents, staff and Council under what circumstances Council will intervene to reduce or remedy the effects of coastal erosion on existing infrastructure. It provides for both Council initiated protection works, and for community initiated projects, following a series of requests from community who were eager to get on and fix local erosion threats. In late 2009 a proposed policy was workshopped with Councillors and staff and this policy is detailed below.

Proposed Policy

1. Council will remedy or mitigate adverse effects of coastal hazards, in areas where it is necessary to protect life-line or community infrastructure, and/or public health and safety on Council owned property subject to coastal erosion provided:
 - There is significant public benefit.
 - Any intervention is supported by national and regional policy statements.
 - A coastal hazard assessment supports intervention and identifies the practical solution.
 - All necessary consents are obtained.
- 1.1 Where Council determines intervention will not be made by Council, Council may:
 - Support intervention on council owned property by community or other groups, subject to the criteria above limited to the cost of application for consents and permits.
 - Provide for targeted rates subject to budgetary processes. If targeted rates are consented to by Council for remedying or mitigating adverse effects, a council contribution may be agreed if the work includes a 'public good' content.
 - Council will not generally intervene to protect private assets subject to natural coastal erosion.
- 1.2 Legal Liability
 - Council will not accept any legal liability for the potential effects of erosion on private property which adjoins publicly owned land subject to erosion from natural processes.

4.2 Community Garden Policy Review

Meeting: Infrastructure Committee
Date of meeting: 14th March 2024
Reporting officer: Wendy Bertholet – Waste Minimisation Officer

1 Purpose

To seek approval of a policy that sets out guidelines for the establishment and management of community gardens to ensure that they are in suitable places and are managed to mitigate any nuisance to neighbours.

2 Recommendation

That the Infrastructure Committee approves the Community Garden Policy - attachment 1.

3 Background

Council occasionally receives requests from community groups to establish community gardens on Council owned or managed properties. Community gardens are generally small-scale, low investment, neighbourhood communal gardening ventures, where the primary purpose is growing vegetables or fruit.

Council generally supports the establishment of Community gardens as they foster social wellbeing through community interaction, they create community pride in public spaces and provide options for those members of the community who lack sufficient private open space to have their own vegetable or fruit gardens.

4 Discussion

To ensure that community gardens are in the right place and well managed Council adopted a Community Gardens Policy in 2018 (attachment 3). The policy was due to be reviewed in 2023. The review concluded that only minor changes were required and a revised version is provided for Council's approval - Community Garden Policy (attachment 1).

The policy requires any proposal to be forwarded by an established management committee completing the Community Gardens Application Form (attachment 2). This provides Council officers an opportunity to review the proposal to ensure the proposed site is suitable.

Having a formal management arrangement and systems in place provides a framework to resolve issues, provide confidence to neighbours on how the garden will operate and ensure training and safety requirements are met and agreed outcomes are achieved.

4.1 Policy and planning implications

The policy has been reviewed by the Strategy Department and they advise it is an external non-statutory policy that does not require public consultation.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy.

6 Attachments

1. Community Gardens Policy
2. Community Gardens Application Form
3. Community Gardens Policy 2018



Check list for proposal to operate Community Food Forest/Garden

Name of group	
Contact details	
Site A map or aerial photograph showing the proposed extent of the community garden and any proposed locations for structures and storage.	
Objectives of the group Including information to demonstrate that the entity is viable.	
Benefit of the garden to the local area and community, Who will benefit from the produce	
Written evidence of consultation with potentially affected neighbours	
Processes for internal decision making, problem solving, conflict resolution,	
Process of consultation with neighbours and wider community,	
Management Plan	
Gardening techniques proposed	
Management of vandalism, security and safety.	
Mowing, maintenance	
Weed and pest control	
Health and safety. Including training and safety induction of new members.	
Details of any buildings or structures proposed.	
Signage.	
How noise, smoke and odour issues will be managed and contained	
Other activities proposed e.g. hangi, social gatherings	

Note Each proposal will be considered on a case by case basis. Please refer to the WDC Community Garden Policy

Whangarei District Council Policy

Community Garden

Policy
#181

Purpose

The purpose of this Community Garden policy is to provide guidelines for the development of community gardens to ensure that they are established in suitable places and are well managed to mitigate any nuisance to neighbours and other affected parties. It can also connect community groups interested in community gardens with existing nearby gardens.

Council occasionally receives requests from community groups to establish community gardens on Council owned or managed properties. Community gardens are generally small-scale, low investment, neighbourhood communal gardening ventures, where the primary purpose is growing vegetables or fruit. Community gardens may have an explicit gardening philosophy, i.e. organic growing. They are generally treated as one garden under the management of the committee of the community garden.

Council supports the establishment of Community gardens as they foster social wellbeing through community interaction, they provide opportunities for education on gardening, they create community pride in public spaces and provide options for those members of the community who lack sufficient private open space to have their own vegetable or fruit gardens.

Issues

There can be many issues to consider when establishing a community garden. Specific issues to consider are addressed further down under Contents of Proposal. Sometimes the site may seem suitable to the group initiating the idea but not supported by the immediate neighbours. Also, what might start off as a small-scale garden can enlarge over time as more and more people get involved, and this might cause effects not considered at the time of establishment. Each site needs to be considered on a case-by-case basis including all immediate neighbours and wider community support.

Without an established management arrangement and agreed terms and conditions, it can be difficult to resolve issues, provide confidence to neighbours on how the garden will operate and agree on training and safety requirements to ensure agreed outcomes are achieved.

Policy

Where a community group can form a management committee to run a community garden and where a suitable site can be found, the Council will make public land available for community gardens, subject to agreed criteria and processes.

1. Each garden proposal will be considered on a case-by-case basis. Community support should be attained including consideration of all immediate neighbours.
2. The Council's role in community gardens is as an enabler and supporter of community garden initiatives, rather than a provider or funder.
3. Community gardens shall be run on a not-for-profit basis.
4. Community gardens will be drug, alcohol, smoke and vape free and shall comply with any relevant bylaws, polices, rules and regulations.
5. Permission and the terms and conditions to use the land will be formalised through a Memorandum of Understanding (MOU) between the two parties. Permission will be for a fixed term with the Council retaining the right to terminate the agreement if; it is not well utilised, there are continued breaches of the MOU, or the land is required for another purpose.

Procedures, Processes, Standards & Guidelines

Establishment

Community gardens must be established by a management committee of three or more people. Council will not enter into an agreement for a community garden with an individual.

Prior to a community garden being established:

- A management committee must submit a written proposal including evidence of consultation with potentially affected neighbours.
- Council officers must assess the merits of the proposal in accordance with the agreed criteria below and level of community support.
- If required, public notification or consultation required under the Reserves Act 1977, the Local Government Act 2002 or any other relevant legislation must be completed.
- The MOU is an inclusive document which both parties agree to and is signed by the Parks & Recreation Manager, prior to the garden being established.

Funding

It is the responsibility of the management committee to secure their own funding for its community garden.

General Conditions of Occupation

Permission will be granted for a period of five years. Extensions of this permission will require approval of the Parks and Recreation Manager. If all the conditions of the associated MOU are met, it is expected that a new MOU for an agreed term, not exceeding five years, will be negotiated.

Signage, fencing, garden furniture or other structures must be approved by the Parks and Recreation Manager, prior to construction. Introduction of any new materials to site (inorganic or organic) will be approved by Council. Vegetables, herbs and fruit plants, vines and trees may be planted as part of the garden operations. Any other type of ornamental plantings will need to be approved by Council.

Maintenance of the community garden and any improvements to the site, including signage, fencing, garden furniture or features will be the responsibility of the management committee and shall be maintained to the Parks and Recreation Manager's satisfaction.

After the first five-year term, if terminated by either party, the other party requires one month notice in writing.

In the event of a serious breach of this agreement WDC may withdraw its consent for the garden to continue, taking immediate effect.

If the garden is disestablished or this agreement terminated, all structures shall be removed, and the land returned in a tidy state. On disestablishment of the community garden, the management committee is responsible for the reinstatement of the public open space to the satisfaction of the Parks and Recreation Manager.

Public Open Space Values

The Council will seek to maintain the public use and open space values of any land used for a community garden.

The location of community gardens within public open space should consider and be compliant with the primary function of that public open space and its associated uses and users. Community gardens will be located to minimise potential conflict with other uses and users.

The Council will consider the safety of sites by applying CPTED (Crime Prevention through Environmental Design) principles.

Public Access

As a general principle, where possible, public access will be encouraged. Management committees for community gardens should have open membership. However, a management committee may restrict membership numbers to a size appropriate to the site. Public access through community gardens will be addressed in the MOU.

Council's Responsibilities

The Council will maintain a contact database for all community gardens and notify representatives when there are planned works that may affect the community garden operation.

Council will undertake health and safety assessments as required. Council reserve the right to carry out site visits to assess the condition of the site and provide the garden group with feedback.

Contents of a Proposal

A proposal to establish a community garden should include the following:

1. Purpose of the proposed garden.
2. Identification and contact details of a liaison person for the Community Garden group.
3. Benefit of the garden to the local area and community, including who will benefit from the produce.
4. Opportunities for links and synergies with community organisations such as schools, church groups, environmental groups or volunteers/voluntary organisations.
5. Discussion of innovative techniques proposed for the community gardens that demonstrate environmental sustainability.
6. Processes for decision making, consultation, problem solving, conflict resolution, training and safety induction of new members. General Health & Safety requirements should be considered, including hazard identifications and First Aid requirements.
7. Requirements from the Council.
8. A map or aerial photograph showing the proposed extent of the community garden, layout and any proposed locations for structures and storage.
9. Hours of operation during daylight only.
10. A management plan that covers:
 - a. Management of vandalism, security and safety.
 - b. Gardening techniques proposed.
 - c. Composting.
 - d. Mowing and general maintenance.
 - e. Weed, rodent and pest control, composting and waste management.
 - f. Water access and water management.
 - g. On site storage of equipment. Fertilisers and chemicals need to be secured or removed from site.
 - h. Health and safety.
 - i. Details of any buildings or structures proposed.
 - j. Signage.
 - k. No fires unless permission given by Parks & Recreation Manager. Consultation of Fire Emergency NZ website portal and inform local fire station. Consideration of how noise, smoke and odour issues will be managed and contained. Informing neighbours.
 - l. Other activities proposed e.g. hangi, social gatherings. Notification to neighbours.
 - m. No alcohol, drugs or smoking or vaping on site.
 - n. How the site will be re-established should the community garden/management committee be disestablished

Assessment criteria

Criteria to assess the likely success of any proposal to locate community gardens on public open space will include:

1. Whether the site is suitable for a successful community garden. These include aspect, topography, soils, consideration of soil toxicity – may require testing by community garden group, access to water, the presence of other vegetation, exposure/shelter, and flooding potential.
2. Whether health and safety issues, such as poor access or lighting, steep or eroded banks, unfenced watercourses or previously contaminated sites or landfills, can be addressed.
3. Whether the location allows good access to the site for community groups or individuals.
4. Whether the location has good access to site infrastructure such as water, drainage. No access or controlled access for approved vehicles.
5. The site's compliance with any regulations or development controls, including the site's zoning, classification and management plans prepared under the Reserves Act 1977, where applicable.
6. Whether the proposed community garden would enhance the social amenities and economic wellbeing of the neighbourhood, and whether it will be supported and used by nearby residents.
7. Whether the space is suitable for other uses.
8. Potential conflict with adjoining land uses.
9. Consideration of the views of affected parties including neighbours.

Adoption

This Policy has been approved for adoption by Council Resolution on: **Date/Month/2024**

Manager, Parks & Recreation

Date

Louis Rattray

Group Manager Infrastructure

Date

Jim Sephton

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Whangarei District Council Policy

**Community Garden
Policy**

**Policy
#181**

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Purpose

The purpose of this policy is to provide guidelines for the development of community gardens to ensure that they are established in suitable places and are well managed to mitigate any nuisance to neighbours.

Council occasionally receives requests from community groups to establish community gardens on Council owned or managed properties. Community gardens are generally small-scale, low investment, neighbourhood communal gardening ventures, where the primary purpose is growing vegetables or fruit. Community gardens may have an explicit gardening philosophy, i.e. organic growing, they may be treated as one garden or they may allow participants with individual plots to manage them as they see fit.

Council supports the establishment of Community gardens as they foster social wellbeing through community interaction, they provide opportunities for education on gardening, they create community pride in public spaces and provide options for those members of the community who lack sufficient private open space to have their own vegetable or fruit gardens.

Issues

There can be many issues to consider when establishing a community garden. Sometimes the site may seem suitable to the group initiating the idea but not supported by the immediate neighbours. Also, what might start off as a small-scale garden can enlarge over time as more and more people get involved and this might cause effects not considered at the time of establishment. For this reason, each site needs to be considered on a case by case basis and take into account wider community support.

Without an established management arrangement and agreed terms and conditions it can be difficult to resolve issues, provide confidence to neighbours on how the garden will operate and agree on training and safety requirements to ensure agreed outcomes are achieved.

Policy

Where a community group can form a management committee to run a community garden and where a suitable site can be found, the Council will make public land available for community gardens, subject to agreed criteria and processes.

1. Each garden proposal will be considered on a case by case basis.
2. The Council's role in community gardens is as an enabler and supporter of community garden initiatives, rather than a provider or funder.
3. Community gardens shall be run on a not for profit basis.
4. Community gardens will be drug, alcohol and smoke free and shall comply with any relevant bylaws, policies, rules and regulations.
5. Permission and the terms and conditions to use the land will be formalised through a Memorandum of Understanding (MOU) between the two parties. Permission will be for a fixed term with the Council retaining the right to terminate the agreement if; it is not well utilised, there are continued breaches of the MOU or the land is required for another purpose.

Procedures, Processes, Standards & Guidelines

Establishment

Community gardens must be established by a management committee. Council will not enter into an agreement for a community garden with an individual.

Prior to a community garden being established:

- A management committee must submit a written proposal including evidence of consultation with potentially affected neighbours

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

- Council officers must assess the merits of the proposal in accordance with the agreed criteria and level of community support
- If required, public notification or consultation required under the Reserves Act 1977, the Local Government Act 2002 or any other relevant legislation must be completed.
- The MOU shall be signed by the Manager Parks & Recreation prior to the garden being established

Funding

It is the responsibility of the management committee to secure funding for its community garden.

General Conditions of Occupation

Permission will be granted for a period of three years. Extensions of this permission will require approval of the Manager Parks and Recreation.

Signage, fencing, garden furniture or other structures must be approved by the Manager Parks and Recreation prior to construction.

Maintenance of the community garden and any improvements to the site, including signage, fencing, garden furniture or features will be the responsibility of the management committee and shall be maintained to the satisfaction of the Manager Parks and Recreation.

On disestablishment of the community garden, the management committee is responsible for the reinstatement of the public open space to the satisfaction of the Manager Parks and Recreation.

Public Open Space Values

The Council will seek to maintain the public use and open space values of any land used for a community garden.

The location of community gardens within public open space should consider and be compliant with the primary function of that public open space and its associated uses and users. Community gardens will be located to minimise potential conflict with other uses and users.

The Council will consider the safety of sites by applying CPTED (Crime Prevention through Environmental Design) principles.

Public Access

As a general principle, where possible, public access will be encouraged. Management committees for community gardens should have open membership. However, a management committee may restrict membership numbers to a size appropriate to the site. Public access through community gardens will be addressed in the MOU.

Council's Responsibilities

The Council will maintain a contact database for all community gardens and notify representatives when there are planned works that may affect the community garden operation.

Council will undertake health and safety audits as required

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Contents of a Proposal

A proposal to establish a community garden should include the following:

1. Purpose of the proposed garden.
2. Identification of a liaison person.
3. Benefit of the garden to the local area and community, including who will benefit from the produce.
4. Processes for decision making, consultation, problem solving, conflict resolution, training and safety induction of new members.
5. Requirements from the Council (if any)
6. A map or aerial photograph showing the proposed extent of the community garden and any proposed locations for structures and storage.
7. Hours of operation.
8. A management plan that covers:
 - a. Management of vandalism, security and safety.
 - b. Gardening techniques proposed.
 - c. Mowing and general maintenance.
 - d. Weed and pest control, composting and waste management
 - e. Water access and water management
 - f. On site storage of equipment, fertilisers, chemicals
 - g. Health and safety.
 - h. Details of any buildings or structures proposed.
 - i. Signage.
 - j. How noise, smoke and odour issues will be managed and contained
 - k. Other activities proposed e.g. hangi, social gatherings.
 - l. How the site will be re-established should the management committee be disestablished

Assessment criteria

Criteria to assess the likely success of any proposal to locate community gardens on public open space will include:

1. Whether the site is suitable for a successful community garden. These include aspect, topography, soils and soil toxicity, the presence of other vegetation, exposure/shelter and flooding potential.
2. Whether health and safety issues, such as poor access or lighting, steep or eroded banks, unfenced watercourses or previously contaminated sites or landfills, can be addressed.
3. Whether the location allows good access to the site for community groups or individuals.
4. Whether the location has good access to site infrastructure such as water, drainage and transport.
5. The site's compliance with any regulations or development controls, including the site's zoning, classification and management plans prepared under the Reserves Act 1977, where applicable.
6. Whether the proposed community garden would enhance the social amenities and economic wellbeing of the neighbourhood, and whether it will be supported and used by nearby residents.
7. Whether the space is suitable for other uses.
8. Potential conflict with adjoining land uses.
9. Consideration of the views of affected parties including neighbours.

Policy title

Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Adoption

This Policy has been approved for adoption by Council Resolution on 31 May 2018

Manager Parks & Recreation

Date

Group Manager Infrastructure

Date

5.1 Contracts Approved Under Delegated Authority – January 2024

Meeting: Infrastructure Committee

Date of meeting: 14 March 2024

Reporting officer: Jim Sephton (General Manager Infrastructure)

1 Purpose / Te Kaupapa

For the Infrastructure Committee to note Infrastructure contracts awarded under Chief Executive and General Manager delegated authority

2 Recommendation / Whakataunga

That the Infrastructure Committee note the Infrastructure contracts awarded under Chief Executive and General Manager delegated authority.

3 Background / Horopaki

Table 1 (below) records Infrastructure contracts awarded under Chief Executive and General Manager delegated authority. Attachment 1 provides a summary of the award process for each contract and a brief description of the works being undertaken

Table 1: Infrastructure Contracts Awarded Under Delegated Authority

1. Transportation		Summary
CON21021	Contract Change: Traffic Signal and ITS Maintenance	<p>A change to CON2102 to include the second separable portion of three further years.</p> <p>CON21021 encompasses maintenance and renewals of traffic signals for Whangarei District Council and State Highway Traffic Signal networks, including electronic school zone and driver feedback signs in the Kaipara District.</p> <p>This is to increase CON21021 by \$463,992.21 to a total value of \$2,347,651.51</p> <p>Sufficient funding is available to award this contract.</p>

4 Significance and engagement / Te Hira me te Arawhitī

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

5 Attachment / Ngā Tāpiritanga

1. Summary of Contracts Approved Under Delegated Authority January 2024

Summary of Contracts Approved Under Delegated Authority

This attachment provides a summary of the award process and works being undertaken for Infrastructure contracts awarded under Chief Executive and General Manager delegated authority.

1.0 Transportation

CON21021 Contract Variation: Traffic Signal and ITS Maintenance
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Chief Executive Approval

The contract value for CON21021: Traffic Signals and ITS Maintenance be increased by \$463,992.21 (Four hundred sixty-three thousand nine hundred ninety-two dollars and twenty-one cents) to a total contract value of \$2,347,651.51 (Two million three hundred forty-seven thousand six hundred fifty-one dollars and fifty-one cents) excluding GST to include the second separable portion of three further years.

Contract Scope

This contract is a Traffic Signal and ITS maintenance contract that covers maintenance and renewals of Traffic Signals for Whangarei District Council and State Highway Traffic Signal network under a delegated authority from NZTA (Waka Kotahi). The electronic school zone and driver feedback signs in the Kaipara District are also maintained under this contract.

The contract has two separable portions with an initial term of two years with one contract extension of three years (2 + 3) based on various factors including performance, availability of funding and entirely at the discretion of the principal.

The contract was awarded to CSL Infrastructure Ltd (CSLi) for \$1,883,659.30 excluding GST for an initial two-year contract term that commenced on 1st November 2021 and ended on 31st October 2023.

At present there is an interim 3-month contract extension to facilitate this request for Council to approve the second separable portion of three years.

Financial Details

The requested funding in the LTP and NZTA's funding subsidy included the costs for the Traffic Signals and ITS maintenance contract. There is sufficient budget provision within WC122 (Opex) and WC222 (Capex) to award the second separable portion of the contract and this has no implication on the current levels of funding requested from Council in the LTP and the indicative funding provision from NZTA.

In accordance with the contract specifications a cost fluctuation adjustment of 15% and a 30% renewal allowance has been included to compute the figures tabulated below. The contract value for the next three years (2023 to 2026) is \$2,347,651.51.

Contract Breakdown

Current Contract Value	\$1,883,659.30
Total Variation Value	\$463,992.21
New Contract Value	\$2,347,651.51

Available Budget

Tabulated below is the Annual budget for traffic signals renewal and maintenance based on the present Opex and Capex in the LTP.

Budget Description	Budget (SP2) – Financial Year (23/24)	Remarks
Traffic Signals Maintenance	\$175,000	Traffic Services Maintenance Work Category (WC 122 - Opex)
Traffic Signals Renewals	\$325,000	Traffic Services Maintenance Work Category (WC 222 – Capex)
Total Available Annual Budget	\$500,000	
Total Available 3yr Budget	\$1,500,000	

The Traffic Signals and ITS Maintenance contract (CON21021) is a Measure & Value contract, and actual payment to the Contractors is based solely on the amount of work completed. The contract year to date (Nov 2021- Dec 2023) expenditure has been \$856,807.12 excluding GST.

Original Contract Award Value	\$1,883,659.30
Expenditure to Date (Dec 2023)	-\$856,807.12
Balance Remaining	\$1,026,852.18
Increase Value (2023-2026)	\$463,992.21
Total Future Contract Value Remaining	\$1,490,844.39
Total Available 3yr Budget	\$1,500,000.00

Options

The options available to Council are:

Option 1: Approve the extension of this contract for a further 3 years in accordance with the contract specifications as detailed above.

Advantage:

The benefit of extending the contract means that there will be a continuation of service at the present contract rates and levels of service. Furthermore, there will be no cost for procurement of the service related to this extension.

Disadvantage:

There are no key drawbacks relating to the level and continuation of service or the present contract rates or contractor's skill set.

Option 2: Cancel the existing contract and return to the market to retender this contract.

Advantage:

Benefit of testing the market for competition, however, there is a high likelihood that this would result in an increased contract price. Previously there has been only one local (Currie Electric) and an Auckland based (CSLi) bidder for this contract. With the sale of Currie Electric to CSLi last year this competition is no more as such there is a strong possibility of higher price from CSLi for this contract.

Disadvantage:

The drawback with this course of action is that current market conditions reflect much higher costs for materials and labour as such increased costs are likely to be received above the current cost fluctuation indices reflected in the present contract. Furthermore, there will be significant time and cost related expenses for the procurement of a new Traffic Signal & ITS maintenance contract.

Contract Variation Detail

The principal purpose of this service contract is for the management, maintenance, new installation, and renewals of the following items: Traffic Signals, pedestrian crossing signals, electronic school zone signage, driver feedback signs and CCTV installations on Kamo Shared Path (KSP).

These Intelligent Transportation System (ITS) roading assets are critical to the safe and effective operation of the roading network and as such a 24hour, 7-day week emergency service within the district, including those traffic signals located on the state highway network is required.

The contract includes but is not limited to the following key activities:

Proactive activities

- Routine maintenance, including the repair or replacement of ITS components.
- Asset management and condition assessment.
- Traffic management necessary to safely carry out work

Reactive activities

- Attendance and repair of crash damage and vandalism incidents within prescribed response time for specific areas.
- Working with NTA and emergency services as required in emergency response events.

Management activities

- Reporting and recording accurate asset information in RAMM.
- Hold adequate stock levels of critical spare parts and equipment.
- Working collaboratively with stakeholders such as WDC, Police and New Zealand Transport Agency to obtain best for community solutions to specific matters.

The Contract had been formulated to achieve the following key outcomes by making the Contractor primarily responsible for continuously monitoring of the ITS assets and carrying out necessary maintenance. The Contractor is required to perform the contract works in order to achieve the following key outcomes:

- Provide smooth, hazard-free travel for motorists and pedestrians.
- Preserve the structural integrity of the traffic signal & ITS system.
- Ensure maximum service life of the assets
- Utilise resources in an efficient and cost-effective manner
- Identify all maintenance, renewal and improvement needs on all assets managed under the contract
- Action rapid response to unsafe conditions and emergencies

Contractor Performance

The contract performance system for this contract is divided into two key groups being office-based management criteria (Management Performance Measures - MPM) and field condition criteria (Operational Performance Measures - OPM's).

MPM's are a set of performance criteria that reflect the Contractor's ability to successfully manage the physical works contract. OPM's are a set of performance criteria that reflect the Contractor's ability to successfully complete maintenance activities. A Performance

Assessment by Coordinated Evaluation (PACE) is carried out by the Engineer with inputs from the contractor.

The performance criteria are based around the following levels of service (LoS):

- Contract reporting and record keeping.
- Customer Service
- Health & Safety
- Contractual Compliance
- Responsiveness

The Contractor's overall performance rating in the last assessment period has been 79% for this contract. This is despite the increasing volume of work related to Traffic Signal renewals and few capital project works done by the contractor.

5.2 Infrastructure Capital Programme Report – February 2024

Meeting: Infrastructure Committee

Date of meeting: 14 March 2024

Reporting officer: Jim Sephton (General Manager Infrastructure)

1 Purpose / Te Kaupapa

To provide a brief overview of the delivery of the Infrastructure Capital Programme that the Infrastructure Committee is responsible for.

2 Recommendation / Whakataunga

That the Infrastructure Committee notes the Infrastructure Capital Programme Report - February 2024 update.

3 Background / Horopaki

In November 2022, Council adopted committee terms of reference 2022-2025 triennium, with the purpose of the Infrastructure Committee being to ‘oversee the management of council’s infrastructural assets, utility services and public facilities. This report provides the Committee with a summary of Infrastructure operations during February 2024.

The Capital Programme has been separated from the Operations Report so that it can provide the most recent information with regards to the Capital Programme. This report covers the February 2024 period. At the time of producing the report financial information was not available however this will be included in the Capital Programme Finances which is presented at the Finance Committee.

4 Significance and engagement / Te Hira me te Arawhiti

The decision or matters of this Agenda do not trigger the significance criteria outlined in Councils Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

5 Attachments / Ngā Tāpiritanga

1. Infrastructure Capital Programme Report – February 2024
2. Planned Physical Procurements

Infrastructure Committee

Capital Programme Report

February 2024

Infrastructure – Capital Programme Report

Reporting Officer: Jim Sephton (General Manager Infrastructure)

Meeting Date: 14 March 2024

Contents

1 Executive Summary	3
2 Reporting Structure	4
3 Council Programmes	5
3.1 CITY CENTRE REVITALISATION PROGRAMME	5
3.2 BLUE GREEN NETWORK PROGRAMME	6
3.3 POHE ISLAND MASTERPLAN PROGRAMME.....	7
3.4 TRANSPORT CHOICES	8
4 Activity Portfolios	10
4.1 PARKS & RECREATION PORTFOLIO	10
4.2 FLOOD MANAGEMENT & STORMWATER	12
4.3 WASTEWATER PORTFOLIO	13
4.4 WATER SUPPLY PORTFOLIO	15
4.5 TRANSPORT PORTFOLIO	17
5 External Funding	19
5.1 TOURISM INFRASTRUCTURE FUND	19
5.2 INFRASTRUCTURE ACCELERATION FUND	20
6 Procurement Activity	21
6.1 MARKET CONDITIONS	21
6.2 PROCUREMENT PIPELINE	21
6.2 PROCUREMENT STRATEGY REVIEW	21

1 Executive Summary

This is the Capital Programme Delivery Report to the end of **February 2024**.

Delivery of programme

Significant milestones reached on a number of projects.

Notable milestones progressions

Business Case	Completion of the Business Case for the new Admin Building and capacity increases is the current focus for wastewater.
Project Planning	<p>Pacific Bay design solution has been amended following meetings with community.</p> <p>Funding awarded for Morningside Flood Relief.</p> <p>Sorrento Street Stormwater upgrade – being tendered.</p>
Execution	<p>Designs are substantially complete and cost estimates will be developed</p> <ul style="list-style-type: none"> • Kamo Priority Lane • Lower Waiarohia Loop <p>Contracts awarded for</p> <ul style="list-style-type: none"> • Locky Dock following Council approval for public-private partnership approach • Kioreroa Road Rising Main • Wastewater Treatment Plant Odour Control <p>Works have commenced on Raumanga Stream Rehabilitation as well as a number of sports pitches.</p> <p>Parua Bay Overflow Tank is on hold as new information has come to light which may change the approach.</p> <p>Enabling works for Tikipunga sportsfield be undertaken within current budget. Business Case for provision of an artificial pitch will be developed for approval in the 2024 LTP as this is considered to provide better value for money.</p> <p>Resource consent granted for Rose St Bus Hub Upgrade.</p>
Close out	<p>Projects completed</p> <ul style="list-style-type: none"> • Lovers Lane Bridge – opening November 2024 to align with works either side. • Port / Kioreroa Intersection Upgrade – Opening 15th March

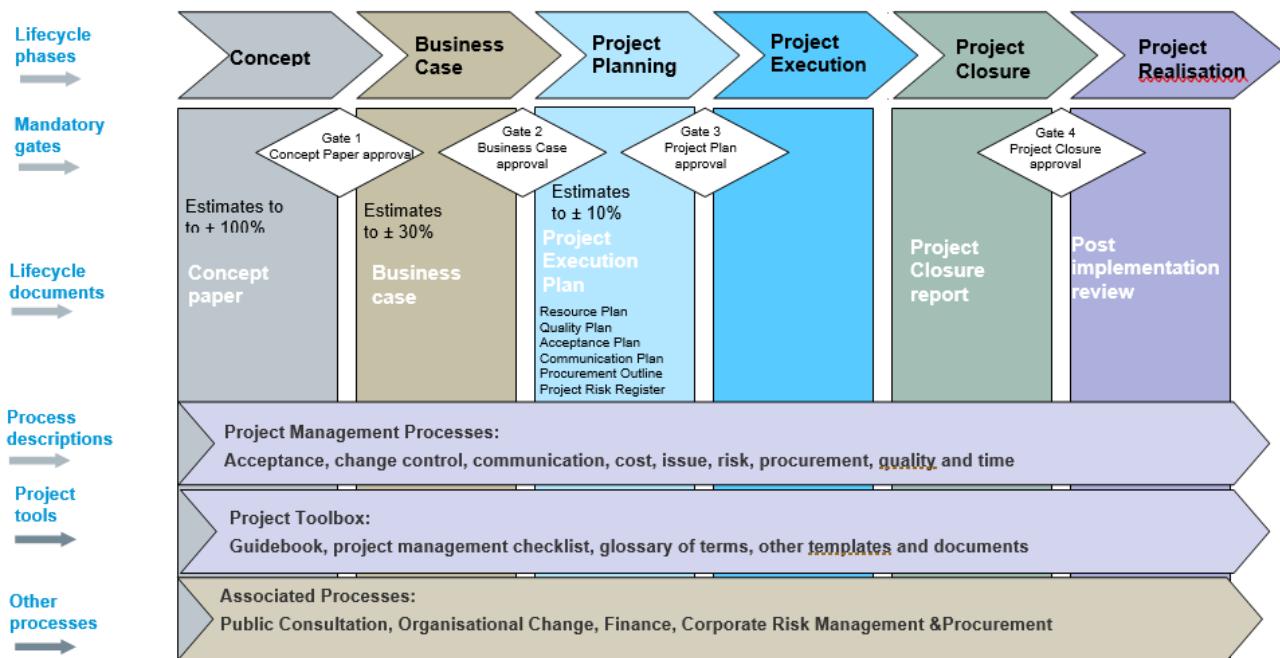
Key risks to delivery

- Timely and effective engagement with Hapu remains a risk as we catch up with historic issues and work with representatives who have not been previously involved in some projects. Maori Outcomes team are supporting.

2 Reporting Structure

Project Management Framework and Project Lifecycle

The Project Management Framework (PMF) has been reviewed and updated to make it more streamlined and scalable. The new Investment Management Framework (IMF) will have more emphasis on completing the Business Cases so that whole of life costs, risk and procurement strategy is considered earlier in the process. Go fully live in 2024.



Programmes

The key programmes in the current LTP are:

- City Centre Revitalisation Programme
- Blue/Green Network Programme
- Pohe Island Masterplan Development Programme
- Transport Choices

Portfolios

Activity-based portfolios of projects are delivered by the Infrastructure Programmes Department and NTA Capital Projects Team. Minor works (<\$50,000) are delivered by operational teams.

- Parks & Recreation
- Transportation
- Drinking Water
- Wastewater
- Flood Management and Stormwater

External Funding

Portfolios and programmes of work funded primarily through external funding are reported to provide the Infrastructure Committee with overview of progress against commitments:

- Tourism Infrastructure Fund
- Climate Emergency Response Fund (CERF)
- Shovel-Ready Funding
- Provincial Growth Fund
- Infrastructure Acceleration Fund

The Better Off Funding Portfolio also reports through Te Karearea and full Council.

3 Council Programmes

3.1 City Centre Revitalisation Programme

This programme aims to upgrade the public realm (areas owned by Council) to create a sense of place through multi-functional, attractive spaces that revitalise the city centre so that people want to live, work, play, invest and do business here.

Key Progress

- Lovers Lane Bridge - Bridge complete.
- Construction funding for Cafler Park Boardwalk has been secured within the Waka Kotahi Transport Choices programme and procurement is underway.
- Tender evaluated for design services for the Waterfront to City Centre Connection (John St) project. Recommendation being prepared.

Key issues and opportunities

- Alignment of work around the civic centre. Control Group has been set up to make sure that our works are coordinated and well communicated.

Actions being taken

- Further funding options for the city centre programme will be considered during the Long-Term Plan process.

Project	Current Stage	Estimated	Estimated	RAG Status
		Construction Start Date	Completion Date	
Lover's Lane Bridge Replacement	Execution	Jul-23	Nov-24	
New bridge has been installed. Construction 99% complete. Bridge won't be open to the public until the adjacent Cafler Park Boardwalk connection to Second Ave (Raumanga Shared Path) and Lovers Lane paving is complete, estimated November 2024. Consultant/Contractor: Hawthorn Geddes/ CANAM				
Waterfront to City Centre Connection	Execution	TBC	TBC	
John Street is being prioritised as there is a need to upgrade utilities in this corridor. External project manager has been appointed to fill resourcing gaps. Tender process undertaken with a recommendation being prepared. Consultant: TBC				

3.2 Blue Green Network Programme

The 2016 Blue Green Network Strategy aims to create an attractive and environmentally sustainable urban environment that also restores waterways, addresses threats from flooding and the impacts of climate change.

Key progress:

- Lower Waiarohia Loop - Developed design is well underway with the scope for stormwater, drainage and water quality treatments being defined with the stormwater catchment planning team. Cultural Impact Assessment and the resource consent application has been completed. Co-design with Te Parawhau and engagement with all stakeholders is ongoing. Project split into two stages – Stage One is Herekino St side and Stage Two is Port Road side of Waiarohia Stream.
- Raumanga Stream Rehabilitation – The Raumanga Stream banks on WDC-owned land between SH1 and Bernard St bridge will be rehabilitated over a period of 2 years plus 2 years of maintenance with weed clearance and revegetation. A contract has been awarded and is underway.

Key issues and opportunities

- Funding and alignment with NRC remain a concern for this programme. There is no funding proposed to continue this work as part of the draft WDC LTP.
- A streambank slip near Water Street is being investigated.

Actions being taken

- Streambank slip repair options are being investigated with NTA and NRC.
- Consultant has been engaged to advise on natural and engineered solutions for stream bed and bank stability in Raumanga at the Stream Restoration site.

Blue Green Network Programme	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Lower Waiarohia Loop (Pocket Park to Hihiaua)	Execution	May-24	Jul-25	
Detailed design underway. Resource consent application and CIA completed. Stakeholder engagement ongoing. Herekino Street side from Hihiaua Cultural Centre to Port Rd to be tendered and constructed first. Business case for crossing of Port Road now included in scope of this project. Potential for construction to be pushed out by 4-5 years through LTP process.				
Raumanga Stream Restoration	Execution	Feb-24	Jul-26	
Flood mitigation and environmental restoration. Weeding and revegetation on section from Bernard St footbridge to SH1 in Otaika. Work is to be staged over time and includes maintenance. Optioneering for engineered solutions underway for areas with high risk of stream bed and bank instability. Te Parawhau hapū engaged early and ongoing. Initial areas of work will be the path-side of the stream, and non-path side between SH1 and the reserve. Contractor/Consultant: Willands Consultants / Zealandia				
City Centre and Waiarohia Flood Mitigation	Concept	TBC	TBC	
Investigation of City Centre has been proposed as part of the 2024 Long Term Plan. Red as not confirmed until LTP is adopted.				

3.3 Pohe Island Masterplan Programme

William Fraser Memorial Park on Pohe Island is undergoing a transformation from a closed landfill site to a diverse landscape that contributes to the recreational, social, cultural, environmental and economic wellbeing of the wider community.

Progress

- Funding for the Spine path connection between rugby club and bike park is proposed as part of the draft LTP. Noted that this project would include drainage works to address leachate.

Key issues and opportunities

- None

Actions being taken

- Funding of projects to be considered through the 2024 Long-Term Plan.

Pohe Island Masterplan Programme	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Pohe Island Spine Path Connection	Business Case	TBC	TBC	

Proposed project in draft 2024 LTP. This is the final section of path that will safely link the destination playground and skatepark to the Bike Park.

A number of projects that form part of the overall programme are now on hold and are not included in the Draft LTP for 2024 – Skatepark Stage 2, Water Play, Marine Hub, Waterfront Development.

Concept design for basketball court and multi-use court, multi-generational fitness equipment, furniture, picnic tables and shade trees being prepared internally. This will now be parked for future LTP considerations.

3.4 Transport Choices

Within this programme we have three elements:

- Program 1 – Raumanga Shared Path Extension and CBD cycle parking
- Program 2 – Kamo Shared Path Connections
- Program 3 – Whangārei City Bus Improvements

Key progress:

- Ventia making great progress in Kamo Village.
- Clark Road project completed first school holidays work programme around Kamo Primary.
- Raumanga programme - working through details with designer and contractors.
- Bus Stop upgrades complete.
- Procurement of Rose Street underway and expected to be awarded in April
- Kamo Road Priority Lane design approaching final completion as feedback from engagement with community has been incorporated.
- Avenues walkway upgrade project commenced.

Key issues and opportunities

- Council direction is that we must work within the fully funded budget and reduce scope where necessary. Whau Valley School project not proceeding to provide contingency.
- Some of the 10% budget reduction that occurred in December was reinstated by the funder. Current total budget now \$13.8M.

Transport Choices Programme	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Program 1 - Raumanga				
Cafler Park	Execution	Mar-24	Jul-24	<div style="width: 100%; background-color: #6aa84f; height: 10px;"></div>
Trees removed in preparation for construction. Four local contractors have been invited to tender for construction. Works expected to commence in April.				
Raumanga Slow Streets	Execution	Oct-23	Jul-24	<div style="width: 100%; background-color: #6aa84f; height: 10px;"></div>
Stage 2 in procurement phase negotiating price. Stage 4 will only go ahead next year if there is sufficient budget remaining.				
Avenues Alleyway	Execution	Feb 24	Apr 24	<div style="width: 100%; background-color: #6aa84f; height: 10px;"></div>
Stage 2 in procurement phase negotiating price. Stage 4 will only go ahead next year if there is sufficient budget remaining.				
Program 2 - Kamo				
Rugby PI to Tait St Shared Path	Execution	Mar 24	Dec 24	<div style="width: 100%; background-color: #6aa84f; height: 10px;"></div>
Procurement phase.				
Kamo Stage 5 Village Works	Execution	Oct-23	Jul-24	<div style="width: 100%; background-color: #6aa84f; height: 10px;"></div>
Progressing well				
Contractor : Ventia				
Clark Road	Execution	Oct-23	Jul-24	<div style="width: 100%; background-color: #6aa84f; height: 10px;"></div>
Clark Road works underway. Works scheduled for first school holidays was successfully completed.				
Contractor : Ventia				

Program 3 – Public Transport Improvements

Secured Bike Parking	Execution	Oct-23	Jul-24	
Installation of secured bike parking at key locations throughout Whangarei City. Alternative procurement approved by Council.				
Consultant: ViaStrada / The Property Group Contractor: TBC				
Kamo Priority Lane	Execution	Oct-23	Dec-24	
Consultation on Kamo Priority Lane was completed 4 October to 8 November. This included two drop-in sessions, media campaign, letter drops and online submissions. As a result of the feedback from community and design reviews, the proposal will be updated to address specific concerns raised.				
Rose Street Bus Hub Stage 2	Execution	Oct-23	Dec-24	
Detail design and documentation complete, with stakeholder consultation providing direction. RC granted. BC lodged. Physical works to be tendered March 2024. This project removes key barriers such as Northpower plant from the Vine Street site which is signaled as a key development site in the WDC commercial property prospectus.				

4 Activity Portfolios

4.1 Parks & Recreation Portfolio

Projects are generally tracking well. Lake Waro and Tikipunga will be rescoped following feedback from Council and community.

Projects	Current Stage	Estimated Start Date	Estimated Completion Date	RAG Status
Ruakākā Sports Fields – 2x New Field	Construction	Mar-23	Apr-24	
The kikuyu turf is growing well with the aid of temporary irrigation. The construction (turf, drainage, and lighting) is complete and the temporary irrigation will be removed at the end of March (practical completion and handover). Contractor/Consultant: TIC Contracting / NZSTI/ Vecta				
Tikipunga Sports Fields Upgrades	On Hold	TBC	Jun-25	
Earthworks will be undertaken to provide a flat pitch. A business case will then be developed to determine funding required to achieve an all weather surface which will provide better value for money and outcomes for the community . Consultant: NZSTI, Stephenson and Turner, Arborlab, Hawthorn Geddes				
Onerahi Sports Fields Upgrades	Construction	Feb-24	Oct-24	
Upgrades to lighting, drainage, and irrigation. Construction has started. Consultant: NZSTI & Hoskin Civil Construction Contractor: Green By Nature				
Takahiwai Sports Fields Upgrade	Construction	Apr-24	Oct-t24	
Upgrades to lighting, drainage, and hard-court surface. Drainage is installed. Hardcourt construction is scheduled to start in April. The lighting construction tender has closed and preferred supplier selected. Consultant: NZSTI and Hoskin Civil Hardcourt Construction Contractor: Robinson Asphalt				
Ngunguru Seawall Renewal	Construction	Mar-24	Oct-24	
RAG yellow as agreement with Hapū group on the need for another Cultural Impact Assessment to be finalised. Resource consent will be finalised before construction starts in March. Consultant: Hawthorn Geddes, Construction Contractor Clement Construction				
Tropicana Seawall Renewal/Upgrade	Close	Oct-23	Dec-23	
Construction works complete on time and within budget. Managing defects liability period and close-out activities.				
Raumanga New Playground and Toilets	Procurement	Aug-24	Dec-24	
Consents approved. Procurement of civil contractor currently underway. Playground and toilet delivery due in 2024. Consultant: Arborlab, Vecta, Landform Consulting, Playco, Permaloo, Shade Systems				
Lake Waro Skatepark Upgrade, Hikurangi	On Hold	TBC	TBC	
Alternative skatepark location at Hikurangi sportspark. Skatepark design consultant to be engaged for new design. Red as we need formal Council support to change location. Consultant: TBC				
Ōakura Sports Park & Wetland Restoration	Feasibility	TBC	TBC	
Development of the Ōakura Sports Park, to align with council funding for a playground, sports fields, hardcourts and to continue with community plans for wetland restoration. Design, consultation, and technical reports are near completion for the wetland and associated community facilities. Contractor/consultant: Morphum, Stellar Projects, Hawthorn Geddes, Geospatial Services Partial Better Off Funding				
Parua Bay Skatepark	Design	April-24	Jun-24	
Detailed design, ecological assessment, and the archaeological assessment are complete. The resource consent application will be lodged in February. Hapū engagement is ongoing. Consultant: Circle D Construction/ Vecta				

Parua Bay Sports Field	Construction	Feb-22	March-24	
Construction is mostly complete, and the turf is growing in. A temporary irrigation system has been installed to aid the turf establishment. Field fencing, topsoil finishing, and tree planting needs to be completed.				
Contractor/Consultant: Recreational Services / NZSTI/ Vecta				
Quarry Gardens Slip Retaining	Design	May-24	Sep-24	
Design is underway for a slip catching wall for one slip, rock anchoring for another slip and rock revetment for erosion protection in the stream. Note that this is an unbudgeted project resulting from adverse weather events. An agenda to request budget for this work has been taken to Council and response is now being formalised.				
Contractor/consultant: Hawthorn Geddes				
Wharf Road Wharf	Construction	Mar-24	Jun 24	
Following Council approval, negotiations with preferred supplier are underway.				
Contractor/consultant: TBC				

4.2 Flood Management & Stormwater

Projects to address known risks being progressed to construction now – Kaka Street, Pacific Bay and Sorento.

Other projects will be identified through Business Cases being developed at Punuruku, Hikurangi as well as the City Centre Flood Management Plan (subject to funding in Draft LTP).

Stormwater Minor Works	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Kaka Street Flood Mitigation	Execution	Sep-24	May-25	
Tender being drafted for feasibility design of preferred option, which is a pump system at the end of Rawhiti St. Road gate (to be closed when Kaka St flooded) has been designed and currently being reviewed by local business. External funding secured with completion date set for June 2025. Consultant: TBC				
Pacific Bay Road SW Improvement for flood mitigation	Detail design	Mar-24	Mid 24	
Condition assessment of the existing culvert is completed. Amber as proposed solution was not agreed to by landowners. Revised solution being developed after homeowner discussion. Will confirm this with landowners before commencing construction.				
Sorrento St pipe renewal	Execution	Apr 24	Jul 24	
Improvements to stormwater system currently being detailed. ROI been tendered with aim to start construction in April. Consultant: Beca				

Punaruku Russell Rd Flood Mitigation Bus. Case	Business Case	Jun-23	Mar-24	
Full business case to be completed in Feb/March. Reviews of sections of the document already in progress with mana whenua and other key stakeholders. Consultant: Synergie. Better Off Funding				
Hikurangi Repo Flood Scheme – Business Case	Business Case	May-23	Jun-24	
Strategic Case draft completed August 2023. Technical reports under development to inform Economic Case, short-listing and evaluation of short-listed options. Better Off Funding				

4.3 Wastewater Portfolio

Significant milestones being achieved with award of Kiroaroa Road Rising Main and Odour Control. Completion of the Business Case for the new Admin Building and capacity increases is the current focus.

Major Projects - Wastewater	Current Stage	Estimated	Estimated	RAG
		Construction	Completion	
		Start Date	Date	
Whangārei WWTP New Admin Building	Business Case	Mid-24	Mid-25	
Building size agreed with operations. Business Case (incl. Preliminary design) to be completed and cost estimate updated. Amber as Business Case needs to be approved.				
Whangārei WWTP Augmentation	Business Case	N/A	N/A	
Programme Business Case being developed so that there is greater clarity of scope and budget of the augmentation works. Works required to meet consent conditions. Final Business case expected to be delivered in mid Feb. Consultant: GHD				
Whangārei WWTP Odour Control	Execution	Mar-23	Mid-25	
Contract awarded. Construction to start by early March. Consultant: Beca Contractor: United Civil				
Ruakākā WWTP Upgrade	Planning	Mid-26	Late-29	
Options for plant upgrades and treated effluent disposal are being investigated. This is expected to provide sufficient growth capacity in the near term. Strategic Assessment and draft Execution Plan has been complete and being reviewed. Project start-up expected mid Mar 2025. Consultant: TBC.				
WW Emergency Overflow Tank – Parua Bay	On Hold	Mar-24	Feb-26	
Project on hold. New information has come to light, potentially contradicting basic assumptions for this project. Further Investigations with Mott MacDonald are underway. EOI contractors have been informed of the developments and delay. Consultant: Mott MacDonald				
WW Rising Main Renewal Kioreroa Road	Execution	Feb-24	Dec-24	
The construction contract has been awarded to United Civil Construction. Construction is due to commence March/April. Consultant: WSP Contractor : United Civil Construction.				
Hikurangi WWTP – Modular Plant & Inlet Screen	Execution	Early 21	Jul-24	
Automation work still ongoing. A resource consent application is being developed to remove sludge/vegetation from existing wetland for disposal to site. Application expected to be lodged mid February. Consultant: Aquaero				

Consenting Projects – Wastewater	Current Stage	Estimated Completion Date	RAG Status
Whangārei WW Network Discharge Consents	Execution	N/A	Dec-24
<p>Network discharge consents (NDC) covering the wastewater pump stations and piped reticulation network for the WDC's Whangārei Wastewater Scheme including the Whangārei Heads network (excludes the Whangārei Wastewater Treatment Plant) as required by the NRC's Proposed Regional Plan for Northland.</p> <p>The Whangārei Wastewater network model system performance reporting (separate project) is programmed for March 2024, this will inform the assessment of effects required to support the NDC consent application.</p> <p>Additional data gathering continues, and other specialists' services are being procured, i.e., public health risk assessment, ecological assessment, and odour assessments.</p> <p>A hapū working group is proposed to be set up and advice from the Māori Outcomes team has been provided confirming the hapū to be invited to this working group. This will commence following acceptance of the Consenting Strategy which is due to be finalised in March 2024.</p> <p>A draft application for the Whangarei wastewater network discharge consents is programmed for December 2024, and the lodgement of the application is programmed for early 2025.</p> <p>The NRC has been kept informed of Council's programme to submit this consent application.</p> <p>Consultant: Mott MacDonald</p>			
Portland WWTP Resource Consent Renewal	Execution	N/A	Mid-24
<p>Existing NRC consents authorising the discharge of treated effluent expire 31 May 2024.</p> <p>Specialist investigations to inform the Assessment of Environmental Effects (AEE) completed.</p> <p>The AEE has been finalised taking into consideration the Cultural Impact Report from Te Parawhau hapū.</p> <p>A final hui with Te Parawhau hapū prior to lodgement of the consent application has been undertaken. Engagement with identified key stakeholders continues.</p> <p>Lodgement of the application is on programme for late February 2024.</p> <p>Consultant: Beca</p>			
Tutukākā WWTP Resource Consent Renewal	Execution	N/A	Mid-24
<p>Existing NRC consents authorising the discharge of treated effluent expire 31 May 2024.</p> <p>Specialist investigations to inform the Assessment of Environmental Effects (AEE) completed.</p> <p>The AEE has been finalised taking into consideration the Cultural Impact Assessments from Ngati Taka hapū and Te Waiariki hapū. A final hui with Te Waiariki hapū prior to lodgement of the consent application has been undertaken, and the final hui with Ngati Taka hapū has been scheduled. Engagement with identified key stakeholders continues.</p> <p>Lodgement of the application is on programme for late February 2024.</p> <p>Consultant: Beca</p>			

4.4 Water Supply Portfolio

Procurement for the construction of treated water storage reservoirs at Three Mile Bush and Dip Road to improve the resilience of supply is underway. It is anticipated that construction at both sites will commence this financial year. The Porotī Water Treatment Plant Upgrade project is on hold pending the outcome of ongoing discussions with Whatitiri Māori Reserve Trust.

Projects	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Three Mile Bush Reservoir	Tender	Apr-24	Dec-24	
Land purchase and easement agreements have been completed. Detailed design and consenting are complete. Engagement with hapū is ongoing, a meeting was held onsite in November 2023 to update hapū on the project status and discuss the cultural approach for construction. Currently out to tender.				
Consultant: Vecta				
Kamo Reservoir (Dip Road)	Tender	Mar-24	Oct-24	
Design complete. Agreements with the adjacent development (Onoke Heights) are being negotiated. A meeting was held onsite in November 2023 to update hapū on project status and discuss the cultural approach for construction. The project tenders are currently being evaluated aiming for contract award by the end of February 2024.				
Consultant: Tonkin and Taylor & Vecta				
Porotī Water Treatment Plant	Execution	TBC	TBC	
Detailed design draft complete. RAG status is RED as project team cannot progress project until Council direction is determined with regards Hapū expectations. A workshop (Te Karearea) is scheduled for February ahead of a Council meeting.				
Working to address hapū and irrigation concerns before lodging consent. Negotiating with hapū on scope of Cultural Impact Assessment.				
Consultant: Beca				

As directed by the Ministry of Health this fluoridation programme involves the installation of fluoride dosing equipment.

Fluoridation Programme	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Whau Valley Water Treatment Plant	Construction	Mar-24	Jun-24	
Construction Phase: All long-lead items have been ordered, electrical and civil sub-contractors have been engaged, construction commencement early March 2024, with completion end of June 2024.				
Consultant: Beca Contractor: Bellcon Ltd				
Ruddell's Water Treatment Plant	Construction	Dec-23	Jul-24	
Construction Phase: All long-lead items have been ordered, civil site works are 60% through the civil work and tank building concrete foundations is completed.				
Consultant: Beca Contractor: Bellcon Ltd				
Bream Bay Water Treatment Plants	Construction	Feb-24	Sep-24	
Construction Phase: All long-lead items have been ordered. The contractor has mobilised to Ruakaka Water Treatment Plant and commence civil works on the tank building foundations.				
Consultant: Beca Contractor: Bellcon Ltd				
Porotī Water Treatment Plant	Execution	End-23	End-26	
This will be delivered as part of the overall treatment plant upgrade works.				

Fluoridation Construction Photos**Ruakaka Water Treatment Plant**

24.02.24 Ruakaka Tank Building Foundation 2



24.02.24 Ruakaka Tank Building Foundation 5

Ruddell's Water Treatment Plant

24.02.22 Ruddell's Tank Building Foundations 1



24.02.22 Ruddell's Boundary Drain & Fence 2

4.5 Transport Portfolio

This report focuses more on the capital programme relating to activities in the transport system – e.g., safety, walking and cycling, etc. These are typically projects which have greater public visibility and community connections.

Delivery of the traditional ‘Roading’ (i.e., Recovery, Rehabilitation, Bridge replacements etc) is critical and will be reported through the Operations Report and as a separate Information Agenda item so that the Committee are fully informed.

Transport Capital Projects	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Port / Kioreroa Intersection Upgrade (CIP)	Execution	Jul-22	Feb-24	
Construction of the roundabout is now completed and most traffic management has been removed. The only remaining works are the pedestrian crossings, which are likely to be completed in March, and the rail crossing signals, barriers and gates, which are expected to be completed by June. The delay for the rail crossing is due to the Kiwirail signal approval process and long lead of the rail crossing controller. Amber due to budget pressure and programme impacts due to Kiwirail signal design approvals.				
Contractor/Consultant: United Civil Construction / WSP				
Kamo Shared Path – Stage 5A	Construction	Sep-23	Jun-24	
Extension of shared path from Fisher Terrace through to Farmer Street. Shared path connections. Construction is progressing well.				
Contractor: Ventia				
Kamo Shared Path 5B	Construction	Nov-23	Jun-24	
Extension of Stage 5A from Farmer St to Station Road and Kamo Road. Shared path connections. Traffic calming treatment. Combined with Transport Choices Kamo Connections in Kamo Village. Works started in mid-November.				
Contractor: Ventia				
Raumanga Traffic Calming	Construction	Oct-23	May-24	
Works on hold to focus on Three Mile Bush Road during school holidays. Site is all opened up and traffic management in place.				
Contractor: ACL				
Onerahi Traffic Calming	Construction	Oct-23	Apr-24	
Works on hold to focus on Three Mile Bush Road during school holidays. Site is all opened up and traffic management in place.				
Contractor: ACL				

Photo Wall – Transport

	
<p>CON22091 WDC Resilience Works – Paparoa Road Site 3 – Shoulder widening for guard rail</p>	<p>CON22091 WDC Resilience Works – Paparoa Road Site 2 – Shear key</p>
	
<p>CON22091 WDC Resilience Works – Paparoa Road Site 2 – Shear key</p>	<p>CON23039 WDC Nova Scotia Drive Safety Improvement</p>
	
<p>CON21015 – Port / Kioreroa Roundabout – Constructing the pedestrian crossing across the railway lines</p>	<p>CON21015 – Port / Kioreroa Roundabout – Landscaping in central island.</p>

5 External Funding

This section reports on projects which have largely been driven by external funding.

Fund	Organisation	Awarded	Spend to date	Date to be completed
Tourism Infrastructure Fund	Ministry of Business, Innovation and Employment (MBIE)	\$4.75m	Approx. \$4.5m TIF funding plus WDC co-funding	Various, latest Jun-2024
Infrastructure Acceleration Fund	Ministry of Housing and Urban Development via Kainga Ora	\$10m IAF funding approved for Springs Flat Roundabout. Total budget is \$23m.	\$1.6mil including WDC co-funding	April 2026

5.1 Tourism Infrastructure Fund

Projects with a tourism focus, partly funded by the Ministry of Business, Innovation and Employment (MBIE) Tourism Infrastructure Fund. Future focus is intended to be on Destination Management Plans and alignment with Regional Economic Development plans, eventually funded through the Tourism Levy.

Tourism Infrastructure Fund Programme	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Tamaterau Carparks Upgrade	Close out	Feb-23	Mar-24	
Layby area and main carpark construction is complete. Reserve renaming approved. Submission to NZ Gazette in progress. New information sign and park signs to be installed in March 2024. Cultural blessing event planned in March to officiate the name change and new information/cultural heritage signage. Contractor/Consultant: Hauraki / Robinson Asphalts, Hawthorn Geddes				
Town Basin – Bus Area & Toilets	Close out	Aug-22	Dec 23	
Practical completion has been signed off for the bus area and toilets. Consultant: Isthmus Contractor: Robinson Asphalts				
Town Basin – Visitor Information Point	Planning	Apr 24	Jun-24	
Visitor information point planning underway. Amber as scope and budget needs to be confirmed Consultant: Contractor: TBC				
Restoring the Mauri of Matapōuri Stg 1	Execution	Nov-22	Apr-24	
New waterless composting public toilet successfully opened to the public. Planning and engagement for implementing a second waterless composting public toilet in Matapōuri will commence after proof of concept has been demonstrated over the first 3-6 months of the new toilet at Matapōuri Hall. Follow up public meeting planned for April 2024. Contractor/Consultant: Synergenie / WCTNZ				

5.2 Infrastructure Acceleration Fund

Projects that unlock future housing areas, partly funded via Kainga Ora through the Infrastructure Acceleration Fund.

Funding for the Springs Flat project has been approved by Kainga Ora. This project is broken into three separate projects as detailed in the table below.

All projects are in design and progress to construction is dependent on confirmation in the wider Tikipunga Growth Infrastructure Response Plan. A Council Briefing on this work is being prepared and will confirm the appropriateness of investment.

Infrastructure Acceleration Fund Programme	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
Springs Flat Roundabout & Approach Roads	Execution	Oct-24	Apr-26	
The preliminary design has been finalised and work is proceeding with the detailed design. Planning assessments are well underway. Flooding modelling has been undertaken using the new NRC/WDC flood model to determine the effects of the development. Currently looking at options for flood mitigation.				
The purchase of two properties have been completed and another property purchase is currently in the process of being settled. Further land negotiations are ongoing.				
A hui with the hapū for the northern housing area has identified that they are generally opposed to this housing development. However, they have identified issues that they would need addressed if it were to go ahead. A spatial panning exercise is being planned involving the hapū to try and address their concerns. Delays in this area are why the RAG status is Amber. A six month extension of time for this element of the project has been negotiated with Kainga Ora.				
Consultant: Northern Civil Consulting Engineers. Contractor: TBC				
Shared Path – Station Rd to Roundabout	Execution	May-24	Oct-25	
Detailed design is progressing and ground surveys of the route have been undertaken. The route encroaches onto Waka Kotahi land to avoid a wetland and Waka Kotahi approval for this has been obtained.				
Consultant: JAS Civil. Contractor: TBC				
Gillingham Road Bridge Replacement	Execution	Aug-24	Apr-25	
The detailed design is at the 95% stage and peer reviews of the design are nearly done. A safety audit of the design has also been completed. The planning assessment is nearing completion. Amber risk due to need to align with hapū engagement. A six month time extension for this element of the project has been negotiated with Kainga Ora.				
Consultant: WSP Contractor: TBC				

6 Procurement Activity

6.1 Market Conditions

We are seeing a lot of movement in personnel within the industry however Contractor capacity to deliver work remains good.

There appears to be an increase in the number of Contractors tendering for work.

Constraints are largely within the planning phase where hapū capacity is challenging. We are working with mana whenua to work as effectively as possible and ensure that remuneration is not a barrier.

6.2 Procurement Pipeline

There was good feedback from the CCNZ Exec on our draft three-year programme. An industry briefing is being scheduled after Easter to brief Professional Services and Physical Works suppliers.

6.2 Procurement Strategy Review

We are reviewing our Procurement Strategies and seeking to drive efficiencies across our work programme. We're engaging with the wider supply chain to look at how we can remove barriers for small/medium organisations.

Procurement Strategy Target	Progress
Provide more flexibility around start dates so that we're not paying a cost premium to get the work done at short notice	<p>Focus has been on setting end dates but providing flexibility on work programme</p> <p>Draft Three-year programme and associated three year packages of work has been issued</p> <p>Sea defence walls were tendered as a package with flexibility to allow impact on community and workforce to be managed.</p>
Divert costs from traffic management into actual construction works	<p>Starting a process to move to a risk-based approach.</p> <p>Contractors are looking to pilot a hybrid approach in the northern area.</p> <p>Already seeing work being undertaken with roads closed rather than TTM.</p>
Reduce tender and administrative costs by packaging work so that contractors have a pipeline of work that they can resource	<p>Three-year programme includes packages and panels which are supported by industry.</p> <p>Seawalls and traffic safety projects have been packaged up. This has enabled some smaller contractors to enter the market.</p>
Improving the specifications included in our tender packages so costs can reflect what is really needed	<p>We will move to NZ3910: 2023 in July 2024. This prioritises Construction Drawings over Specifications</p> <p>Have started a regular slot at the ACENZ/Eng NZ meeting in Whangarei and working with our consultants</p>
Reviewing our Engineering Standards (particularly for Pavement) so that local product can be used appropriately	Representatives from Contractors are now working with our team as we develop the next version of our Engineering Standards

Reduce the costs associated with contractor risk by allocating risks earlier in the process	CCNZ have provided a risk allocation spreadsheet. We will trial this on an upcoming tender
Capitalise on innovation by involving contractors earlier in the process	<p>Draft Three Year Programme pipeline includes the first Design & Construction where the consultant will be working under the Contractor.</p> <p>The approach to the Kioreroa Road Rising Main works was based on the construction methodology developed by the Contractor and our Corridor Access Team</p> <p>Major / complex projects are moving into this space</p>
Achieve broader outcomes through our investment	WDC are participating in an initiative with other clients in the district to seek stronger community outcomes as part of infrastructure investment.

Infrastructure Group
Planned Physical Works Procurements - 12 Month Programme

As at end
February 2024

Instructions: Copy to a new tab for each monthly update



Department	Project	Delivery Team	Physical Works Procurement Timing (estimated)	Amount	Description of Physical Works for Tender	Tender Status	Tender approach	Update
Infrastructure Programmes	Parua Bay Skatepark	Major Projects	Mar-24	\$100k-\$500k	New skatepark	Design	Direct negotiation with a local contractor	Construction drawings are complete, preparing to lodge consent
Infrastructure Programmes	Whangarei WWTP Administration Building	Major Projects	May-24	\$3.5-\$4m	New administration building at Kioreroa Rd wastewater treatment plant after asbestos removal	Design	Open tender on tenderlink	Preliminary design to be completed and cost estimate updated.
Infrastructure Programmes	Quarry Gardens Lower Slip Wall and Stream Works	Major Projects	May-24	\$100k-\$500k	Construct precast concrete wall, stormwater culverts and rock revetment within the stream.	Design	Open tender on tenderlink	Budget not yet allocated
Infrastructure Programmes	Quarry Gardens Rock Anchoring Slip Retaining	Major Projects	May-24	\$100k-\$500k	Construct rock anchor wall.	Design	Closed tender	Budget not yet allocated
Three Waters	Ngunguru Road watermain upgrade	Water Services	Jul-24	\$500k-\$1m	Replacement of approx 1000m of AC watermain between 50mm DIA and 300mm DIA - Package	Design		Design complete but no budget
Three Waters	Whangarei Network Watermain Renewal programme	Water Services	Sep-24	>2.5m	Replacement of approx 500m of CI watermain between 50mm DIA and 300mm DIA - Package	Design	M&O Contracts	To be delivered through the Maintenance & Operations Panel
Infrastructure Programmes	Lake Waro skatepark	Major Projects	Sep-24	\$100k-\$500k	Skatepark construction experience and concrete finish important	Design	Closed tender (2 invited tenderers)	Paused - Moving the skate park to the sports park is causing a re-design and a delay to procurement
Infrastructure Programmes	Oakura Sports Fields and Wetlands Enhancement	Major Projects	Nov-24	>\$1m	Playground, Hardcourts and Sportsfields	Design	TBA	
Transport	Springs Flat Roundabout	NTA	Aug-24	\$8-12m	New roundabout construction on SH1 with road extensions to Springs Flat Road and Alcoba Street. Includes some shared path construction and a signalised crossing on SH1.	Design	Open tender on tenderlink, single stage, PQM	Design underway
Transport	Gillingham Road Bridge Replacement	NTA	Jun-24	\$5-7m	Replacement of the existing bridge with a new concrete two lane, single span bridge. Bridge includes shared path.	Design	Open tender on tenderlink, single stage, PQM	Design underway
Infrastructure Programmes	Poroti Water Treatment Plant Upgrade	Major Projects	Feb-24	>\$10m	Uncertain timing. Upgrade of Poroti WTP (value in the order of \$20 million plus pending design confirmation)	Consent	Open tender on tenderlink	Conditional on RC & iwi Agreement/Approval, out for tender Feb - April, 2024
Infrastructure Programmes	Rose Street Bus Hub Upgrade	Major Projects	Mar-24	\$100k-\$500k	Bus terminal demolition, new build and associated landscaping.	Consent	Open tender on tenderlink	Design complete, preparing to lodge consent
Infrastructure Programmes	Parua Bay Wastewater Storage Tank	Major Projects	TBA	>\$6.5m	Whangarei Heads storage tanks - tendering in EOI stage. Design and construction 1500m3 of additional emergence at Paura Bay Pump Station	Tender Paused	Open tender on tenderlink	Paused - Further modelling information requires reassessment of the design
Infrastructure Programmes	Three Mile Bush Reservoir	Major Projects	Feb-24	>\$1m	2x new timber tanks, new pump station and associated pipework	Out to tender	Open tender on tenderlink, single stage, LPC	Contractors site visit completed
Infrastructure Programmes	Onerahi Airport Sports Field Development	Major Projects		\$500k-\$1m	Drainage and lighting upgrade	Awarded	Open tender on tenderlink	Construction started
Infrastructure Programmes	Raumanaga Valley playground, toilets, services and paths	Major Projects	Feb-24	\$100k-\$500k	Civil works to support playground and toilet. Including stormwater, wastewater, water, power, footpaths, natural play elements and planting	Tender Closed	Closed tender (3 invited tenderers)	Tender Evaluation underway
Infrastructure Programmes	Tikipunga sand field and lighting	Major Projects	Nov-23	\$500k-\$1m	Sand sports field and training lights	Tender closed	Open tender on tenderlink	Currently working on budget issues and awaiting council decision
Infrastructure Programmes	Takahiwai sports park upgrade	Major Projects		\$100k-\$500k	The drainage has been completed. The hard court has been awarded and will start in April. Lighting tender has recently closed.	Negotiations	Open tender on tenderlink	Currently negotiating with preferred tenderer
Infrastructure Programmes	Sorrento Street Stormwater renewal	Major Projects	Feb-24	\$500k-\$1m	New concrete SW line in carriageway, new manholes and cesspits	Tender closed	Open tender on tenderlink - 2 stage process	Tender stage one closed, awaiting evaluation
Infrastructure Programmes	Kamo (Dip Rd) Reservoir Additional Capacity	Major Projects		>\$5m	New 4,500m³ concrete tank, concrete pile retaining wall and associated pipework	Negotiations	Open tender on tenderlink, single stage, PQM	Currently negotiating with preferred tenderer - Construction starting March
Three Waters	Union East Street watermain replacement	Water Services		\$100k-\$500k	Replacement of approximately 500m of AC watermain between 50mm DIA and 200mm DIA	Awarded	Open tender on tenderlink	Awarded to Northdrill/Watco
Infrastructure Programmes	Fluoridation of Water Treatment Plants	Major Projects		\$4.5m	Install and commission Fluoridation dosing facilities to Whau Valley, Poroti, Ruddles, Ruakaka and Ahuroa Water Treatment Plants. Whau Valley first, then Bream Bay.	Awarded	Open tender on tenderlink	RFP in Evaluation, Award Sept 2023
Infrastructure Programmes	Raumanga Stream Rehabilitation	Major Projects		\$500k-\$1m	Weeding and planting of Raumanga Stream banks between SH1 and Bernard St bridge	Awarded	Direct negotiation with a contractor	Contract awarded to Wildlands
Three Waters	Tikipunga Sewer Capacity Renewal Project	W&D	May-23	\$500k-\$1m	Rehabilitation of approx. 1.6 kms sewer mains in Tikipunga	Awarded	Open tender on tenderlink	Construction ongoing
Infrastructure Programmes	Kioreroa Rd WWTP upgrades - Odour Control	Major Projects		\$7.8m	Odour control	Awarded	Open tender on tenderlink	Awarded
Infrastructure Programmes	Kioreroa Rd Rising Sewer Mains	Major Projects		>\$5m	Renewal of 2x sewer mains (approximately Ø800 x 1,000m and Ø710 x 600m)	Awarded	Open tender on tenderlink, single stage, PQM	Contract Awarded to UCCL

5.3 Infrastructure Operational Report – January 2024

Meeting: Infrastructure Committee

Date of meeting: 14 March 2024

Reporting officer: Jim Sephton (General Manager Infrastructure)

1 Purpose / Te Kaupapa

To provide an overview of Infrastructure Operational Services that the Infrastructure Committee is responsible for.

2 Recommendation / Whakataunga

That the Infrastructure Committee notes the Infrastructure Operational Report January 2024 update.

3 Background / Horopaki

In November 2022, Council adopted committee terms of reference for the 2022-2025 triennium, with the purpose of the Infrastructure Committee being to ‘oversee the management of council’s infrastructural assets, utility services and public facilities’.

This report provides the Committee with a summary of Infrastructure operations during January 2024.

4 Significance and engagement / Te Hira me te Arawhiti

The decision or matters of this Agenda do not trigger the significance criteria outlined in Council’s Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

5 Attachment / Ngā Tāpiritanga

Infrastructure Monthly Operational Report – January 2024

Infrastructure Committee

Operational Report

January 2024

Infrastructure Monthly Operational Report

Reporting Officer: Jim Sephton (General Manager Infrastructure)

Meeting Date: 14 March 2024

Contents

1 Executive Summary	4
2 Health and Safety	5
3 Wastewater	6
3.1 HEALTH & SAFETY	6
3.2 CUSTOMER REQUESTS AND FEEDBACK	6
3.3 NETWORK PERFORMANCE	7
3.4 RETICULATION	7
3.5 CONTRACTOR PERFORMANCE.....	7
3.6 KEY ACTIVITIES IN THE LAST MONTH.....	7
3.7 SIGNIFICANT RISKS AND ISSUES	8
3.8 PERFORMANCE MEASURES AND COMPLIANCE.....	8
4 Stormwater and Hikurangi Land Drainage Scheme	10
4.1 HEALTH & SAFETY	10
4.2 CUSTOMER REQUESTS AND FEEDBACK	10
4.3 NETWORK PERFORMANCE	10
4.4 CONTRACTOR PERFORMANCE.....	10
4.5 KEY ACTIVITIES IN THE LAST MONTH AND NEXT MONTH	10
4.6 SIGNIFICANT RISKS AND ISSUES	11
4.7 PERFORMANCE MEASURES AND COMPLIANCE.....	11
5 Laboratory	13
5.1 KEY ACTIVITIES IN THE LAST MONTH.....	13
5.2 SIGNIFICANT RISKS AND ISSUES	13
6 Water Services	14
6.1 HEALTH & SAFETY	14
6.2 CUSTOMER REQUESTS AND FEEDBACK	14
6.3 NETWORK PERFORMANCE	14
6.4 KEY ACTIVITIES IN THE LAST MONTH.....	16
6.5 SIGNIFICANT RISKS AND ISSUES	16
6.6 PERFORMANCE MEASURES AND COMPLIANCE.....	16
7 Transportation	19
7.1 HEALTH & SAFETY	19

7.2	CUSTOMER REQUESTS AND FEEDBACK	21
7.3	KEY ACTIVITIES	24
7.4	CONTRACTOR PERFORMANCE.....	33
7.5	SIGNIFICANT RISKS & ISSUES	34
7.6	PERFORMANCE MEASURES AND COMPLIANCE.....	34
8	Solid Waste	35
8.1	HEALTH & SAFETY	35
8.2	CUSTOMER FEEDBACK	35
8.3	NETWORK PERFORMANCE	35
8.4	CONTRACTOR PERFORMANCE.....	36
8.5	KEY ACTIVITIES IN THE LAST MONTH.....	36
8.6	PERFORMANCE MEASURES AND COMPLIANCE.....	37
9	Parks & Recreation	38
9.1	HEALTH & SAFETY	38
9.2	CUSTOMER REQUESTS AND FEEDBACK	38
9.3	NETWORK PERFORMANCE	38
9.4	CONTRACTOR PERFORMANCE.....	38
9.5	KEY ACTIVITIES IN THE LAST MONTH.....	39
9.6	SIGNIFICANT RISKS & ISSUES	44
9.7	PERFORMANCE MEASURES AND COMPLIANCE.....	44

1 Executive Summary

This is the Infrastructure Operations Report for January 2024.

Health & Safety – There was a contractor fatality in January on a resealing site on Abbey Caves Road, when a worker was crushed between a roller and a truck.

Wastewater – We continue to make a concrete effort to clear the backlog of requests in this area. Additional Resources have been engaged, internally and Contractor, to work through these. We are working with our Contractor to resolve response issues. Noted that the Waste & Drainage Contract will be retendered later this year as the current contract concludes in November 2024.

There were five spills in this period due to blockages, pump issues and one involving a crash. Appropriate processes were followed, and relevant authorities notified.

Hikurangi Land Drainage Scheme – No significant issues. Design work is ongoing for a new flood gate to be installed at Junction station to improve flood discharge capacity and the possibility of retiring the pocket's pumpstation.

Laboratory - The renovations to remove an identified workflow hazard have been completed.

Water Services - Two compliments and one complaint were received. The compliant related to water being shut off to a property without the customer being informed. The contractors have been advised to ensure they door knock before turning water off. The compliments were both customers who were impressed with the quick response of the contractors to fixing leaks.

All the treatment plants and the distribution networks were fully compliant for the month. Poroti plant failed on UV for one day but overall, the plant was still compliant. Intervals between samples were too long for samples taken in the Whangārei Heads and Hikurangi zones - This was a laboratory scheduling error and staff are working on how this can be prevented in future.

This year's main replacements have been appointed to local contractors and work started on Jordan Street, Hikurangi prior to Christmas. After Christmas water mains in Pah Road, Onerahi and Arcus Street, Morningside are due to be replaced.

Transport - Multiple Ventia NZ Ltd sites have been under investigation for the past few months with a concerning downward trend in site compliance and safety. An improvement notice has been issued to Ventia.

We are working closely with New Zealand Transport Agency Waka Kotahi (NZTA) in the planning and preparation of the Brynderwys closure. Over 90% of the works on alternative routes have been undertaken in preparation for the closure.

Solid Waste - Kerbside collections and rural transfer station services dealt effectively with the increase volumes of waste in January.

Parks & Recreation – Vandalism at various locations across the district in particular at public toilets was a frustrating feature of the summer.

Further slips affected Drummond Track and recommendation is to construct alternative route.

Ongoing issues with Personal Vehicle Dwellers (PVDs) and houseless persons residing at sports parks around the district. A briefing paper will be coming to Council on this issue.

2 Health and Safety

Statistics for the Infrastructure Group – January 2024

Type of incident	Employee incidents	Contractor incidents	Member of the public reported incidents in our workplaces
WorkSafe notifiable incident	0	1	0
Lost time injury (LTI)	0	1	0
Medical treatment injury (MTI)	0	1	1
Minor injury	2	3	0
Pain and discomfort report	3	0	0
Stress and fatigue	0	0	0
Incident – Occupational health exposure	1	0	0
Incident – Near Miss high risk potential	0	1	0
Incident – Near Miss low risk potential	1	11	0
Incident - Property Damage	0	6	0
Incident – Vehicle related	1	11	0
Incident – Security – Aggressive person	1	2	0
Incident – Security - Other	1	0	0
Incident - Environmental	0	0	0
Incident – non work medical condition affecting the worker or person	0	0	0
Hazards reported (Note: this is not required, but some companies send these anyway)	6	1	0

Contractor incident explanations:

- The Worksafe notifiable event involved a fatality of a worker on a resealing site, Abbey caves Road on 15 January 2024. A brief interim report has been received about the basic facts of the situation and an internal review is being conducted to check how we are monitoring our contractors.
- The high-risk potential near miss involved a contractor unearthing and potentially cutting through some live electrical bales on a reserve at Bland Bay.

3 Wastewater

3.1 Health & Safety

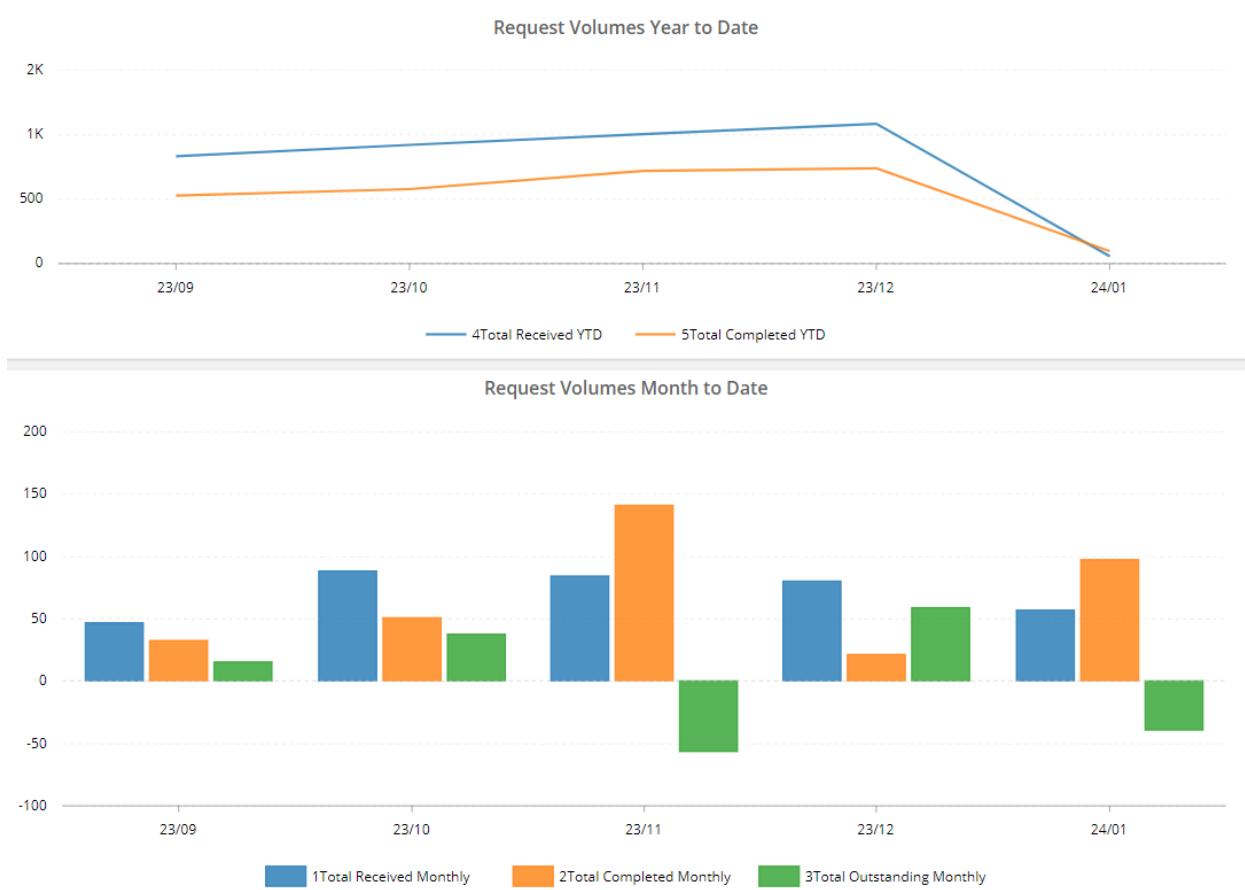
A new Acid handing SOP was developed.

Plant operators attended confined space entry (CSE) and chemical handler courses.

3.2 Customer requests and feedback

There remain a large number of requests. It was found that many had been duplicated – these have been removed from the system which has reduced numbers as below.

	Count of Reference ID	Duplication
WDC.RM.WST	171	12
WDC.RQ.SEW	268	13
WDC.RQ.SW	259	39



3.3 Network Performance

Whangārei Wastewater Treatment Plants (WWTP)

In the first two weeks of January a gradual decline in the volume of wastewater delivered to the plant was observed. It reached its lowest point at just over 11,000 m³ on the 14th. After that the inflow quickly soared and hit the peak for the month at nearly 15,000m³ on the 16th. From the 17th until the end of the month a fluctuating trend was experienced.

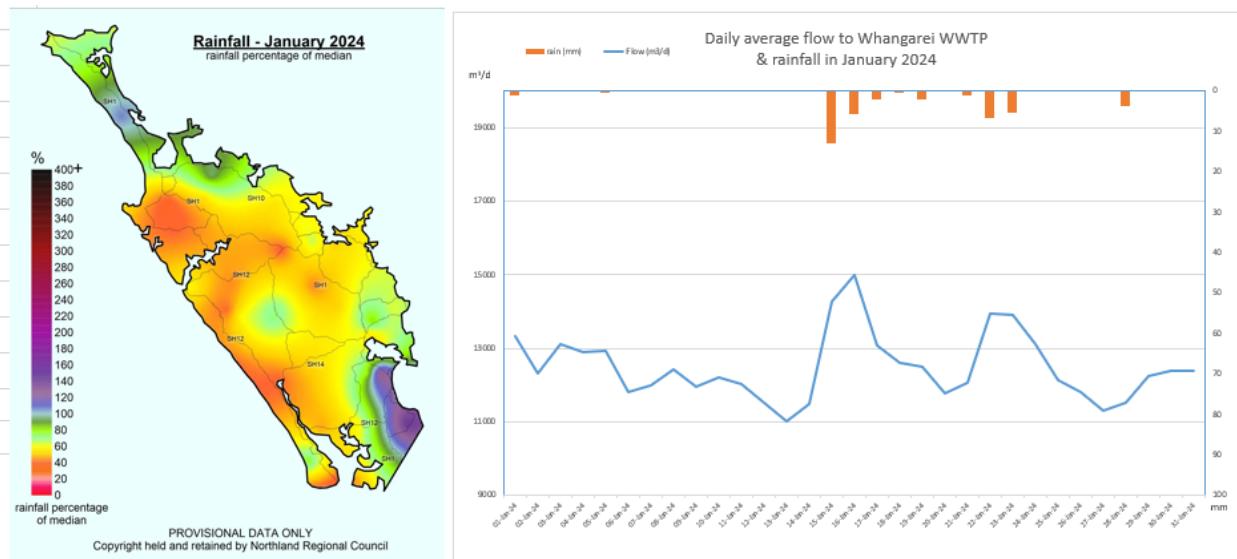


Figure 1: NRC image depicting the percentage of normal rainfall daily average flow in Whangārei WWTP in January 2024

3.4 Reticulation

There was zero spill to waterway in Jan 2024 period.

3.5 Contractor Performance

It has been identified that the wrong fields in TechOne have been used by the Contractor when submitting response and resolution times. Confusion resulted from work order templates that are used by both Water Services and Waste & Drainage. A new dashboard is to be developed for each contract. The updated performance measures will be reported next month.

3.6 Key activities in the last month

Whangārei Wastewater Treatment Plants (WWTP)

Four new surface aerators were delivered. Motor and gearboxes shall be delivered later as they are being manufactured in the USA. The chute of decanter No. 2 was damaged by a contractor's truck reversing into it – this has since been repaired and costs are being recovered. New cables and Variable Speed Drives (VSD) were purchased for new aerators. An Archimedes screw gearbox mount worked loose, the coupler has been welded and the issue resolved. A replacement slew ring for trickling filter No. 4 was ordered.

Hikurangi

Contractor commissioned the dosing pump for the Anolyte solution. Final effluent tank shall have sensor installed to monitor dosage concentration.

Ruakaka

Wetland no2 desludge progressing well. Estimated completion by end of Feb.

Portland

Resource consent renewal progressing well. Contractor mobilised equipment preparing for desludge project. Documentation, safety procedure reviewed without any issue.

Tutukaka

Resource consent renewal progressing well. The plant's UV is struggling due to peak loading in summer.

Waipu

Contractor shall top up clean sand after cleaning up in Rapid Infiltration Basins.

Oakura

Blowers were set up raised to 90 minutes to accommodate summer peak.

3.7 Significant Risks and issues

In January 2024, the Ngunguru plant failed to comply with the Ecoli requirement of below 10 cfu/100mL. Ecoli samples were collected daily since Mid Jan 2024, and treated effluent complied by the end of Jan 2024. The existing system is aging and does not have enough dosing capacity. The best option is to replace the whole system, which might provide simpler operation and power saving during low flow condition.

3.8 Performance Measures and Compliance

In defined areas, Council will collect, treat and dispose of wastewater through a reliable wastewater network which is managed to ensure blockages, breaks or spillages are kept to a minimum.

Performance Measure	2023 – 24 target	Compliance
Compliance with Territorial Authority (TA) resource consents for discharge from its sewerage system measured by the number of: (a) abatement notices (b) infringement notices (c) enforcement orders, and (d) convictions received by the territorial authority in relation those resource consents.	0	On target. (2022-23 0)
The number of dry weather sewerage overflows from the TA's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	≤1.35	On target. Typical frequency of dry weather spills due to blockages being experienced.
Residents' satisfaction with the wastewater network and treatment (Recorded through the Residents Survey).	≥70%	(2022-23 78%)
4.1.4 The total number of complaints received by the TA about any of the following: (a) sewage odour (b) sewerage system faults (c) sewerage system blockages; and (d) the TA's response to issues with its sewerage system expressed per 1000 connections to the TA's sewerage system.	≤20	On target (2022-23 16.88)
4.1.5 Where the TA attends to sewerage overflows resulting from a blockage or other fault in the TA's		

Performance Measure	2023 – 24 target	Compliance
sewerage system, the following median response times measured:		
(a) attendance time: from the time that the TA receives notification to the time that service personnel reach the site; and	≤1 hr	**
(b) resolution time: from the time that the TA receives notification to the time that service personnel confirm resolution of the blockage or other fault.	≤7 hr	**

** refer to section 6.9 for more details.

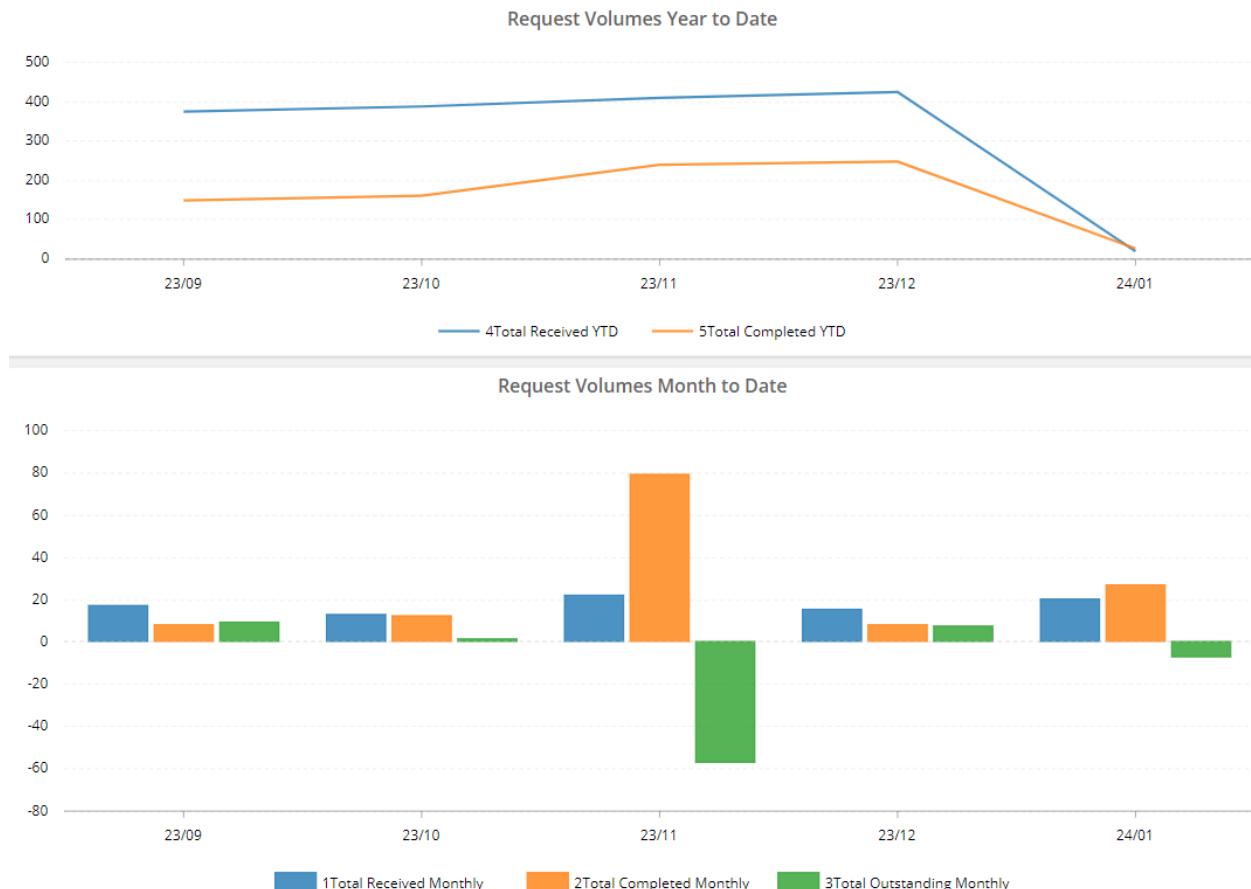
4 Stormwater and Hikurangi Land Drainage Scheme

4.1 Health & Safety

No issues identified.

4.2 Customer requests and feedback

A significant number of requests have been closed by TDG and also a number of duplications of requests were identified by the Waste and Drainage team.



4.3 Network Performance

No issues identified for the month.

4.4 Contractor Performance

See section 3.4.

4.5 Key activities in the last month and next month

- Helicopter spray for Hikurangi flood scheme rescheduled for Feb 2024 as weather was not suitable during Jan 2024 period due to high winds.
- Design work is ongoing for a new flood gate to be installed at Junction station, to improve flood discharge capacity and the possibility of retiring the pocket's pumpstation.
- Mechanical cleaning for Hikurangi completed for Ngararatunua pocket, contractor shall be working at Otonga pocket in Feb 2024.
- Bank stabilisation work at Okarika and Te Mata pocket resumed and completed.

4.6 Significant Risks and issues

No issue identified.

4.7 Performance Measures and Compliance

Council will manage the stormwater network to minimise flood risks within defined service areas.

Performance Measure	2023 – 24 target	Compliance
Compliance with the territorial authority's (TA) resource consents for discharge from its stormwater system, measured by the number of: (a) abatement notices (b) infringement notices (c) enforcement orders; and (d) convictions received by the TA in relation to those resource consents.	0	On target (2022-23 0)
Residents' satisfaction with stormwater drainage service (Recorded through the Residents Survey).	≥70%	(2022-23 65%)
The number of complaints received by a TA about the performance of its stormwater system, expressed per 1000 properties connected to the TA's stormwater system. (c.)	≤16	On target (2022-23 3.28)
(a) The number of flooding events (a.) that occur in a TA district; and (b) for each flooding event (a.) the number of habitable floors affected (b.) expressed per 1000 properties connected to the TA's stormwater system.	0	On target (2022-23 0)
The median response time to attend a flooding event, measured from the time that the TA receives notification to the time service personnel reach the site	≤1 hr	On target (2022-23 0)

Notes:

- a. A flooding event means an overflow of stormwater from a territorial authority's stormwater system that enters a habitable floor (Department of Internal Affairs, 2014). It does not therefore apply outside declared stormwater service areas, or to non-habitable structures such as garages and sheds, or to flooding of yards.
- b. While all flooding events will be recorded as per DIA requirements, the target is immunity from storm events with an annual exceedance probability (AEP) of more than 2% (one in 50 year ARI). This is consistent with District Plan rules for minimum floor level.
- c. This target expresses per 1000 properties rather than a total, which would have resulted in a target of 15.7 per 1000 properties. In 2017-18 Annual Plan this was expressed as per 400 properties across the District.

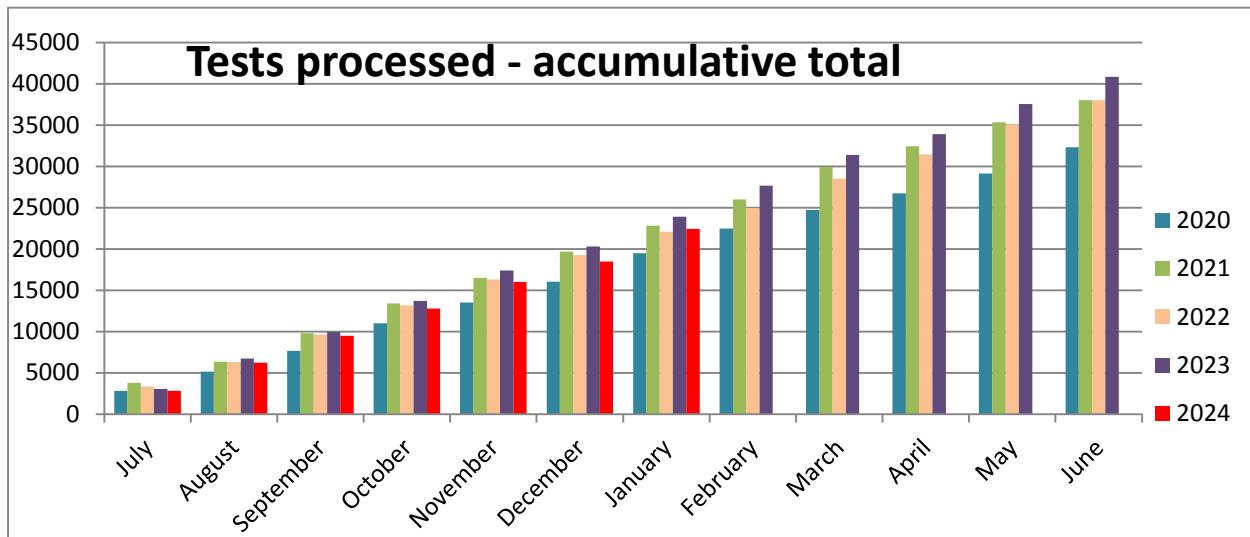
Council will provide a reliable and sustainable flood protection scheme, which is managed to mitigate flooding within the Hikurangi Swamp Scheme area to an acceptable level

Performance Measure	2023 – 24 target	Compliance
The major flood protection and control works that are maintained, repaired and renewed to the key standards defined in the local authority's relevant planning documents (such as its Activity Management Plan, Asset Management Plan, annual works programme or Long Term Plan).	Yes	On target (2022-23 Yes)
The number of infringement or abatement notices issued by Northland Regional Council in relation to the scheme consent.	0	On target (2022-23 0)

5 Laboratory

5.1 Key activities in the last month

In January 2024, 942 samples were analysed for 3932 tests; 55% of testing was completed and reported within five days.



Customer enquiries are focussing on alternative water supply quality in readiness for the drought.

Wilson Dam blue green algae monitoring has reduced from weekly to fortnightly as the species predominating had reduced and does not produce cyanotoxins. Monitoring continues at 'Normal' level as required in the Cyanotoxin Catchment Monitoring Plan.

5.2 Significant Risks and Issues

The discrete analyser instrument is currently out of service due to needing a new pump. Testing that requires this instrument is being subcontracted, meaning this is not a significant risk.

6 Water Services

6.1 Health & Safety

During the last month the following health and safety activities occurred

H&S Item	Internal	Contractors
Number of Health and Safety Incidents	0	0
Number of Audits undertaken	2	1
Number of issues raised	0	0

No Health and Safety incidents were reported last month.

6.2 Customer requests and feedback

Over the last month there have been no complaints and no compliments.

6.3 Network Performance

Compliance

All the treatment plants and the distribution networks were fully compliant for the month.

Treatment Plant Compliance

Water Treatment Plant	Turbidity Conditions	Chlorine Conditions	UV Conditions	Overall Compliance (Pass/Fail)
Maungakaramea	Pass	Pass	Pass	Pass
Mangapai	Pass	Pass	Pass	Pass
Ruakaka	Pass	Pass	Pass	Pass
Ahuroa	Pass	Pass	Pass	Pass
Whau Valley	Pass	Pass	Pass	Pass
Ruddells	Pass	Pass	Pass	Pass
Poroti	Pass	Pass	Pass	Pass

Distribution compliance

Network	Chlorine Sampling			Microbiological sampling		
	Quantity of Samples	Sample Interval	Days used	Quantity	Interval	Days
Whangārei	Pass	Pass	Pass	Pass	Pass	Pass
Whangārei Heads	Pass	Pass	Pass	Pass	Pass	Pass
Hikurangi	Pass	Pass	Pass	Pass	Pass	Pass
Bream Bay	Pass	Pass	Pass	Pass	Pass	Pass
Maungakaramea	Pass	Pass	Pass	Pass	Pass	Pass
Mangapai	Pass	Pass	Pass	Pass	Pass	Pass

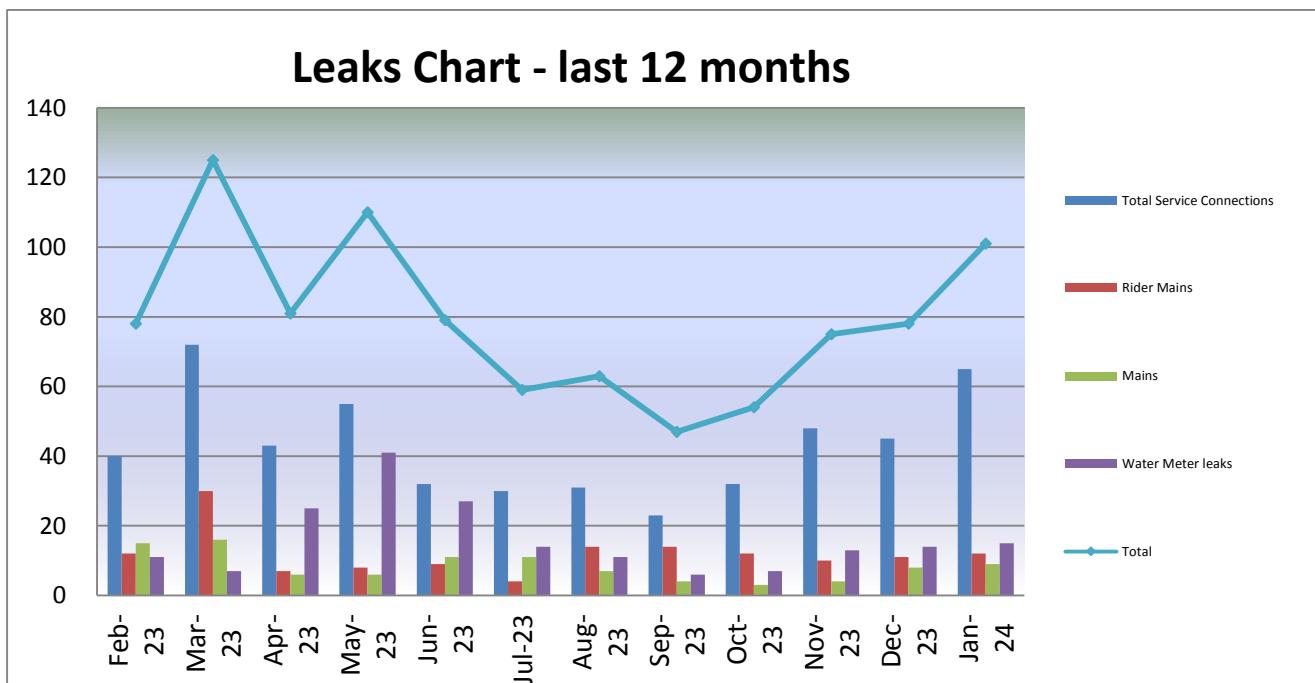
Rainfall

A dry start to the year has seen the ground start to dry out and a few more leaks start to appear. Only 41mm of rain fell at Whau Valley in January, well below the monthly average of 105mm. The lack of rainfall has seen the Whau Valley Dam start to drop for the first time in over 18 months – it was at 91% by the end of the month. Wilsons Dam remains 100% full as there is significantly less demand in Bream Bay without the refinery. The long-range forecast for the next few months indicates below normal rainfall with an El Niño weather pattern continuing. Our groundwater and spring sources remain at good levels but some of the rivers are beginning to show reduced flows. We remain in a good position as we near the end of Summer.

As a result of the dry weather there has been a noticeable increase in tanker water deliveries during January. The average daily volume of water delivered was 87m³ or approximately 9 deliveries per day.

Water Distribution

Repaired leaks have increased during January as the ground continues to dry out. Increasing ground movement is leading to cracking and crushing of some of our more brittle pipes although this is normal for the time of year. The number of leaks per month for the last year is shown in the graph below.



6.4 Key activities in the last month

The subcontractors for this year's main replacements have been appointed and work completed on Jordan Street, Hikurangi. Work has started on Arcus Street and Tauroa Street with Pah Road and Chester Street the next in line.

The Kiripaka/Ngunguru Road water main upgrade work is due to be advertised in February. Work started on investigation for Poroti Trunk Main upgrade and Onerahi Trunk Main upgrade.

Minor Works				
Water Treatment Plant Upgrades	Design	Jul-23	Jun-24	
Work to get fibre connection to Ruakaka WTP complete, security improvements at Ahuroa				
Contractor/Consultant: Northpower/Arc				
Reticulation Programmed Works	Construction	Jul-23	Jun-24	
Jordan Street complete. Tauroa and Arcus Street underway	Pah Road and Chester Street next.			
Contractor: Downer – Subcontractors				
Minor Projects - Emergency Works	Design	Jul-23	Jun-24	
Programme being developed and includes urgent main replacements. Mobile emergency generators				
Contractor/Consultant: CAT				

6.5 Significant Risks and Issues

Risk event	Cause & Consequence	Controls and Mitigation
Prolonged Drought	Lack of rainfall continues into Winter leading to low water levels heading into next summer.	Ensure use of other sources is maximised to preserve dam water.

6.6 Performance Measures and Compliance

We provide safe, high-quality drinking water to all our customers

Performance Measure	2023 – 24 target	Year to date
Whangārei District's four water supply areas have approved Water Safety Plans as determined by a Ministry of Health drinking water Assessor	4	Complies
Compliance with the 2005 New Zealand Drinking Water Standards' requirements for bacterial monitoring.	100%	Complies
Residents' satisfaction with the water quality provided by Council (Recorded through the Residents Survey).	≥90%	On target (2022-23 90%)
The extent to which the local authority's drinking water supply complies with: (a) part 4 of the drinking-water standards (bacteria compliance criteria), and	Fully complies	Complies

Performance Measure	2023 – 24 target	Year to date
(b) part 5 of the drinking-water standards (protozoal compliance criteria).		
The total number of complaints received by the local authority about any of the following: (a) drinking water clarity (b) drinking water taste (c) drinking water odour (d) drinking water pressure or flow (e) continuity of supply; and (f) the LA's response to any of these issues expressed per 1000 connections to the LA's networked reticulation system.	≤17	On target (2022-23 13)
Where the local authority (LA) attends a callout in response to a fault or unplanned interruption to its networked reticulation system, the following median response times measured:		
(a) attendance for urgent callouts: from the time the LA received notification to the time service personnel reach the site	≤ less than 1hr	0.76
(b) resolution of urgent callouts: from the time the LA received notification to the time that service personnel confirm resolution of the fault or interruption	≤ less than 4hrs	1.98
c) attendance for non-urgent callouts: from the time that the LA receives notification to the time that the LA receives notification to the time that service personnel reach the site; and	≤ less than 12hrs	2.38
(d) resolution of non-urgent callouts: from the time that the LA receives notification to the time that service personnel confirm resolution of the fault or interruption.	≤ less than 24 hrs	5.6

The water supplied is continuous and is adequate for customers' use.

Performance Measure	2023 – 24 target	Compliance
Residents satisfaction with the water flow and pressure provided by Council. (Recorded through the Residents Survey).	≥90%	2022-23 92% On target

In times of emergency there is adequate water supply available.

Performance Measure	2023 – 24 target	Compliance
Whangārei City Water Supply Area can meet a one in 50-year drought. (based on 2009-10 event data adjusted for growth and losses).	≥79%	2022-23 99% On target

Water restrictions imposed due to drought (less than one in 50 years).	0	2022-23 0 On target
--	---	------------------------

We manage the water supply system in a sustainable way that also caters for growth.

Performance Measure	2023 – 24 target	Compliance
Residents in our District annually adopt water conservation techniques in their homes and/or businesses (Recorded through the Residents Survey).	≥65%	2022-23 45% On target
The percentage of real water loss from the local authority's networked reticulation system (including a description of the methodology used to calculate this). WaterNZ Benchloss	≤ Less than 25%	2022-23 23.9% On target
The average consumption of drinking water per day per resident within the territorial authority district.	≤ Less than 500 litres	2022-23 345 On target

7 Transportation

7.1 Health & Safety

During the last month the following minor health and safety incidents were reported across the two Maintenance Contract Activity areas.

H&S Incident	Description	Comment
Property damage	Service strike	Not on service plans
Vehicle related	Seat belt	Staff warning
Vehicle related	Forcing tailgate pin closed	Minor damage
Minor injury	Manual digging and clearing culvert	minor back ache/pain

A Worksafe notifiable event involved a fatality of a worker on a resealing site, Abbey caves Road on 15 January 2024. Detail report on this accident is pending.

No other major Health and Safety incidents were reported last month.

Road Safety

Year to date fatal injuries 2020 – 2024:

Year	2020		2021		2022		2023		2024	
Road Type	SH	LR								
Number of fatal Injuries	1	0	1	0	0	1	1	2	3	0

SH – State Highway, LR – Local Road

Road Safety Promotion activities – Northland Road Safety Trust

Northland Road Safety Trust (Contract 21034) is contracted to deliver the road safety promotions activity and below is a summary of the Road Safety Promotion activities during the month.



Te Ripoata Haumaru Rori a Rohe o Whangarei Kohi-tātea 2024

Stop Alcohol Impaired Driving (SAID):				Driver Licensing Programmes:				
Allocated number January 24:	Nil Jan Prog							
Attended:	N/A			People Potential (Whangarei):	Learners: Restricted/Full:	Nil in Jan 2R + 3F	N/A 11	50 25
Completed:	N/A			Blue Light: (Police)	Learners: Restricted/Full:	Nil in Jan	15 60	N/A 3
Year To Date 23-24:	42			Howard League:	Special license endorsements:	Nil in Jan	72	2
Drive SMARTA:				Ngatiwhi Trust:	Learners: Restricted/Full:	9 2R + 2F	54 65	N/A 2
Fatigue Stops at Uretiti:				Kamo High School:	Learners/ Restricted:	Planning underway for term 1.	32	2
Dates:	Complet-ed:	Vehicle Stopped:	Interactions:	Northern Health School:	NZQA Licensing Programme	Planning underway for term 1.	11	3
15/12/2023	Yes	100	140					
26/01/2024	Yes	92	221					
02/02/2024	Yes	111	204					
Drive SOBA (recidivist drink driving):				Child Restraints (Plunket):				
Complete: 15/05/2023-14/08/2023	5 Completed.			Where / When:	What:	Results:		
Complete: 06/07/2023-21/09/2023	9 Completed.			18, 25 Jan '24 @ 33 King Street, Whangarei	Car seat checks, installations and advice by qualified technician.	7 families, 11 full installations , 3 technical faults being corrected, 7 general advice.		
Complete: 04/09/2023-04/12/2023	6 Completed. 20 YTD 23-24			January '24 events:	Nil in January.	N/A.		
Current 12/01/2024-12/04/2024	12 Allocated.			January '24 referrals:	Donated seats on Plunket referrals.	2 convertible seats. 1 full booster.		
Drug Impaired Driving Programme:								
Start Date: 01/03/2024	Nil Jan	N/A	7 YTD 23-24					



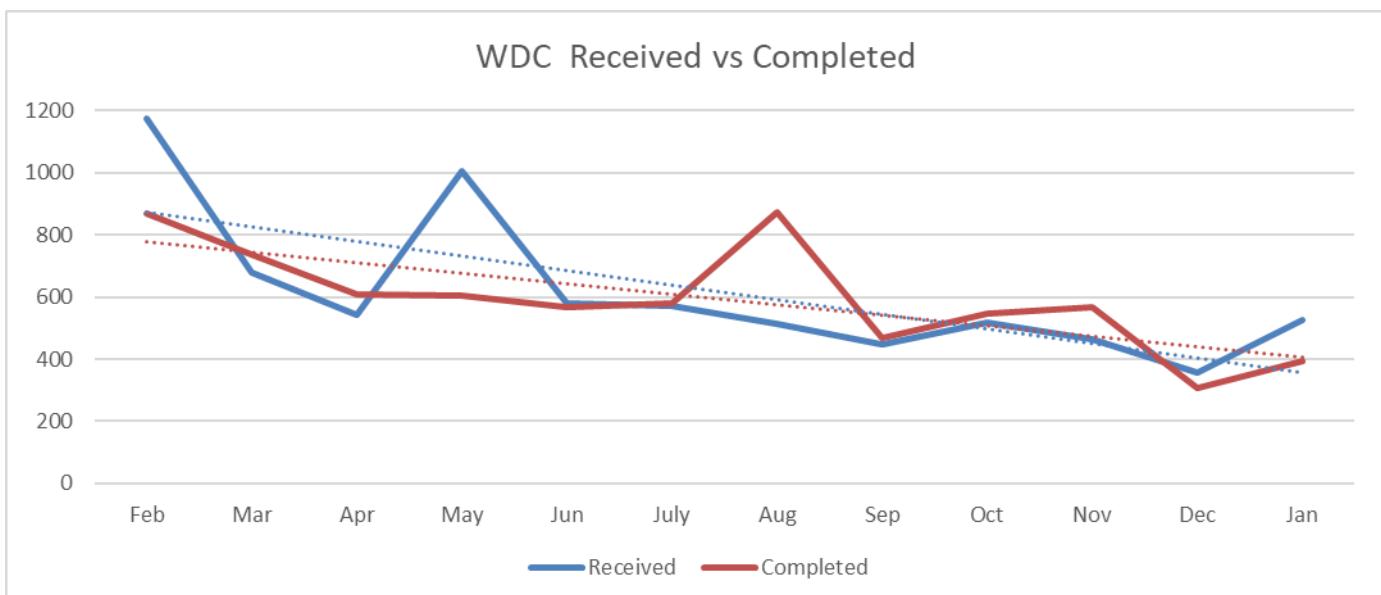
The driver reviver fatigue stops have been very successful so far this season with many international tourists taking advantage of the stop and being very pleased with what the stop was about and wished they had something similar in their home countries. We have also had visitors from other parts of New Zealand let us know they always stop when they see the stop and appreciated all that was offered.



7.2 Customer requests and feedback

The volume of customer requests for January was 527, our contractor and team closed 393 requests.

The number of requests has had a spike in the volume received during January to 527 (48% higher than the prior month). At the end of January, there were 770 open requests, a 2.86% reduction from the prior month. This rise can be attributed to the unexpected surge in volume and holiday shutdown period. The team is making a concentrated effort to close some historic safety request.



Top Request Types – January 2024

Request Type	Number of Requests
Road surface damage and maintenance	148
General Roading	52
Roading structures damage and maintenance requests	52
Footpaths and share path maintenance	18
Requests for new roading improvements	19

Compliments Received

CC240931 - Abbey Caves Road, - Fulton Hogan

Caller would like to thank the Roading team for trimming back the vegetation that he requested. RDG2416162. He said this job was completed in a very quick time frame.

RDG2416162

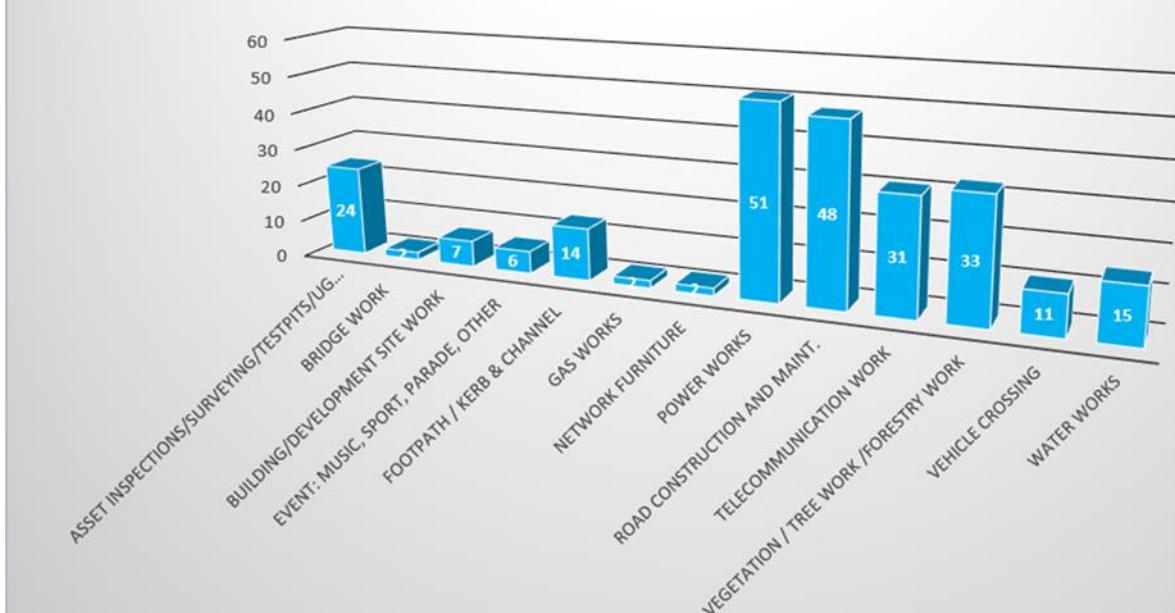
Shrub on the corner on the left hand side road, as you come from Abbey Caves Road, onto Whareora Road is impeding driver vision when checking for oncoming traffic. Also stops oncoming traffic from seeing a car pull out onto Whareora Road.

Corridor Access Requests (CARs)

CARs and Temporary Traffic Management (TTM) Applications

247 new Corridor Access Requests were received for works in the road reserve across Whangārei District in January. Contractors have been undertaking a number of nightworks resurfacing jobs across the city due to high traffic volumes. Northpower continue to make up a large portion of applications including vegetation lines maintenance. WDCs Corridor Access Specialist has been working with contractors to reduce TTM at sites to remove excessive signs and equipment where it is not required.

WDC Corridor Access Requests (CARs) January 2024



There were 164 applications approved in January for work on Whangārei roads.

Work Completion Notifications, Reinstatement Inspections and Traffic Management Audits

This month there were 216 Corridor Access Request (CAR) completion status updates in January. 56 excavation sites were set into a two-year warranty period, 43 of those reinstatement inspections were onsite inspections.

Completion Status Updates	Count of CAR Type
Whangarei District Council	216
Cancelled	30
Closed	1
Completion Notified	72
Completion of Maintenance Notified	7
Warranty Expired	14
Work Completion Notified	36
Work in Warranty	56
Grand Total	216

15 temporary traffic management audits at 11 different work sites were completed by the CAR team in January. Of the audits, 11 worksites scored 'High' or 'Acceptable', 2 sites scored 'Needs Improvement'. One audit scored 'Unacceptable' and one 'Dangerous' site was shut down.

TTM Review Panels were held on 23 and 30 January to review unacceptable, unsafe, Stop Work or non-compliant traffic management sites. A non-compliant, unsafe forestry tree-felling operation was issued a Stop Work order to Blackheart Logging Ltd on Mangapai Road. Attempts to work with the contractor have not been fruitful, investigations are ongoing.

A site on Three Mile Bush Road was audited with multiple issues identified that needed correction. The audit scored over 100 and had to be re-audited to make safe pedestrian access, working spaces and stored pipes in the berm. A reaudit resulted in a score of 30 with further improvements made the next day. An improvement notice will be issued to the contractor and traffic management provider due to extremely high audit score rated non-compliant and unacceptable.

An Improvement Notice (IN) issued to Ventia in December has been closed out in January with a signed copy of a Correction Action Plan (CAP) received. On 17 January NTA Road Corridor Management Lead addressed Ventia staff and traffic management contractors supplying service to Ventia to highlight safety at TTM sites. The safety meeting was received well and the CAR team were acknowledged for taking the time to attend. Ventia's Health & Safety Advisor was invited to drive along with the NTA Auditor and managed to audit four TTM sites.

Downer sealed patch operations on Paparoa-Oakleigh Road, which was shut down in December by the Auditor, was issued an Improvement Notice following an in-depth overview of the TTM site in January. Corrective Action Plans (CAPs) to date have not addressed the root causes that led to the Stop Work order and we have engaged Luke Colmer, WDC Health & Safety Advisor for support while working with Downer to improve their TTM quality system.

Other TTM Updates:

On 17 January the NTA CAR team attended Ventia's Health & Safety meeting to address concerns about safety on sites. NTA's Road Corridor Management Lead addressed Ventia staff and traffic management contractors who supply traffic management services to Ventia, in Whangārei and Kaipara, to highlight safety at TTM sites. The safety meeting was well received, and the CAR team were acknowledged for taking the time to attend.

Our Traffic Management Coordinator has been working with NZTA Waka Kotahi and Fulton Hogan on Brynderwyns' traffic management needs which will impact several Whangārei roads including Paparoa-Oakleigh Road, Nova Scotia Drive and Mangapai Road – a works moratorium has been set for the Brynderwyns road closure period on local road detour routes.

James Street in the CBD has been a high-profile development with sewer and water works now complete. Pre-planning and ongoing monitoring by WDC CAR Specialist have minimised disruption and complaints.

7.3 Key Activities

Road Maintenance & Renewals

Key points of note for the month included:

- Focus on works completion quality with 271 individual work items audited in January:
 - 13.8% of ordered works items being audited for compliance (65 jobs audited) of which 100% passed, and
 - 5.7% of the routine works items being audited for compliance (206 jobs audited) of which 97.6% passed.

December and January are typically tough months for programme delivery due to the continuous overlap of team absences, coupled with new years' leave and back-to-back short weeks due to public holidays. Despite the inherent challenges, the teams have diligently worked to minimize disruptions during this period. While our programme completion statistics may reflect a relatively low achievement, it is imperative to note that the delivered workloads and claim values indicate that our teams have been actively engaged.

Maintaining programme quality and achieving our goals remain steadfast priorities for the entire team. Despite the extended dry season making it a challenge to maintain corrugations on the unsealed network, contractors' crews are proactively addressing this where they can with seasonable wide grading in anticipation of any weather conducive to pavement grading. It is crucial to acknowledge the ever-changing nature of our work, especially considering the three extreme weather events we endured at this time last year. Our teams remain vigilant and prepared for any unforeseen challenges, with safety taking centre stage in our operations.

Tragically, we experienced the loss of a team member on a Fulton Hogan resealing site last month, prompting a heightened focus on safety across all contracts. This unfortunate incident serves as a stark reminder of the high-risk nature of our line of work, emphasizing the importance of adhering to Health and Safety systems and processes.

Gravel Lock application on approved heavy impact dust suppressant sites was completed in January in efforts to maximise the efficacy and longevity of the product, which only has an effective life of about 3 months, this should see these sites managed until the end of March, and hopefully through the worst of the long dry period.

Downers crews dedicated five-night shifts to Mill and Fill pavement repairs around Whangārei central, these repairs were prioritised and tested against limited budgets to ensure the most critical areas of the network were being addressed. The SH Detour works approached their final stages, with signs maintenance and EMP reinstatement continuing into February. The Route is looking fantastic ahead of the traffic influx, and provided the weather remains favourable, crews are confident that the pavements should perform well.

Looking ahead to February, our internal focus will shift towards the development and refinement of draft forward works programmes for the upcoming seasons' unsealed and sealed renewals. This effort will facilitate the creation of associated and enabling programmes for the full 2024/25 financial year.

Key Achievements:

1. Completed 44,202m² of Wet Roll and Grading, addressing road maintenance needs.
2. Applied 12,780m² of Gravel Lock to mitigate dust issues.

3. Successfully completed 85,946m² of reseals across the network.
4. Continued progress in Unsealed Pavement Renewal enabling works across the district.

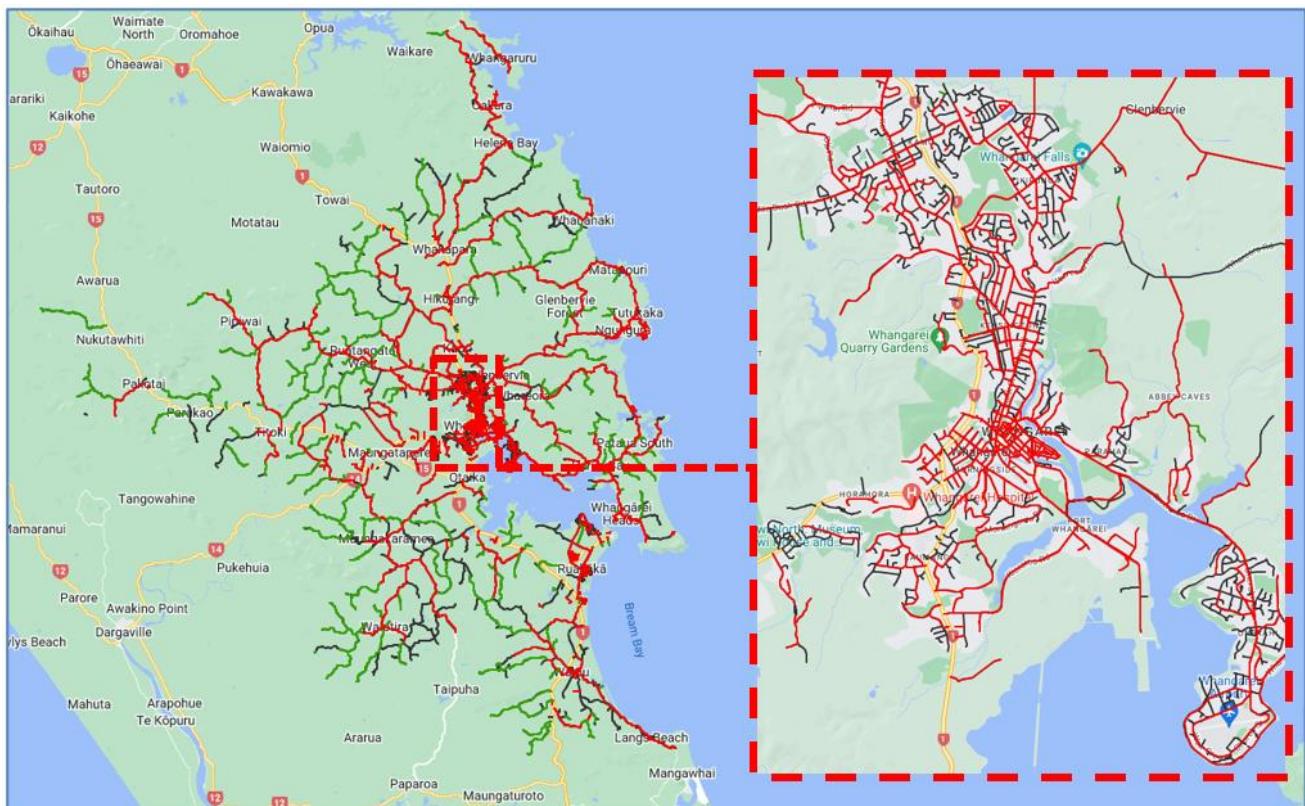


Floodgate Replacement – Tutukaka



Mill and Fill Crew – The Centre, Waipu

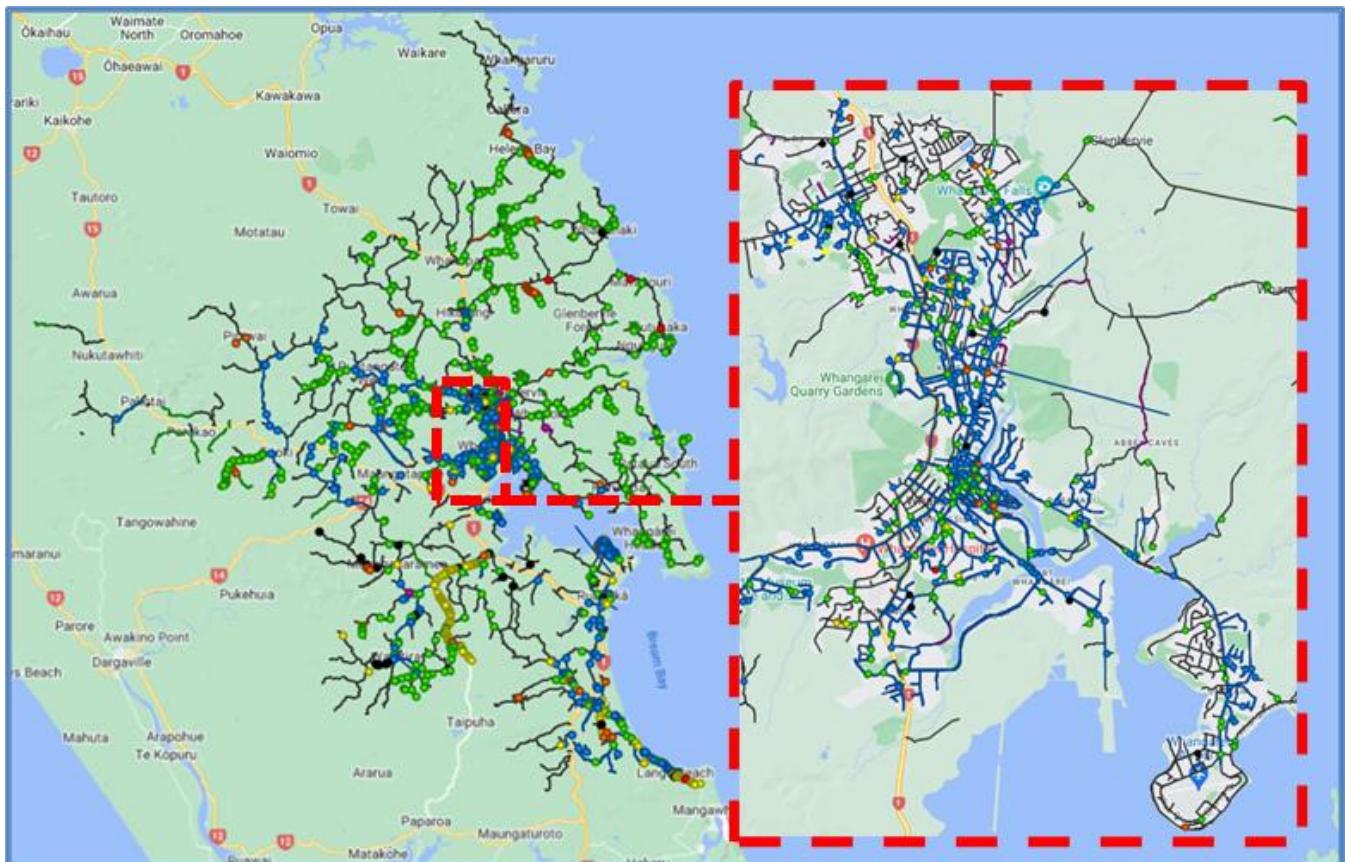
January 2024 Inspection Completion



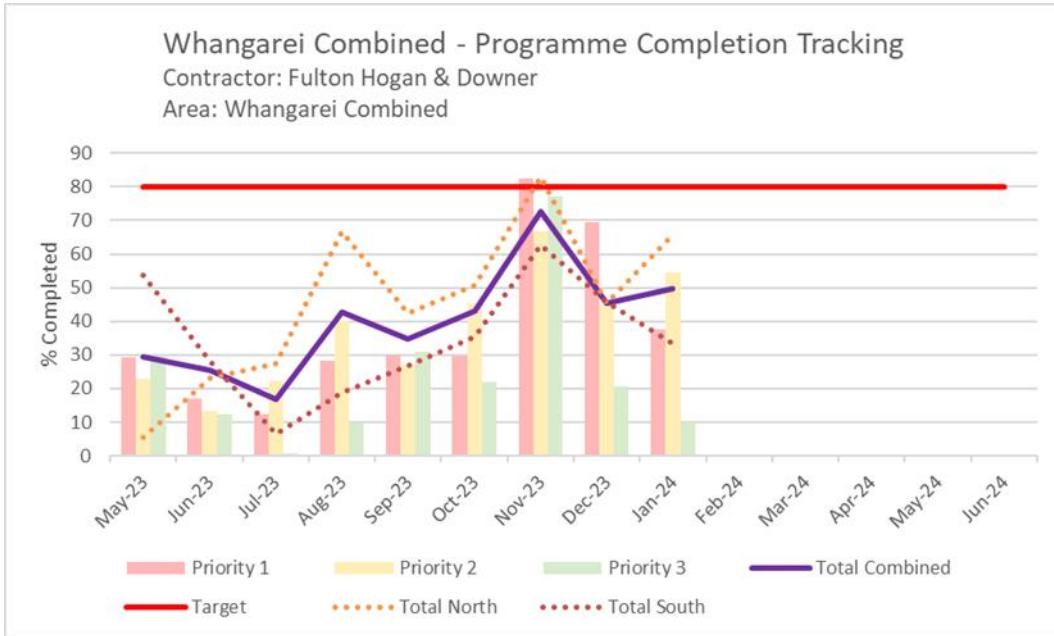
Red = Sealed inspections, Green = Unsealed inspections|

Black = remaining roads (not inspected last month)

January 2024 – All Works Completion



Key	Priority	Count of Works Items	Value of Works
●	Emergency / Callout	60	\$49,227.73
●	Priority 1	17	\$78,232.98
●	Priority 2	158	\$322,055.37
●	Priority 3	222	\$153,518.28
●	Cyclic	2449	\$284,042.19
●	Routine	1075	\$398,722.22
●	Capital Projects / Rehabs / Reseals	34	\$878,741.29
Total Maintenance Claim Value			\$2,164,540.06



Emergency Works Recovery Programme

Table: Summary of Current Cost Estimates of Emergency Events for WDC

WDC – Phase / Cost in M \$	Expected Cost obo RAMM	FAR+ (%)	Claimed to Date
Storm Event - Jan 23 Cyclone Hale	0.19	93	0.17
Storm Event - Jan 23 Cyclone Hale FAR+20%	0.04	53	0.04
Storm Event - July 2022	0.52	53	0.44
Storm Event - Nov 2022	1.83	53	0.88
Post-Gabrielle:			
Storm Events Jan/Feb - Phase 1 & 2	7.58	var	6.33
Storm Events Jan/Feb - Phase 3	5.53	53	0.02
Storm Event - Cyclone Gabrielle - Phase 2 - EWA	0.14		0.09
Storm Event 9/05/2023 - Phase 1 & 2	0.72	53	0.51
Total	16.55		8.49

Phase 2 Delivery

Minor works, less than \$100,000 (generally), per site, low risk, reinstatement of roads to pre-event condition (may require geo-tech assessment to support outcomes). Waka Kotahi funding approval through report applications.

The vast majority of **Phase 2** works are completed, and the initial approved funding for **Phase 2** recovery activities has been exhausted in line with contractors' initial recovery programmes. There is limited **Phase 2** recovery work being reconciled at present. We are working closely with Waka Kotahi through this reconciliation process, providing transparency around funded values and refined contractor estimates and claim values.

Phase 3 Delivery

Whangārei has 19 sites confirmed under Phase 3 – these sites require detailed geotechnical investigation and design, followed by construction, and the necessary procurements for each.

Contract agreements are currently being finalised between Council and two consultants, for two separate work packages, for the Investigation & Design works across five priority slip sites. This work will take approximately 3-4 months to complete to have construction packages ready.

The remaining four sites in Whangārei's programme under Stage 1b is in the procurement process for professional services for the necessary investigation and design work.

The complex sites are being worked through case by case outside of the standard programme process, with regular executive input into their direction. Some will require monitoring only, some will proceed to investigations, and some have insurance considerations. More information will be shared as it is understood in the coming months.

Funding is being developed currently. Council will have a local share component of varying FAR rates dependent on the weather event, and timing for construction. Staff officers will provide a clearer picture of what to expect from a funding and timeframe perspective as the outcome of investigations is understood.

Stage	Slip site location	RP	Total	NZTA Construction funding confirmed	WDC Construction funding contribution	Estimated construction timing
Stage	Slip site location	RP	Total	NZTA Construction funding confirmed	WDC Construction funding contribution	Estimated construction timing
Complex	FINLAYSON BROOK RD	7452	\$251,936	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	FINLAYSON BROOK RD	7529	\$1,343,660	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	MANAIA CLUB	21287	\$292,100	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	MAUNGAKARAMEA RD	8312	\$584,200	funding app in development	Approval will be sought following design confirmation	Q3 FY23/24
Complex	MEMORIAL DR	2247	\$1,095,375	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	MEMORIAL DR	2538	\$584,200	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	MEMORIAL DR	2618	\$1,241,425	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	TAURIKURA RD	23904	\$460,000	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	WHANGAREI HEADS RD NORTH (SCHOOL)	21651	\$2,300,000	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Complex	REOTAHU RD INTERSECTION	20673	\$460,000	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	tbc
Stage 1	SHOEMAKER RD	4954	\$219,075	funding app to be developed	Approval will be sought following investigations	Q3 FY23/24
Stage 1	SNOOKS RD	7240	\$255,588	funding app to be developed	Approval will be sought following investigations	Q3 FY23/24
Stage 1	WAIPU GORGE RD	3741	\$292,100	funding app to be developed	Approval will be sought following investigations	Q3 FY23/24
Stage 1	BAY VIEW RD	359	\$292,100	funding confirmed	Approval will be sought following investigations	Q3 FY23/24
Stage 1	KAIKANUI RD	10153	\$839,788	funding app to be developed	Approval will be sought following investigations	Q3 FY23/24
Stage 1b	KARAKA RD	4990	\$365,125	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	Q1 FY24/25
Stage 1b	KAURI MOUNTAIN RD	1677	\$503,873	prelim funding only, noting scope tbc with NZTA	Approval will be sought following investigations	Q1 FY24/25
Stage 1b	ODY RD	493	\$460,000	funding app to be developed	Approval will be sought following investigations	Q1 FY24/25
Stage 1b	PIPIWAI RD NTH	24500	\$365,125	funding app to be developed	Approval will be sought following investigations	Q1 FY24/25

Note: construction timing is best estimates until investigations are completed, and procurement strategy is confirmed. NZTA, Waka Kotahi Investigation and Design funding (not included in the table) is confirmed across all sites.

This month we will be stepping up engagement with communities on these slips sites so that they are aware of what is happening and when. A briefing with Elected Members will also be provided at the Infrastructure Committee.

Operations

Streetlighting

- The Streetlight Central Management System (CMS) project – [Contractor - Schreder Australia Pty Ltd]. Of the 2,000 Light Point Controllers (LPC) 1,544 have already been installed and tested. The project is tracking well, onsite NTA staff training and pre-commissioning test on the CMS platform was completed in Jan 24. The project is 76% complete and is within budget. Snapshot below of the Exedra CMS platform

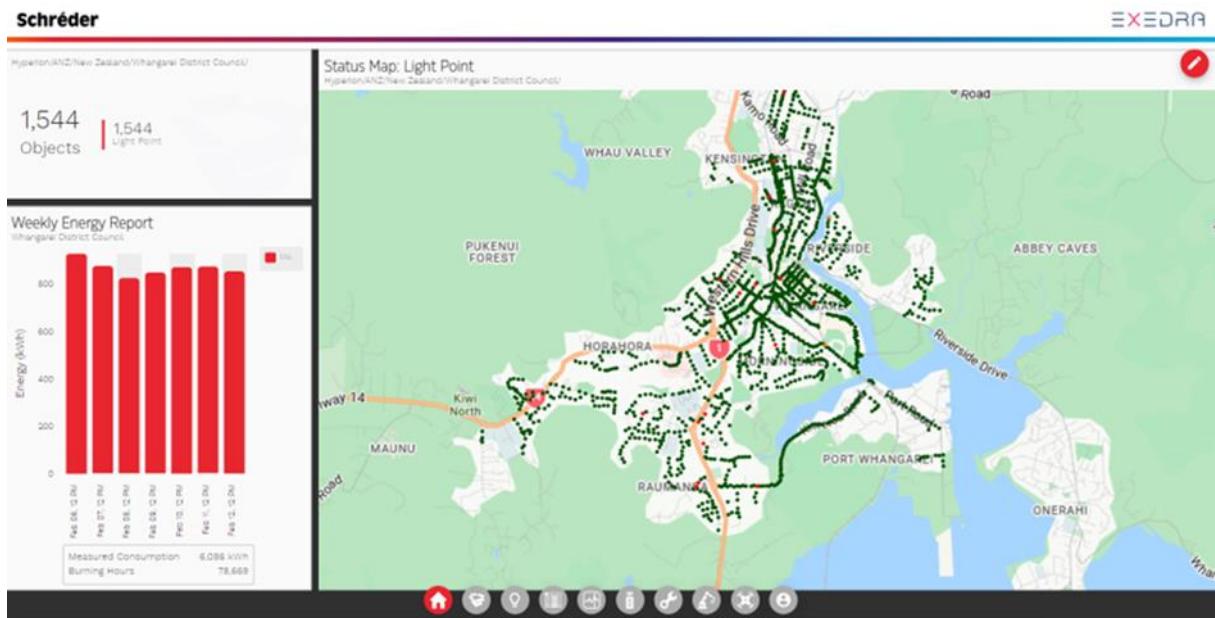


Figure 1 CMS dashboard

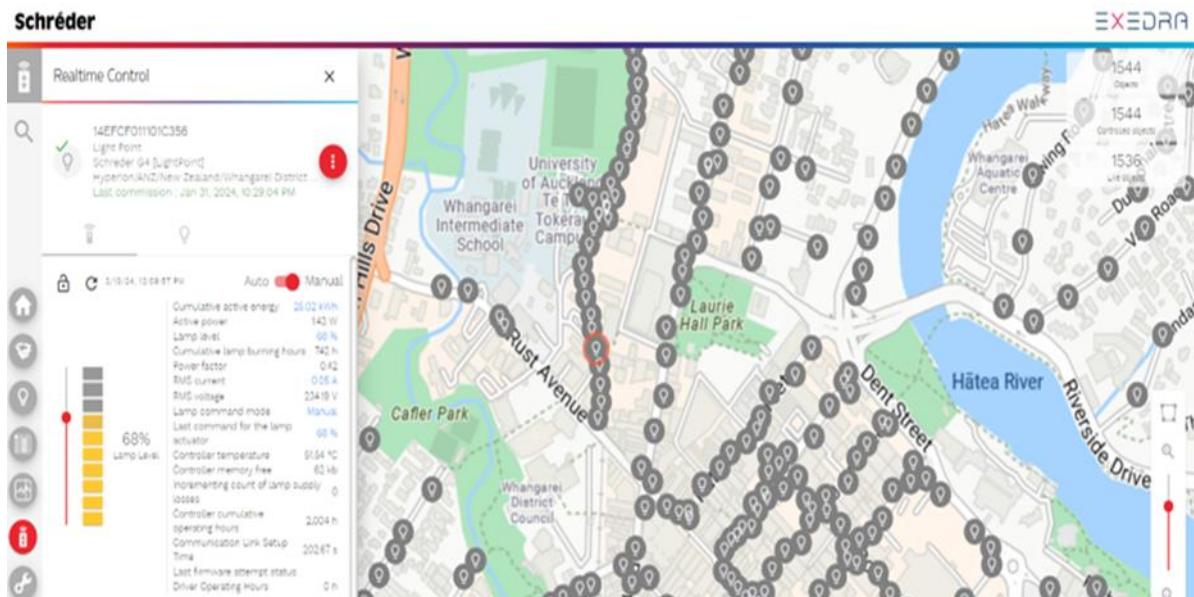


Figure 2 CMS Realtime control panel

- A total of 34 streetlight outages were attended to and rectified in Jan 24 out of the 136 identified as part of the night inspections. The remaining are being attended to and planned to be completed by end of Feb 24.

- An annual day inspection for WDC streetlights is being planned by the contractor. This will include pedestrian crossing, arterial, collector & minor roads as well as amenity lighting in the district. This is part of the annual asset condition assessment.
- Other streetlighting activities such as joint site inspections for sub-divisions within Whangārei district for streetlight handover and lighting design reviews for new subdivisions and other lighting assessments related to early planning are on-going.

Traffic Signals

- Rust Ave Rail Bridge Over Height Warning signal – the new detection system components have been received and tested by the contractor. A pre-installation acceptance test at contractors' workshop is planned in mid Feb 24 and installation will commence thereafter. The planned completion is end of March 24.
- Improvements to the signalised pedestrian crossings to educate users are being planned. Over the years the number of signalised pedestrian crossings in Whangārei have increased. The use of crossing guidance installed on traffic signal poles as per figure 3 below will be implemented. These signages have been received by our contractor and sites for implementation are being identified.



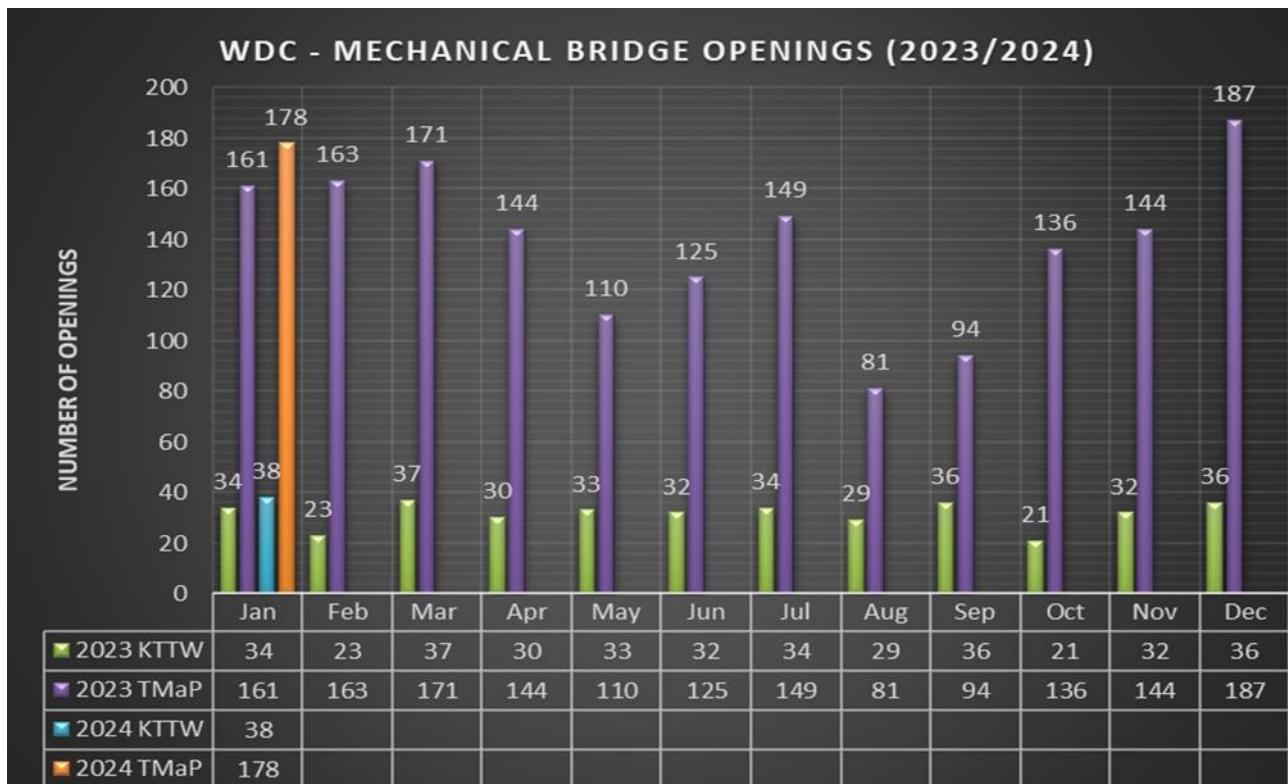
- Works related to maintenance of traffic signal hardware in the CBD that includes painting of the traffic signal poles and removal of graffiti from cabinets is work in progress. There has been some delay in pole painting as an alternate better-quality paint is being explored by our contractor.

Mechanical Bridges

- Work is in progress to resolve the confined space and working over water challenges and its associated risks pertaining to the work in W1 sump. The final design for the engineering controls from Grit Engineering has been received and this will now be reviewed and priced up for implementation by our bridge contractor.
- The bespoke LED lighting for the Kotuitui Whitinga bridge handrail that had failed required some retrofitting and modifications. The old lights have been stripped out and new LED drivers have been installed. The stainless-steel electrical ducting works are in progress for new lights.

- The CCTV and PA upgrade for Te Matau had been pending for a while. WSP have provided the technical specification for the CCTV & PA upgrade RFT and this is being worked on by the team for tendering March 24.
- Te Matau A Pohe (TMaP) and Kotuitui Whitinga (KTTW) bridge operations have been continuing. In the month of January 24, the TMaP bridge operated 178 times whilst the KTTW bridge 38 times.

The graph below illustrates the bridge openings for 2023 & 2024 year to date.



Active Transport

Bike Skills Training

Bike Northland Contract 19008 – delivering bike skills in school and supporting the bikes in school's program. Bike Northland also offer adult cycle skills which are covered in the Grade 1.5/2 category:

2023/24 Whangarei District Council		
Course	Contracted	YTD
Grade 1 (beginners)	1240	762
Grade 1.5/2/Adults	500	398

Speed Management

Phase 1 of the Whangārei Heads Catchment has been fully implemented which includes new speeds along Whangārei Heads Road from Onerahi to Ocean Beach. We have continued to monitor feedback from our community and believe some refinement is required. These will be presented to a briefing to Elected Members in March.

2024-27 Regional Speed Management Plan – Council have endorsed the draft objectives and three-year implementation plan for consultation, which includes the Tutukaka Coast Catchment, Whangārei

City and schools, however it has been placed on hold subsequent to the Government announcement on speed limits. A report to council will be prepared by staff following receipt of further guidance from Government (expected in early 2024) to obtain direction on the District's 2024-2027 speed management programme.

7.4 Contractor Performance

Road Maintenance & Renewals Contracts

Our Maintenance Contractors continue to perform well against the KPIs in the contract. Work is underway to review the current contract and it is expected that some changes to these KPIs will be required.

Monthly Contractor Performance

Contract	Supplier	Performance	Comment
Road Maintenance (North)	Fulton Hogan	Needs Improvement	Current contract expires 31 July 2024. Improvement required in the meeting of response times, drainage and sealed network inspections and programme delivery Final monthly network compliance score of 76 (lower is better).
Road Maintenance (South)	Downer	Needs Improvement	Contract expires 31 July 2024. Improvement required in the meeting of response times, sealed network inspections and programme delivery Final monthly network compliance score of 48 (lower is better)
Parking Meter Maintenance	Mobicom	Good	New owners of the company are coming up to speed with the requirements of the contract.
LHBr Hydraulics	LC Hydraulics	Satisfactory	Contractor working on high pressure hydraulic line flanges seal replacement plans.
LHBr Electrics	McKay Electrical	Satisfactory	Contractor working on KTTW handrail light replacement and electrical maintenance.
LHBr Operations	Northern District Security	Good	Bridge operations is being managed well and as expected.
Streetlight Maintenance	Currie (CSLi)	Satisfactory	Significant works related to maintenance activity, compounded by CMS and Capital works.
Traffic Signal Maintenance	CSLi	Good	Contractor working on TS renewal and Port Rd TS capital works.

7.5 Significant Risks & Issues

Risk event	Cause & Consequence	Controls and Mitigation
Cost increases result in reduction of maintenance and operation activities	Funding for M&O was reduced by Waka Kotahi at the start of the LTP. Cost escalations of circa 12% have further exacerbated these issues.	Reprioritise works Consider alternative investment paths – e.g., improved treatment of unsealed roads rather than unsubsidised seal extensions.
Impact of storm damage response on current programme and Business as Usual works	Up to \$15M additional repairs works on top of BAU maintenance programme and Capital delivery programme.	Reprioritise works to ensure deliverable programme. Defer works to following year.

7.6 Performance Measures and Compliance

Our District's roading network will be maintained in a satisfactory condition and in accordance with national safety and engineering standards

Performance Measure	2023 – 24 target	Compliance
The change from the previous financial year in the number of fatalities and serious injury crashes on local road network, expressed as a number. (*does not include roads administered by Waka Kotahi/NZTA)	≤0	N/A Measured annually
The average quality of a ride on a sealed local road network, measured by smooth travel exposure.	≥85%	N/A Measured annually
The percentage of the sealed local road network that is resurfaced.	≥8%	N/A Measured annually
The maintenance of the roads meet the Council level of service targets as specified in our road maintenance contracts.	≥85%	N/A Measured annually
The percentage of the sealed local road network that is rehabilitated.	≥0.5%	N/A Measured annually
The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the LTP.	≥95%	68.5%
We will support alternative transport methods.		
The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document (such as its Annual Plan, Activity Management Plan, Asset Management Plan, annual works programme or LTP).	≥ 90% in fair or better condition	N/A Measured annually

8 Solid Waste

8.1 Health & Safety

In January, there was one relatively minor lost time injury and one other minor injury. These low numbers are encouraging given the background of a high number of new crew members and the heavy workload during the summer peak period.

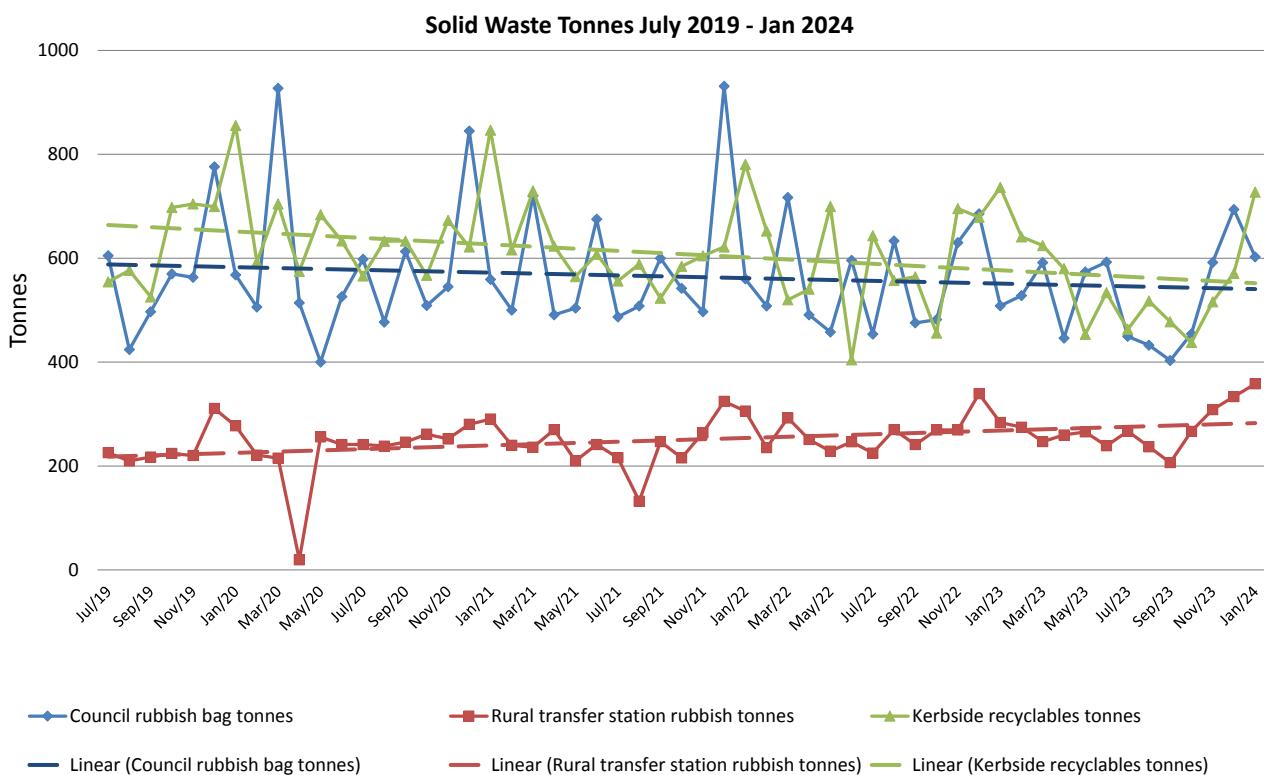
8.2 Customer feedback

Some confusion and frustration was expressed about the second collection for coastal settlements that is provided in some locations during January. People presenting their waste for collection either too early or too late was identified as one of the issues. Extremely low waste presentation rates also resulted in collections crews becoming complacent and missing some crates/bags. It is believed that this service is now redundant given that there is less of a peak in waste generation rates at the coast and there is more capacity in the recycling collection service.

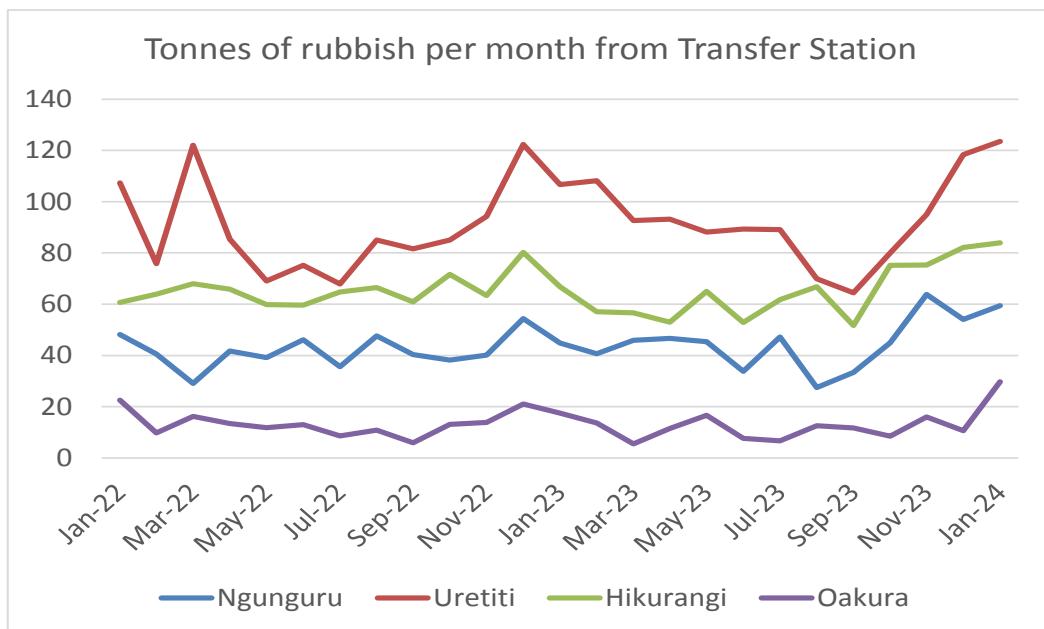
8.3 Network Performance

Kerbside collections and rural transfer stations operated well in January. The inevitable high rates of absence amongst collection crews on some summer days did not impact on the service provided to the customers.

Both kerbside rubbish and recycling tonnages were high due to the usual summertime peak in visitors and waste generation.



The amount of rubbish and recycling collected at the rural transfer stations was particularly high for those sites serving coastal communities. Probably as a result of more visitors staying longer due to the better weather than recent years.



8.4 Contractor Performance

Contract	Supplier	Performance	Comment
CON17046 – Kerbside Rubbish and Recycling Collection and Operation of Rural Rubbish and Recycling Stations	Northland Waste	Good	Service is operating well.
CON19021 – Litter Control and CBD Custodial Duties	Green By Nature	Good	High number of visitors to the town centre meant there was a lot of cleaning to be done.
CON21049 – Public Toilet Cleaning	PPCS	Good	Vandalism and high visitor numbers provided some challenges for the public toilet service. The cleaning contractor managed to work through most of those.

8.5 Key activities in the last month

Promoting and communicating the national standardisation of kerbside recycling services which came into force on the 1st of February. Although the changes for our district were relatively minor the promotion of changes nationally was anticipated to create some confusion amongst residents.

8.6 Performance Measures and Compliance

Council will provide kerbside waste and recycling collection services and transfer stations will be operated throughout our District.

Performance Measure	2023 – 24 target	Compliance
Residents' satisfaction with solid waste collection and recycling services and transfer stations (Recorded through the Residents Survey).	≥85%	2022-23 87%

Council will foster waste minimisation by supporting recycling and waste reduction practices.

Performance Measure	2023 – 24 target	Compliance
To reduce waste disposed of to landfill to below 500 kg per person.	<500	N/A - annual measure
To recycle at least 35% of waste collected at the roadside from households.	≥35%	30% year to date
Council will recycle, compost or reuse at least 50% of materials at transfer stations.	≥50%	43% year to date

Council will provide and empty public litter bins and undertake litter control throughout public places in our District.

Performance Measure	2023 – 24 target	Compliance
Residents' satisfaction with litter control. (Recorded through the Residents Survey).	≥75%	2022-23 64%

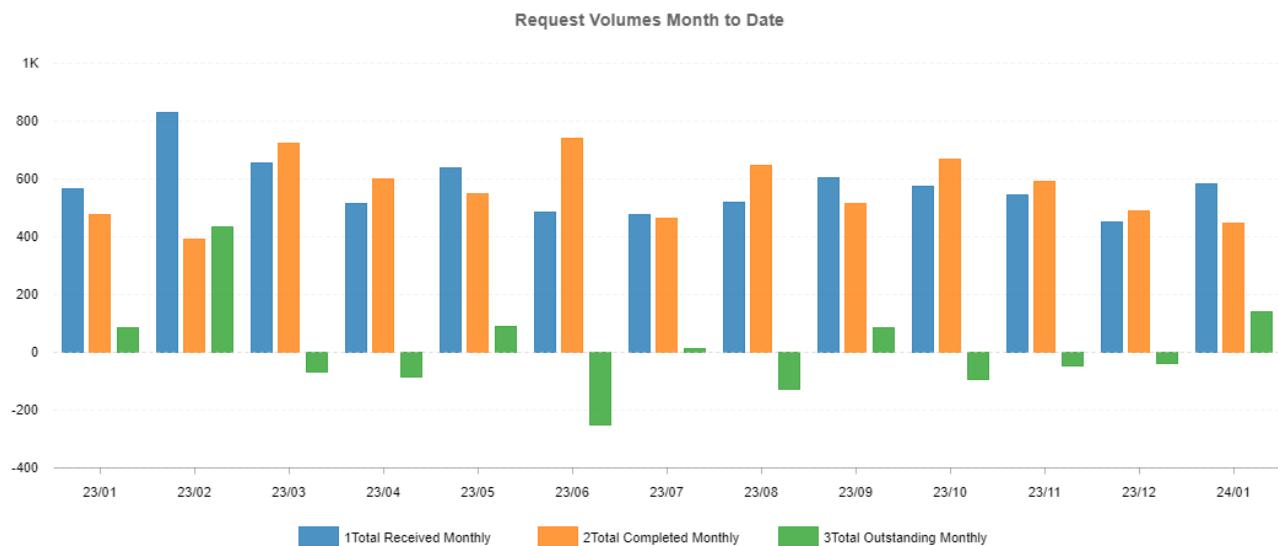
9 Parks & Recreation

9.1 Health & Safety

No significant health and safety matters to report.

9.2 Customer requests and feedback

Total outstanding number of requests has increased in January driven by staff annual leave and a larger number of incoming requests, probably associated with high visitor numbers.



9.3 Network Performance

A portion of Cafler Park has been closed to allow for the construction of the new Lovers Lane Bridge. Drummond Track remains closed until weather allows for repairs. Quarry Gardens link track to Frank Holman track is closed.

9.4 Contractor Performance

Contract	Supplier	Performance	Comment
Public tree maintenance	Treescape	Good	Backlog of requests being worked through and proactive work still being completed.
Tracks and Walkways	Northland Park Care	Good	Contract rolled over for a year. Working through cyclone Gabrielle work.
Coastal Structures	Hoskin Civil	Good	Coastal structure assessment received.
Playground and skatepark maintenance	Northland Park Care	Average	We are finding a few things missed by the contractor.
Parks & Gardens	City Care Ltd	Average	Mowing is under control, but some concern about the state of garden areas.
Sportsground maintenance	Recreational Services	Good	Renovations and renewals of fields have just about been completed.
Pest Plant	Recreational Services	Excellent	Good knowledgeable team that efficiently carry out good quality work.
Graffiti	Recreational Services	Good	Proactively dealing with Graffiti where possible.

9.5 Key activities in the last month

Public Tree Maintenance

A key performance target of the contract is to undertake 80% proactive planned maintenance and 20% reactive and responding to Customer Requests.

January saw Treescapes continuing to work on closing open requests and completing proactive work. The more settled weather has seen the reserves start to dry out allowing Treescapes to get trucks and chippers onto them without damaging the turf, allowing fallen trees to be removed.

Treescapes have been updating information within the request system and contacting customers around expected timeframes for the minor works.

Walking Tracks

January saw the continuation of the aggregate replacement program on our walking tracks after the high loss levels from cyclone Gabrielle. This program is on track for completion in June.

In December, a full visit of the Drummond track was completed, to see what is required to reinstate this track. It was discovered that another two slips have occurred affecting the track after the initial slip that occurred in November of 2022. LDE have inspected the slip area and recommended alternative routes are looked at as the land is unstable to rebuild the track on. In the new year we will engage Frame group who specialise in track location and engineering structures for tracks to have a look at alternative routes and what structures may be required. There was a small budget set aside to repair this track after the first slip, but with the other two slips occurring this may not be sufficient. Even though the track is closed there are still many customers walking this track.

The other closed track is the Quarry Gardens link track to Frank Holman track.

Coastal Structures

Structures are currently being surveyed by Hoskin Civil who will continue the routine inspections to end of June.

Safety improvements to Wharf Rd wharf have been designed and priced with a request for additional funding scheduled for Council's February meeting.

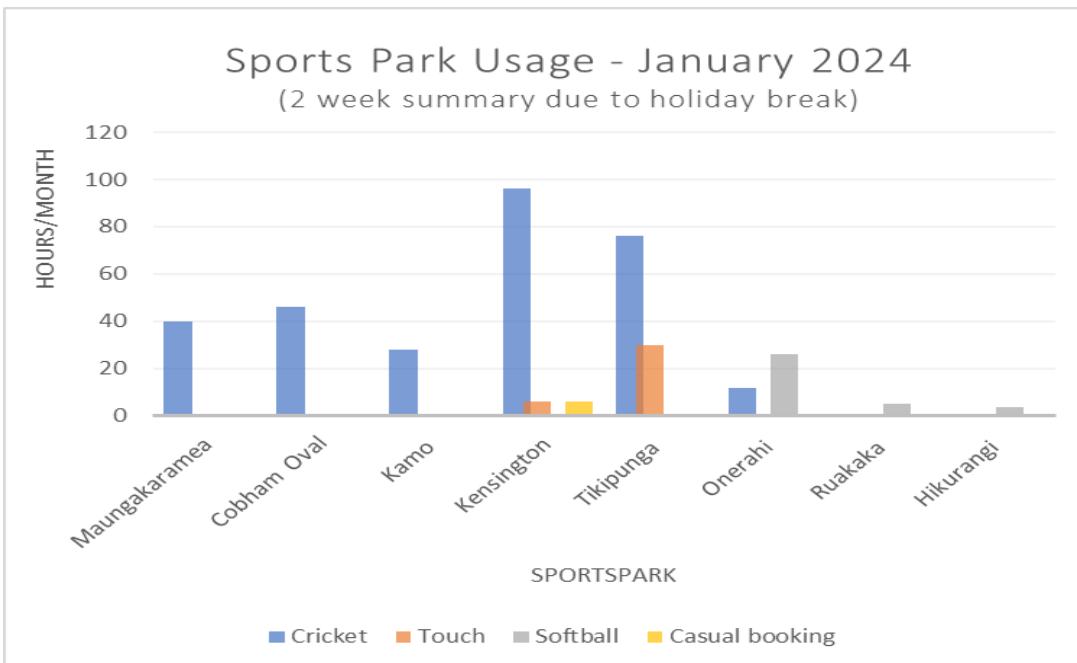
The Coastal Protection works policy is completed and will be presented to the Infrastructure Committee in March for adoption.

Survey of coastal areas in the Tutukaka was undertaken. From a property protection perspective, the most pressing issue is Whangamu Bay. Council is in discussion with landowners and their advisers on private works.



Coastal erosion in Whangaumu Bay (Feb 2024)

Sports Parks



During the month of January 81% of fields were open for sporting and recreational play. The remaining sand fields were closed for renovations.

In January drier conditions saw a reduction in grass growth. Grass was still flushing at the beginning of the month, however, everything that was mowed after the third week in January has tempered any flush due to drier conditions. Warm temperature and the lack of moisture in the soil profile has contributed to this.

Cricket at Club level continues to be very successful with great feedback. Cobham Oval has no more First Class fixtures this season.

Rugby sand-based fields have been all scarified, top dressed, undersown and fertilised since October 2023 and are looking good for commencement of rugby in the third week of March. Rugby soil-based fields (Hukerenui, Hikurangi and Portland) are programmed to be mole ploughed and fertilised before the season starts (weather dependant).

Football sand fields have all been scarified, top dressed, undersown and fertilised since October 2023. Football soil fields still actively growing despite recent dry conditions, and they are to be monitored further.

As the preparation for the winter season continues initial line marking of fields has begun except for the sand-based and No.1 club fields.

Renewal work

The renewal programme for the five fields at William Fraser Park and Kamo Football one has just about concluded.



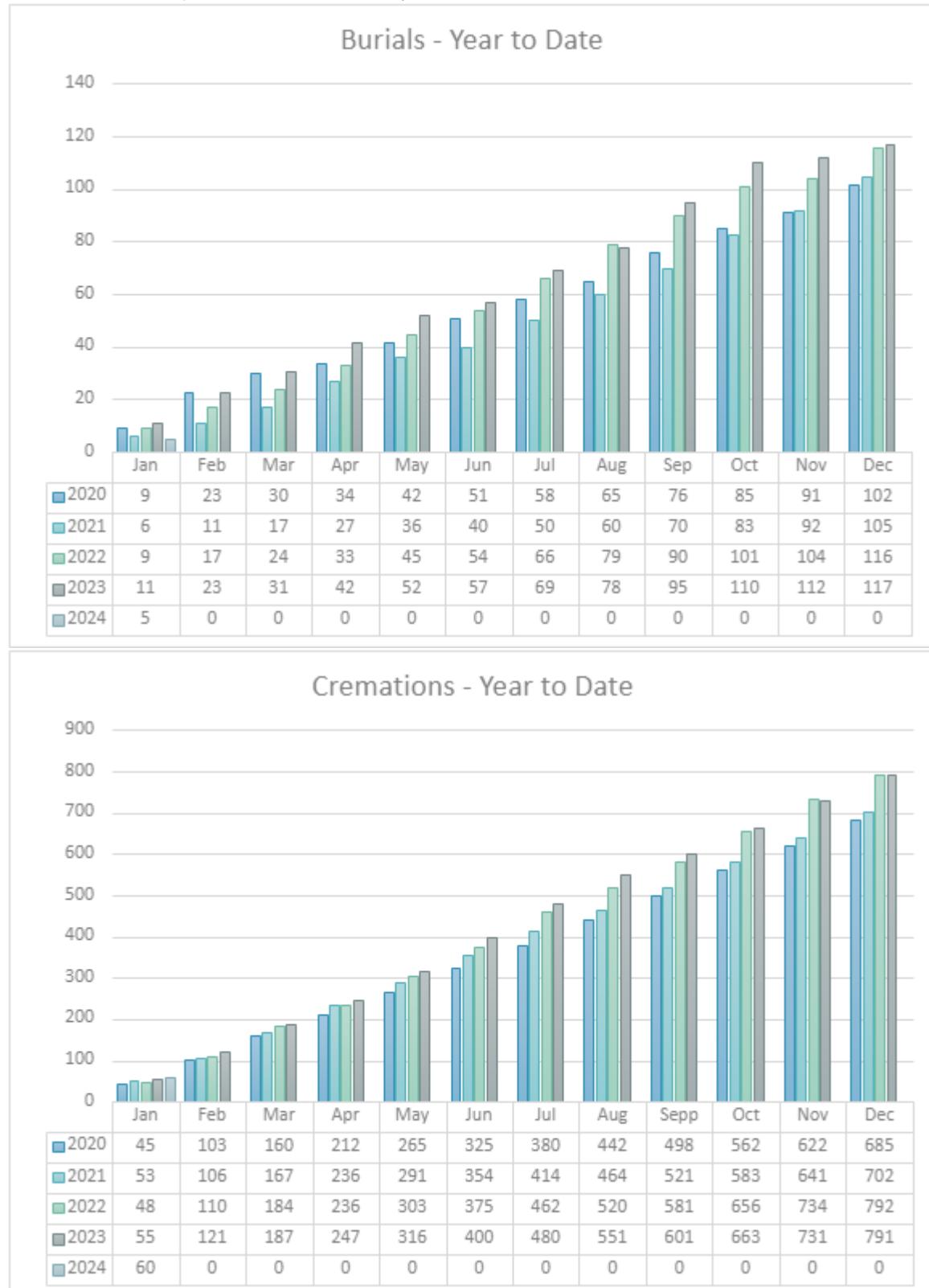
Kamo Football 1 – gravel banding

Sports Parks Issues

- Personal Vehicle Dwellers (PVDs) and houseless persons residing at sports parks carparks. In particular, Cobham Oval, which will affect the availability of patron carparks for those attending the major events at Semenoff Stadium over the next three months.
- Motorbikes and minibikes entering sports fields and damaging the fields.
- Ongoing vandalism of the Old Boys building and the slowly growing number of houseless persons moving to the site.

Cemetery

Another quiet month in January with 5 burials.



Grounds maintenance has not slowed down for the team though, and after so much sun this summer and with the heat, we have purchased canopies for our machines, which make a huge difference to temperature whilst driving them. They will also be useful in light rainfall.



Mower with new canopy

Veteran affairs have kindly paid for an area in our veterans' sections to be restored, and new plaque bases put on which will make the maintenance a lot easier for us. We have previously had comments about the look of this block of burials.



Pre restoration



Partial restoration

Parks and Gardens

This year we have had a reasonably dry January. A few wet days, but only small quantities of rain accumulating to 43.4mm. While all our sites have dried out, there is still enough moisture to keep the grass growing. This has kept the contractor working hard to keep the contract sites looking tidy. Overall, most of the mowing sites around the District were looking tidy.

The hanging baskets have been installed for the summer and are looking really good and we are getting compliments about this display. The annual bedding displays started out looking great as well. Unfortunately, some of the displays were attacked by a heavy infestation of aphids, which caused the plants to collapse, before the issue was identified. The rest of the displays have been checked and sprayed with the appropriate insecticide.

The Town Basin, Hatea Loop area were looking their best for the 1st Cruise ship arrival, in early February. The Town Basin was extremely busy, but the team on duty for the day kept the litter bins emptied and the toilets clean.

Citycare were contracted by NZTA to tidy up the Kensington Roundabout and splitters and spent four days bringing the site back into a presentable state. This work was prioritised over their Parks and Gardens contract work, which has put back the contractor's maintenance of garden areas. The timing of this has been unfortunate as since the new year, we have noticed that Citycare have been struggling to keep up with the garden maintenance aspect of their contract. This has been raised with Citycare and we are working with them to bring the garden sites into specification.

We continue to have problems with the fountain at Putahi Park. There are ongoing issues with the pumps and chemical injection systems in the pump house. When these don't work effectively, it can cause a slippery film to occur on the fountain surface. While we monitor this closely, it is taking up more resources than it should do, when everything is working correctly.

9.6 Significant Risks & Issues

- Budget challenges limiting ability to respond to unplanned issues.
- Ongoing issues with Personal Vehicle Dwellers (PVDs) and houseless persons residing at sports parks around the district.

9.7 Performance Measures and Compliance

Council will provide and maintain recreational facilities to support and promote active recreation of the community through participation in both organised and informal recreational activities aligned with Active Recreation and Sports Strategy.

Performance Measure	2023 – 24 target	Compliance
Sportsparks will be provided to meet the community's needs by providing minimum hours available at a sportspark per 10,000 people during the winter season.	≥180hrs	160 hrs
Percentage annual increase in community participation in active recreation and sports activities (Recorded through the Residents Survey)	≥1%	2022-2023 Not measured

Council will provide and maintain a range of parks, reserves and playgrounds to meet the needs of the community as well as protecting and enhancing the natural environment.

Performance Measure	2023 – 24 target	Compliance
Residents' satisfaction with the range and quality of public spaces, including parks, playgrounds and reserves. (Recorded through the Residents Survey.)	≥90%	2022-23 93%
Residents have adequate access to local recreational opportunities.	0.9Ha/ 1000 people	0.933

Council will provide and maintain cemeteries and a crematorium in a satisfactory manner.

Performance Measure	2023 – 24 target	Compliance
Residents' satisfaction with cemeteries. (Recorded through the Residents Survey).	≥90%	2022-23 97%

Council will provide well maintained and accessible public toilets in high use areas.

Performance Measure	2023 – 24 target	Compliance
Residents' satisfaction with public toilets (Recorded through the Residents Survey).	≥75%	2022-23 67%

RESOLUTION TO EXCLUDE THE PUBLIC

That the public be excluded from the following parts of proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

1.	The making available of information would be likely to unreasonably prejudice the commercial position of persons who are the subject of the information. {Section 7(2)(c)}
2.	To enable the council (the committee) to carry on without prejudice or disadvantage commercial negotiations. {(Section 7(2)(i))}.
3.	To protect the privacy of natural persons. {Section 7(2)(a)}.
4.	Publicity prior to successful prosecution of the individuals named would be contrary to the laws of natural justice and may constitute contempt of court. {Section 48(1)(b)}.
5.	To protect information which is the subject to an obligation of confidence, the publication of such information would be likely to prejudice the supply of information from the same source and it is in the public interest that such information should continue to be supplied. {Section 7(2)(c)(i)}.
6.	In order to maintain legal professional privilege. {Section 2(g)}.
7.	To enable the council to carry on without prejudice or disadvantage, negotiations {Section 7(2)(i)}.

Resolution to allow members of the public to remain

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.

Note:

Every resolution to exclude the public shall be put at a time when the meeting is open to the public.