

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 13 SEPTEMBER 2016** commencing at **9.00am**.

**PLEASE NOTE A CITIZENSHIP CEREMONY WILL BE HELD AT 1.00PM FOLLOWING THE INFRASTRUCTURE MEETING**

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

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

*Mr Derek Robertson and Mr Craig West from WDA will be in attendance to discuss item 6.1.*

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Tuesday 9 August 2016.

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GJ Ion  
**CHIEF EXECUTIVE**  
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### ***Open Meeting***

<b>To</b>	Infrastructure Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	12 August 2016
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1581266
<b>Report Title</b>	Confirmation of Minutes

## **I. EXECUTIVE SUMMARY**

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To confirm the minutes of the Infrastructure Committee held on Tuesday 9 August 2016.

## **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Infrastructure Committee held on Tuesday 9 August 2016 be confirmed as a true and correct record of that meeting.

## **3. ATTACHMENTS**

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Infrastructure Minutes 9 August 2016

**MINUTES** of a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia held on **TUESDAY 9 AUGUST 2016** commencing at **9.01am**.

**Present:**

Cr WD Hayes (Chairperson)

His Worship the Mayor Mr AM Sanson *[until 11.55am and from 12.17pm until 12.45pm and from 12.46pm until 12.52pm]*

Cr JC Baddeley

Cr J Church

Cr R Costar

Cr DW Fulton

Cr J Gibb *[from 9.39am]*

Cr S Lynch *[until 9.43am]*

Cr RC McGuire *[until 11.05am]*

Cr L Petersen

Cr J Sedgwick *[until 12.46pm]*

Cr NMD Smith

Cr CS Tait

**Attending:**

Mr GJ Ion (Chief Executive)

Ms S Duignan (General Manager Customer Delivery)

Mr T Harty (General Manager Service Delivery)

Mr TG Whittaker (General Manager Strategy & Support)

Mrs LM Wainwright (Committee Secretary)

Mr B MacLeod (Deputy Chair Raglan Community Board)

Mr A Corkill (Parks & Facilities Manager)

Mr G Bailey (Open Spaces Operation Team Leader)

Ms J Remihana (Programme Delivery Manager)

Mr M Mould (Waters Manager)

Mr C Clarke (Roading Manager)

Mr M James (Technical Manager Waikato District Alliance)

Ms F Devonshire (District Co-ordinator Sport Waikato)

Mr M Maguire (General Manager Sport Waikato)

Mr P De Luca (Trustee Woodlands Historic Trust Board)

## **APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Crs Sedgwick/Lynch)**

**THAT** an apology be received from and leave of absence granted to Cr Solomon;

**AND THAT** an apology for lateness be received from Cr Gibb.

**CARRIED on the voices**

**INF1608/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Church/Baddeley)**

**THAT** the agenda for a meeting of the Infrastructure Committee held on Tuesday 9 August 2016 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be discussed with the public excluded.

**CARRIED on the voices**

**INF1608/02**

**Resolved: (Crs Petersen/Costar)**

**THAT** the Deputy Chair of the Raglan Community Board be given speaking rights on item 6.3 [*Wastewater Overflow Update Report*] in the open section of the meeting.

**CARRIED on the voices**

**INF1608/03**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Crs Sedgwick/Tait)**

**THAT** the minutes of a meeting of the Infrastructure Committee held on Tuesday 14 June 2016 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**INF1608/04**

**Resolved: (Crs Fulton/Smith)**

**THAT** the minutes of a hearing by the Reserve Management Plans Hearing Panel held on Thursday 21 July 2016 be received.

**CARRIED on the voices**

**INF1608/05**

## **MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

## **REPORTS**

Sport Waikato Activity Report – 1 April – 30 June 2016

Agenda Item 6.1

The District Co-ordinator and General Manager from Sport Waikato gave verbal updates and answered questions of the committee.

**Resolved: (Crs Lynch/Baddeley)**

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

**CARRIED on the voices**

**INF1608/06/1**

Huntly Memorial Hall – Community Working Group

Agenda Item 6.2

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

**Resolved: (His Worship the Mayor/Cr Lynch)**

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

**AND THAT the process and timeframes for forming a community working group to explore the facility needs of the Huntly Community are approved;**

**AND FURTHER THAT the Group report back to Council in time for outcomes of any study to be considered as part of the 2018-2028 Long Term Plan;**

**AND FURTHER THAT staff undertake sufficient works to ensure the deterioration of the Hall is minimised whilst the study is undertaken utilising existing budgets;**

**AND FURTHER THAT the budgets available in the 2016/17 year (funded via the Huntly Halls Targeted Rate Reserve (8290)) be repurposed to cover these interim maintenance costs and to support the formation of a working group.**

**CARRIED on the voices**

**INF1608/06/2**

Cr Gibb entered the meeting at 9.39am during discussion on the above item and was present when voting took place.

Cr Lynch retired from the meeting at 9.43am following discussion on the above item and was present when voting took place.

Wastewater Overflow Update Report  
 Agenda Item 6.3

The Chief Executive and General Manager Service Delivery gave verbal updates and answered questions of the committee.

Mr MacLeod gave a verbal update and answered questions of the committee.

The meeting adjourned at 10.34am and resumed at 10.51am.

**Resolved: (Crs Gibb/Baddeley)**

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

**AND THAT Council approve \$295,000 to undertake additional works as detailed in this report;**

**AND FURTHER THAT it is noted that Council has already committed funding of \$189,000 this financial year for the investigation of stormwater infiltration into the Raglan wastewater system.**

**CARRIED on the voices**

**INF1608/06/3**

**Resolved: (Crs Tait/McGuire)**

**THAT the works of \$295,000 be funded as follows:**

- the capital works of \$180,000 be funded by loan with the principal repaid through replacement fund and the interest on the loan be repaid through the District Wide Wastewater Targeted rate account,
- the operational component for City Care (\$50,000) be funded out of existing budgets, and

**CARRIED on the voices**

**INF1608/06/4**

**Resolved: (Crs Tait/McGuire)**

**THAT the balance of \$65,000 for the independent report and the public education programme be funded equally from the general rate (\$32,500) and the District Wide Wastewater Targeted rate account (\$32,500).**

Cr Costar requested her dissenting vote be recorded.

**CARRIED on the voices**

**INF1608/06/5**

Cr McGuire retired from the meeting at 11.05am following discussion on the above item and was present when voting took place.

**EXCLUSION OF THE PUBLIC**

Agenda Item 7

**Resolved: (Crs Costar/Tait)****THAT** the report of the Chief Executive be received;**AND THAT** the public be excluded from the meeting during discussion on the following items of business:**a. Confirmation of Minutes dated Tuesday 14 June 2016****REPORTS****b. Woodlands Trust**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

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

Section 7(2)(b)(i)(ii)

Section 48(1)(d)

**c. Land Purchase for Annebrook Road Link to Matangi Road**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

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

Section 7(2)(a)(i)

Section 48(1)(d)



#### **d. Ngaruawahia Closed Landfill**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

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

Section 7(2)(a)(ba)(d)(e)(f)(i)(ii)

Section 48(1)(d)

**AND THAT Mr De Luca remains in the meeting after the public has been excluded to facilitate the discussion on item PEX 3.1 [Woodlands Trust] in the public excluded section of the meeting.**

**CARRIED on the voices**

**INF1608/07**

*Resolutions INF1609/08 – INF1608/10 are contained in the public excluded section of these minutes.*

Having resumed open meeting the following items were released into open meeting:

#### **REPORTS (CONTINUED)**

Ngaruawahia Landfill

Agenda Item PEX 3.3

It was resolved [INF1608/09/3] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public:

*'Resolved: (Crs Smith/Tait)*

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

*AND THAT Council support the preferred option as outlined within this report;*

*AND FURTHER THAT staff report back to Council on the outcome discussions with affected parties as soon as practicable;*

*AND FURTHER THAT the recommendation be released into open meeting but the report remain confidential and unavailable to the public.*

**CARRIED on the voices"**

**INF1608/11/1**

His Worship the Mayor withdrew from the meeting at 11.55am during discussion on the above item and was not present when voting took place.

Walking, Cycling and Bridle Trails Strategy  
Agenda Item 6.4

**Resolved: (Crs Petersen/Sedgwick)**

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

**AND THAT the Walking, Cycling and Bridle Trails Strategy is adopted;**

**AND FURTHER THAT priority projects within the Strategy are put forward for consideration in the 2018-28 Long Term Plan process.**

**CARRIED on the voices**

**INF1608/11/2**

Service Delivery Report for July 2016  
Agenda Item 6.5

The General Manager Service Delivery gave a verbal update and answered questions of the committee.

The Programme Delivery Manager, Waters Manager, Roading Manager and Technical Manager Waikato District Alliance answered questions of the committee.

**Resolved: (Crs Sedgwick/Tait)**

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

**CARRIED on the voices**

**INF1608/11/3**

His Worship the Mayor re-entered the meeting at 12.17pm during discussion on item 6.5.

His Worship the Mayor withdrew from the meeting at 12.44pm during discussion on item 6.5 and was not present when voting took place.

Cr Sedgwick retired from the meeting at 12.46pm following discussion on the above item and was present when voting took place.

The meeting adjourned at 12.46pm and reconvened at 12.50pm.

His Worship the Mayor re-entered the meeting at at 12.50pm prior to discussion on the following item.

Tamahere Reserve Classification

Agenda Item 6.6

**Resolved: (Crs Smith/Tait)**

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

**AND THAT** pursuant to s16(2A) Reserves Act 1977 that Lot 1 DP 493406 comprising 3241 square metres comprised in CT 719557 be classified as Local Purpose (sewerage treatment) Reserve;

**AND FURTHER THAT** pursuant to s14 Reserves Act 1977 that Section 3 SO 496298 comprising 1477 square metres be declared to be Local Purpose (sewerage treatment) Reserve;

**AND FURTHER THAT** pursuant to s14 Reserves Act 1977 that Lot 2 DP 493406 comprising 2.9076 hectares comprised in CT 719558 and Section 4 SO 496298 comprising 937 square metres be declared to be Recreation Reserve.

**CARRIED on the voices**

**INF1608/11/4**

2016/17 District Wide Minor Improvement Programme

Agenda Item 6.7

**Resolved: (Crs Tait/Smith)**

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

**AND THAT** the 2016/17 works programme be approved.

**CARRIED on the voices**

**INF1608/11/5**

Approval of Proposed Te Kauwhata Community Committee Road Name List

Agenda Item 6.8

**Resolved: (Crs Petersen/Church)**

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

**AND THAT** the Committee resolves that the June 2016 "Approved Road Name List" for Te Kauwhata is restricted to the following thirty-one names: Albur, Ballantyne, Bonnie Brae, Cabernet, Chardonnay, Chasseur, Clinton, Harvest, Labrusca, Noverma, Penona, Pinotage, Romeo, Rylstone, Syrah, Vinifera, Vivant, Korari, Ngaro, Roseway, Bittern, Crake, Fernbird, Carley, Cecil George, Gilbert Powley, H. Masson, Ken Nobbs, Reginald Hartland, Maggie and Raranga.

**CARRIED on the voices**

**INF1608/11/6**

New Road Name Proposal at Henry Road, Hukanui  
Agenda Item 6.9

**Resolved: (Crs Fulton/Tait)**

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

**AND THAT the Infrastructure Committee approves naming the new road located within the Future Developments Ltd subdivision Komak Road.**

**CARRIED on the voices**

**INF1608/11/7**

New Road Name Proposal at 2281 River Road, Horotiu  
Agenda Item 6.10

**Resolved: (Crs Gibb/Tait)**

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

**AND THAT the Infrastructure Committee support the Ngaruawahia Community Board recommendation (NCB1606/06/5) to adopt the name Piriti Lane for new roading at 2281 River Road, Horotiu.**

**CARRIED on the voices**

**INF1608/11/8**

Approval of Proposed Pokeno Community Committee Road Name List  
Agenda Item 6.11

**Resolved: (Crs Church/Petersen)**

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

**AND THAT the Committee resolves that the July 2016 “Approved Pokeno Road Names” includes the following seventeen names:**

**Coptic, Crickett, Edward Pope, Gadd, Harry Richards, Herbert Oldham, James Elliot, Lorrie, McLachlan, Moyle, Old Lexie, Peter Bourne, Skiffington, Thomason, Tokomauri, Walter Rogers and William McRobbie.**

**CARRIED on the voices**

**INF1608/11/9**

Raglan Kopua Holiday Park, Chairperson’s Annual Report 1 July 2015 - 30 June 2016  
Agenda Item 6.12

**Resolved: (Crs Baddeley/Costar)**

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

**CARRIED on the voices**

**INF1608/11/10**

## Award of Contracts

### Agenda Item 6.13

**Resolved: (Cr Petersen/His Worship the Mayor)**

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

**CARRIED on the voices**

**INF1608/11/11**

His Worship the Mayor retired from the meeting at 12.52pm following discussion on the above item and was present when voting took place.

There being no further business the meeting was declared closed at 12.55pm.

Minutes approved and confirmed this                      day of                      2016.

WD Hayes

## CHAIRPERSON

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### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	1 September 2016
<b>Prepared by</b>	Waikato District Alliance
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1597333
<b>Report Title</b>	Waikato District Alliance - Annual Report

## **1. EXECUTIVE SUMMARY**

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Attached is a copy of the Waikato District Alliance's annual report for the Committee's information. Derek Robertson (Downer Executive General Manager) and Craig Smith (Downer General Manager Northern) will be in attendance.

## **2. RECOMMENDATION**

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

## **3. ATTACHMENTS**

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- WDA Annual Report



## Message from members of the Principals Group



*I would firstly like to say how proud I am of the actions taken by the Leadership Team, and staff to embed the zero harm culture within the Alliance. I am sure that these actions, the visible leadership, and the open and honest communication encouraged between Supply Partners, the Alliance and Council, have helped prevent harm.*

*The proactive focus placed on managing and responding to service requests has resulted in significant improvements and demonstrates the Alliance is progressing towards delivering best in class customer engagement.*

*Downer view alliance models as a way to achieve truly effective and collaborative relationships that add real value to stakeholders and embody the Downer philosophy of Relationships Creating Success. I believe that the Waikato District Alliance continues to contribute to this. I look forward to working with the Alliance to further enhance the Waikato road network, help Waikato District Council achieve its 2020 vision and share our journey towards zero harm.*

Craig West  
General Manager Northern- Infrastructure  
Services



*The Waikato District Alliance has improved service levels and restored credibility in relation to the provision of road maintenance activities. Early on we have seen an improvement in service achieved within planned budgets.*

*The Waikato District Alliance has displayed the values that are so important to the way the council operates. It is a logical extension of the rest of the organisation.*

*The partnership with Downer has offered other help outside the Alliance space. We have support for our zero harm programme as well as the opportunity for our staff to learn from Downer through learning and development.*

Gavin Ion  
Chief Executive





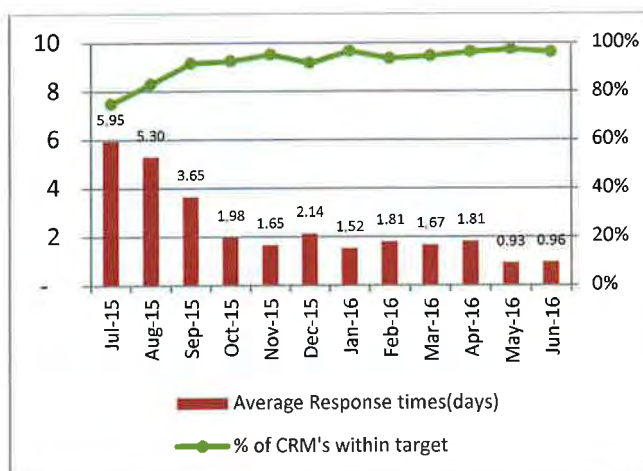
## Executive Summary

The Alliance Leadership Team (ALT), is pleased to present the first Annual Report for the Waikato District Alliance (WDA). This report covers the period 1 July 2015 to 30 June 2016.

A large amount of collaborative work took place during the year, integrating teams from Waikato District Council (WDC), Downer and five Supply Partner organisations<sup>1</sup>. While we believe that teams are working together effectively, there is still work to do to fully integrate the Alliance. We have made substantial progress towards delivering the four objectives set by WDA Principals Group, namely:

### 1. To provide best in class customer engagement

- Received and responded to over 3,400 service requests.
- Engaged directly with our customers at road shows.
- Quickly responded to customer emergencies during severe weather events.
- Demonstrated leading performance when benchmarked with other Alliances.



### 2. To develop a high performance culture, that continually challenges the way the Alliance operates.

- Generated over 10 innovations to improve our service.
- Integrated Supply Partner employees into our teams.
- Shared our zero harm learnings with WDC.

### 3. To demonstrate that the Alliance is managing the assets in the most effective way for WDC.

- Developed treatment options that reduce cost.
- Moved to pro-active asset inspections rather than reacting to problems.
- Enhanced asset knowledge by completing a High Speed Data survey.

### 4. To work in a 'Zero Harm' environment.

- Inducted over 400 employees.
- Completed 201 Zero Harm and 285 CoPTTM audits.
- Received and responded to over 160 near misses.

The objectives above have been translated into a set of Key Result Areas (KRA), with corresponding Key Performance Indicators (KPI), to enable defined outputs to be measured. This report is organised under the KRA headings. The WDA KRA-KPI Dashboard and their associated targets, can be found in Appendix 1.

<sup>1</sup> Alliance Supply Partners are Civic, DirectionNZ, HEB, ITS and PWC

### Annual network indicator comparisons Table:

	Pre Alliance (1)	WDA
TTM audits (nos)	140	285
Health and Safety Audits	83	201
<b>Percentage compliance on sample audit</b>		
Traffic signs	66%(2)	100%(3)
Edge Marker Posts	69%(2)	100%(3)
Vegetation	90%(2)	100%(3)
Pothole and Edge break compliance	80%(2)	98.1%(4)
Litter	75%(2)	96.9%(4)
Grading	61%(2)	84%(4)

The table above shows the alliance consistently delivered higher levels of service as compared to the LoS achieved prior to the formation of WDA

(1) Data from Rooding Operations General Maintenance West and East Performance Dashboard Reports.

(2) Pre Alliance data monthly average July 2014 – June 2015 (nil reports excluded) percentage of the network found to be compliant during monthly audits.

(3) WDA data from monthly KPI March – June 2016 pass/fail metric obtained during monthly audits.

(4) WDA data from monthly KPI March – June 2016 length of network without defects identified during monthly audits.

### Status of Key outcomes expected from the Alliance procurement as approved at the February 2015 Infrastructure Committee Meeting

Outcome	Status	Comments
A more outcome focussed procurement method	Achieved	Alliance partner selected and in place.
A more responsive and collaborative approach	Achieved	In the first 2 quarters of the FY WDA focussed on responding to the areas that had significant neglect from lack of maintenance. The team worked with forestry and other groups collaboratively to ensure that their needs were met.  The average SR at the end of the FY was 1 day with more than 95% of our customers being responded to within the stipulated time frame.
Outcome based rather than input managed performance	Achieved	The approach of the alliance is outcome based with 'best party for the job' demonstrated through the use of skilled supply partner engagement vs. self-performance.
Value for money	Achieved	WDA has delivered an improved LoS through the same level of expenditure as previous years. Year 1 will be used as a benchmark to further tension value for money year on year, Cost savings in rehabilitation and vegetation control demonstrated below.
Best for network decisions	Achieved	Demonstrated through network wide asset management decisions.
Sustainable and integrated Work programmes across WDC and WDA	Substantially achieved	Work programmes for the first year were delivered before the end of FY however improvement in the planning area is required to improve integration with other WDC business units
Shared risk to reduce costs	Achieved	Cost reimbursable model eliminates the need for risk payments.
Improved Efficiencies	Substantially achieved	The first 2 quarters were very reactive due to the requirement of swift response. This has not allowed the team to unlock available efficiencies.
Use of actual costs rather than offered price basis	Achieved	Actual cost model being used on WDA
Fixed Overheads	Achieved	Overheads are fixed at the start of the year. No increase due to increase in scope of works
Greater flexibility for collaboration with neighbours	Ongoing	Long term outcome



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The cover picture was drawn by Caroline Elliot as a leaving present to WDA. Caroline worked as a summer student and contributed to the delivery of numerous projects. She describes her experience working for the Alliance on page 19.

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<sup>2</sup> Financial data has been subject to external audit by Brain Smith Limited

## Zero Harm

As a socially responsible organisation that believes in returning our people home safely every day we are committed to providing a zero harm environment for our employees and the people affected by our activities. The commitment to visible, felt leadership, in this area is demonstrated by our senior team, when they undertake Safety Behaviour Conversations (SBC) with field teams, when they induct new employees into the Alliance, when they actively support colleagues who raise near misses and when they work shoulder to shoulder with field crews.

Despite rigorous efforts, there was one Lost Time Injury (LTI) in over 215,742 hours of work (excluding HEB temporary staff). This injury occurred in May when the cutting disk of an angle grinder shattered, penetrating the safety glasses worn by an operator. The incident resulted in serious eye damage to the operator. Action has been taken to eliminate and restrict the use of this type of equipment.

There were two Medical Treatment Injuries (MTI) during the year, both of which were of a minor nature and related to a back sprain and a twisted ankle.

Four First Aid Incidents (FAI) were reported, due to minor cuts, a burn and a muscle sprain.

Near miss reporting has increased from 4 in August 2015 to 10 in June 2016, with two peaks of 27 reports during November and March. Since July 2015, 167 near misses have been reported, averaging over 13 per month. All near misses are entered onto the WDA Safety Tracker system, which enables actions to be monitored through to closure. Near miss reports and any relevant industry alerts are shared weekly, with all Supply Partners and WDC for discussion at regular Toolbox meetings. This enables learnings to be shared across the Alliance, helping to prevent further incidents. Over 200 Zero Harm Audits and 400 Safety Behaviour Conversations were undertaken.

### Zero Harm KPI

Zero Harm audits, undertaken on worksites by non-operational staff, have increased from 5 during August 2015 to 27 in June 2016.



Safe Behaviour Conversations (SBC), undertaken primarily by the Leadership Team, has increased from 17 in July 2015 to 34 in June 2016, with a peak of 61 during March.



Temporary Traffic Management (TTM) audits have increased from 6 in August 2015 to 34 in June 2016.



The number of sites receiving a CoPTTM audit has increased from 8% in August 2015 to 26% in June 2016.



The use of Personal Protective Equipment (PPE), specifically safety glasses and Temporary Traffic Management (TTM), were the most common areas raised during SBC's and near misses.

Zero Harm inductions are often the first time Supply Partner employees, or their sub-contractors interact with the Alliance. Inductions are therefore vital in establishing our health and safety expectations. To demonstrate our commitment and leadership in this area Zero Harm inductions are always undertaken by a member of the Alliance Leadership Team (ALT). Since June 2015, over 400 people, from over 50 organisations have attended inductions.

During March 188 employees attended a safety stand down day following a series of minor service strikes, property damage and TTM lapses. The team were reminded of the need to be vigilant and take time to complete works safely as the trend data was starting to cause some concern.



Areas of focus to enhance our zero harm awareness in future will include:

- Developing improved Safe Work Method statements, in collaboration with operational teams.
- Providing soil erosion and sediment control training to field and office staff to enhance their awareness around environmental responsibilities.
- Enhancing the Zero Harm Audit form.
- Improving awareness of permit use for high risk, infrequent work.
- Re-inducting Supply Partner employees and sub-contractors.
- Reviewing how safety is planned during job initiation.
- Formation of a health and safety committee, to further employee participation.



Mike James leading a session at the safety stand-down day

#### Case Study I

##### Onewhero – Tuakau Bridge Road

This project aimed to resolve a number of issues. The surface was failing, the pavement subject to slippage, particularly at the shoulders and the curvature gave rise to safety concerns. The road was an important strategic route to an isolated community, which used it on a regular basis.

The steep terrain, constrained space, proximity to power lines, design complexity and the need to cater for forestry vehicles, presented significant challenges for the project.

There was also a significant amount of preparatory work to be completed prior to the pavement being laid.

These were met by a combination of redesigning the retaining wall using mass blocks instead of gabion baskets, and proactive site management to minimise disruption to customers.

The project has successfully addressed the issues identified and has received very positive feedback from the community.



Before



After

## Customer / Stakeholder

As a customer service organisation, which is focused on serving our community, we are acutely aware of the need to balance finite resources, with the needs of road users, for the optimum benefit of the local community. We have made significant progress replying to customer requests, with more than 95% responded to within specified timescales. However, while this performance is good (leading against other Alliances) we are aware that a number of customers may not receive the service they would expect. We will therefore continue to dedicate resources and management to this important area.

We have received, and responded to, over 3,400 service requests during the year. Chart 1 below, depicts the methods most commonly used by our customers to contact us.

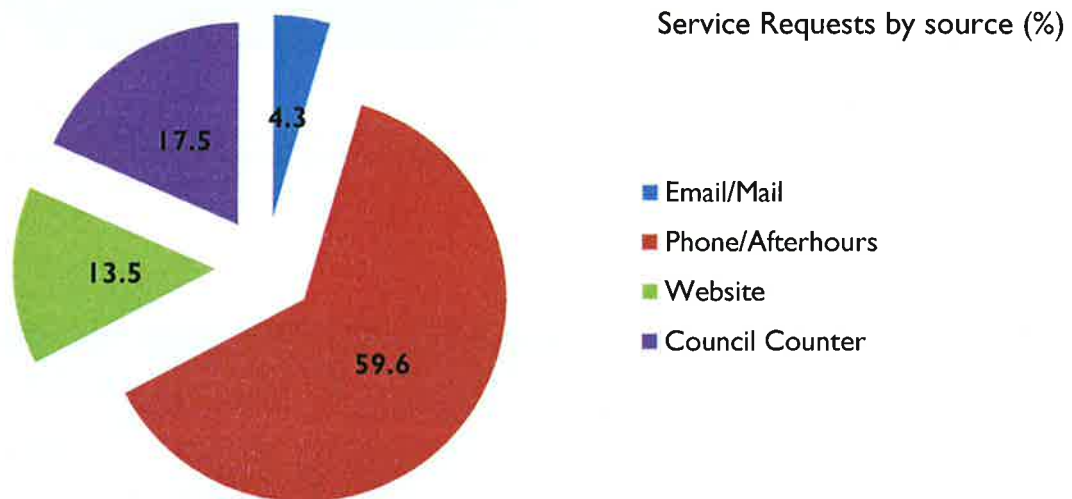


Chart 1 – Service Requests

The majority of customers contact us to request investigations into network defects, for example pot holes, sign damage or slips. We also respond to requests for new assets and culvert maintenance. The top five service requests are represented in Chart 2 below.

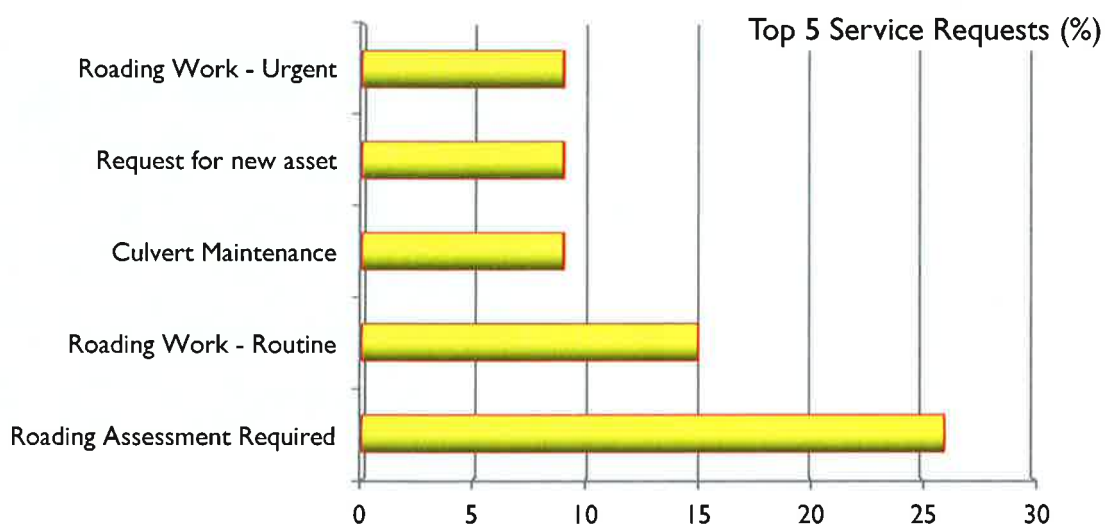


Chart 2 – Top 5 categories of service requests



The average response time for service requests improved during the year. During July 2015, the response time was over six days, a day over target. Additionally, the percentage of requests meeting their Service Level Agreement response time, was 74.9% against a target of 80%.

To improve our performance in this area, additional training was provided for employees who received service requests, to help them understand what information was required. A Customer Liaison Officer was also given responsibility and ownership for, reviewing open requests, ensuring that appropriate action had been taken and closing the request. This reduced the number of outstanding customer contacts and provided a more consistent service to customers.

***“The Alliance is doing very well; they have certainly got the zero harm ball rolling in Council”***

**Gavin Benseman (Property Operations Team Leader)**

We arranged public meetings at Te Mata, Gordonton, Naike and Maramarua / Mangatangi to meet our customers, introduce the Alliance, discuss their concerns and gain an understanding of what they wanted from the network. The withdrawal of the seal extension programme was a common theme at all these meetings.

### **Customer / Stakeholder KPI**

Percentage of CRM's within target (Service Level Agreement response times) 74.9% in July 2015, 96.2% in June 2016.



Average response time within target (target <5 days) 5.95 in July 2015, 1 during June 2016.



Number of external roadshows undertaken (target is 3 annually) 4 were completed within the period.



Internal stakeholder engagement (target 3 sessions within Service Delivery). 3 were undertaken.



External stakeholder engagement (target 2 sessions). 3 were undertaken.



We reviewed and authorised over 1000 Corridor Access Requests (CAR) during the year.

Areas of focus to enhance our customer service next year include:

- Continuing our programme of structured roadshows to engage directly with our customers.
- Provide more network information to our customers, by sharing our work locations via the internet.
- Involving WDC communications team in the planning stages of long term works.

***"I have found the Alliance to be open to discussion which has been useful. It has also helped WDC improve its zero harm effort through sharing of knowledge and processes in this area"***

**Andrew Corkill (Parks and Facilities Manager)**

A message from Anne Beex (WDC Communications Manager)

***"It has been extremely useful to have had a clear after hours' communication system that flags field-based operational issues since inception. This has allowed Waikato District Council (WDC) and the Waikato District Alliance (the Alliance) to work alongside each other to communicate with affected communities, e.g. underslip that has led to a road closure. This process works well, provides timely information and has helped us all to manage operational needs alongside health, safety and reputational risks.***

***Over the period Council's Communications team has been involved in a small number of the projects where the Alliance has engaged with the community. This collaborative work has resulted in positive public feedback, provided customers with clear, consistent messaging, highlighted the linkages between public, WDC and the Alliance and built staff relationships, capacity and appreciation of community engagement needs. There is a real opportunity to build on this further which would benefit both organisations.***

***A settling in period is recognised, however corporate brand processes have been inconsistent signalling opportunity for improvement and greater collaboration at the local level, to secure the integrity of both brands.***

***The positive relationship between WDC's Communications Advisor and local Alliance management is being established and highly valued. It is providing stronger links and alignment between the organisations and their respective activities."***

## Operational Delivery

The Alliance launched in July with skeletal staff focused on responding to urgent work. For the first six months the stance was reactive rather than proactive. The maintenance of unsealed roads, signage and delineation packages consumed significant resources and costs during this time, due to a lack of long term maintenance. While significant progress has been made, it is anticipated that these issues will continue into the future.

We formally formed the Alliance in October, with five Supply Partners under interim agreements. Formal agreements have since been completed.

We successfully designed and delivered 20 rehabilitation projects during the year totalling 17.8km. This included a 1.6km carryover from FY14/15. Rehabilitation works, totalling 11.1km were directly completed by the Alliance and Supply Partners. These projects all required minimum geometric design input and were therefore able to be completed significantly faster, than had been traditionally achieved. The remaining two projects were tendered, with Fulton Hogan and Schick Construction and Cartage completing the work. These contractors accounted for 38.7% of our rehabilitation costs.

*An analysis of cost per km of standard road rehabilitation between self-performed and subcontracted works showed that self-performed works were 37% cheaper than those that were contracted out.*



### Case Study 2

#### Rotowaro Road Culverts



Before

The culverts were in imminent danger of failing which would have had a major impact upon the road surface directly above them. The project was very challenging as the road is a thoroughfare for visitors to the Glen Afton Heritage Railway, Raglan and Waingaro Hotsprings. The Pukemiro and Glen Afton settlements were on the western side of the failings culverts and the main employer in the area (coalmine) is on the Eastern side.

The project faced a series of tests. The initial methodology was to create a temporary alignment of the road, by using a bridge to span the stream. This would enable one lane of traffic to be maintained at all times. However, space restrictions and unforeseen ground conditions prevented this methodology.

The project team evaluated other options and decided that the only suitable method was to close the road for 8 days. The WDC Communications team helped facilitate communications with stakeholders and community members before closure. The project team also liaised closely with the Regional Council regarding resource consents and how to protect the river from environmental harm.

A concerted effort by the team resulted in the culverts being replaced in 6 days, without any complaints being received.

The project was completed under budget and ahead of time.

The project received an environmental award by Waikato Regional Council.





A total of eight slip mitigation projects were delivered, utilising differing methodologies, such as rock buttressing to timber walls (See Case Study 1). As the west of the network continues to pose geotechnical challenges, a number of sites are being constantly monitored. We will continue to consider fit for purpose design options for these locations.

We resurfaced 960,499m<sup>2</sup> of the sealed road network with the works being completed earlier than previous seasons.



The inability to use Engineering Exception Decisions (EED) for the TTM slowed productivity on some sites. Width constraints necessitated that all works came to a halt when traffic was sent past the work activity. This has prompted teams to change the methodology to reduce the productivity losses.

The cost of delivering the reseal programme this year was slightly higher than the previous year. This can be attributed to two main factors:

- The loss of productivity due to TTM constraints and
- The use of an increased number of polymer modified treatments. These treatments require an incrementally higher investment however extend the seal life significantly. The polymers have mainly been used in the Northern parts of the district to deal with historical issues. We will see the benefit of these works in the near future, with the longevity of the chip seal surface compared to the more traditional style treatments.

### Operational Delivery KPI

Percentage of road network resurfaced (target 8%). 7.73 completed.



### Case Study 3

#### Emergency Works – Klondyke Road Underslip

During November there was a significant underslip on Klondyke Rd, which resulted in the loss of a portion of the unsealed trafficable lane. As this road is typically only utilised by forestry harvesting companies, the continued trafficking of the road, posed a significant amount of risk.

In order to mitigate the risk of further damage, our teams cut back the bank on the other side of the road, to create a trafficable lane and remove an amount of unstable material. This was removed from site to a temporary historical stockpile area



Before

(redundant forestry skid site) at the bottom of the hill with the required environmental controls installed.

Klondyke Road continues to pose further instability risks, which we are in the process of developing mitigation plans for.

Note cut back bank to right, this picture was taken prior to the installation of a sightline to the road edge.



After

## Maintenance

Significant work was undertaken to maintain and enhance the network over the year. We achieved three rounds of grading covering 1,752km. A total of 87,178m<sup>2</sup> of general stabilisation patches were completed, which helped to ensure that the resurfacing programme continued unhindered.

*WDA completed vegetation control on the entire district for 50% less than previous years, with no noticeable decrease in customer satisfaction.*

We filled 1,701 potholes, predominantly during the winter months, and completed 1,985m<sup>3</sup> of edge break repairs.

Vegetation maintenance continued throughout the growing season with 6,585km of mowing completed and over 4095km of rural weed spaying. Areas of the network where overhanging vegetation had been neglected, were systematically targeted to reduce the hazards to road users. Staff liaised with local trucking companies to assist with the identification of areas in need of work.

Extensive work was undertaken to ensure that roads had the correct signs and edge marker posts. We replaced or renewed 1,742 broken or damaged signs as well as cleaning and repairing signs that were already serviceable. We installed 1,726 Edge Marker Posts (EMP). This equates to replacing 21% of the signs and EMP on the network.



### Case Study 4

#### Coping with storms

Following the storm on 1<sup>st</sup> September 2015 this map of the region was used by our maintenance teams to identify effected areas. The pin colours represented:

Red = flooding and blocked culverts  
Yellow = Slips and dropouts  
Green = Completed slips / trees  
Blue = Areas requiring inspection

Over 53 storm related customer contacts were received over 2 days (approximately one quarter of our monthly average).

We are trialling an electronic version of the map which will enable us to provide this information directly to customers via a website in future.

Over 640 tonnes of waste material was removed from the network by our road sweepers.

One hundred and eighty tonnes of litter was collected from the roadside and bins situated across the network. We received a number of complaints about the bins outside a popular Pokeno shop; the bins were reaching capacity quickly resulting in litter accumulating in the area. A trial of three compacting bins, with increased capacity (600 litres) is planned next year, which should substantially reduce the amount of litter in the area, without a significant increase in servicing costs.

Areas of focus to enhance network maintenance next year include:

- Complete pre-seal repairs early.
- Self- Perform more rehabilitations projects to enable more investment into the WDC network.
- Continue the programme of culvert inspections (80% completed during 2015/16). Inspection data is entered into the RAMM database, which enables maintenance work to be planned. This reduces the amount of reactive responses needed and improves network stability.
- Continue dust suppression and stabilisation trails (See Case Study 7).
- Review our unsealed road maintenance strategy, to decrease the frequency of interventions, improve surface cohesion, shape and reduce customer complaints.
- Undertake a programme of night audits

***“From a small business perspective we enjoy working on the Alliance, even though Downer is a large company working with the team feels like a family business. Discussions are very comfortable and decisions are made very quickly and honestly. Everyone who works on the Alliance takes ownership of issues, even if it is not their dedicated area, which is best for the network and ultimately the rate payers.***

***Managing vegetation on the network has been a challenge this year, mainly due to the weather. However, we are pleased that we have had minimal customer complaints due to great communication and direct contact with staff that handle service requests.”***

**Trevor Power (Power Weed Control)**

***“I have been asked to pass on the thanks of the Community Committee and the wider community they represent for the recent work undertaken. Firstly the safety barrier by the school has received many positive comments from parents as well as members of the community.***

***Also the recently completed footpath has been the hot topic of discussion locally and 'everyone' is very pleased and grateful that that section of the footpath has finally been completed. The Committee Chair asked that the community's appreciation be passed on to those responsible in Council for completing the work and to the contractors who persevered in the rain at the end of June.”***

**Councillor**



## Network Performance

Waikato District Council have historically carried out an annual condition rating survey (10% of the sealed network) and an annual roughness survey (approx. 60% of the sealed network) to assist in monitoring the network's surfacing and pavement condition. The outputs of these provide a broad-brush view of the condition of the network, which can be used in a network pavement performance model. This allows us to estimate the expenditure required to manage the pavements, to the required level of service.

To improve our pavement maintenance strategy we engaged WDM Ltd, to complete a High Speed Data survey. This measures surface roughness, rutting, texture and SCRIM and was based on the One Network Road Classification (ONRC) hierarchy. The survey allows us to develop a robust pavement performance model and enables the Asset Management Team, to make sound data driven decisions. In addition, the collection of skid resistance data (which is included with the SCRIM survey) allows us to introduce a skid resistance strategy that proactively monitors the skid resistance of our sealed network. This will enable us to programme interventions to enhance the safety of road users.

The Asset Management Team completed a verification exercise of the 10 year Forward Works Programme (FWP). Field validation will be extended to include all SCRIM exceptions, with the view to having all exception sites analysed and programmed early in the New Year. A benefit of the High Speed Data survey is the capture of high definition video, which includes a location reference. The video is used in conjunction with condition data during "virtual drive overs", to reduce the time and costs associated with site verification visits, required as part of the FWP priority ranking.

### Case Study 5

#### Pokeno Road Rehabilitation



Before

This project focused on improving safety and historic pavement issues. It is a highly trafficked route which had extensive services within the construction area, including a high voltage overhead power line.

The project team had to balance conflicting demands such as:

- Minimising the size of the retaining walls for neighbouring customers
- Achieving the width increase that was required and
- Reducing long term maintenance needs.

The project also required a significant amount of landowner / stakeholder management, as adjacent property owners were reluctant to assist with the project.

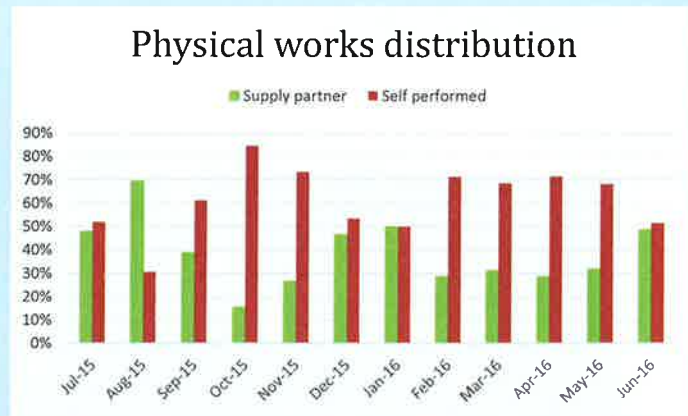
The project has improved safety by increasing road width and installing guard rails while increasing ride quality across the pavement.



After

As development continues at Pokeno and structural developmental decisions are still evolving, we

*We have encouraged and supported the participation of supply partners and other contractors in the delivery of physical works. More than 36% of the works was completed by this group.*



have decided to defer urban rehabilitation projects until we better understand the scope of what is to be built. As part of this process representatives from both the Alliance and WDC's Strategic Asset Team, presented plan concepts for the newly formed Pokeno Community Group to consider.

Draft One Network Road Classification (ONRC) guidelines have been utilised, when we developed the FWP. However, as further information is unavailable, the associated risks (if any), of the ONRC are largely unknown. We anticipate that the introduction of ONRC will result in levels of service being

reduced on roads lower on the hierarchical framework. These impacts will require a detailed communication and consultation plan, to mitigate the anticipated negative feedback.

Areas of focus to enhance network performance next year include:

- Second collection of arterial high speed data, to allow us to model pavement deterioration and provide trend data.
- Collection and analysis of post rehabilitation construction testing, to determine pavement design performance and understand the interface between 'fit for purpose' and conservative design.
- Finalisation of the network maintenance management plan, including the associated maintenance intervention strategy.
- Further investigation / consultation of the planned introduction of ONRC.



## Innovation

### Case Study 7 - Moss Road Stabilisation

An unsealed stabilisation and dust control trial was undertaken on Moss Road. This road was chosen because it corrugates easily and is steep. Reject slag screening was used as a stabilising agent on 2 sections of the road (at 9% and 4%). The upper section did not receive any additional treatment.

The trail is monitored every 2 months, with initial indications showing that the 4% blend is performing well. Final evaluations will be completed in March 2017.

This innovation presents a lower cost option compared with other dust suppression and stabilisation agents on the market.



17 OFIs have been recorded.

Innovation is enshrined within the WDA objectives, values and behaviours. Over the year we have challenged the way we do things in both operational and process areas, to improve our performance and reduce costs. We actively encourage our Supply Partners to innovate the services they provide.

In order to optimise response times, we have installed electronic monitoring for remote litter bins.

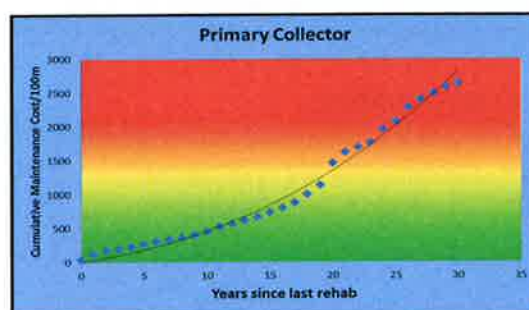
Provided live work team mapping (via the internet) to improve how we react to customer needs.

Improved how to recognise inducted employees on site.

A formal innovation register has been developed and is used by staff to record and evaluate innovations.

In addition to this we also use an Opportunity for Improvement (OFI) process as part of the Quality Management System. Over the period

### Case Study 8 - Maintenance Cost Curves



The cost curve was developed by our Asset Engineer to improve the way we estimate costs. It increases the confidence in the economic evaluations we complete to determine if road rehabilitation is the most cost effective long term solution.

The chart also gives an indication of deterioration rates of sections of roads.

The trend equation is a key input for determining the least cost long term treatment option which is required as part of NZTA funding criteria.

### Case Study 6 – Roadroid

Roadroid is an asset management tool that gathers unsealed roughness data. The system has two key components:

1. A smartphone that has an internal accelerometer.
2. The Roadroid app downloaded to the smartphone.

The smartphone attaches to the inside of a vehicle's windscreen, and records roughness data when the vehicle is moving. Road sections that are in good condition register as green circles on the map. As the road condition changes, the circles will show as orange, red, and then black. A rutted and potholed section of road will be black and /or red.



#### Road Condition before Grading

(Red and black indicates that this road needs grading)

#### Road Condition after Grading

(Green and orange indicates an improved condition)

The system is being used to develop a condition map of the unsealed roads on the network. This will lead to more efficient scheduling of grading and a quantified level of service based on data.

### Innovation KPI tracking

Number of innovations proposed and implemented (target 10). 12 proposed, 7 of which were approved and are in progress.

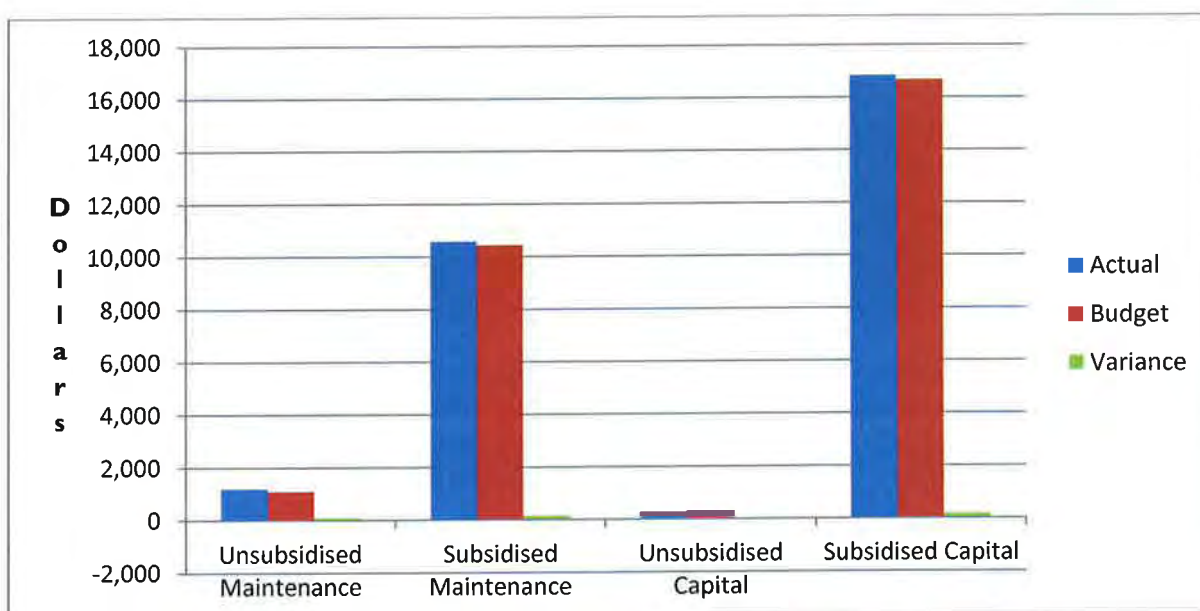


## Financial

We used an iterative process to develop our Target Cost Estimate (TCE) between September and February 2016.

At year end there was an overspend of \$405,000, representing 1.4% of our budget. This was due to completing a significant amount of work at the end of the year which reduced our ability to effectively manage late cost fluctuations. A number of control measures have been identified to prevent future overspends. Next year we will utilise a balanced construction programme which aims to complete major work before the end of the March 2017.

We used a number of complimentary strategies to reduce costs. For example, we re-designed retaining structures to optimise aggregate, procured materials at source from suppliers and engaged directly with specialised subcontractors. We combined these strategies to produce a saving of \$100,000 on a single project.



### KPI tracking (July 2015 – June 2016)

Actual cost vs. Target Cost Estimate: Actual costs were 1.4% unfavourable to TCE for the 2015-16 Financial Year. This can be attributed mainly to the reactive nature of the first 2 quarters to bring some assets to a serviceable level.



Areas of focus to enhance our financial performance next year include:

- Directly procuring materials and specialist contractors, as circumstances allow.
- Utilise alternative construction methods, when they present a fit for purpose option.
- Increase the quantity of self-performed rehabilitations.

## People

We believe that our people are our most valuable asset. Without their continued efforts we cannot effectively respond to customer requests, enhance and maintain the network for road users or provide vital help during emergencies. We demonstrate our commitment to people by supporting them in their development needs identified during performance appraisals, providing active mentoring for upcoming professionals, regular team meetings and our impartial approach toward employees of all Supply Partners.

Employees of WDC that are working for the Alliance, completed a staff survey during February. Responses from WDA staff were generally at or slightly higher than other WDC employees. The results of the survey were shared with all staff and areas of focus were discussed.

Work was undertaken to locate all Alliance teams within a single premises. A site on Brownlee Avenue, Ngaruawahia has been identified as a suitable office and depot. The majority of our teams will be situated at this site from October (once building work is complete), which will further improve team integration.

The Alliance is keen to train and develop its employees. Employees attended over 100 compliance training sessions (e.g. first aid, STMS, confined spaces, underground services etc.) and 49 training courses (e.g. Access, SharePoint, Management etc.) identified as a result of performance reviews.

The skills and abilities of people entering the construction industry were also developed, when a Downer cadet and summer student gained experience working within the Alliance.

*“My time in the Alliance has been the most beneficial in terms of development so far. Unlike previous rotations, I was given tasks/projects which were my own, therefore bearing full responsibility. This was a huge driver for me to not only deliver, but deliver to a high standard. My time management skills were put to the test and I believe the interaction with the drainage crews has enhanced my people/management skills.*

*The support provided by the alliance team seemed unlimited. I would seek advice on a daily basis from various people and they were always happy to help. It was also great knowing that you could draw from a wealth of knowledge from experienced staff at any time.*

*My personal opinion is that the alliance is a great place for any cadet to develop. There are several knowledge areas that can be completed in the cadet rotation handbook. Quality evidence can also be gathered for the applied diploma.”*

Liam Woodmass  
Downer cadet

*“The WDA was my first real job in the engineering industry, and I couldn't be more grateful. My time there really developed the kind of professional I would like be, and the career I would like to follow.*

*I found that the people I worked with were what drove me to achieve this. The entire team in the Alliance are so friendly, encouraging, positive and supportive, and I never felt like there was a question I couldn't ask or a person I couldn't approach.*

*My skills as an engineering student were developed in numerous fields including communications, projects, site works, technical works, and asset management. These factors only begin to summarize the experiences that nurtured and motivated me through my time with the Alliance. I genuinely can't think of a better organisation to have started my professional engineering career with, and I will sincerely be grateful for this experience for the rest of my life.”*

Caroline Elliot  
Engineering student

The views and opinions of our employees are important to us. In November we arranged for employees to attend a workshop to develop a set of key Alliance values. Employees from across the business were keen to contribute their thoughts to the session. The ideas, suggestions and statements they presented during the day were collated into a homogenous value statement, which is not dissimilar to the values shared by both parent organisations. The values will serve as the founding Alliance behaviours.



## VALUES

### "IT'S OUR JOB"

#### Act with integrity to serve our Community

- We do what we say we will do and commit to decisions
- We do what is best for the community as a whole

#### Truth will strengthen us, kia maia (have courage)

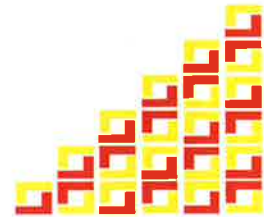
- We act with honesty and respect for each other
- We will have the courage to uphold all zero harm requirements or processes

#### The road to excellence is paved by challenging ourselves

- We constantly seek new ways of doing things better
- We challenge our thinking to deliver superior outcomes

#### We are one team, we've got this.

- We stand together in adversity and find solutions
- We look after the safety and well-being of each other



Areas of focus to enhance our people in future will include:

- Completion of a staff survey for all Alliance employees.
- Work to further embed the values.
- Offer young people and cadets the chance to enhance their experience within the industry.



## Appendix I – KRA-KPI Dashboard

Waikato District Alliance Key Performance Indicator Dashboard									
KRA	KPI	Frequency	Target	Mar	Apr	May	June	Comments	
Zero Harm	Safety Behaviour Conversations	Monthly	34	✓	✓	✓	✓		
	Temporary Traffic Management Audits	Monthly	39	✗	✗	✗	✗		
	Quality of TTM	Monthly	>85%	✓	✓	✓	✓		
	Zero Harm Audits	Monthly	26	✓	✓	✓	✓		
	Environmental Audits (Ave score)	Monthly	100%	✓	✓	✓	✓		
Customer/Stakeholder	Near Miss Reporting (Actions completed)	Monthly	>80%	✓	✓	✓	✓		
	Timely Response	Monthly	<5 days	✓	✓	✓	✓		
	% of customers responded to within timeframes	Monthly	>80%	✓	✓	✓	✓		
	Benchmark SR response times with other networks	Half yearly	Ranked - Standard deviation	✓	✓	✓	✓		
	Customer satisfaction	Annually	Improving trend	✓	✗	✗	✓	As per WDC time frame	
Operational Delivery	Stakeholder engagement (internal)	Annually	3 structured sessions within SD	✗	✗	✗	✓		
	Stakeholder engagement (external)	Annually	2 p.a.	✗	✗	✓	✓		
	Public engagement	Annually	3 Roadshows p.a.	✓	✓	✓	✓		
	Grading compliance	Monthly	30mm max corrugation, 100mm max depth pothole, or safety hazard, no visible clay, max 70mm deep rutting over any 10m length	✗	✗	✗	✗	2 pothole clusters over 13km	
	Signs and edge marker post (ENP) compliance	Monthly	>80%	✓	✓	✓	✓	1 pothole cluster over 21km	
Network Performance	Sealed pavement pothole and edge break compliance	Monthly	Pothole 50mm max depth, or safety hazard. Edge breaks not becoming a safety hazard.	✓	✓	✗	✓		
	Detritus and litter compliance	Monthly	10 items of litter (any 5 over 20cm3), over sample 500m	✗	✗	✓	✓		
	Vegetation compliance	Monthly	Sight lines maintained, vegetation not obscuring signs or ENP's	✓	✓	✓	✓		
	Planned works completed	Monthly	>70%	✓	✓	✓	✓		
	Shoves, ruts and deformation response times	Monthly	Resolved within 1 week	✓	✓	✓	✓	Baseline data collected. Trend will become available after further data collection	
Innovations	Rutting, Roughness and Texture condition on sealed network	Annually	Improving trend	✓	✓	✓	✓	Data available end of August	
	Smooth travel Exposure (STE)	1 to 2 yearly	>91%	✓	✓	✓	✓	Surfacing percentage achieved inclusive of rehabs	
	Footpath service standard	Annually	90% Cat 3 or better	✓	✓	✓	✓	Long term measure. Baseline data to be collected this FY	
	Percentage of road network resurfaced	Annually	8%	✓	✓	✓	✓		
	Asset consumption/Residual pavement life	Annually	Improving trend	✓	✓	✓	✓		
Financial	Number of innovations proposed and implemented	Annually	10 p.a.	✗	✗	✗	✓	10 reported, implementation ongoing	
	Actual cost vs. Target cost	Monthly	Actual cost lower than target cost	✓	✓	✓	✗	1.4% overspend	
People	Benchmarking of costs	Annually	≈< peer networks	✓	✓	✓	✓	Baseline data obtained from 2016 survey	
	Staff engagement survey	Annually	Improving trend in staff engagement	✓	✓	✓	✓		
	Staff engagement survey	Monthly	Business analysis actions planned from survey	✓	✓	✓	✓		

# **Truth will strengthen us Kia maia (have courage)**

This is one of our values.

We appreciate people's truthful opinions on our performance as we improve by increased understanding.

If you wish to comment on this report, or our performance, please contact:

[Doug.Carrasco@waikatoalliance.co.nz](mailto:Doug.Carrasco@waikatoalliance.co.nz)





### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	5 September 2016
<b>Prepared By</b>	Karen Bredesen Business Support Team Leader/PA
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1600850
<b>Report Title</b>	<b>Service Delivery Report for August 2016</b>

### **1. Executive Summary**

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

This report also contains an overview of progress made over the Triennium on key projects and initiatives for the Committee's information.

### **2. Recommendation**

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

### **3. Attachments**

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- Dash Board Reports
- Yardstick Parkcheck
- Yardstick Benchmarking
- WDA Dashboard Report

## REPORT

### Service Delivery 2014/15 to 2016/17

The purpose of this section of the report is to provide a high level overview of key works and projects that the Infrastructure Committee has had oversight of over the past three years.

### Parks & Facilities

#### Benchmarking

Since 2014 the Parks area has participated in the national benchmarking process, called Yardstick. This benchmarking activity has a reasonable uptake within the industry with around 25 councils participating annually. Council has seen a pleasing increase in many of the measures reflecting the increased focus and effort made in this area. The results of the 2014/15 and 2015/16 surveys are attached.

#### Parks Strategic Framework

The creation of the parks strategic framework was a key building block in providing an operational framework for this activity to operate within. The adoption of the frameworks was a key early decision by this committee and significant progress has been made in adopting the required documentation.

The framework is seen as way of capturing community interest in various classes of assets at differing strategic levels to help define forward works programmes and levels of service for the Parks activity. This has helped prevent ad hoc decision-making and provides a good foundation to justify the services that we deliver for our communities with an opportunity for community input into each aspect.

Strategic Work Programme



To date, the following documents have been adoption and implemented:

- Parks Strategy
- Toilet Strategy
- Playground Strategy
- Trails Strategy
- Cemetery Strategy
- Tree Policy
- Reserve Management Plans x3
- Natural Value Areas Framework

#### Open Spaces Maintenance Contract – City Care

A robust procurement and competitive dialogue process resulted in a combination of the north and south open spaces maintenance contracts into one master contract which was awarded to City Care for a period of up to 10 years. Through this process a number of local sub-contractors have been brought on board to assist in City Care's delivery of services.

The Contract commenced on 1 August with an official launch by His Worship the Mayor. This event took place in front of City Care and Council staff involved with the contract. City Care's main depot is at Brownlee Avenue where they will be co-habituating with the Waikato Alliance and members of Council's Three Waters team.

The mobilisation of this contract has been very smooth with the long lead in time since the awarding of this contract allowing systems and personnel to integrate without the need to overly rush things.

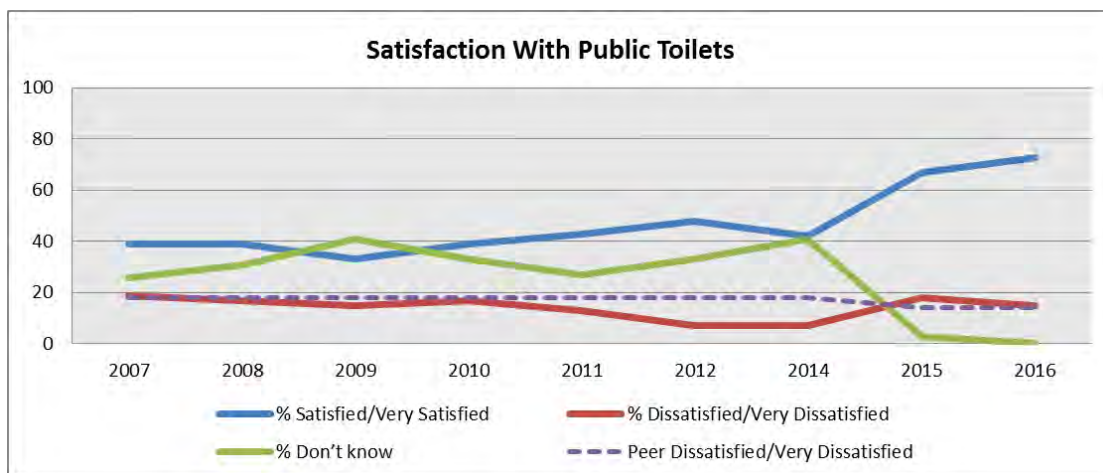
Service requests are being received directly by City Care and have averaged 15 per week to date. Several compliments have also been received from the works undertaken to date. Co-branding of vehicles has increased Council's profile in the Open Spaces area. While only in the third week at the time of writing this report, Council staff have been impressed with the levels of service being achieved by City Care. Auditing of this contract will commence in September and Key Result and Performance (KRA's and KPI's) measures are under development and will be reported through to Council. A draft of the KRA/KPI report is attached.

#### Aquatic Facilities Contract – Belgravia

The merger of two aquatic facility contracts has resulted in Belgravia being awarded the district-wide aquatic contract for a period of up to 10 years. The new contract provides for efficiencies in how the pools are operated for the community and Belgravia have plans to provide a range of programmes to meet the recreation needs of our facility users.

#### Public Toilet Maintenance Contract – OCS

Public satisfaction in toilet maintenance has increased hugely (see graph below) since OCS has been brought on board through the adoption of a district-wide contract in 2014. This sole supplier approach replaced the multi service provider approach which existed previously.



#### Kopua Domain Destination Playground

The completion of this playground project has provided a range of play activities for all child age groups and is a popular destination throughout the year for locals and visitors alike.

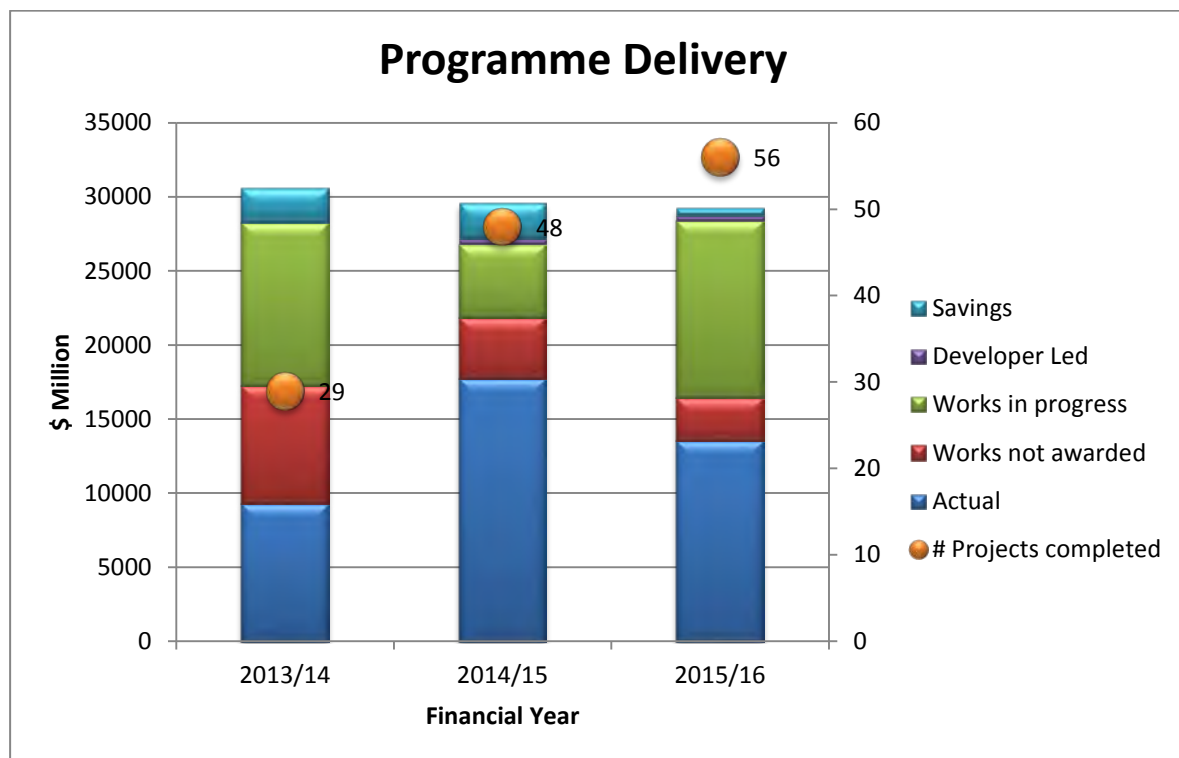
### Lightbody Reserve Destination Playground

Completion of this playground has resulted in good feedback from the community. The playground provides a central play location for people of the Tuakau community.

### **Programme Delivery**

Over the past three years, the Programme Delivery team has successfully delivered a year on year reduction in carryforward value and continued to deliver more projects than the previous year.

Some of the Key Projects delivered by the team over the three years are Raglan Service Centre refurbishment, Ngaruawahia Library Refurbishment, Raglan and Hopuhopu Water Treatment Plant upgrades, Alan Turner Walkway, Southern Wastewater interceptor, Hopuhopu to Ngaruawahia watermain, Te Kauwhata Toilet, Manu Bay Seawall, 3 Waters renewals and upgrades, Tamahere Recreation Reserve Phase I (earthworks) and Phase II (concept design), Ngaruawahia Office front of house design, Ngaruawahia Community Facilities prework (land analysis and engagement) and the formation of the community steering group, Pokeno Wastewater reticulation Phase I (construction completed) and Phase II (engagement), Reservoir project (Pokeno, Huntly, Horotiu, Hopuhopu) completed all design and consenting, successfully tendered works (construction in 16/17), Huntly Library refurbishment design and consenting (construction in 16/17), Brownlee Ave Toilet, Meremere Community Hall, Pokeno Water and Wastewater.



### **Waters**

#### Strategic Planning

The requirement to better understand the 3 waters network drove the development of strategic plans based on a 50 year horizon. These reports (undertaken for Water, Wastewater and Stormwater) were framed around the future needs of each community and included the development of interventions aimed at meeting forecasted growth needs and environmental requirements. The documents allowed staff to develop robust Activity Management Plans, a 30 year infrastructure strategy and feed key projects into the Long Term Plan.

### Regulatory Environment

The team have reviewed and updated the Water Bylaw, Tradewaste and Wastewater Bylaw. These were all done sub regionally so that good alignment was in place for customers who work across all three areas, but also to provide consistency to the Shared Services Team, or administer many of the matters outlined within the bylaws.

### Waste Minimisation

A significant focus over the last three years has been the implementation of Council Waste Minimisation Plan. The plan has an aspirational goal of Zero Waste and to achieve this, a number of key activities have been undertaken. These activities included the recruitment of a Waste Minimisation Officer, the successful change in the way services are delivered, with major changes coming into force on 1 July 2016 to reduce waste to landfill, securing Ministry of the Environment funding for food waste trail in Raglan and the improved in organic collection process.

Whilst a number of these actions created some angst in parts of the community, the aspirational goal set by Council required strong leadership to be achieved and this was given to staff.

### Compliance Matters

The SCADA and Telemetry improvement project was successfully implemented and as a result gave the ability to staff to accurately report on Compliance across Water and Wastewater activity.

Significant upgrades at the Water treatment plants have now improved the instrumentation to enable Council to report on and comply with the Protozoa Category 5 requirements of the NZ Drinking Water standards. Details on the improvements to the drinking water supplies district-wide are outlined in more details within the Drinking Water Compliance Report that forms part of the wider agenda, as are the challenges presented within the wastewater portfolio.

### Water Metering

With the installation of water meter manifolds in Huntly, Raglan and Ngaruawahia completed over the last two years, the installation of water meters is now underway. Dummy invoices are due to be sent out later this year in conjunction with an education plan for the affected communities.

## **Roading**

Whilst a majority of the operational and capital works programmes now sit within the Alliance, the Asset Management team within Council have focused on delivery of a small number of strategic projects, along with continuing to focus on maintaining strong relationships with NZTA.

### Safety Risk Mapping

Safety has been identified as the priority problem for our roading network. The wider Waikato region has a significantly worse trending fatal and serious crash history over the last 10 years than other regions in the country. The development of a district wide risk assessment was undertaken with the assistance of Beca Consultants to prioritise safety works across the Waikato District Councils roading network. The analysis used crash information and potential risk based on traffic data, road alignment and crash history. Routes and intersections were ranked accordingly and briefs prepared to implement improvements on the sites. Implementation is currently underway and being completed as funding permits. This has enabled work programmes to be developed with a particular focus on our high risk areas to gain the maximum benefit from our road safety budget. The project has been

identified as a best practice approach to network managing safety and been shared with local authorities across the country.

### WILTS

The development of a high level district roading strategy is coming to a close. The purpose of the strategy is to provide a clear and strategically planned approach for investment into the Waikato District Council Roding network. This will provide focus for work priorities and underpins any funding application for capital improvements and maintenance with the NZ Transport Agency. The document has involved significant collaborative staff effort, public and key stakeholder engagement. The changing procedural requirements involving NZ Transport Agency has resulted in the strategy taking longer than expected to finalise.

### Te Awa Cycleway

The Te Awa cycleway project vision is to provide a walking and cycling facility from Ngaruawahia to Cambridge that provides substantial access to the Waikato River. Recently 2 contracts have been awarded – one to complete the path between the golf course and Horotiu bridge and the other to construct an iconic walking and cycling network arch bridge across the Waikato river to join the footpaths on either side. This will become the longest walking and cycling structure of its kind in the country. Once this is complete the cycleway will have delivered a full link between Ngaruawahia and Cambridge. The project has achieved significant collaboration between Te Awa, Waikato District Council, NZTA and Waikato Regional Council. A strategic and detailed business case was developed for the project that led to the capture of substantial funding from NZTA and the Urban Cycleway fund for the project. The cost share split is approximately:

<b>Te Awa</b>	<b>42%</b>
<b>NZTA</b>	<b>26%</b>
<b>UCF</b>	<b>22%</b>
<b>WDC</b>	<b>10%</b>

Completion of these 2 contracts is expected in February 2017.

### Mangawara Stream Crossing

Over the last two years the Mangawara stream crossing has been conceived as a project to solve a number of safety issues that are prevalent at the Taupiri Urupa for access to the mountain. This includes illegal use of the KiwiRail bridge by pedestrians, the unsafe access off SH1 into the site and the uncontrolled level rail crossing near the access to SH1. The project has developed as a collaborative approach between Waikato District Council, KiwiRail, Waikato Tainui, NZTA, Downer, the Taupiri community board and the Urupa Committee. The initial Hui's have developed into project meetings, with Beca delivering the resource consent and business case for the project. They will also undertake the detailed design review.

The business case and funding application has captured over \$900,000 in funding from NZTA, with the remainder coming from Waikato District Council, KiwiRail and Waikato Tainui. The intent is to realise further savings by appointing the team that delivered the adjacent KiwiRail bridge under a Design and build contract. The procurement decision is currently with NZTA. Delivery of the project is expected in this financial year with design currently underway.

## **Parks and Facilities**

### Sunset Beach Erosion

The Erosion final option report has been released into the public sphere. Erosion at the beach has increased exponentially over winter and the Surf Lifesaving Club have relocated their tower for the second time in a year. The Council hall is at risk if further erosion occurs. Staff are monitoring the site weekly to clear any further hazards as a result of storm events and are working closely with the Hall Committee on emergency response plans.

### Halls Feasibility Study

Visitor Solutions are producing a study into the provision of our halls across the district, taking into account use/booking rates and areas of population growth to help inform a work programme for these halls in future. The study has been drafted and will be discussed with Council in coming months to gain feedback on progress.

## **Waters**

The Waters Asset Team have been working closely with District Plan review team to ensure Infrastructure and in particular key stormwater outcomes are addressed within the district plan.

The Treatment team have various technology trials underway looking at improved treatment across the wastewater plants.

The Operations Team have been busy with staff shortages, coverage across the business has been challenging.

## **Programme Delivery**

### Tamahere Recreation Reserve

Earthworks have been delayed due to weather conditions. The contractors will re-commence in October 2016 and complete the drainage, levelling and grassing of the site. Detailed design is being undertaken for the development of the skatepark and playgrounds.

### Huntly Library Refurbishment

Works have commenced on the refurbishment of the Library and Council. Library services have been relocated to the Civic Centre.

### Pokeno Wastewater Phase II

Review of design is near completion. Currently, still receiving signed agreements from property owners, consents being applied for and tender documents being compiled.

### Meremere Skatepark

Construction of the skatepark completed with landscaping to be undertaken. The official opening is scheduled for 15 October 2016.

### Reservoirs – Huntly, Hopuhopu, Horotiu and Pokeno

The contract has been awarded to Spartan Construction with minor earthworks to start from October for Huntly and reservoirs arriving in January.

## **Roading**

### **Waikato District Alliance (WDA)**

#### Zero Harm

There was one First Aid Injury (FAI) in July. A worker strained his elbow lifting signs and sandbags onto a truck, sought treatment and was placed on light duties for a week.

Another employee sustained a back strain when he slipped on a grass verge while carrying a sign. The injury did not require medical attention or absence from work.

There was also one non-injury incident that had the potential to be serious. A staff member was using a concrete saw to cut a culvert pipe. Towards the end of the cut the pipe moved, pinching the blade causing the saw to kick back. The body of the saw struck the worker on the face shield which prevented serious injury. A full investigation has been completed and actions to prevent recurrence are progressing.

The use of PPE potentially prevented any injury from occurring.

During August 15 non-operational staff that drive regularly as part of their roles completed crash avoidance training. This involved driving in an urban environment, manoeuvring at low speed and vehicle control under acute braking.

#### Asset Management

The Asset Management Team is focussing on the development of a district-wide SCRIM (Sideway-force Coefficient Routine Investigation Machine) strategy. SCRIM management will assist in our objective of achieving lower accident rates, by identifying where wet-road skidding is occurring. While this is not a requirement for local authority networks WDA has taken this approach as a responsible network manager. We believe that WDC will be the first local authority to develop a strategy of this type and anticipate that other districts will soon follow suit.

#### Design Team

The Design team continue to focus on the development of the 2016/17 pavement rehabilitation programme, with the view to having all projects designed by February 2017. Once complete the Team will move directly into the design of the 2017/18 programme.

#### Renewals

Construction of this year's renewals projects is set to start on the 29<sup>th</sup> September for the 2016/17 projects. We are hoping to make use of any fine settled weather that eventuates in the early months of the season to get a head start on another busy construction season with 18km of pavement rehabilitation to be completed.

Drainage and minor enabling works have been completed on Frost Road gearing up for the pavement reconstruction to follow early September. Drainage works on this project included the replacement of an under road 600mm culvert.

A customer engagement meeting will be held with the residents on Wainui Road where construction is set to take place. This will enable us to communicate face to face with all involved to explain the extent of the works.

#### Maintenance

There have been up to five graders working on the network following the wet winter period. There was a total of 113km of heavy grading (grader and roller) undertaken in July.



We have started to develop a robust maintenance intervention strategy for our unsealed network. This aims to increase the frequency between grading thus reducing maintenance costs. This strategy is also aimed at understanding the high maintenance sections of the unsealed network through the use of data that is being currently captured. Once in place, the strategy will enable the team to carry out localised specialist treatments to those sections improving the maintenance efficiency.

Twenty one tonnes of litter were collected in July. New compacting bins have been installed in Pokeno to reduce litter and emptying costs as well as improve amenity in the area.

Sealed maintenance is subject to a holding pattern which retains the condition of the network prior to permanent repair being undertaken. The programme of pre reseal repairs is on target with four crews scheduled to start in September.

Areas in the west of the region experienced slips and instability after the recent wet weather. There are currently eight sites under geotechnical investigation. Repairs have already started on two sites (See picture 1).



*Picture 1: Slip repair at Ohautira Road*

## Status of Roading Projects

### Design Phase

**2016/17**

### **Rehabilitation**

The designs for all **2016/17** pavement rehabilitations are in the planning stage. Falling Weight Deflectometer (FWD) testing and pavement investigations are complete for all sites.

<b><u>Rehabilitation</u></b> <b>Contract No.</b>	<b>Ward</b>	<b>Name/Location</b>	<b>RP Start</b>	<b>RP end</b>	<b>Lengths (m) to be constructed</b>	<b>Status</b>
WDA	Onewhero - Te Akau	Highway 22	27120	27820	700	Added to programme in August.
WDA	Hukanui-Waerenga	Bankier Rd	3228	4080	852	From Boyd/Dawson intersection north. Design underway. Construction programmed for September start.
WDA	Hukanui-Waerenga	Gordonton Rd	4110	5401	1,291	From 500m north of Sainsbury Rd to Taylor Rd. Design underway.
WDA	Onewhero - Te Akau	Hetherington Rd	16876	17758	882	4.8km from western end (multiple drop outs). Design underway.
WDA	Onewhero - Te Akau	Highway 22	42987	45333	2,346	Starts 2.9km south of Hetherington Rd. Awaiting survey.
WDA	Hukanui-Waerenga	Horsham Downs Rd	3547	4356	809	Bankier Rd to Lake Rd. Design underway.
WDA	Awaroa-Tuakau	Pokeno Rd	2500	3782	1,282	From the 2015/16 site through the cutting. Survey complete.
WDA	Awaroa-Tuakau	Ray Wright Rd	385	1265	880	From Nandina Lane west (deferred from 2015/16). Design complete. Awaiting land purchase agreement.
WDA	Awaroa-Tuakau	Ridge Rd	1999	2512	513	From the quarry south. Survey complete.
WDA	Awaroa-Tuakau	River Rd (Tuakau)	874	1336	462	South of Tyson Lane past Lapwood Rd.
WDA	Hukanui-Waerenga	Sainsbury Rd	8	185	177	Alongside school from Puketaha Rd to 100km/h threshold.
WDA	Hukanui-Waerenga	Tahuna Rd	17299	17586	287	From Te Hoe to the east. Awaiting survey.
WDA	Onewhero - Te Akau	Waikaretu Valley Rd	1190	1900	710	1.2km from Highway 22 past long slip area (deferred from 2015/16). Design complete. Awaiting land exchange agreement.

<b>Rehabilitation Contract No.</b>	<b>Ward</b>	<b>Name/Location</b>	<b>RP Start</b>	<b>RP end</b>	<b>Lengths (m) to be constructed</b>	<b>Status</b>
WDA	Onewhero - Te Akau	Waikaretu Valley Rd	1900	2598		Dropout section (deferred from 2015/16). Design complete. Awaiting land exchange agreement.
WDA	Raglan	Wainui Rd	3278	4270	992	Starts 400m west of Riria Kereopa Memorial Drive past Ngarunui Beach Rd to Te Ahiawa Rd. Design underway. Programmed for completion in December.
WDA	Awaroa-Tuakau	Whangarata Rd	1356	1586	230	Bollard Rd to the west. Design underway.
WDA	Awaroa-Tuakau	Whangarata Rd	2892	3663	771	From Ridge Rd (rail overbridge) past Ewing Rd then west. Survey complete.
<b>Projects Deferred</b>						
WDA	Awaroa-Tuakau	Pokeno Rd	39	497	458	Deferred - Great South Rd to Pokeno School
WDA	Hukanui-Waerenga	Mangapiko Valley Rd	900	1930	1,030	Deferred – East of Story Rd
WDA	Awaroa-Tuakau	Helenslee Rd	774	898	124	Handed to developer (Dines) for construction.
WDA	Onewhero - Te Akau	Highway 22	34561	34700	139	Deferred (pavement works carried out) - Dropout
WDA	Awaroa-Tuakau	Dean Rd	935	1207	272	Deferred (subdivision development discussions)
WDA	Awaroa-Tuakau	Great South Rd (Pokeno)	755	990	235	Deferred - Pokeno Rd intersection to northern on-ramp. Deferred to 2017/18.
WDA	Awaroa-Tuakau	Munro Rd	5	360	355	Deferred - southern length (Pokeno Rd to one lane bridge), includes replacement of one lane bridge. Deferred to 2018/19.
WDA	Awaroa-Tuakau	Munro Rd	360	721	351	One lane bridge to Helenslee Rd. Handed to developer (Dines) to construct.
WDA	Awaroa-Tuakau	Helenslee Rd	4	98	94	From Pokeno Rd north. Deferred to 2018/19.
WDA	Hukanui-Waerenga	Henderson Rd (Horsham Downs)	950	1957	1,007	From Hurrell Rd to Boyd Rd. Deferred to 2017/18.
WDA	Huntly	Tregoweth Lane	460	633	173	From Metrapanel north (deferred from 2015/16 to 2017/18)

**Construction Phase**  
**2016/17**

<b>Rehabilitation Contract No.</b>	<b>Ward</b>	<b>Name/Location</b>	<b>Route Position</b>	<b>Lengths (Km) to be constructed</b>	<b>Status</b>
WDA	Onewhero-Te Akau	Onewhero-Tuakau Bridge Rd	3.720 – 4.100	0.38	Located 1.2km from Onewhero Village. Gabion walls and two timber pole retaining walls were completed last year in this area leaving the pavement reconstruction of 380m to be constructed early in the season this year.
WDA	Awaroa-Tuakau	Pokeno Rd 1	1.250 – 1.450	0.200	This is a short 200m section at the beginning of last season's Pokeno Rd rehab.
WDA	Huntly (SE)	Frost Rd (Ohinewai) 1	0.625 – 0.924	0.299	Earthworks and shoulder works on this site are currently underway getting the site ready for the pavement construction in early September.
WDA	Huntly (SE)	Frost Rd (Ohinewai) 2	1.174 – 2.027	0.853	Earthworks, shoulder works and a 600mm road crossing culvert replacement on this site are currently underway getting the site ready for the pavement construction in early September.
WDA	Hukanui-Waerenga (SE)	Woodlands Rd 1	2.557 – 3.020	0.463	Woodlands Rd is set to start at the end of August and completed in the beginning of September.
WDA	Hukanui-Waerenga (SE)	Woodlands Rd 2	3.129 – 3.409	0.280	Woodlands Rd is set to start at the end of August and completed in the beginning of September.
WDA	Hukanui-Waerenga (SE)	Woodlands Rd 3	3.499 – 3.900	0.401	Woodlands Rd is set to start at the end of August and completed in the beginning of September.
WDA	Hukanui-Waerenga (SE)	Woodlands Rd 4	3.974 – 4.461	0.487	Woodlands Rd is set to start at the end of August and completed in the beginning of September.
WDA	Hukanui-Waerenga (SE)	Woodlands Rd 5	4.949 – 5.283	0.334	Woodlands Rd is set to start at the end of August and completed in the beginning of September.
WDA	Eureka	Seddon Rd	1.894 – 2.254	.360	Seddon Rd is a short section of pavement reconstruction that will be completed in September 2016.
WDA	Hukanui-Waerenga (SE)	Bankier Rd	3.228 – 4.080	0.852	Bankier Rd pavement reconstruction will commence in September and be completed in early October 2016.

<b><u>Rehabilitation</u> Contract No.</b>	<b>Ward</b>	<b>Name/Location</b>	<b>Route Position</b>	<b>Lengths (Km) to be constructed</b>	<b>Status</b>
WDA	Hukanui- Waerenga (SE)	Horsham Downs Rd	3.547 – 4.356	0.809	Horsham Downs Rd pavement reconstruction and minor earthworks will commence in September and be completed late October 2016.
WDA	Raglan	Wainui Rd	3.278 – 4.270	0.992	Wainui Rd site is set to start mid-September with earthworks. A customer engagement meeting will be held on site to liaise with them as to what will be happening and the extent of the works. Completion October 2016

## Upcoming Events

S.No	Event Name	Roads Affected	Event Date	Road Closure	TMP Status
1	Championship Race 1 Cycling Event - The Marist Open	Wairere Dr, Old Farm Rd, Knighton Rd, Ruakura Rd, Holland Rd, Waverley Rd, Piako Rd, Matuku Rd, Tauhei Rd, Tainui Rd, Tahuna Rd, Proctor Rd, Te Hoe Rd, Orini Rd, Whitikahu Rd, Law Rd, Woodlands Rd, Middle Rd	16-Oct-16	No	TMP Under Review
2	Championship Race 2 Cycling Event - Thermal Chemistry Hamilton Open	Devine Rd, Wiremu Tamihana Dr, Tauwhare Rd, Scotsman Valley Rd, Pukemoremore Rd, Victoria Rd, Bell Rd, Chepmell Rd, Waterworks Rd, Te Miro, Maungakawa Rd, Aspin Rd, Fencourt Rd, Flume Rd	20-Nov-16	No	TMP Under Review
3	Pukekohe Car Club	Murray Road, Pukekawa	20-Nov-16	Yes	TMP Under Review

## WDC parks and open spaces maintenance services contract # 15/162

			OVERALL TOTAL		100%				Month	#N/A	Traffic light
KPI Description	Measure	Pass Performance	Good Performance	High Performance				Actual	Raw Score	Weighted score	
<b>KRA 1 – Efficient and Effective Service Delivery – ‘Savings Through Efficiencies’</b>					25%	Measurement frequency	Scoring	Comments			
Quality conversations	Monthly Joint Audit report , fit for purpose	90 - 94%	95 - 97%	>97%	10%	Monthly	< 90 = 50%; 90 - 94 = 75% 95-97 = 90% >97% = 100%	Joint auditing by both organisations thus having a mutual understanding and appreciation of specification and requirements.	50%	5%	
Reporting and programming	Reporting and programming submitted on time to standard				10%	Monthly	Fail = 0% Pass = 100%	Monthly rounds completion and early warnings report - to be sent weekly covering exceptions; Monthly H&S report; Annual schedule works program; Sport field renovations program; Annual condition report for gardens, structures, playgrounds etc.; Unscheduled/provisional (inc response works) program; Annual schedule works program; Monthly report	#N/A	#N/A	
Financial management	Claim vs. budget, on time, error free	3% of expected budget +/-	2% of expected budget +/-	1% of expected budget +/-	5%	Monthly	>3 = 0%; 3 = 50%; 2 = 75%; 1 = 100%	Primary measure is scheduled items, however variation total must be managed	100%	5%	
<b>KRA 2 – Customer Service - ‘Customer First’</b>					40%	Measurement frequency	Scoring			36%	
Validated customer complaints about contractor	Number of validated complaints recorded	5	1-3	None	20%	Monthly	>5 = 0%; 3 = 50%; 1-3 = 75%; 0 = 100%	Confirmation post investigation that this is a valid complaint	100%	20%	
Response to service request	Within time frame	90	95	100%	15%	Monthly	<90 = 0%; 95 = 75%; 100 = 100%	Review data to determine actual % achieved	100%	15%	
Customer Satisfaction Surveys	Customer surveys	>70	>80	>90	5%	Monthly	< 70 = 25%; <80 = 60% <90 = 80% >90 = 100%	Call back on random sample of ratepayers who have logged an SR. Based on the calling card used in 3 water contract, detail to be developed	25%	1%	
<b>KRA 3 – Zero Harm - ‘Positive Safety Outcomes’</b>					25%	Measurement frequency	Scoring			5%	
Total Recordable Injury Frequency	TRIF Count in Contractor Records	>4	1 -3	0	5%	Monthly	>4 = 0%; 3 - 4 = 50% 2 - 3 = 80% <1 = 100%	Monthly review of logged incidents recorded against the contract by the company	100%	5%	
Safety Interactions	Joint zero harm audits, focus on sub contractors	90-94%	95-99%	100%	20%	Monthly	<90 - 0% 90-94 = 50% 95-99 = 75% 100 = 100%	Need to stipulate the number of joint audits to be under taken per month	0%	0%	
<b>KRA 4 - Sustainability – ‘planning for the next generation’</b>					10%	Measurement frequency	Scoring			#N/A	
Environmental Management	Plans being implemented with engagement of the local stake holders	3	2	1	5%			Engagement plans for the community, develop straw man post elections. No infringement notices	#N/A	#N/A	
Agreed outcomes	Specifically burials and litter, On time to specification				5%	Monthly	Fail - 0% Pass - 100%	Review of contractual requirements relating to priority items burials and litter	#N/A	#N/A	

100%



## Activity Dashboard Report

**Programme :** Open Spaces Operations  
**Manager:** Gordon Bailey

**Date:** Aug-16  
**Version:** Final



### Comments:

#### CRM Performance:

There has been an increase in service requests over the August period. Staff have been resolving the service requests as soon as possible. There has been a large portion of service requests that have been incorrectly assigned during the mobilisation of the new City Care contract. Staff have been working with the call centre to ensure these service requests are directed to the correct people first time.

#### Financial:

There is currently no financial data available for the 16/17 financial year.

#### Audits: Franklin Trees (Arboriculture Maintenance Contract)

The contract specifies that 4 audits be undertaken each month. The audit pass mark is 95% and above. Franklin Trees audits averaged 97% over the August period. One audit failed due to stump grinding being undertaken incorrectly and tags being left on newly planted trees.

#### Audits: OCS (Public Facilities Cleaning Contract)

The contract specifies that 10% of the Public Cleaning Contract shall be audited each month. An audit pass mark is 90% and above. OCS audits averaged 93% over August. The highest audit scored 100% and the lowest scored 90%.



# Waikato District Alliance Key Performance Indicator Dashboard



KRA	KPI	Frequency	Target	July	Comments
Zero Harm	Safety Behaviour Conversations	Monthly	30		Reduced crew activity during month, 56% completed
	Temporary Traffic Management Audits	Monthly	26		Reduced crew activity during month, 54% completed
	Quality of TTM	Monthly	>85%		
	Zero Harm Audits	Monthly	25		Reduced crew activity during month, 72% completed
	Environmental Audits (Ave score)	Monthly	100%		
	Near Miss Reporting (Actions completed)	Monthly	>80%		
Customer/Stakeholder	Timely Response	Monthly	<5 days		
	% of customers responded to within timeframes	Monthly	>80%		
	Benchmark SR response times with other networks	Half yearly	Ranked - Standard deviation		
	Customer satisfaction	Annually	Improving trend		As per WDC time frame
	Stakeholder engagement (internal)	Annually	3 structured sessions within SD		
	Stakeholder engagement (external)	Annually	2 p.a.		
	Public engagement	Annually	3 Roadshows p.a.		
Operational Delivery	Grading compliance		30mm max corrugation, 100mm max depth pothole, or safety hazard, no visible clay, max 70mm deep rutting over any 10m length		3 pothole clusters over 7km
	Signs and edge marker post (EMP) compliance	Monthly	>80%		
	Sealed pavement pothole and edge break compliance	Monthly	Pothole 50mm max depth, or safety hazard. Edge breaks not becoming a safety hazard.		
	Detritus and litter compliance	Monthly	10 items of litter (any 5 over 20cm <sup>3</sup> ), over sample 500m		
	Vegetation compliance				
	Planned works completed	Monthly	Sight lines maintained, vegetation not obscuring signs or EMPs		
	Shoves, ruts and deformation response times	Monthly	>70% Resolved within 1 week		
Network Performance	Rutting, Roughness and Texture condition on sealed network	Annually	Improving trend		Data available end of August
	Smooth travel Exposure (STE)	1 to 2 yearly	>91%		Data available end of August
	Footpath service standard	Annually	90% Cat 3 or better		Baseline data TBC
	Percentage of road network resurfaced	Annually	8%		7.73 completed
	Asset consumption/Residual pavement life	Annually	Improving trend		Long term measure. Baseline data collected
Innovations	Number of innovations proposed and implemented	Annually	10 p.a.		10 reported, implementation ongoing
Financial	Actual cost vs. Target cost	Monthly	Actual cost lower than target cost		
	Benchmarking of costs	Annually	=< peer networks		
People	Staff engagement survey	Annually	Improving trend in staff engagement.		Baseline data obtained from 2016 survey
	Staff engagement survey	Monthly	Progress against actions planned from survey		

## Key

- Target achieved or exceeded
- between 80% and 100% of target
- less than 80% of target
- Data not available

## WAIKATO DISTRICT ALLIANCE DASHBOARD - July 2016







## Parks Benchmarking

FOR PARKS, OPEN SPACE MANAGEMENT, PLANNING  
AND SERVICE DELIVERY

### New Zealand – Best Practice Report 2016

Chart 1 - Best Practice Indicators - Overall Total

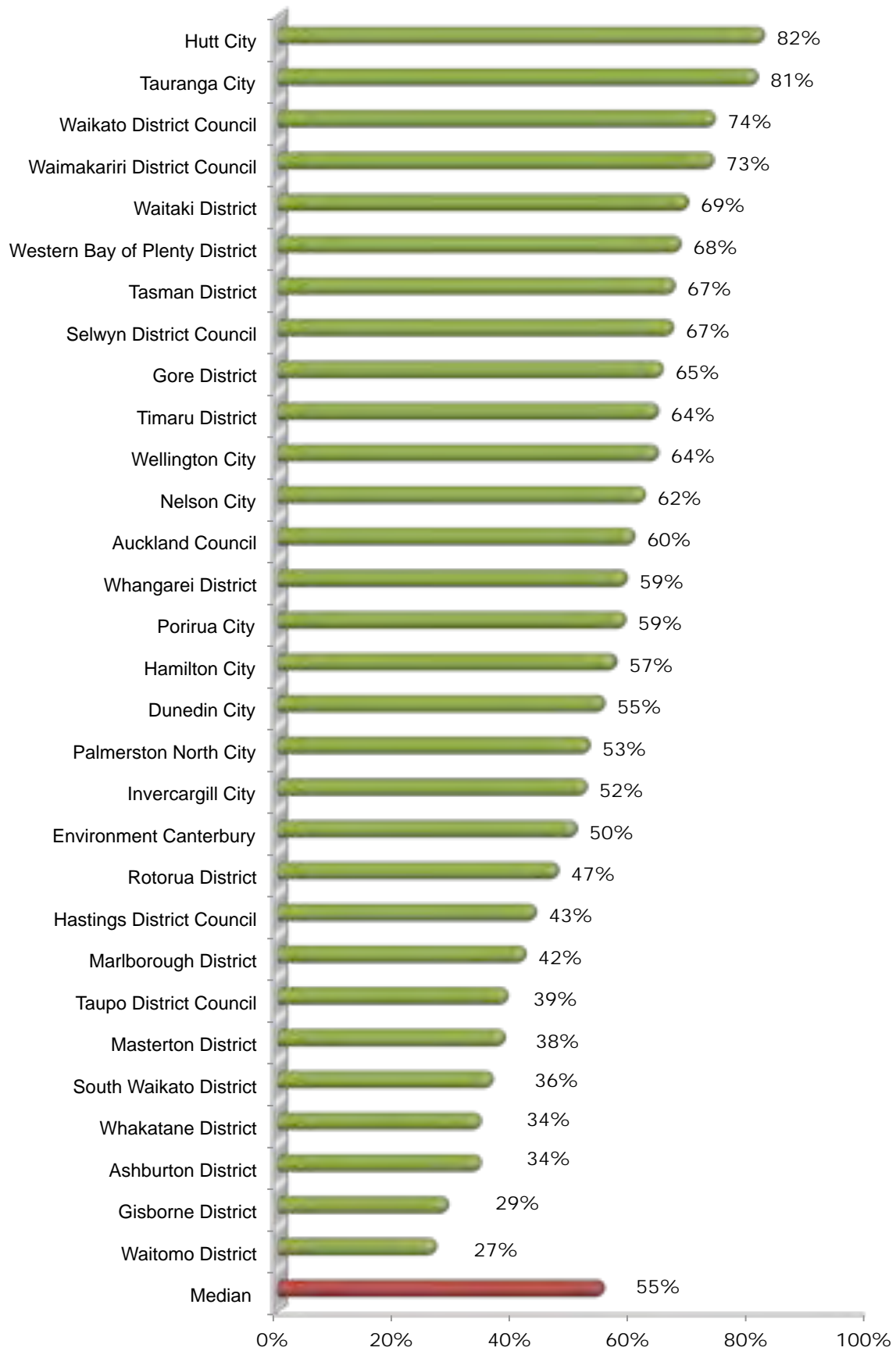


Chart 2 - Best Practice - Operations Score

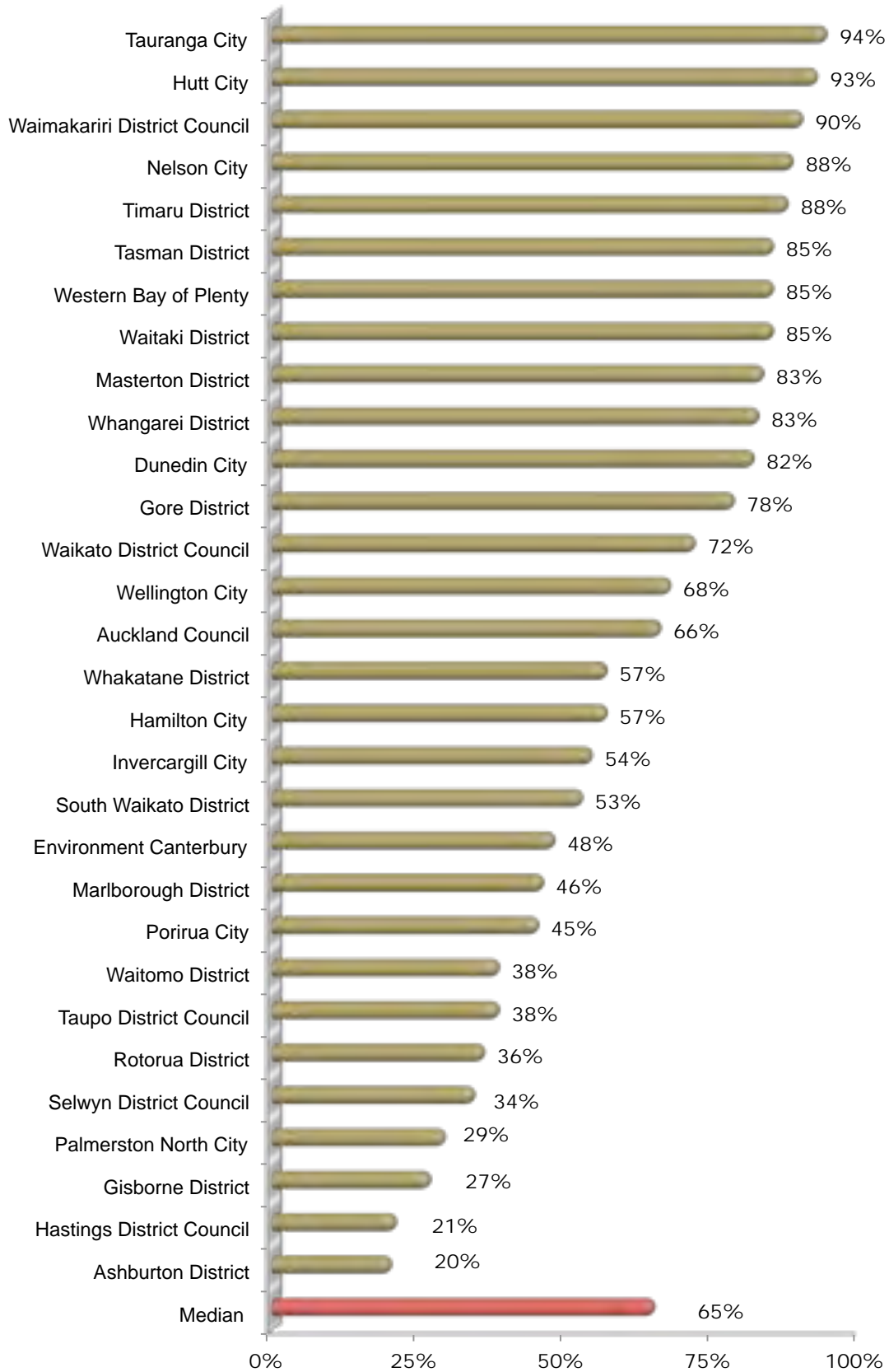


Chart 3 - Best Practice- Asset Management Score

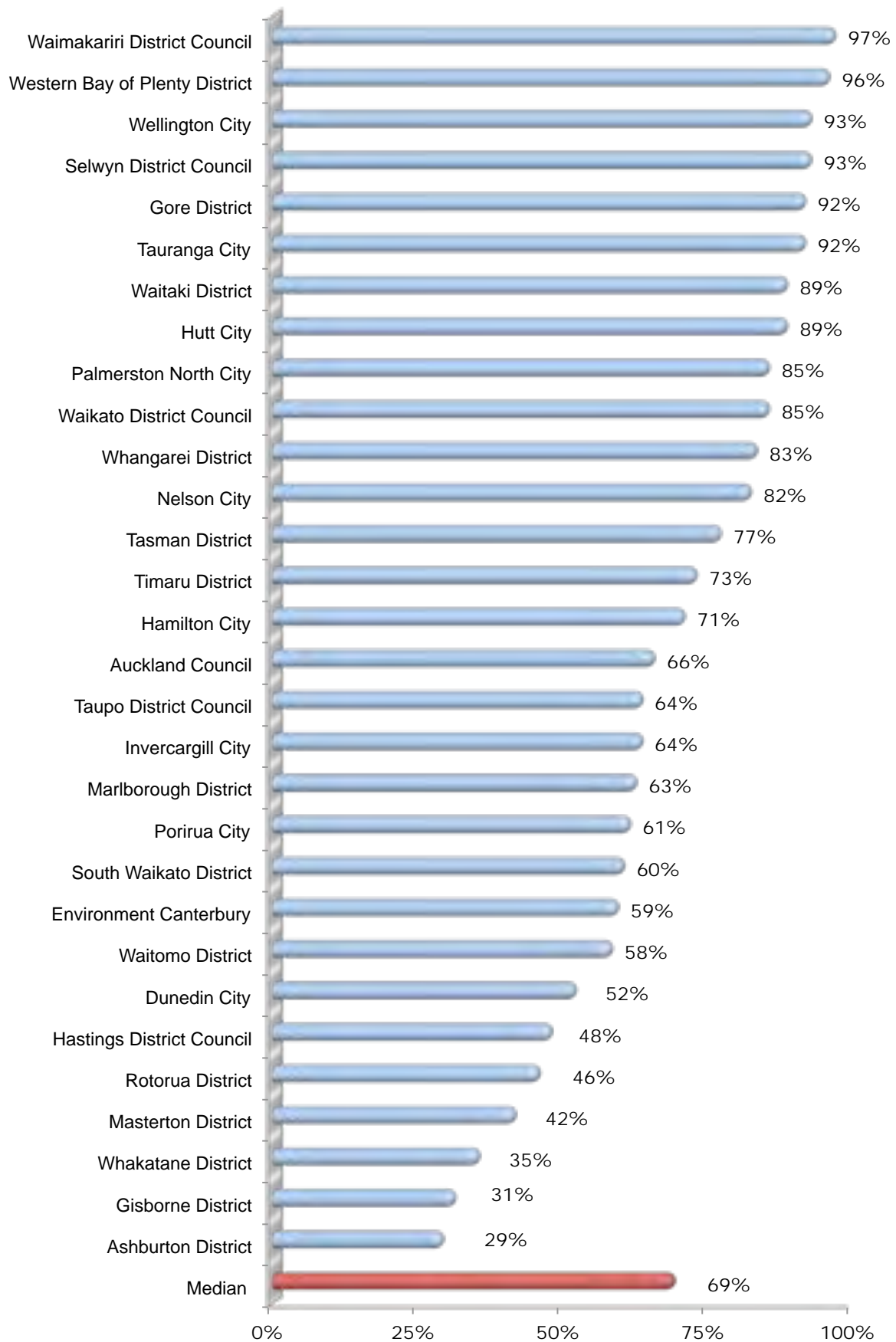


Chart 4 - Best Practice - Planning Score

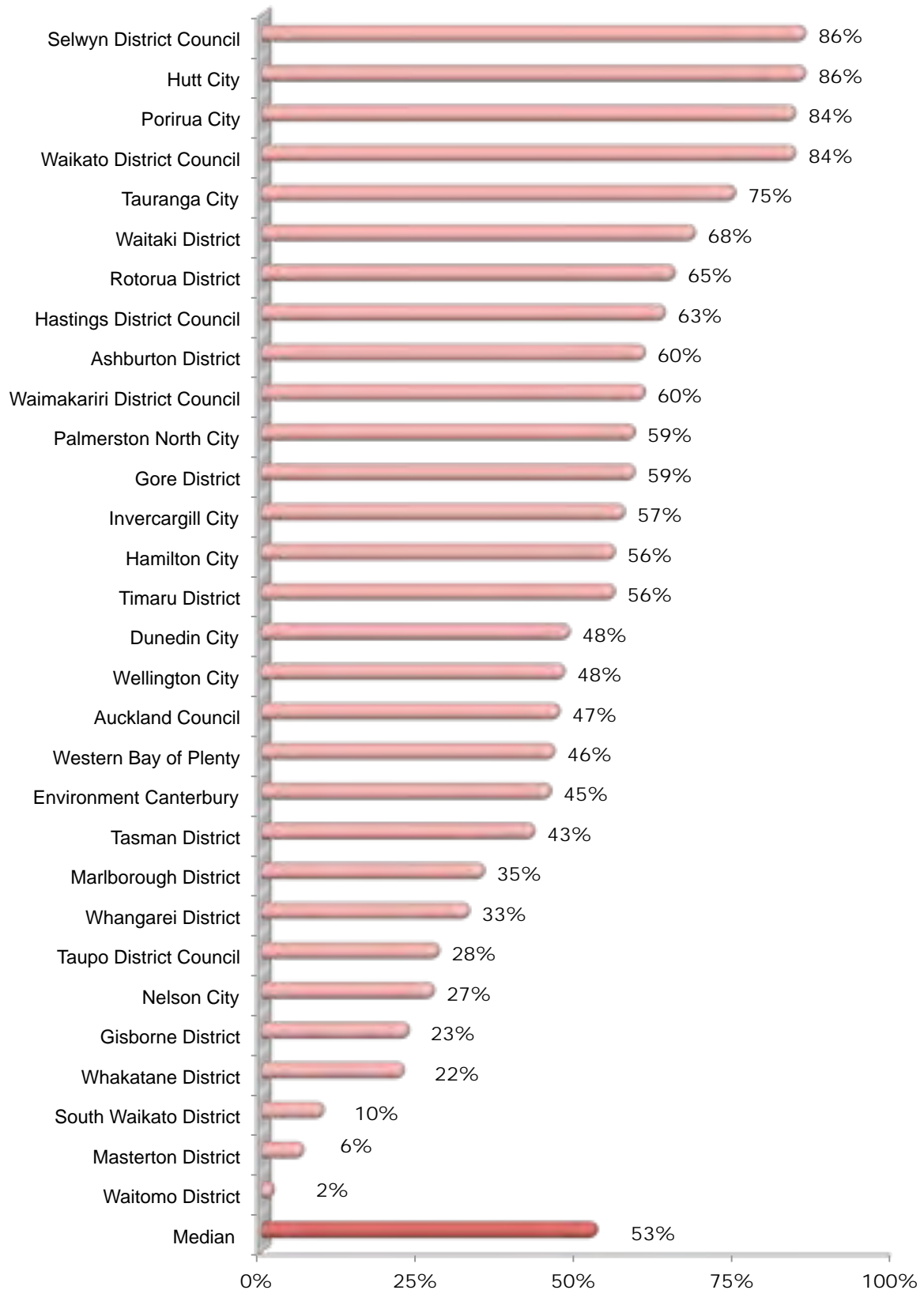




Chart 5 - Best Practice - Environmental Sustainability Score

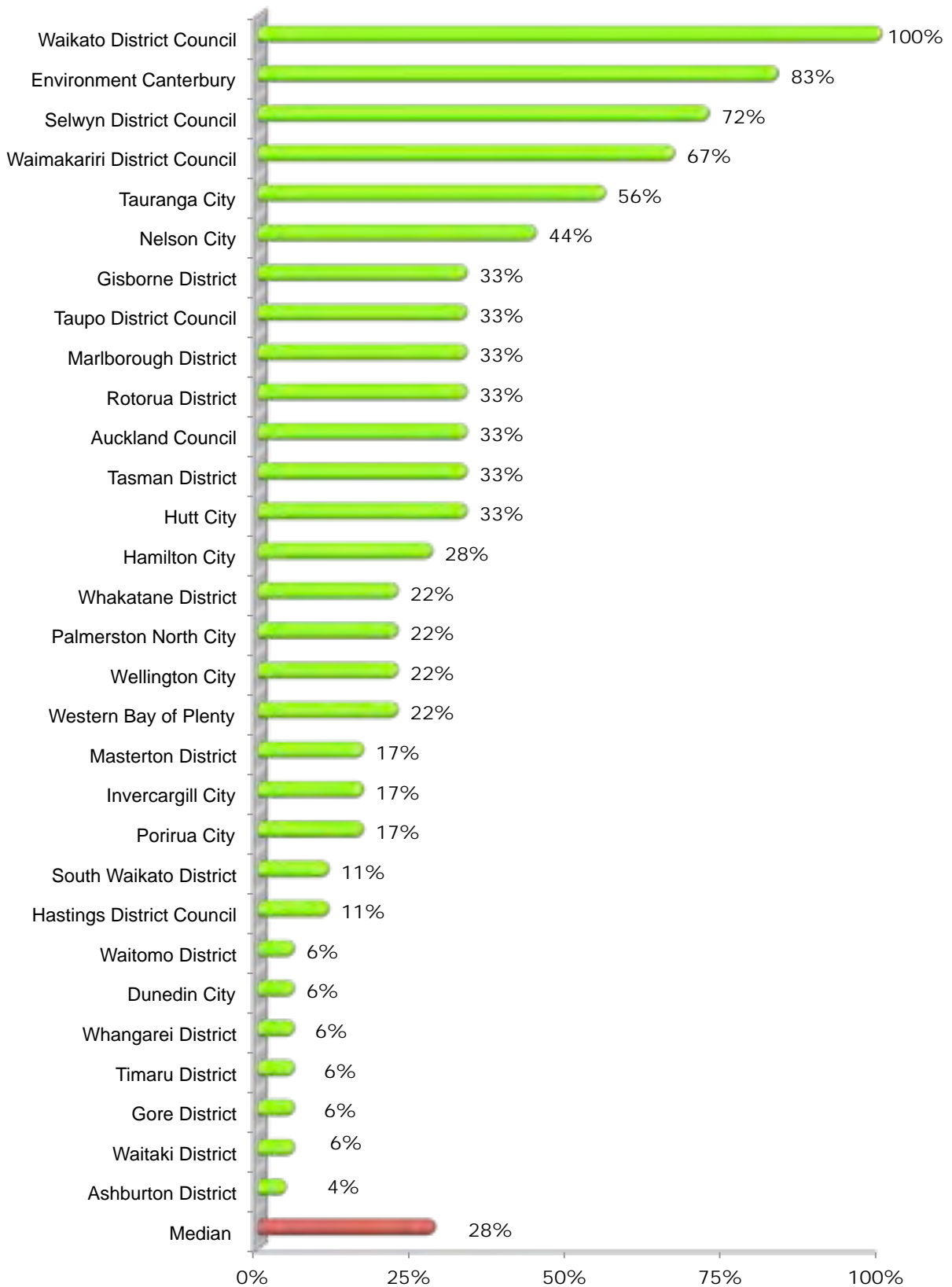
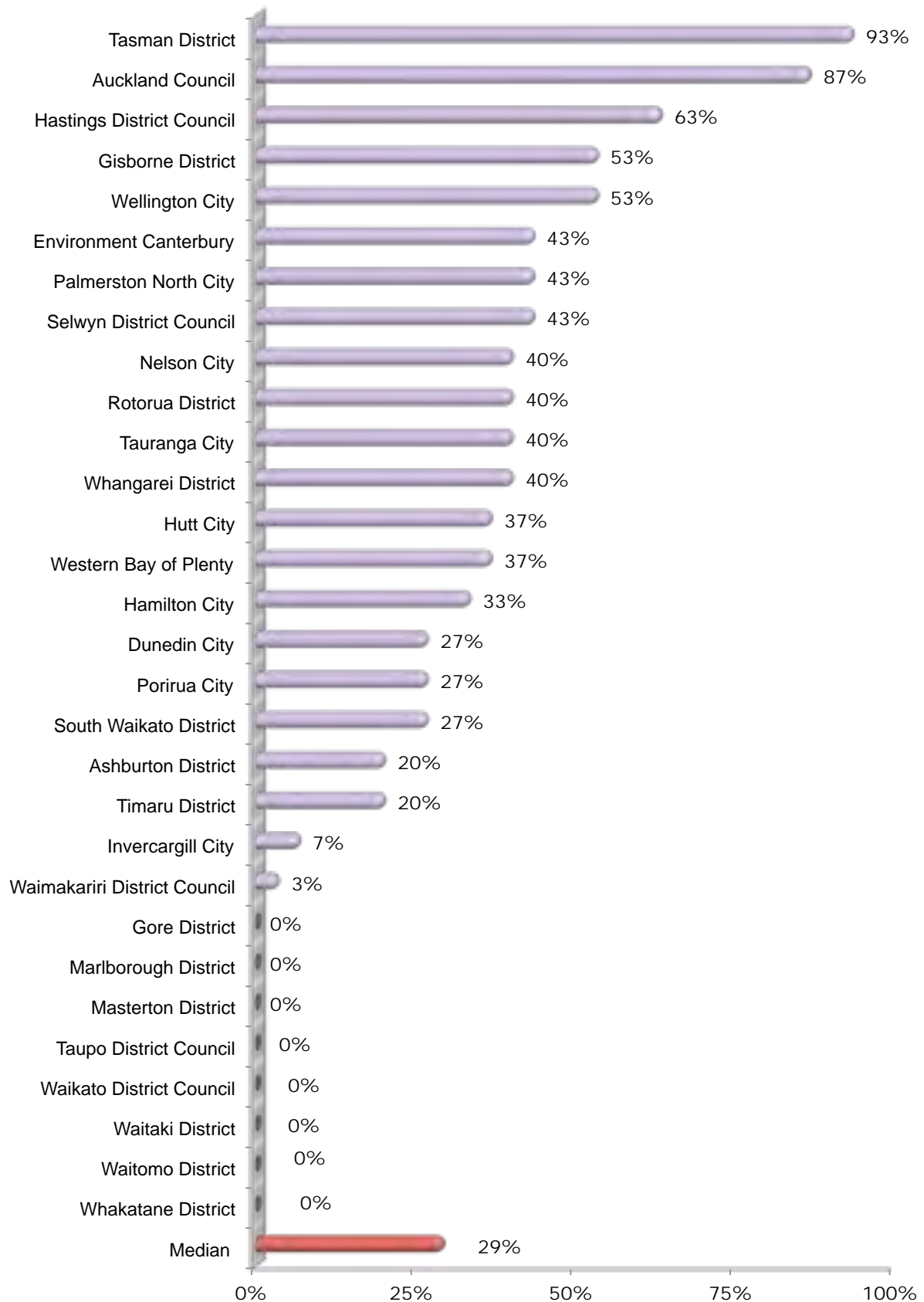


Chart 6 - Best Practice - Community Engagement Score



YARDSTICK 

# Parkcheck

**New Zealand  
Management Key Performance / Best Practice  
Indicators  
2015**

Chart 1 - Management KPI - Combined Total

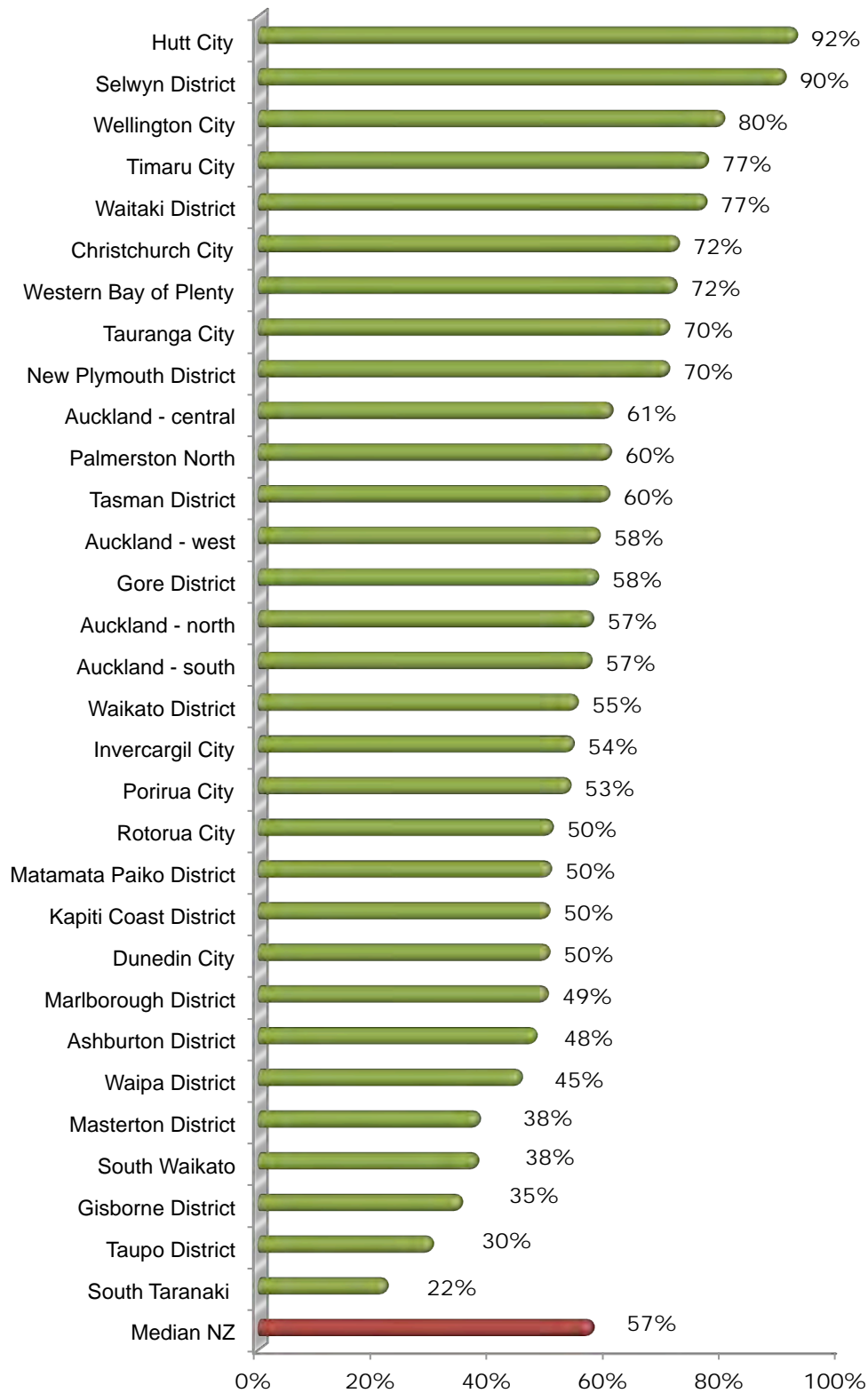


Chart 2 - Management KPI - Operations

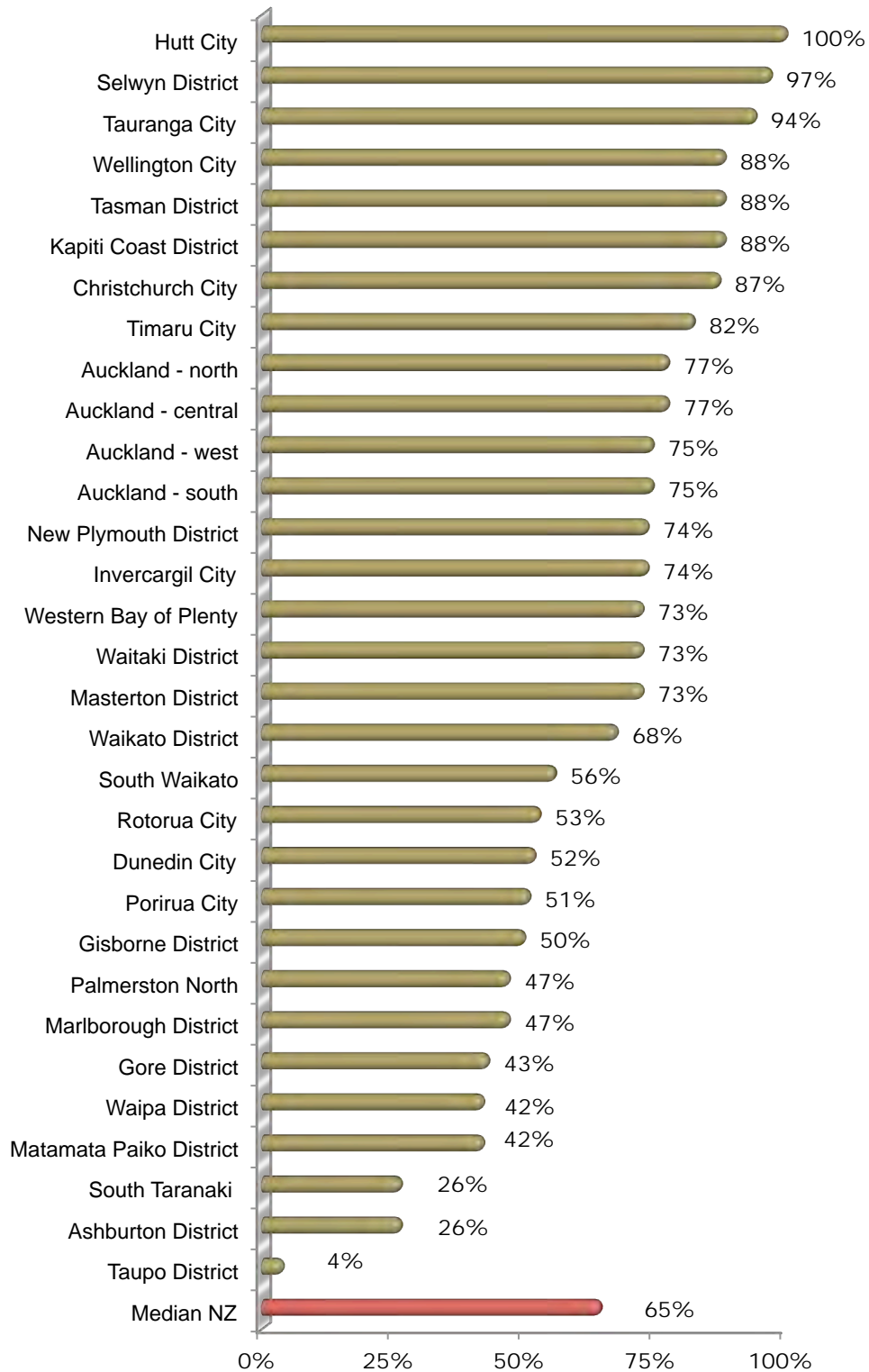


Chart 3 - Management KPI - Asset management

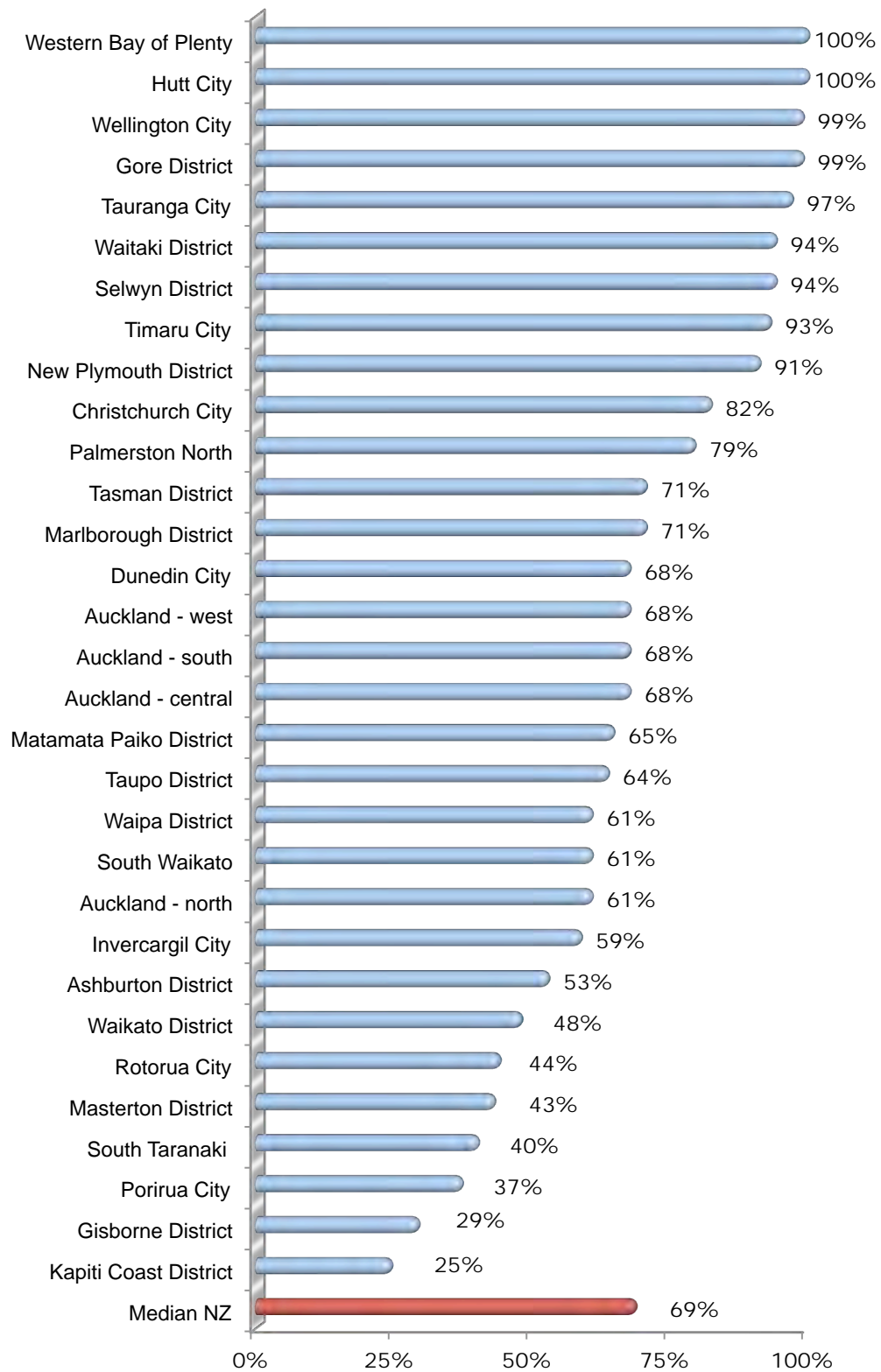


Chart 4 - Management KPI - Planning

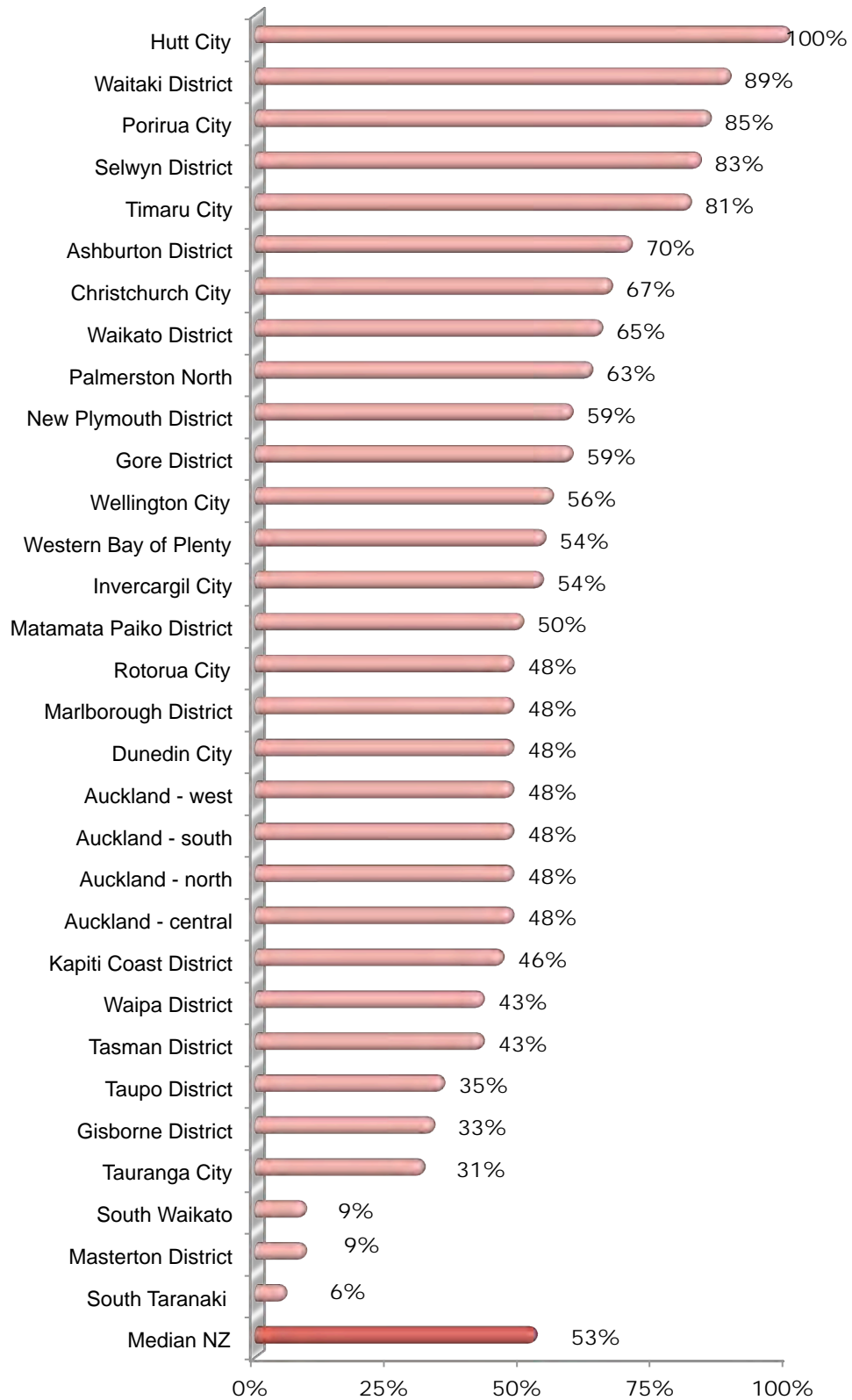




Chart 5 - Management KPI - Environmental Sustainability

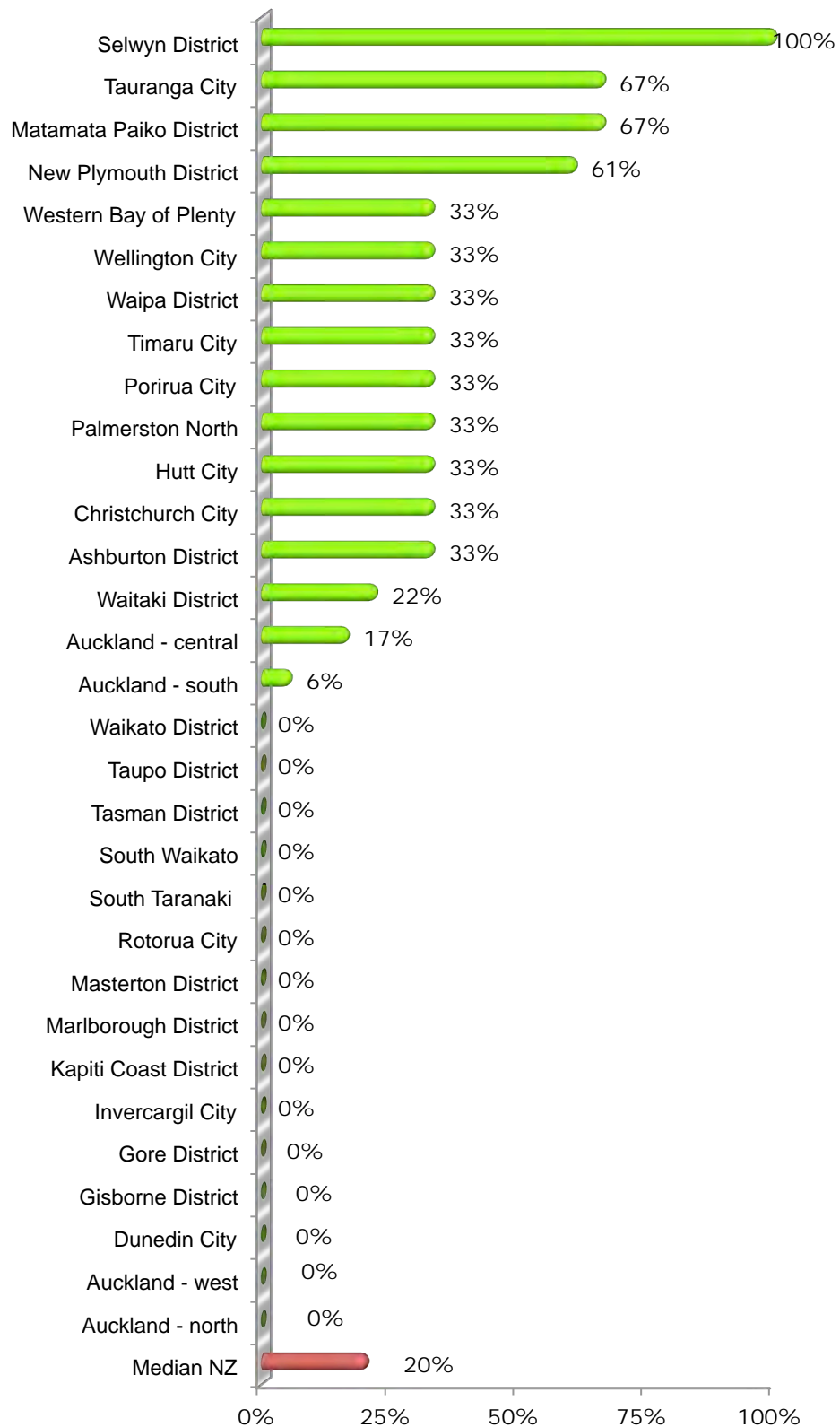
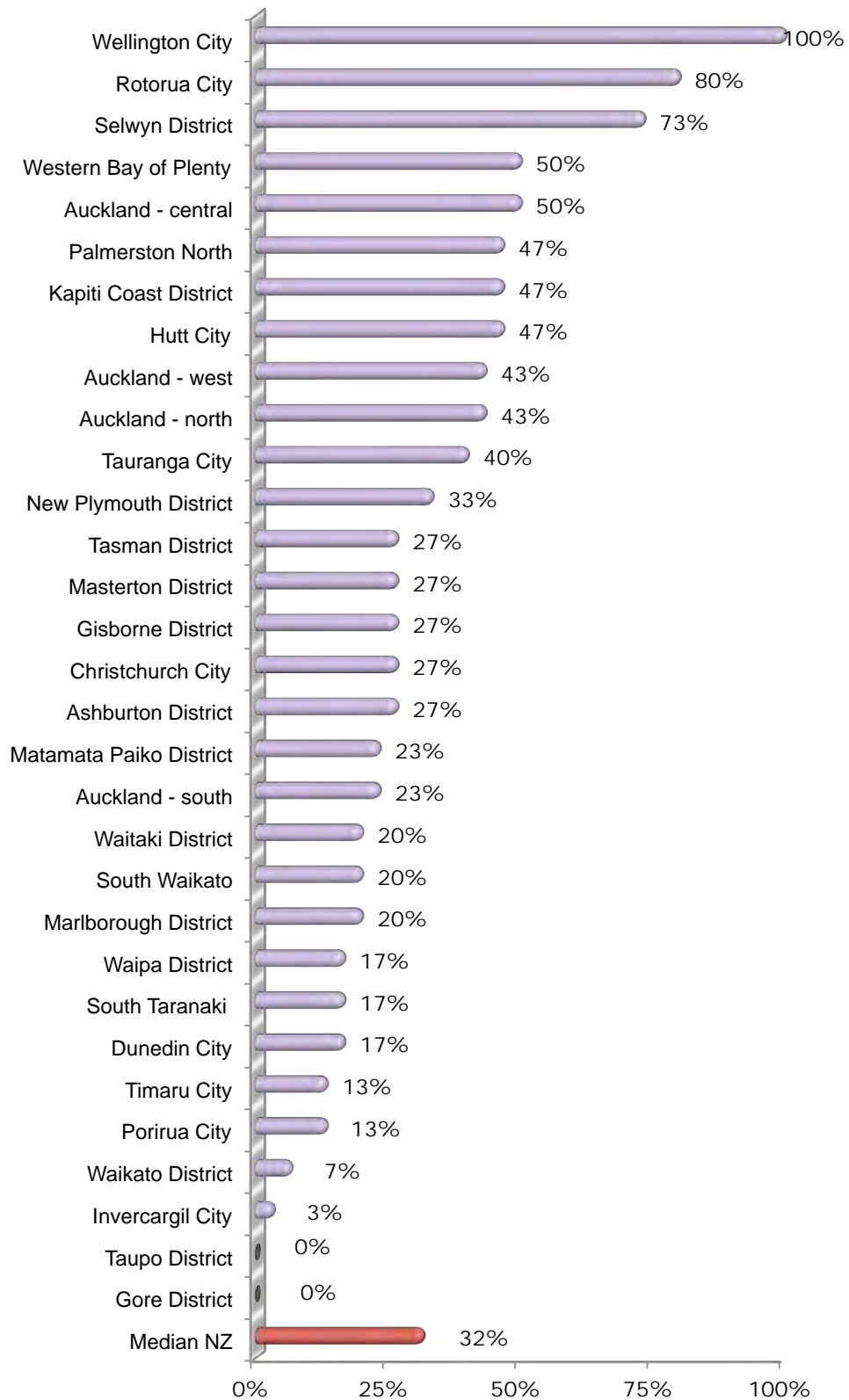


Chart 6 - Management KPI - Social Benefits



### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	31 August 2016
<b>Prepared by</b>	Karl Pavlovich Compliance Income Team Leader
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1596618
<b>Report Title</b>	Drinking Water

## **I. EXECUTIVE SUMMARY**

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Over the 2014/15 and 2015/16 compliance years, Council has spent approximately \$7 million on a range of projects that have delivered tangible improvements to the standard of drinking water provided to residents. Most significantly, Council has been able to raise its level of compliance with New Zealand Drinking Water Standards. With continuing improvements to services and reporting, all Council supplies are expected to meet full compliance with New Zealand Drinking Water Standards in the 2016/17 compliance year.

## **2. RECOMMENDATION**

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

## **3. BACKGROUND**

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Hastings District Council recently experienced a *Campylobacter* outbreak in the Havelock North Community. This Community is supplied from three bores and faecal contamination of these is thought to be the likely cause of the outbreak. The incident has drawn significant media attention and has increased public awareness of the quality of its drinking water supply.

This report is intended to update Councillors on the compliance status of Council's drinking water supplies and also an update on the works undertaken over recent years to ensure public safety and compliance.

## 4. DISCUSSION

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### 4.1 COMPLIANCE

The October 2007 (Drinking Water) amendment to the Health Act 1956 served to focus the attention of drinking water suppliers on compliance with the New Zealand Drinking Water Standards (2005). The amendment announced a legislative compliance date for all water suppliers, determined by the size of the supply. Waikato District Council was categorised as a medium supplier and had a compliance date of 1 July 2010.

In June 2009 the legislative compliance dates were revised and Council received a revised compliance date of 1 July 2013.

Results presented in the Ministry of Health's Annual Report on Drinking-Water Quality 2013-2014, show that Council was unable to meet compliance with Drinking-Water Standards. A summary of these results showed that only 67% of zones (a zone is an isolatable section of the distribution or piped network) supplied by Council met Bacteriological compliance requirements while no zone met the protozoological compliance requirement, (though this result does improve to 17% when zones supplied by the Hamilton City Water Treatment Plant are taken into consideration).

Several barriers to compliance were identified including inadequate treatment, lack of reliable online monitoring data and human error. In order to remove these barriers a multifaceted works programme was developed and approved by Council. A majority of works required were completed over the 2014/15 and 2015/16 compliance years.

### 4.2 WORKS PROGRAMME

Notable works completed in the 2014/15 compliance year include:

- The replacement of the Raglan Water Treatment Plant with a new treatment plant fitted with UV disinfection units capable of deactivating protozoa present in the source water (\$850,000).
- Installation of a bulk watermain from Watercare's Tuakau Water Treatment Plant to Pokeno (\$2,400,000), allowing the Pokeno Water Treatment Plant to be decommissioned and risk profile of the supply significantly reduced.
- Further to these physical works, Council undertook an upgrade of the SCADA network (\$400,000) to improve connectivity by removing reliance upon radio communication, while standardising plant control with the installation of Orchestra control software across all sites. This work significantly improved the reliability of the online data required to confirm compliance.

These projects were followed in the 2015/16 compliance year with projects including:

- Installation of a bulk watermain from Watercare's Tuakau Water Treatment Plant to Tuakau (\$907,000).
- Installation of a bulk watermain from the Ngaruawahia Water Treatment Plant to Hopuhopu (\$1,635,000) and subsequent decommissioning of both the Peter Springs and Hopuhopu Water Treatment Plants.
- Also during this time Huntly, Ngaruawahia and Te Kauwhata Water Treatment Plants received new online instrumentation (\$400,000) providing redundancy in measurement for both compliance and process control.

These works have resulted in significantly improved compliance with technical aspects of the Drinking-Water Standards, highlighted by an increase in both bacteriological and protozoological zone compliance to 94% and 83% respectively in quarter 4 of 2015/16.

Further improvements scheduled for completion in the 2016/17 compliance year include:

- Construction of a bulk watermain from the Huntly Water Treatment Plant to Hopuhopu (\$3,715,000), building redundancy in supply.
- Installation of UV treatment to the Huntly Water Treatment Plant (\$600,000), providing additional disinfection.

### **4.3 OVERALL COMPLIANCE**

Current compliance with New Zealand Drinking Water Standards for quarter 1 of the 2016/17 compliance year is as follows:

- Bacteriological compliance, 100% for plant, 100% for zone.
- Protozoological compliance, 86% for plant, 89% for zone.

Protozoological compliance is not at 100% due to an issue at the Ngaruawahia Water Treatment Plant during quarter 1. An operator performed a verification on a turbidity meter without removing the attached filter from service, resulting in a transgression.

The rate of progress has been rapid and condensed, providing improvements quarter on quarter, unfortunately improvements on this time scale are not accurately reflected in current Ministry of Health reporting. With drinking water compliance measured annually, there has been little change in overall statistics presented in Annual Reports on Drinking-Water Quality 2014/15 and 2015/16. Improvements must be in place and operating for a full compliance year before the benefits become visible in the Annual Report on Drinking-water Quality. Furthermore, compliance with New Zealand Drinking-Water Standards is a very blunt measurement of public health risk. Drinking water compliance makes no distinction between technical transgressions and transgressions that increase the public health risk.

It should be emphasised that whilst Council work to the New Zealand Drinking-Water Standards, non-compliances can, and do, occur. If and when these events do occur, Council has a number of robust emergency response plans that minimise the impact of these events and protect public health.

#### 4.4 RISK

Though improvement has been achieved through investment in infrastructure, Council supplies have remaining risks that need to be managed or mitigated. All Council supplies share the common risks of non-compliance due to human error or mechanical failure as well as the potential zone infection by water carriers (water tankers) resulting from inadequate sanitary practice. Council continues to work to mitigate these wider risks through the implementation of Water Safety Plans across all supplies, development and maintenance of robust promapp processes, continual operator training, improvement to plant programming, instrument maintenance and working closely with Waikato District Health Board to have all water carriers within the District registered with Drinking Water New Zealand.

In addition to these wider risks, more specific risks exist associated with the failure of treatment processes utilised at Council treatment plants or management of distribution zones. The significance of these risks is a function of their likelihood and the potential impact on the community, taking these factors into account, the most significant specific risks are:

- Ngaruawahia Water Treatment Plant relies upon a single protozoological barrier, failure of this barrier may expose our second largest population to protozoa such as Giardia or Cryptosporidium.
- Huntly Water Treatment Plant, until the UV upgrade is completed, also relies upon a single protozoological barrier, while the Rotongaro zone experiences periods of low residual chlorine during winter, a result of low demand and reservoir turnover.
- Port Waikato Water Treatment Plant is a remote site serving a population with significant seasonal population change and while the plant has multiple treatment barriers, these treatment processes require intensive management to be effective.

A risk assessment table for all Council supplies is presented in appendix 2.

## 5. CONCLUSION

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Recent events in Havelock North have focussed attention on the robustness of water supplies. This Council has invested in projects that provide significant benefits to drinking-water quality; and where possible, decommissioning smaller treatment plants, replacing them with bulk supply.

## 6. ATTACHMENTS

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- Compliance dashboard
- Risk table

Supply	Population served (2005)	Treatment							Reticulation			Overall Health Risk		
		Barriers			Risks			Risk Management	Health Risk Presented by Treatment Failure	Risk	Risk Management		Health Risk Presented	
Raglan	3187	UV	CI		Faults, UVI, UVT, Turb, Flow	Dosing pump failure, empty cylinders		Water Safety Plan, Training, Maintenance program	Moderate (Unlikely x Minor supply)	Poor sanitary practice used when connecting to the reticulation system, low chlorine	SOP developed for working on water infrastructure, water carriers require registration with DWNZ, DWS compliant zone sampling plan	Moderate (Possible x Minor supply)	Moderate	
Te Akau	45	Cartridge filters	CI		Breakthrough, incorrect filters	Dosing pump failure, incorrect batching, empty dose tank			Low (Possible x Neighbourhood supply)			Low (Possible x Neighbourhood supply)	Low	
Ngaruawahia	6150	Coag, sed, filt	CI		Dosing pump failure, floc carryover, poor filter performance	Dosing pump failure, empty cylinders			Moderate (Possible x Medium supply)			Moderate (Possible x Medium supply)	Moderate	
Huntly	7340	Coag, sed, filt	CI		Dosing pump failure, floc carryover, poor filter performance	Dosing pump failure, empty cylinders			Moderate (Unlikely x Medium supply)			High (Likely x Medium supply)	Moderate	
Te Kauwhata	2149	Coag, sed, filt	UV	CI	Dosing pump failure, floc carryover, poor filter performance	Faults, UVI, UVT, Turb, Flow	Dosing pump failure, empty cylinders		Low (Rare x Minor supply)				Low (Possible x Minor supply)	Moderate
Onewhero	36	Cartridge filters	UV		Breakthrough, incorrect filters	Faults, UVI, UVT, Turb, Flow			Low (Possible x Neighbourhood supply)				Low (Possible x Neighbourhood supply)	Low
Port Waikato	60	Coag, sed, filt	CI	UV	Dosing pump failure, floc carryover, poor filter performance	Dosing pump failure, incorrect batching, empty dose tank	Faults, UVI, UVT, Turb, Flow		Low (Unlikely x Neighbourhood supply)				Low (Possible x Neighbourhood supply)	Low
Hopuhopu	729	Coag, sed, filt	CI		Dosing pump failure, floc carryover, poor filter performance	Dosing pump failure, empty cylinders		Plant decomissioned, replaced by bulk supply from Ngaruawahia	Moderate (Unlikely x Minor supply)		Moderate (Possible x Minor supply)	Moderate		
Pokeno	519	Cartridge filters	UV	CI	Breakthrough, incorrect filters	Faults, UVI, UVT, Turb, Flow	Dosing pump failure, incorrect batching, empty dose tank	Plant decomissioned, replaced by bulk supply from Watercare	Moderate (Unlikely x Minor supply)		Moderate (Possible x Minor supply)	Moderate		
Tuakau	3942	CI			Dosing pump failure, empty cylinders				Moderate (Possible x Minor supply)		Moderate (Possible x Minor supply)	Moderate		
Key	Description													
Coag, sed, filt	Coagulation sedimentation and filtration													
CI	Chlorine													
Faults	Any mechanical or electrical fault that results in a failure to deliver designed functionality													
UVI	UV intensity													
UVT	UV transmission													
Turb	Turbidity													



WAIKATO DISTRICT COUNCIL 3 WATERS COMPLIANCE

Site	2016-17 Internal Check																Historic Compliance												Emerging Resource Consent Issues 2016-17	Emerging Drinking Water Standards Issues 2016-17									
Level of Service	Q3				Q4				Q1				Q2				2015-16 Q4				2014-15				2013-14														
	WRC	DWS2	Part 4	Part 5	WRC	DWS2	Part 4	Part 5	WRC	DWS2	Part 4	Part 5	WRC	DWS2	Part 4	Part 5	WRC	DWS2	Part 4	Part 5	WRC	DWS2	Part 4	Part 5															
Water	NGARUAWAHIA	Full	C	C	NC												High Level	C	C	C	High Level	C	NC	NC	Full						Operator error, filter left in service while performing verification. Reviewing control program. Reservoirs to have sampling cabinets installed								
	HUNTLY	Full	C	C	C												High Level	C	C	C	High Level	C	C	NC	Full						Low C12 recorded in the Rotongaro Zone. Reservoirs to have sampling cabinets installed								
	RAGLAN	High Level	C	C	C	C											Full	C	C	C	Full	High Level	C	NC	NC	High Level					Reservoirs to have sampling cabinets installed								
	TE KAUWHATA	Full	C	C	C	C											Full	C	C	C	NC	High Level	C	NC	NC	Full					Reservoirs to have sampling cabinets installed								
	TE AKAU	High Level	C	C	C	C		C	C				C	C		C	Full	C	C	NC	NR	High Level	C	NC	NC	High Level					Section 10 - Small supply. Reservoirs to have sampling cabinets installed								
	PORT WAIKATO	High Level	C	C	C	C		C	C				C	C	C	C	High Level	C	C	NC	NR	High Level	C	NC	NC	High Level					Section 10 - Small supply. Reservoirs to have sampling cabinets installed								
	ONEWHERO	High Level	C	C	C	C		C	C				C	C	C	C	Full	C	C	NC	NR	High Level	C	NC	NC	High Level					Section 10 - Small supply. Reservoirs to have sampling cabinets installed								
Wastewater	NGARUAWAHIA	Full																WRC				WRC				WRC													
	HUNTLY	Full																				High Level				High Level				Partial									
	RAGLAN	Full																				High Level				Partial				High Level									
	TE KAUWHATA	Full																				High Level				Full				Full									
	TAUWHARE	Full																				High Level				Partial				High Level									
	TE KOWHAI	High Level																				Partial				Partial				High Level									
	MEREMERE	High Level																				Partial				Partial				High Level									
	MARAMARUA	Full																				High Level				Full				High Level									
MATANGI	Full																				Partial				High Level				High Level										
Stormwater	RAGLAN	As per the SW Managment Plan																Full				Full				Full													
	HUNTLY																	Full				Full				Full													
	NGARUAWAHIA																	Full				Full				Full													
	TE KAUWHATA																	Full				Full				Full													
	VILLAGE																	Full				Full				Full													
Backwash	TE KAUWHATA	High Level																High Level				High Level				High Level										Discharge volumes not measured, flow meters have been purchased			
	TKWA	High Level																				High Level				High Level				High Level									Discharge volumes not measured, flow meters have been purchased
	HUNTLY	High Level																				High Level				High Level				High Level									Discharge volumes not measured, flow meters have been purchased
	NGARUAWAHIA	High Level																				High Level				High Level				High Level									Discharge volumes not measured, flow meters have been purchased
Landfill	PARKER LANE	Partial																				Partial				Partial				Partial									
	ELBOW	Partial																				Partial				Partial				Partial									
	TE KAUWHATA	Partial																				Partial				Partial				Partial									
	HUNTLY	Partial																				Partial				Partial				Partial									Leachate discharge volume
	RAGLAN	Partial																				Partial				Partial				Partial									Leachate discharge volume

WRC KEY	
Full	Full Compliance – All conditions with limits or direct controls have been complied with. A small number of minor technical non-compliances may have occurred.
High	High Level of Compliance – There has been a low priority non-compliance and/or several low priority non-compliances.
Partial	Partial Compliance – There has been a medium priority non-compliance and/or several low priority non-compliances.
Sig. Non	Significant Non-Compliances – There has been a high priority non-compliance and/or several medium priority non-compliances.
A shaded cell with a term indicates an audit or check was actually carried out for this period. A 'blank' shaded cell indicates that an audit was not undertaken during this period.	
DWS KEY	
C	Compliant with applicable drinking water standards
NC	Non-Compliant with applicable drinking water standards
NR	Not reported
DWS2	This category measures distribution zone compliance, criterion 6A, 6B or participating supply
Part 4	This category measures bacteriological compliance with DWS for a treatment plant
Part 5 (P5 Q1, Q2, Q3, Q4)	This category measures protozoa compliance with DWS for a treatment plant

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	5 September 2016
<b>Prepared by</b>	Martin Mould Waters Manager
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1600709
<b>Report Title</b>	<b>Wastewater Overflow Continual Improvement Update Interim Report</b>

## **I. EXECUTIVE SUMMARY**

In August this year staff presented a report to the Committee regarding wastewater overflows across the district, with a particular focus on several events that had occurred in Raglan. That report presented Council with a “Continued Improvement Programme” approach to managing and reducing overflows, over time. The programme required an initial investment of \$295,000 to undertake a series of works, divided into two work streams, “Just DO Its” to “investigate and report back”. These works were approved and staff directed to begin work immediately. Work has commenced on both of these work streams and good progress made to date.

Progress on the immediate works is progressing well and through the process an additional task related to provision of 24 hour access to a jetting unit/sucker truck has been added. This is recommended to be secured through a market place contract. Costs associated with providing 24 hour coverage may exceed available budgets so will be added as a provisional item, pending Council’s approval. Draft system performance reports have also been developed and are attached to this report for the Committee to comment on prior to finalising.

In terms of the longer term works, staff have split the approach into two separate approaches. One being a 2016/17 works programme, focusing on what can be done with this year’s budgets, and the second approach looking at works from 2017/18 and onwards (ie Annual Plan, long term planning).

For this year, following undertaking an Overflow Causal Effects Analysis across the district, staff have identified the works that are underway to address the issues identified and these are outlined within the report. Also identified is a suite of works that could also be considered, valued at approximately \$2.65 million. These include more pump station storage, emergency generators and the like.

For the longer term a series of more in-depth and independent analysis is being undertaken and is due in October. This analysis includes matters such as reviewing the current SCADA and Telemetry system and upgrade schedule and recommending improvements, if required, costing out a pressure network install for Raglan, fast tracking the pump station storage programme amongst others. The outcomes of the report will be presented to Council with a view that an approach and timing of the works will be selected by them rather than recommended by staff.

## 2. RECOMMENDATION

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

## 3. BACKGROUND

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### 3.1 BACKGROUND

At the Infrastructure meeting on 9<sup>th</sup> August, the Committee received a report updating it on wastewater overflows across the district, and in particular, Raglan. The report proposed a “Continued Improvement Programme” (CIP) approach to addressing and significantly improving the overflow situation. The Committee supported the approach proposed in the report and the purpose of this report is to give the Committee an update on progress to date on the works programme approved.

The report also contains the final Regional Council reports on both the Greenslade and Cross Street spills, for the Committee’s information.

## 4. DISCUSSION

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### 4.1 DISCUSSION

#### 4.1.1 Continued Improvement Programme

The CIP programme supported by the Committee contained the following work elements, split between a “Just Do It” programme and a longer term, “report back” element. These approved programmes are outlined in table 1 below:

#### Just Do Its

- Installation of SMS backups at all 18 Raglan Pumping Stations, as a minimum - \$55,000
- Installation of Generator Plugs at all Pump Stations - \$50,000
- The installation of a backup generator, lighting and hoist at Greenslade Road Pump Station - \$75,000
- Contract City Care or equivalent to provide additional support - \$50,000
- Public education programme - \$15,000

#### Investigate and Report Back

- Cost of advancing the pump station storage works programme (in line with risk profile)

- Cost to increase the critical asset condition assessment and I&I LTP programme
- Cost to increase stability and security of SCADA and Telemetry System
- Staffing and equipment review
- Operational Process and Procedure review

### **Table 1: CIP Work Elements**

Following undertaking some of the initial works on the programme, staff recommend splitting the Investigate and Report Back area into two approaches, a short term (focused on this year) and a longer term approach. This approach allows for some of the initial observations of the project team to be acted on with more immediacy and leaves the longer term measure to be investigated in further detail and presented back to Council later this year.

## **5. PROGRESS UPDATE**

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### **5.1 JUST DO IT WORKS**

An update on progress of the just do it works is outlined in table 2 below. The status of the works will have progressed further between the time of writing of this report and the meeting itself. Staff will give a progress update on at the meeting.

### **5.2 DISTRICT-WIDE JETTING AND SUCKER TRUCK**

An additional recommendation that has come from the initial works and analysis completed to date is a recommendation to enter into an agreement with a contractor to provide 24 hour access to jetting/sucker units district-wide. These units are utilised in a number of events related to the wastewater network operations. This includes planned work, condition assessments, and assistance in emergency events. The current process for securing these services is to call preferred suppliers when required and this can lead to delays in units arriving at sites, which can increase risk in emergency events. Staff suggest that any long term agreement/contract contain a requirement to have a unit located in Raglan to address drive time issues/proximity to water. It should also contain a requirement for the supplier to be able to meet appropriate response time for other areas (30 minutes) in line with Long Term Plan KPI's.

Staff recommend the way to progress this matter is to enter into a term contract with a supplier of these services. The scope of works of any contract would contain emergency response, day to day operational requirements and ongoing asset condition assessments works. This mix of services makes the works more attractive to the marketplace.

Day to day and condition assessment works are budgeted for within existing allocations. Emergency and rapid response services are allowed for, to a degree, but a stand by allowance is not. Staff will progress with the tender process based on existing funds and put emergency works and rapid response as a provisional item so as to allow Council to consider the results of the tender and increase budgets as required.

In the interim, staff believe there is value in retaining the local Raglan provider of these services to cover this risk. This retaining of services is not funded and could be in the order of \$5,000 to for a period of three months.

### **5.3 OPERATIONAL REPORTING**

Attachment I of this report shows a possible operational report to be provided monthly to this Committee. It also contains a Raglan specific example (which can be tailored to any other community as required).

Staff would appreciate any feedback from the Committee on the attached drafts. The Raglan Community Board has also been provided with a copy for input.

Project Description	Outcome Sought	Budget	Completion programme	Progress	% Complete
SMS Units	Installation of 18 SMS units for Pumping Stations for early warning.	\$55,000	Mid Sept 16	All units obtained. Installation underway	80%
Generator Plugs	Install generator plugs at 18 pumping stations to permit connection of Backup Generator(s)	\$55,000	End Sept	Requirement is being determined as part of SMS installation	10%
Backup Generator - Greenslade	Obtain backup generator - for locating at Greenslade PS	\$75,000	End October	To be progressed on completion of SMS Installation	0%
City Care Support	To provide additional resources to be mobilised if required.	\$50,000	Dec-16	City Care unable to provide support required. Now in discussions with Downers NZ	25%
Public Education Programme		\$15,000	Dec - 16	Discussions with external consultant underway. Once engaged, discussion with RCB will help form the programme	5%
Professional Services	Assist with short term works programme	\$50,000	ASAP	Addition of CCTV works contract drafting and tendering	30%
	Develop a long term report		October 2016	May need to increase funds available	

## 5.4 SHORT TERM WORKS

### 5.4.1 Causal Effects Analysis

As part of the initial review the independent consultant undertook a Causal Effects Analysis (CEA) on overflows. The CEA focused on repeat (more than 1) wastewater overflows that had occurred district-wide, over the last four years, and mapped these to determine any patterns and to better understand what an effective intervention strategy might be.

The maps of this analysis are attached in attachment 2.

The CEA review concluded that the wastewater overflows were generally caused by one of the following factors:

- Pumping Station Capacity issues.
- Private property issues.
- Blockages caused by local issues which were resolved.
- Repeat blockages at the same locations, indicating that part of the network was prone to blockages.
- A combination of blockage issues and capacity constraints. The primary cause was not conclusive in these cases.
- Inappropriate use of caravan / trade waste dump sites.

A suggested intervention strategy for each of these causes, and the programme which should be used as a vehicle for possible intervention programme is presented in table 2 below:

Issue	Number of Locations	Intervention	Programme
Pumping Station Capacity issues	5	Increase pumping station capacity / storage	Pumping Station storage / Inflow / Infiltration Programme
Private Property issues	6	Education / Penalties.	Education programme
Blockages caused by local issues which were resolved	21	None Required – if current level of blockage to be tolerated.	Reactive operations Processes and Procedures Education
Repeat blockages at the same locations, indicating that that part of the network was prone to blockages	5	Proactive CCTV survey and Jetting – targeting renewals programme in these areas.	Proactive CCTV / Jetting Programme Renewals Programme
A combination of blockage issues and capacity constraints. The primary cause was not conclusive in these cases.	14	Proactive CCTV survey and Jetting – targeting renewals programme in these areas.	Proactive CCTV / Jetting Programme Renewals Programme I / I Programme
Inappropriate use of caravan / trade waste dump sites.	3	Education / Penalties.	Education programme



## **Table 2: Intervention Strategy**

### **5.4.2 Works Programme 2016/17**

Following development of the CEA and intervention programme, a review of the 2016/17 programme was undertaken to refocus works on the issues identified where possible. The areas of refocus are detailed below, along with areas for possible increases in funding.

#### **Renewals**

Whilst the critical asset condition assessment works undertaken through 2015/16 year provided valuable guidance for the forward asset renewal programme, it did lack consideration of prioritisation of asset renewals in blockage prone or overflow prone areas.

At this stage of the financial year, \$400,000 of the \$700,000 2016/17 budget allocation is currently committed to the renewal of the Huntly Wastewater Treatment Plant outfall. This leaves a residual balance of \$300,000 for use on other renewals. It is recommended that these residual funds be directed to areas which are prone to repeat blockages and as identified by the CAE works. Defining the precise programme of works is currently underway and the works will be undertaken this construction season, up to the level of funding available.

Until this programme is fully defined, it is unsure the value of the works, but it is expected to be in excess of the current funds available.

#### **Pump Station Storage**

The current works programme states that emergency storage (6 hours dry weather flow in accordance with Council's Technical Specifications) is provided at, at least 2 pumping stations per year.

This year there is a budget of \$1.2 million available and works are being planned for installing storage at the Daisy Street, Raglan, Russell Road, Huntly and at Waikato Esplanade, Ngaruawahia pumping stations. A further 2 sites have been identified as high risk through the CEA, being Wallis Street Raglan and Waingaro Road, Ngaruawahia and there is not sufficient funds available this year to install storage.

In saying this, it is important to understand that the available budget also may not be sufficient to do all three pump stations identified this year, with estimates for each station ranging between \$400,000 and \$600,000, dependent of site issues. Preliminary design works are underway and detailed cost estimates will be available shortly.

If Council did wish to install storage at all five sites identified by the CEA, a minimum of a \$1.2 million extra funding would be required.

#### **Infiltration Inflow Programme**

The inflow and infiltration (I&I) programme for the current year is committed to Raglan with flow gauging and modelling to be carried out. This work will inform both the optimisation of pumping station storage requirements and prioritisation of future renewals. Smoke testing to determine the nature and extent of poorly aligned connections to the wastewater network will also be carried out. The work needs to be carried out in summer when flows in the network are low and will be accompanied by education and communication programmes for the communities.

Further funds could be assigned to the I&I programme and works in the areas identified by the CEA works could also be carried out this year and under the same contract. To do this a further \$250,000 would need to be assigned to this programme.

### **CCTV & Jetting Programme**

The current CCTV & Jetting programme is determined by the asset criticality. For this financial year it is recommended that the programme be focussed in the areas which suffer repeat blockages as identified by the CEA. The cost and programme for this work is in the process of development and it is expected to commence in late September.

An additional and more proactive approach to this would be to CCTV and Jet entire townships at one go, to further reduce the risk. To do this would be expensive and, by way of example, to complete this work in Raglan would cost approximately \$900,000.

### **District-Wide Power Failure Plan**

One of the Just Do It work items was to make provision for the purchase of a backup generator in Raglan, to be located at Greenslade pumping station.

A district-wide contingency plan is currently being developed for management of large scale power failure events and this may recommend further generators (either portable or fixed) be purchased and installed district-wide. Staff are expecting to have this information available along with any financial impacts later in the year.

### **Education**

An approach to providing an education programme is currently being developed. The intention is that the programme is to focus initially on Raglan and its specific, and local, issues but also to have elements that can be used across the network and district. Development of the approach will be workshopped with the Raglan Community Board prior to progressing to ensure that has the essential elements that suit the local environment.

Until such time as an agreed approach is reached, accurate costings for this work cannot be developed. It is expected that the allocation of \$15,000 will not be sufficient for any collateral that may be required to support any education programme.

## **5.5 LONG TERM WORKS 2017 AND ONWARDS**

In parallel with the “Just Do It” and “this year” work programme, an analysis of possible long term solutions is being investigated. Listed below are the essential elements of this approach and a brief summary of works that are being undertaken to present to Council. The review will contain investment profiles that Council can select from to enable works to be undertaken faster or slower, dependent of the risk appetite and management of debt.

The report is expected to be completed in draft form by the end of October.

### **Inflow and Infiltration control programme**

A review of Council long term approach to I&I is being undertaken and tested against national and international best practise. The final report will contain recommendations for any improvements in this area and an investment profile to support this.

### **Stability and security of SCADA and Telemetry System**

A full review of the SCADA and telemetry network is being undertaken with our supplier, ERGO. The full report will contain a work programme that outlines the investment needed to fast track the upgrade process that is currently underway. It will enable Council to select the spend and speed at which it wishes to invest to get to the end goal of an end to end fully upgraded system.

### **Staffing and Equipment Review**

A review of the operations team staffing level and its available equipment is being undertaken. This review will include a comparison with best practise and practice elsewhere in the country (specifically a comparison has been arranged for 30<sup>th</sup> August with Western Bay of Plenty District Council).

### **Operational Process and Procedure Review**

An operational process and procedure review is currently being carried out and is due to be reported back, in late September. It is expected that improvement recommendations will be made. Should these improvements have staffing or equipment implications these will be considered as part of the staff and equipment review.

### **Critical Asset Condition Assessment and Renewals Programme**

The report will look at the current Critical Asset Condition assessment programme that was approved through the recent LTP. It will assess this against best practise and provide opportunities for improvement and funding options for that to occur. In parallel with this work, the report will also consider whether the current level and focus of the wastewater renewals programme is aligned with best practise and suggest any improvements. Extra funding for renewals will be driven from the data collected from the asset condition assessment works.

### **Pump Station Storage**

The report will present a full analysis of the current wastewater pump station storage programme and options for escalating this to address risk. It will also consider alternate options to the current district-wide storage approach (pressure systems are an example) and whether there are alternate approaches to what has been approved through the LTP.

### **Raglan Network**

The report will consider a full E/One (pressure system as per the Whaanga Coast system) for Raglan to address the system overflow and proximity to the harbour issues. The report will provide a full cost estimate for installing E/One across all of Raglan, plus catchment by catchment estimates. This will allow Council to consider investment in high risk catchments and/or all of Raglan depending on the costs and availability of funds.

## **6. CONSIDERATION**

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### **6.1 FINANCIAL**

The works outlined within the initial CIP report and approved by Council equated to approximately \$300,000. Good progress has been made to date on the works outlined within that report and works continue.

A suite of possible further works has been identified within this report and staff will need direction from Council on whether there are any elements of these works it would like to progress further. Table 3 below outlines the possible works and associated costs estimates for Council to consider.

Possible Project	Cost Estimate
Additional Pump Station Storage	\$1.2 million (rough order estimate)
Infiltration and Inflow Programme	\$250,000
CCTV and Jet Raglan	\$900,000
Additional Generators at P/S	\$250,000 (rough order estimate)
Education Programme Collateral	\$50,000 (rough order estimate)

**Total \$2,650,000**

**Table 3: Possible Short Term Funding Requirements**

## 6.2 LEGAL

The discharge of untreated wastewater to the environment is a breach of the Resource Management Act and as such Council can be subject to enforcement action by the Regional Council. This is dependent on the circumstances that surround any particular event.

In the recent formal warning regarding the Marine Parade event, Waikato Regional Council state the increasing level of discharges from Council's system is noted and will be taken into account any time an event occurs. This clearly shows a heightened risk of more significant action being considered should further events occur.

## 6.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Council is aware of the impact of untreated wastewater and the environmental effects this can cause. The Council is seeking to comply with all consent conditions and to avoid unscheduled discharges.

## 6.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	This matter is of high public interest particularly to the Raglan Community Board and public.				

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

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

This is a matter of high public interest. Council is working with the Raglan Community and other key stakeholders to regain trust and confidence in its ability to operate a functional and compliant wastewater system.

His Worship the Mayor, Councillor Baddeley, the Chief Executive and General Manager Service Delivery recently met with Barbara Kuriger, Member of Parliament to discuss her concerns about wastewater spills.

A similar offer has been made to meet with the Raglan Chamber of Commerce should they wish to do so.

## **7. CONCLUSION**

The spate of recent wastewater overflows in Raglan, subsequent community response and loss of confidence in Council, resulted in a report to the August Infrastructure Committee and a resolution to invest in a CIP to reduce wastewater overflows. Staff have undertaken a significant amount of work over the last three weeks to better plan the phases of the CIP and make some initial progress. A key element to the CIP was utilising an external consultant to review the programme and approach to reducing overflows, but also test operational matters for Council. A large amount of work has been done to date on the short term actions and Just Do Its. Further focus is needed on the longer term programme as this is where significant funding will be required, along with a commitment to deliver required results.

## **8. ATTACHMENTS**

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- Attachment 1: Operational Reports
- Attachment 2: Causal Analysis Results
- Attachment 3: Spill Report – Greenslade Road Pump Station
- Attachment 4: Spill Report – Cross Street Private Lateral



Programme: Waters – District Wide

Manager: Martin Mould

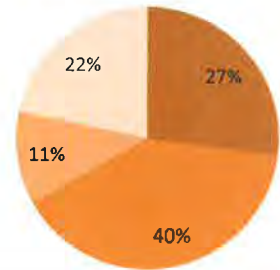
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Version: Draft

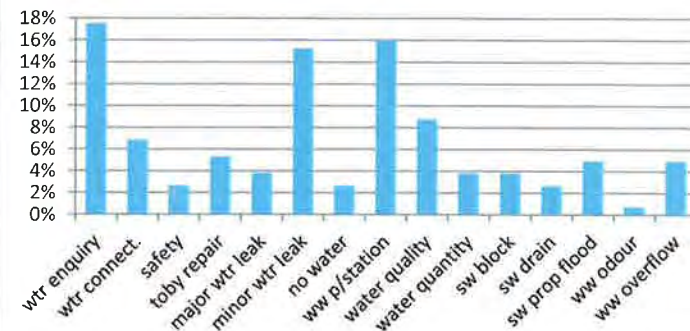
## Service Requests Breakdown

Service request types

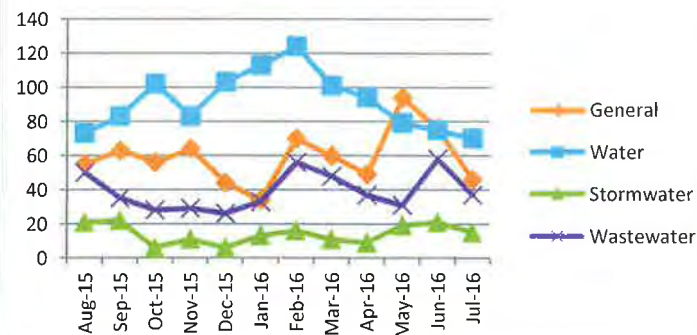
general water stormwater wastewater



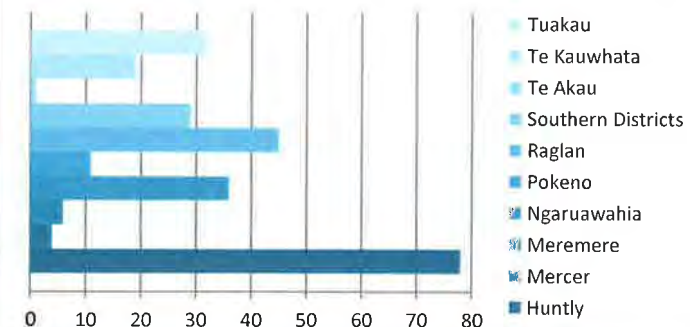
Service requests per category



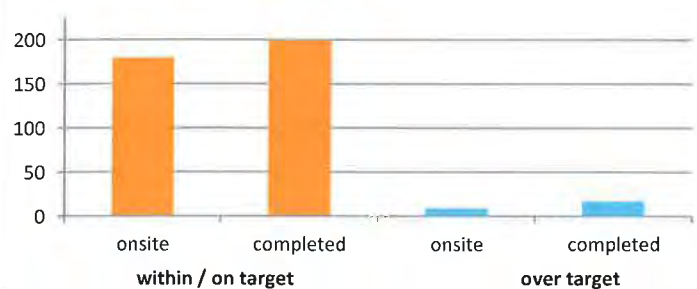
Category trend



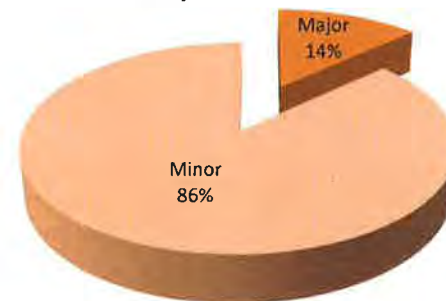
Service requests per area



Service requests responded to within target timeframes

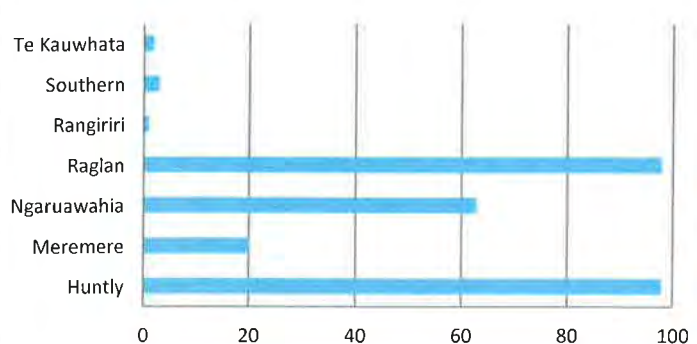


Major vs minor works

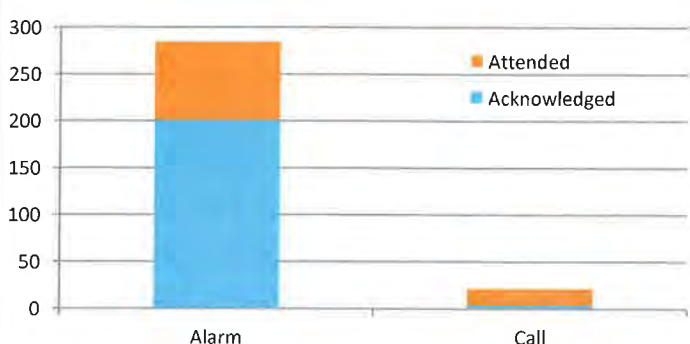


Major – major water leaks, sewer overflows, stormwater property floods

On call alarms per area



Onsite requirement



## Mandatory Performance Measures

	Measure	July	August (til 15th)
Water	The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	1.74 per 1000 connections (25 complaints)
	Fault Response Times for Urgent call outs	60 minutes median	24 minutes
	Fault Completion Times for Urgent call outs	240 minutes median	47 minutes
	Fault Response Times for Non-Urgent call outs	1 day median	0.5 days
	Fault Response Times for Non-Urgent call outs	5 day median	1 day
Wastewater	The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0
	The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	0.35 per 1000 connections (4 complaints)
	Fault Response Times for Sewerage Overflows	60 minutes median	19
	Fault Completion Times for Sewerage Overflows	240 minutes median	89
Stormwater	The number of flooding events (affecting habitable floors)	<0.3 per 1000 connections	0
	The number of complaints received by WDC about the stormwater system	<4 per 1000 connections	0.07 per 1000 connections (1 complaint)
	Median Fault Response Times to attend a flooding event	8 hours	NA

## Number of Service Requests

	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	YTD
Wtr enquiry	41	49	34	44	30	24	32	36	27	67	47	35	466
New connect.	13	13	20	17	9	8	32	20	20	23	24	7	206
Safety	1	1	2	3	5	2	6	4	2	4	5	4	39
Toby repair	14	9	10	12	9	10	15	18	6	18	17	11	149
Major wtr leak	11	22	12	5	10	13	9	10	13	7	9	4	125
Minor wtr leak	32	30	47	51	55	53	64	57	54	30	34	25	532
No water	8	10	19	6	8	13	8	8	10	17	11	5	123
Wtr quality	4	8	7	5	10	13	20	3	2	1	4	16	93
Wtr quantity	4	4	7	4	11	11	8	5	9	6		9	78
SW block	4	5		4	3	2	2	4	2	8	11	5	50
SW drain	5	7	3	5	2	6	8	3	5	5	5	5	59
SW property flood	12	10	3	2	1	5	6	4	2	6	5	5	61
WW odour	3	1	1	1	1	3	5	5	2	2	4	2	30
WW overflow	13	16	16	6	6	7	16	10	5	5	14	7	121
WW p/station	34	18	11	22	19	23	35	33	30	24	40	28	317

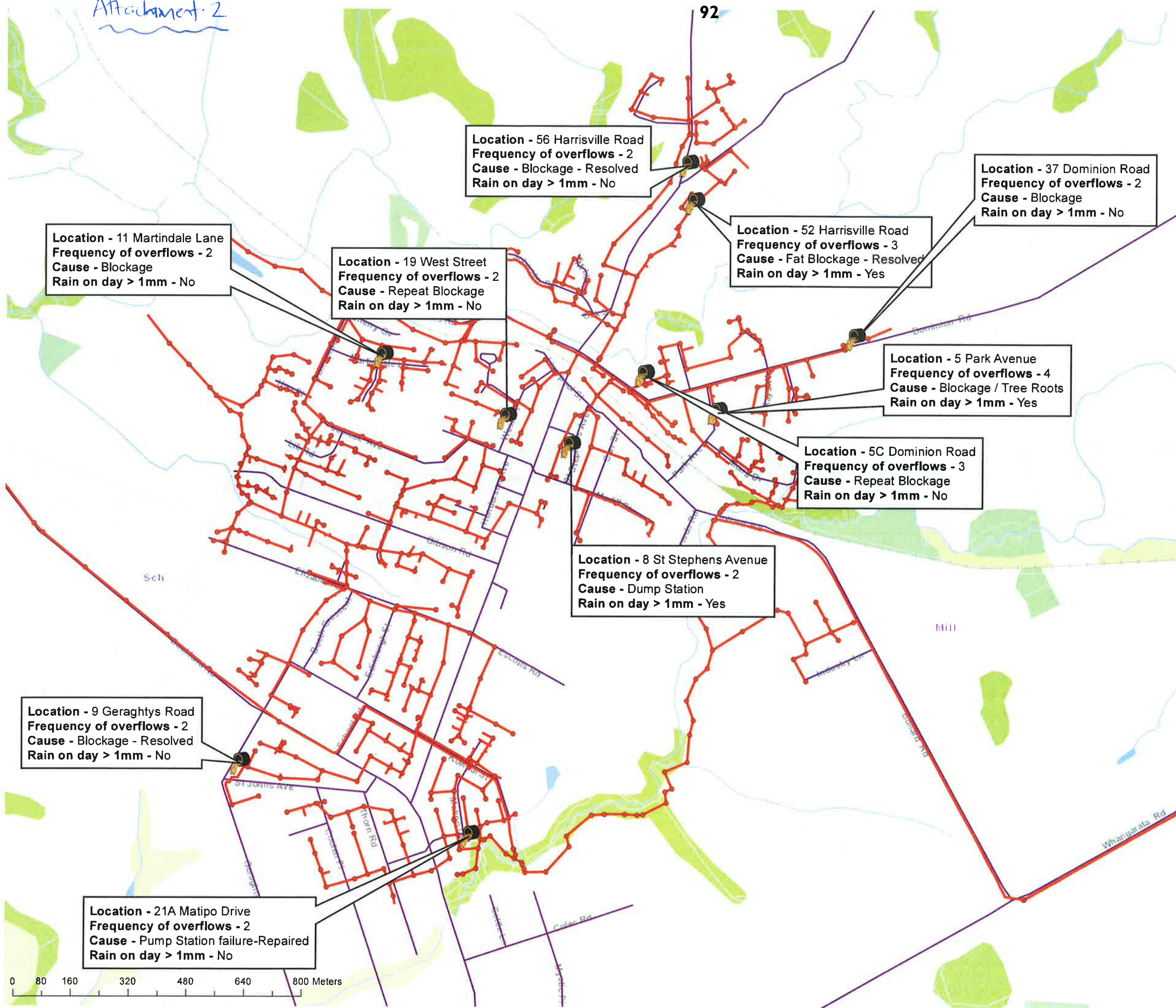
## Continuous Improvement Projects

Prog Components	Project	Comments	Budget	August	Sept	Oct	Nov	Dec	Jan
Early Works	SMS Backup	In Progress	\$55,000						
Early Works	Generator Plugs	In Progress	\$50,000						
Early Works	Backup Generator - Greenslade	Prog for Sept	\$75,000						
Early Works	City Care Support		\$50,000						
Early Works	Public Education Programme - Plan								
Early Works	Public Education Programme - Implement		\$15,000						
CIP - Capital	Causal Analysis	Complete	\$5,000						
CIP - Capital	Enhanced Plan - Costed		TBD						
CIP - Capital	Enhanced Plan - Implementation		TBD						
CIP Operational	Operational Process and Procedure review		\$50,000						
CIP Operational	Staffing and equipment review		\$10,000						
CIP Operational	SCADA / Telemetry Review and Update		TBD						
CIP Operational	District Wide Power Failure Plan		\$5,000						
CIP Operational	Raglan CCTV & Jetting Programme		\$900,000						
CIP Operational	Raglan Dedicated Jetting / Sucker Truck	Retainer Cost	\$5,000						



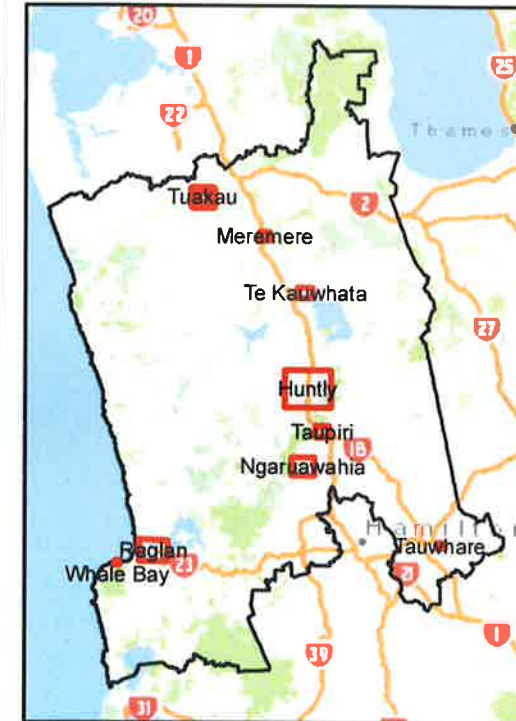






## Legend

- Overflow location
- WW point
- WW pump station
- WW pipe
- WW treatment plant



## Waikato District Wasterwater Overflows Tuakau

CLIENT  
Waikato District Council

PROJECT  
PROJECT

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PROJECT MANAGER  
IG

PROJECT DIRECTOR

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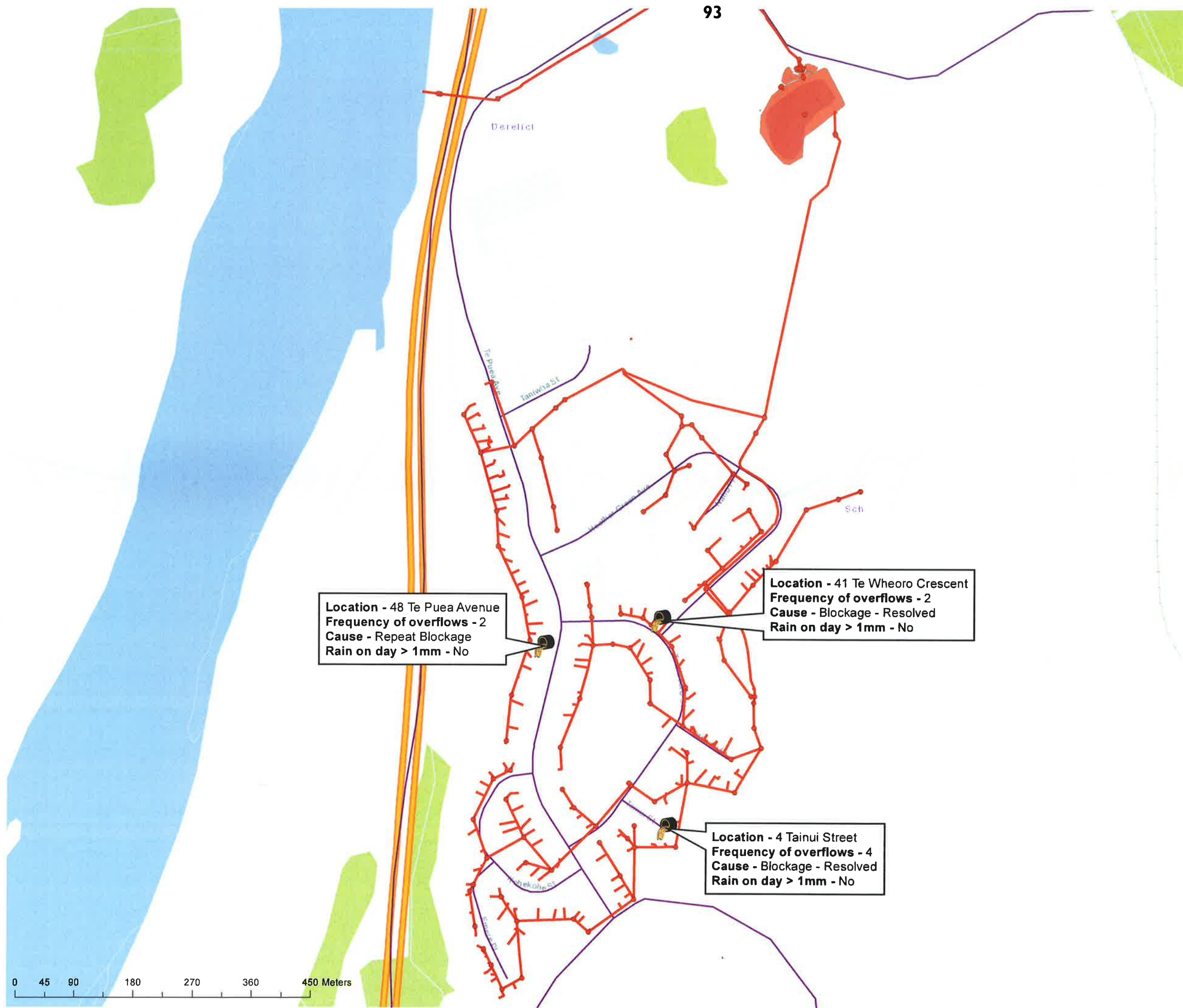
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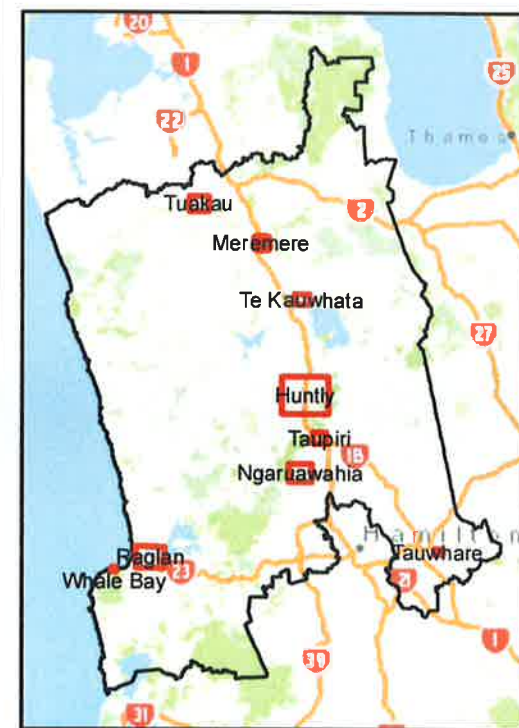
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93

## Legend

-  Overflow location
-  WW point
-  WW pump station
-  WW pipe
-  WW treatment plant



## Waikato District Wastewater Overflows Meremere

CLIENT  
Waikato District Council

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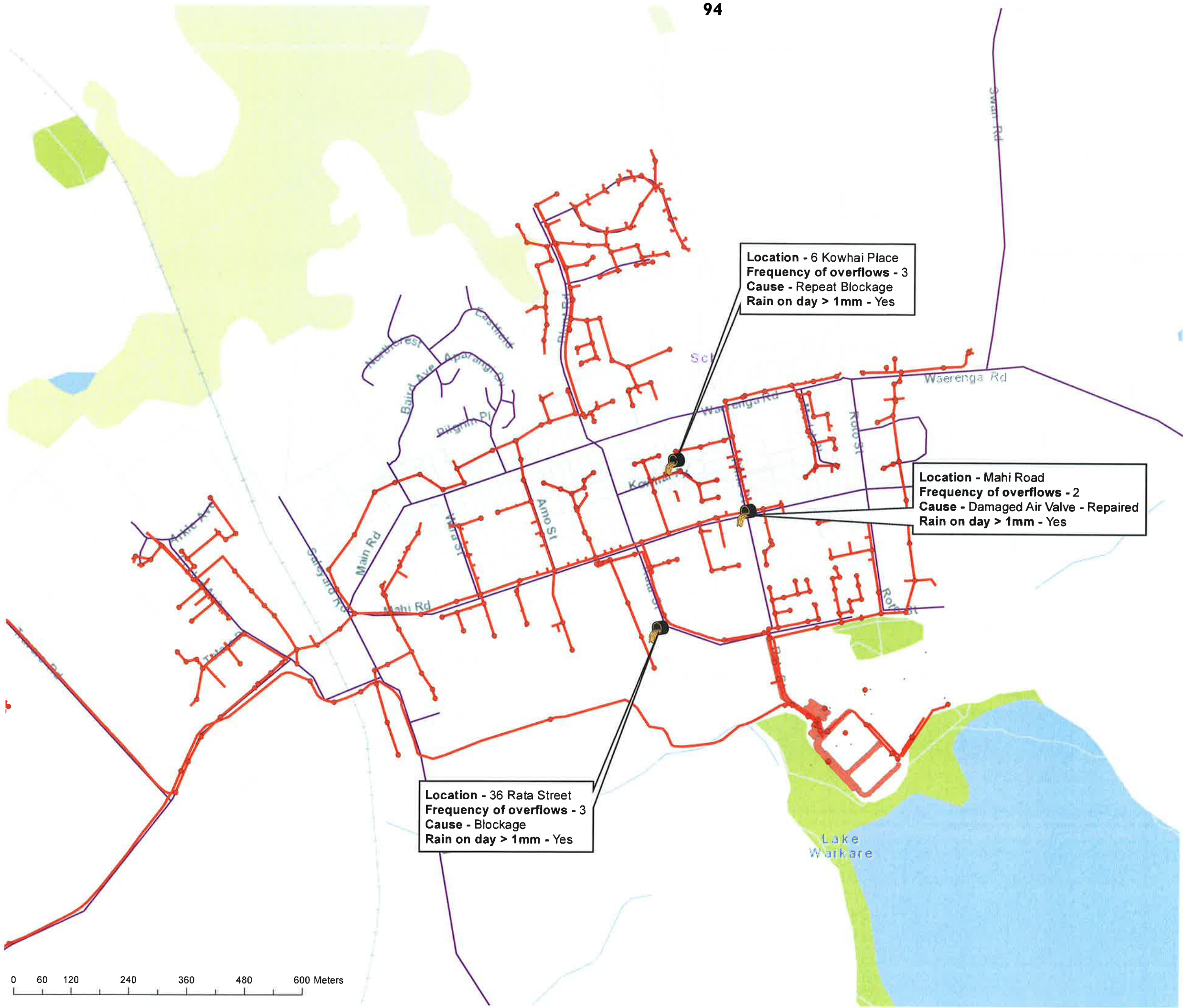
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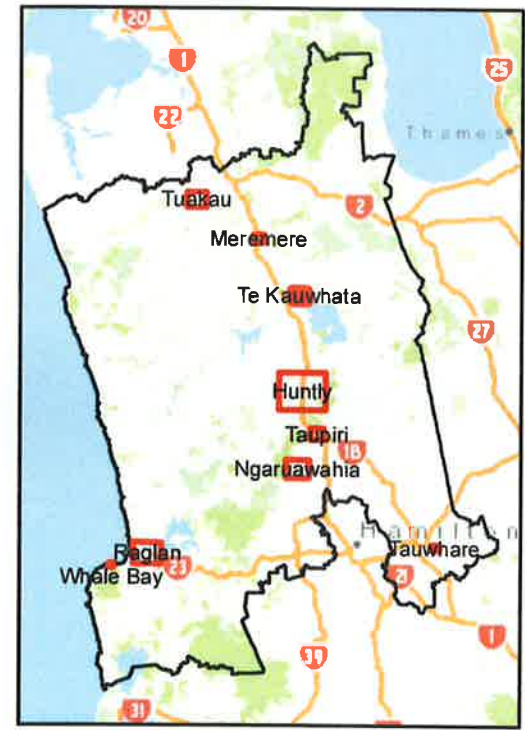
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**Legend**

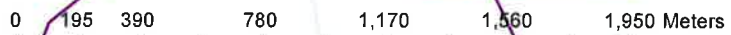
- Overflow location
- WW point
- WW pump station
- WW pipe
- WW treatment plant



**Waikato District  
 Wasterwater Overflows  
 Te Kauwhata**

CLIENT Waikato District Council	
PROJECT PROJECT	
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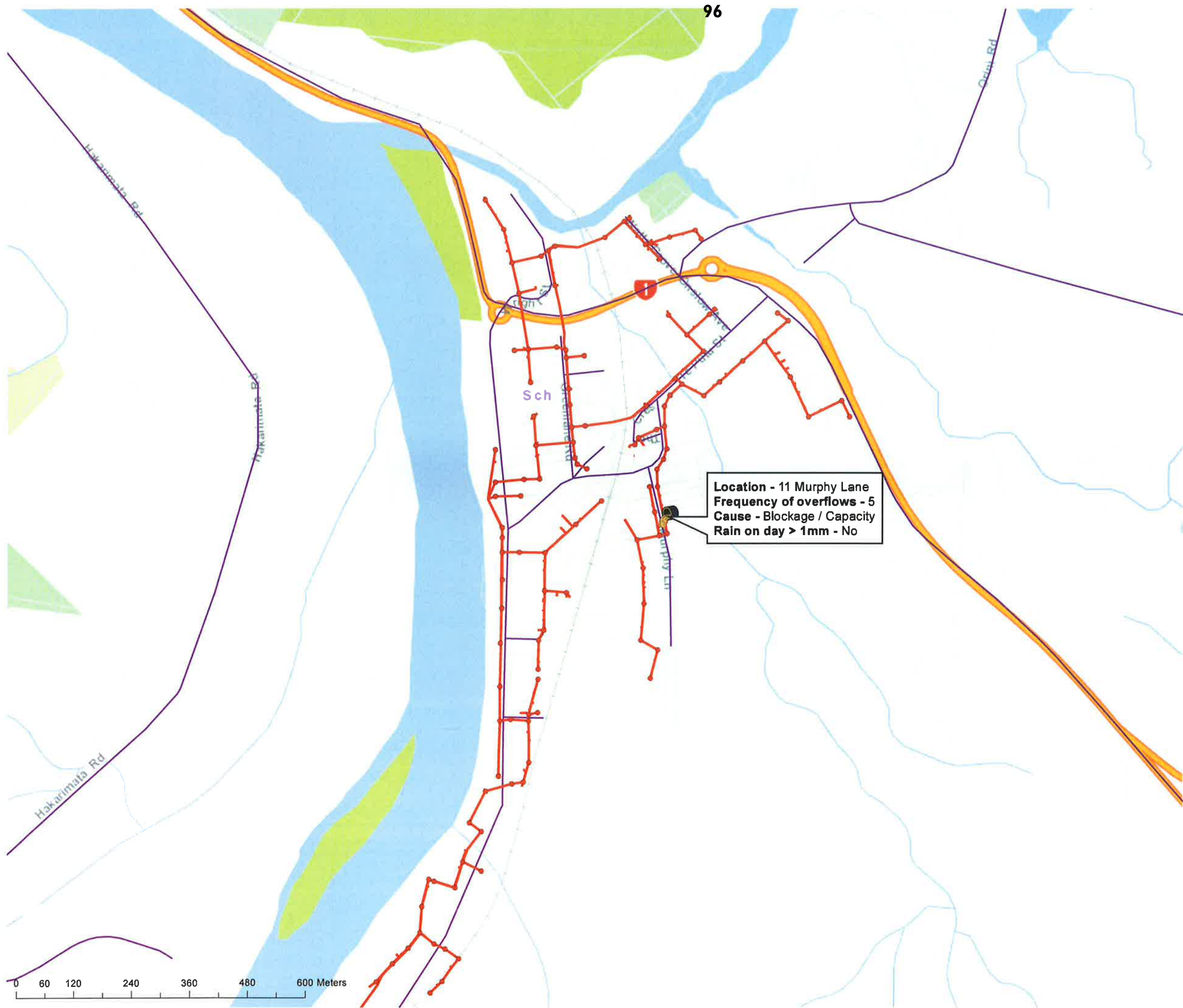
The map shows the Waikato region with the following towns and roads:

- Towns:** Tuakau, Meremere, Te Kauwhata, Huntly, Taupiri, Ngaruawahia, Raglan, Hamilton, and Tauranga.
- Roads:** State Highway 1 (SH1), State Highway 2 (SH2), State Highway 3 (SH3), State Highway 18 (SH18), State Highway 27 (SH27), State Highway 31 (SH31), and State Highway 39 (SH39).
- Water Bodies:** Waikato River, Bay of Plenty, and Tauranga Harbour.



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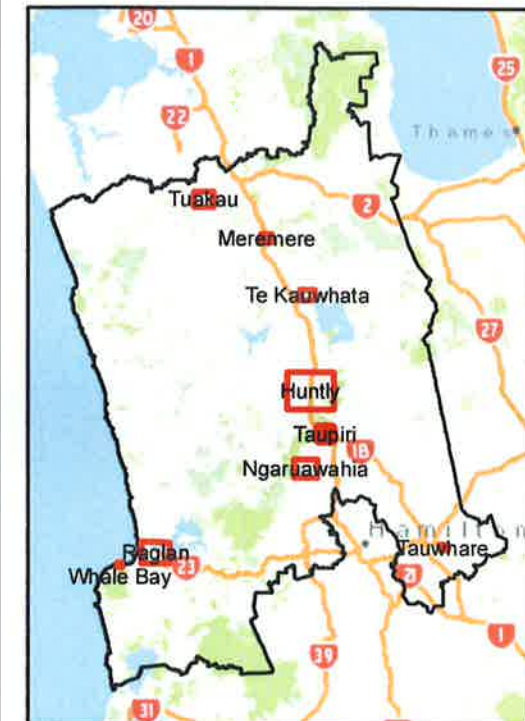




Location - 11 Murphy Lane  
Frequency of overflows - 5  
Cause - Blockage / Capacity  
Rain on day > 1mm - No

## Legend

-  Overflow location
-  WW point
-  WW pump station
-  WW pipe
-  WW treatment plant



## Waikato District Wastewater Overflows Taupiri

CLIENT  
Waikato District Council

PROJECT  
PROJECT

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PROJECT MANAGER  
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PROJECT DIRECTOR

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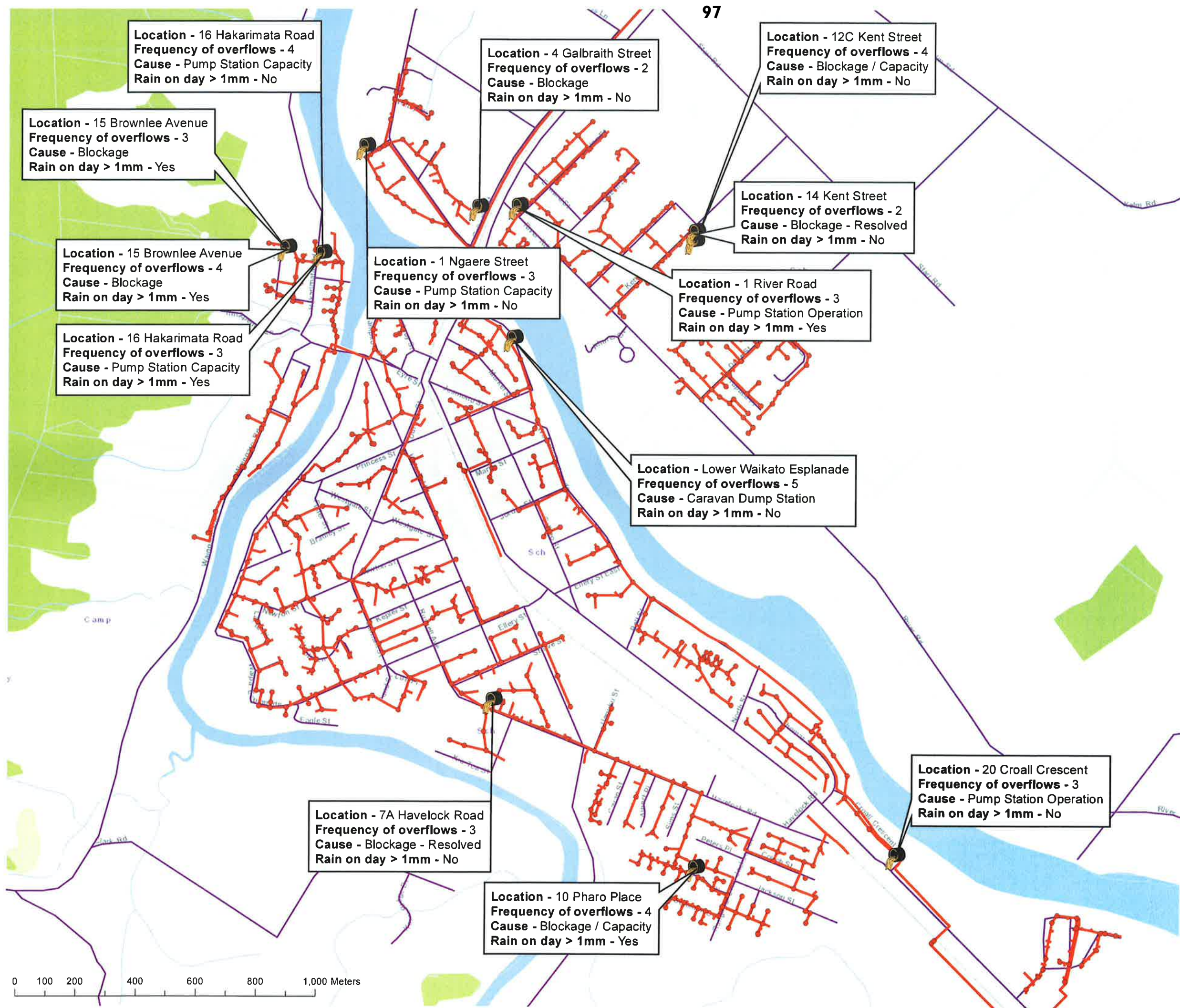
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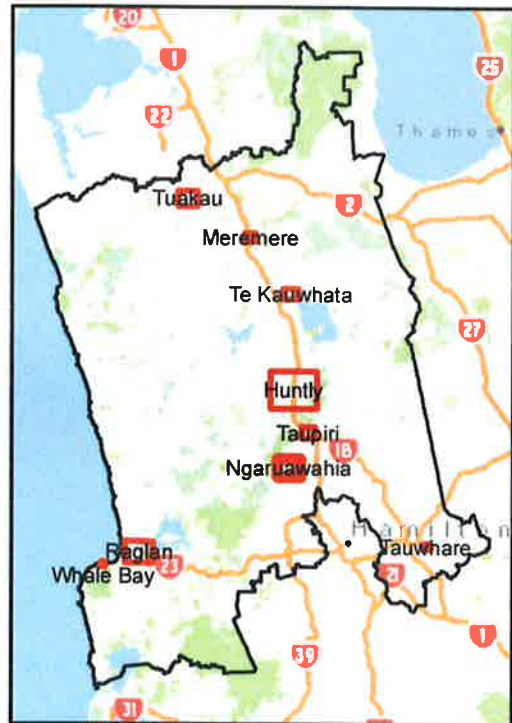


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## Legend

- Overflow location
- WW point
- WW pump station
- WW pipe
- WW treatment plant



## Waikato District Wastewater Overflows Ngaruawahia

CLIENT  
Waikato District Council

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PROJECT

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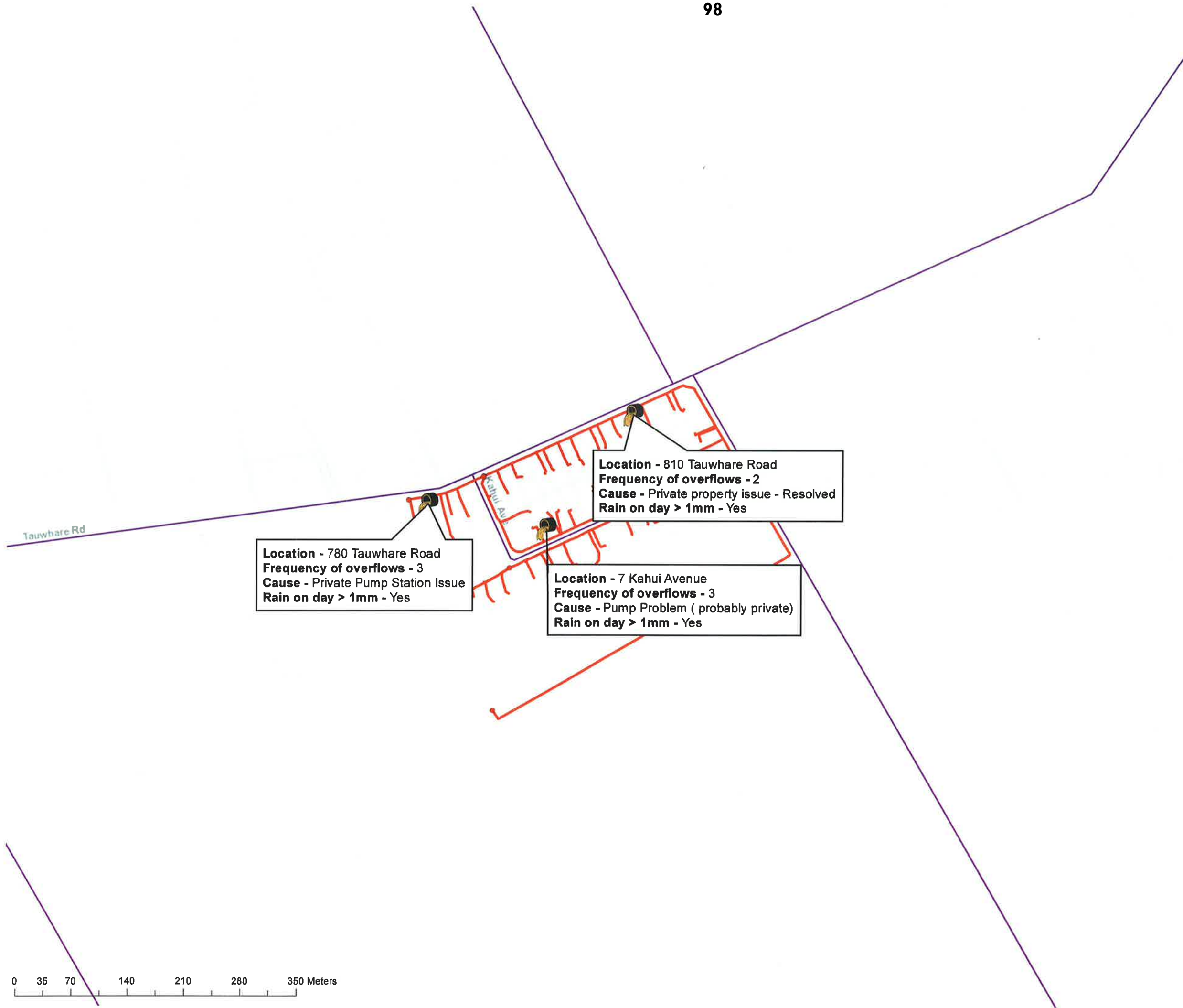
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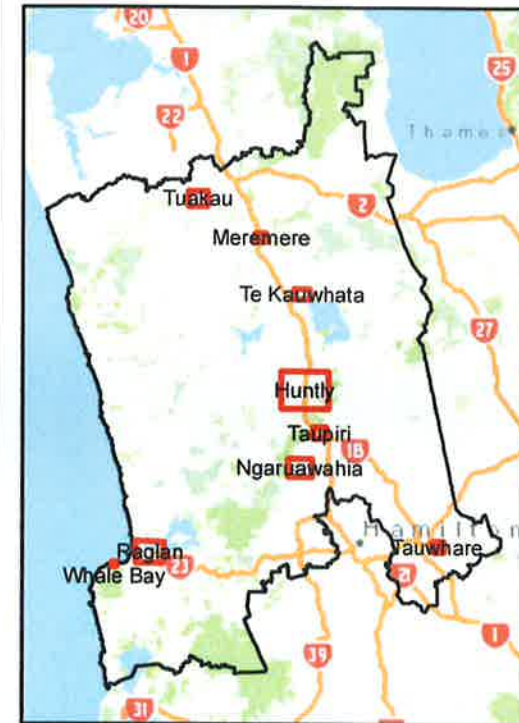
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## Legend

-  Overflow location
-  WW point
-  WW pump station
-  WW pipe
-  WW treatment plant



## Waikato District Wastewater Overflows Tauwhare

CLIENT  
Waikato District Council

PROJECT  
PROJECT

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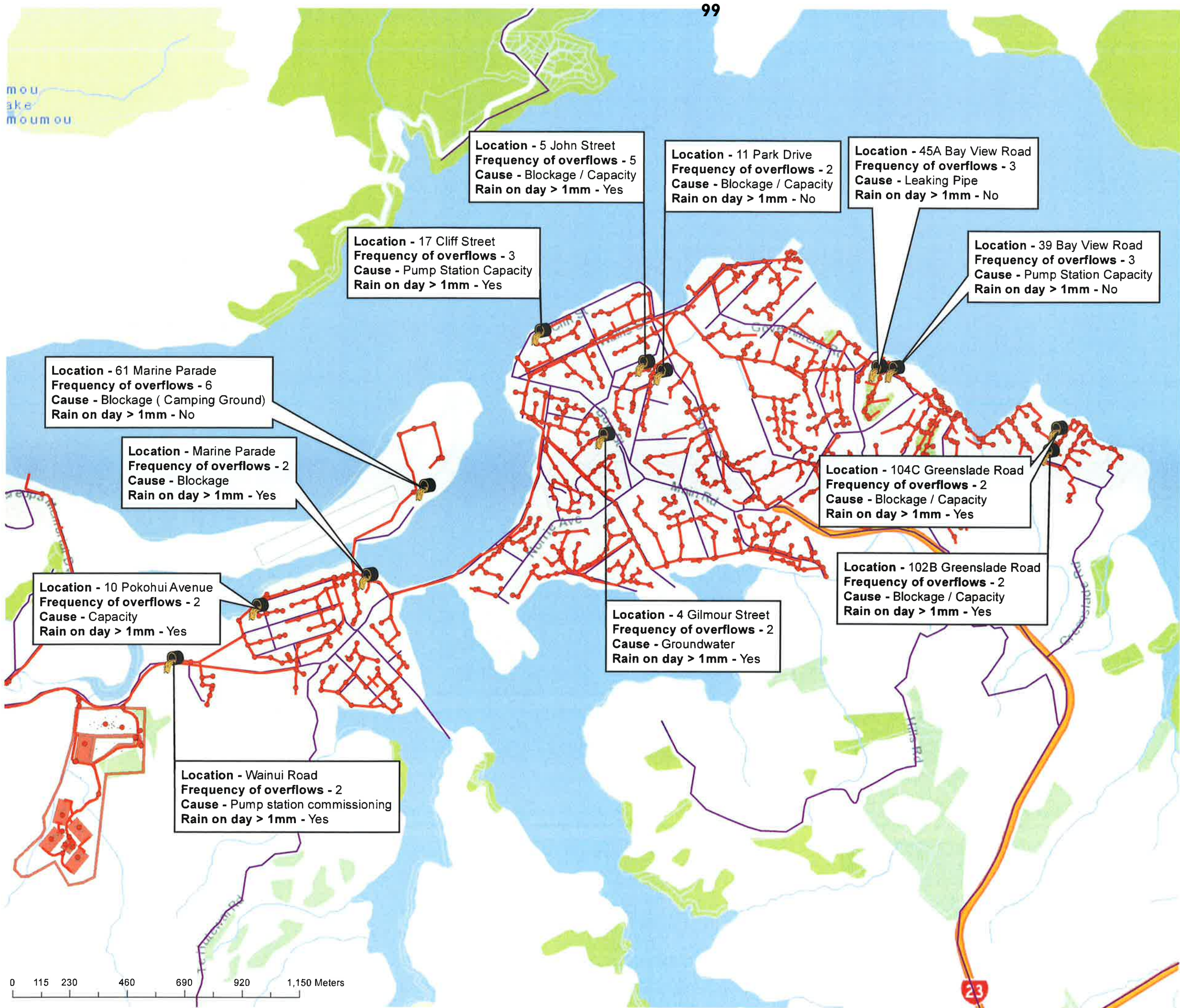
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0 35 70 140 210 280 350 Meters





Legend

- Overflow location
- WW point
- WW pump station
- WW pipe
- WW treatment plant



Waikato District  
Wasterwater Overflows  
Raglan

CLIENT  
Waikato District Council

PROJECT  
PROJECT

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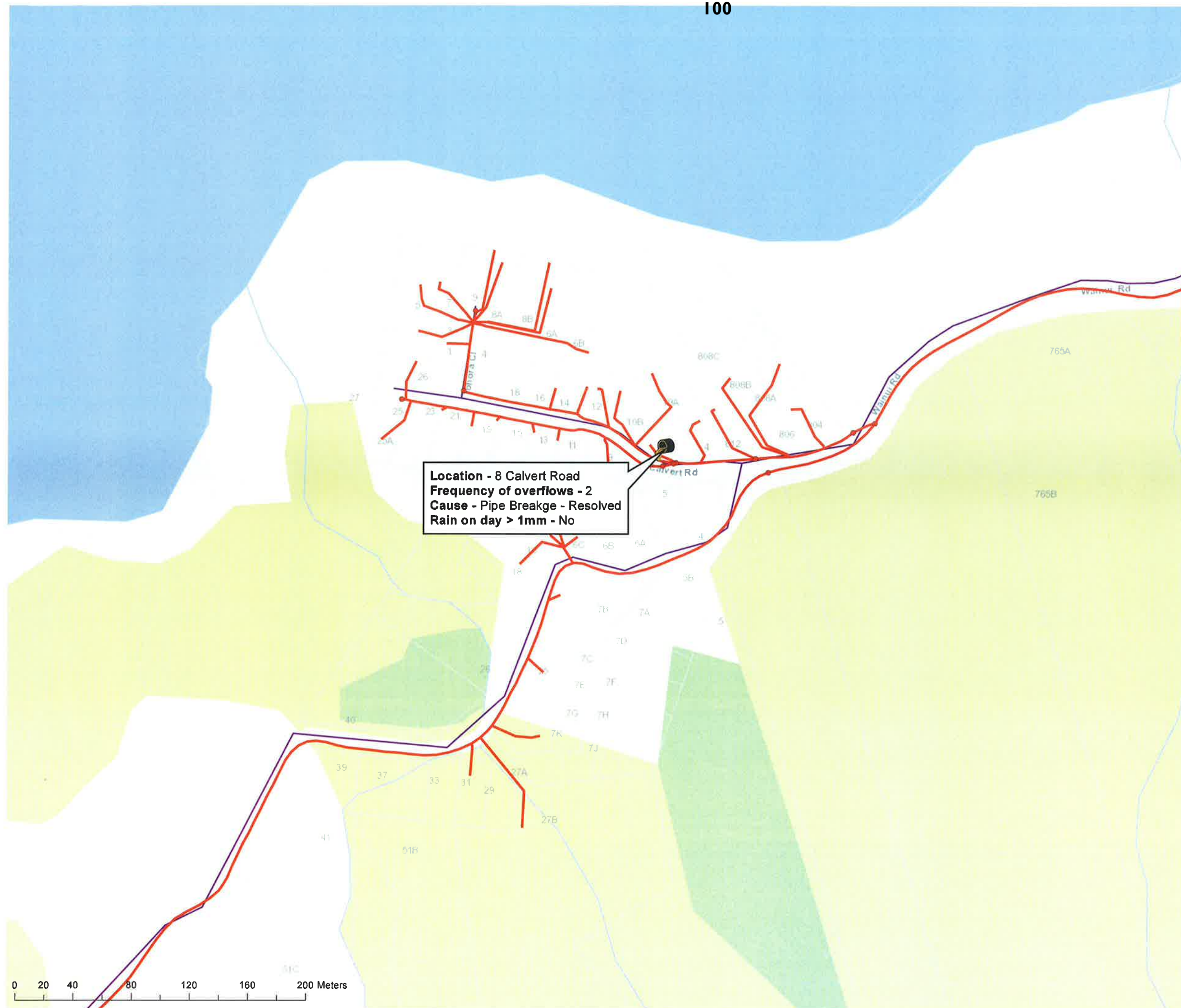
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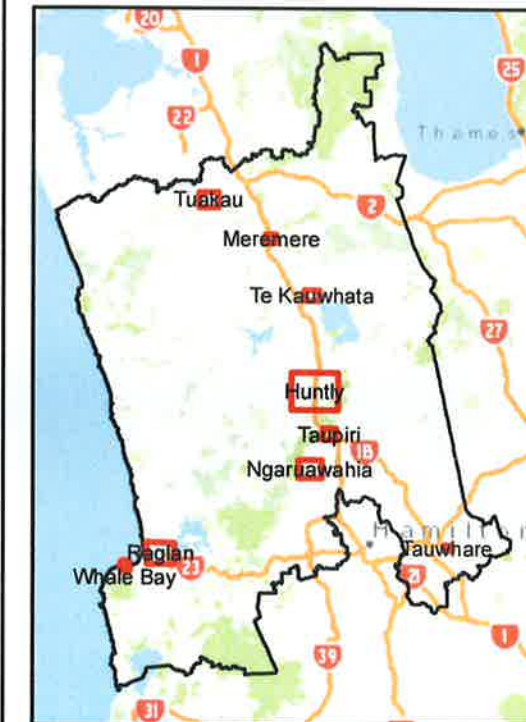
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## Legend

-  Overflow location
-  WW point
-  WW pump station
-  WW pipe
-  WW treatment plant



## Waikato District Wastewater Overflows Whale Bay

CLIENT  
Waikato District Council

PROJECT  
PROJECT

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PROJECT MANAGER  
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PROJECT DIRECTOR

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23/08/2016

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Fax +64 4 473 4360

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To: Ed Prince, Waikato Regional Council

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From: Marie McIntyre, Operations Team Leader, Waikato District Council

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Subject: Incident Report - Wastewater overflow into Raglan Harbour from manhole near Greenslade Road pumpstation

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Incident Date: Monday 25 July 2016

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### 1. Purpose

To document the events surrounding the wastewater overflow from a manhole on the harbour edge near the Greenslade Road pumpstation at 100E Greenslade Road, Raglan on Monday 25 July 2016.

### 2. Site Description

An overflow occurred from the manhole marked by yellow X below following the Greenslade Road pumpstation losing power from a WEL Network issue (possibly caused by the electrical storm taking place at the time).





### 3. Incident Summary

On Sunday morning at approximately 11.15am one of the pumps in the Greenslade pumpstation re-tripped after being reset by a serviceman only an hour prior. The oncall Engineer made the call to leave the pump tripped until Monday and sent the serviceman to a brown water event in Huntly. The Treatment Plant Supervisor did not receive the 8.00pm fail safe alarm and alerted the Maintenance Contractor of the issue of no alarms being received so that repairs could be undertaken. At 8.30pm the oncall Engineer was contacted by the Treatment Plant Supervisor to advise him of the situation and that no alarms were being sent out from the Scada system and that he should undertake site checks on the Scada system himself which was still operational.

The Operations Engineer did a Scada check of all sites following the phone call but did not escalate the alarm issue to his Team Leader or Manager nor did he undertake any further checks of the system until 6am the next morning.

Greenslade Road pumpstation lost power around midnight on Sunday evening which caused the pumpstation to reach a high level at 2.15am and overflow occurred at 5.00am from the nearby manhole. The estimated volume of the overflow is  $<10\text{m}^3$ .

#### Sunday 24 July 2016

- 3:30pm WDC Scada system stopped sending out alarms to the oncall cellphones
- 8.00pm WDC Treatment Plant Supervisor alerted to alarm system not operating correctly by the 'fail safe' test alarm sent out every evening
- 8:30pm Oncall WDC Operations Engineer made aware of the alarm issue, checked all sites and were all running fine
- 11:55pm Greenslade Road pumpstation last pump run on the Scada system

#### Monday 25 July 2016

- Site lost power between 12:00am and 1.10am
- 2:15am Wet well level hi alarm triggered and registered in the alarms panel within Scada system but not send to Oncall Operations Engineer (as mentioned above)
- 2:26am Analog Hi level alarm triggered and registered in the alarms panel
- 2:28am WW Float Hi alarm triggered and registered in the alarms panel
- 4:58am WW Overflow alarm triggered and registered in the alarms panel
- 5:55am Oncall Operations Engineer logged onto Scada system but did not notice the four alarms that were active for the Greenslade Road pumpstation on the pumpstation page or in the alarm panel
- 7:48am During standard morning Scada checks another Operations Engineer noticed the Greenslade Road pumpstation was in alarm. Tried to remote start the pumps through the Scada system but they would not start

- 7:51am Oncall Operations Engineer was called to find out what was happening at Greenslade Road pumpstation. He said that he hadn't been receiving alarms due to a Scada issue overnight and hadn't noticed any issues when he had checked the Scada earlier
- 7:53am Two servicemen called and sent to site (were both in Ngaruawahia for toolbox meeting when called)
- 8:40am Operations Team Leader & Waters Manager notified
- 8:52am Serviceman called back to say that the manhole near the pumpstation was overflowing and that he had arranged for the local sucker truck to come to site and would call back with more information once pumps checked
- 9:00am Oncall Operations Engineer headed to site to oversee job and collect samples as required
- 9:09am Serviceman called back and advised that the pumps were not blocked or tripped but that he could not start them and an Electrician would be required
- 9:10am Called McKay Electrical to attend site, they were already on their way to Raglan at the time so would head to Greenslade Road pumpstation first
- 9:45am Serviceman called to say that McKay Electrical had just arrived on site and that the sucker truck was setting up in the neighbouring property to try and access the pumpstation to suck from
- 9:57am Serviceman called back to say that McKay Electrical could not fix the issue and that it was an issue that WEL Networks would need to repair.
- WEL Network was called and job logged, they were made aware that one of their servicemen was required ASAP
- 10:02am Waters Manager notified the Raglan Stakeholders group (including Waikato Regional Council) that a wastewater overflow had occurred
- 10:10am Sucker truck was up and running to remove wastewater as best as possible (please note this site is hard to access and required multiple pipe lengths from truck to reach pumpstation)
- 11:00am WEL Network called again to get an update
- 11:10am WEL Network called back and informed WDC Supervisor that a fault man was on his way to site.
- 12:00pm WEL Network fault man arrived on site and a loose connection on the above services was causing the issue
- 12:57pm Serviceman called from site to say that WEL Networks had undertaken the repair on the loose connection (phase) at the fuse box on the overhead services and that the pumpstation was up and running
- 1:00pm Samples were taken at the sites shown below
- From 1:30pm Signs placed up around Raglan advising of no seafood collection or swimming throughout the Raglan Harbour, these will stay in place until 2 August and will then be replaced with

signs advising against shellfish collection until 30 August as per District Health Board recommendations.

#### 4. Issues Identified to date *(to be finalised in final report)*

Phase failure alarm at the Greenslade Road was not connected at the cabinet on site, this has now been rectified.

Failure of staff to undertake normal process when Scada alarming system is not working correctly or to escalate a serious issue to his Team Leader and/or Manager. Team have been spoken with regarding expectations, and new systems in place regarding pumpstation checks.

#### 5. Results to date

Date	West	Source	East
25.7.16	160	330,000	1,100
26.7.16	160	380	530
27.7.16	200	700	1,700
28.7.16	240	1,600	110
29.7.16	400	1,600	400

*\*Results are in Faecal Coliforms cfu/100mL*

#### Sampling Sites



#### 6. Quantity of Overflow

The overflow occurred from 4.58am until 1.00pm, and the estimated volume discharged was  $<10\text{m}^3$

#### 7. Recommendations

*Will be included in final report*



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To: Ed Prince, Waikato Regional Council

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From: Marie McIntyre, Operations Team Leader, Waikato District Council

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Subject: Incident Report - Wastewater overflow into the AroAro wetlands from a wastewater pipe break near Cross St, Raglan.

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Incident Date: Monday 15 August 2016

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## 1. Purpose

To document the events surrounding the wastewater overflow from a wastewater pipe break in the paddock between Primrose St & Cross St which was called through to Waikato Regional Council on the morning of Monday 15 August 2016.

## 2. Site Description

The overflow occurred from a wastewater pipe that runs through the paddocks between Primrose St and Cross St in Raglan, the location of the pipe and break are indicated in yellow below (which has now been confirmed as a private wastewater connection)



### 3. Incident Summary

On Monday, 15 August 2016, a Waikato District Council (WDC) staff member was called by Waikato Regional Council (WRC) staff member to find out if WDC was aware of any possible wastewater overflows in the Cross St area of Raglan. WDC had not received any calls and were not aware of any overflows in the area.

A WDC serviceman was sent to site to investigate the query and look for possible signs of a wastewater overflow. After speaking with the owners of the property (who had indirectly informed WRC of the overflow) staff found that the open drain running through the paddock between Primrose St and Cross St did have signs of a wastewater overflow.

The cause of the overflow was found to be an unknown wastewater pipe that had a displaced joint.

The open drain that runs through the property where the overflow occurred then discharges into the Aroaro wetlands before the Raglan Harbour.

#### Monday 15 August 2016

- 9:27am Water Treatment Team Leader (WDC) received a call from Ed Prince (WRC) asking if WDC was aware of any wastewater overflow in the Cross St area
- 9:30am Water Treatment Team Leader asked Operations Team Leader if the team was aware of any overflows, WDC had not received any calls and were not aware of any overflows
- 9:32am Operations Team Leader called Ed Prince to obtain more information including contact details of the people where the overflow was occurring
- 9:34am Operations Team Leader spoke with Miriam Millwood who confirmed she believed a wastewater overflow was occurring in her paddock (between Primrose St and Cross St). She said the open drain was full of wastewater
- 10:00am WDC Serviceman was sent to site to look for overflow and understand what was happening at site
- 11:12am Serviceman was struggling to find exact location of overflow with instructions given, was given Miriam Millwoods number and he contacted her directly to find location
- 11:27am Serviceman called Operations Team Leader back and said that there was an overflow and a sucker truck etc and more servicemen would be required for the repair and site clean up
- 11.45am approx. Ed Prince and Hugh Keane from WRC arrived on site
- 11.45am Local Raglan sucker truck arrived on site, the drain was banded and sucked to stop and further overflow reaching the drain that went to the nearby wetland.
- 12:00pm Operations Team Leader and Waters Manager arrived on site. They took samples to confirm harbour outfall levels. During discussions with Ed and Hugh (WRC) it was agreed that no further harbour closure was required until sample results were received back. (Please Note: the harbour was already closed from Greenslade Rd overflow on 25 July)
- 12.20pm The issue with the wastewater pipe was confirmed as a displaced joint, repairs started. Another sucker truck had arrived on site, and was used to control flows upstream so repairs could be undertaken.



3.00pm Repairs had been completed and pipe was jetted to clear any debris

#### Tuesday 16 August 2016

Morning Further jetting on the line was undertaken to clear a blockage that occurred in the line overnight. The line was also CCTV to understand how it connected into the WDC network

#### Wednesday 17 August 2016

3:30pm Operations Team Leader & Waters Manager met with contractor on site to arrange emergency works to be undertaken the following day to clean affected drain and removed the contaminated sediment

#### Thursday 18 August 2016

Drains cleared while sucker truck removed any flow during the cleaning process

#### Monday 29 August 2016

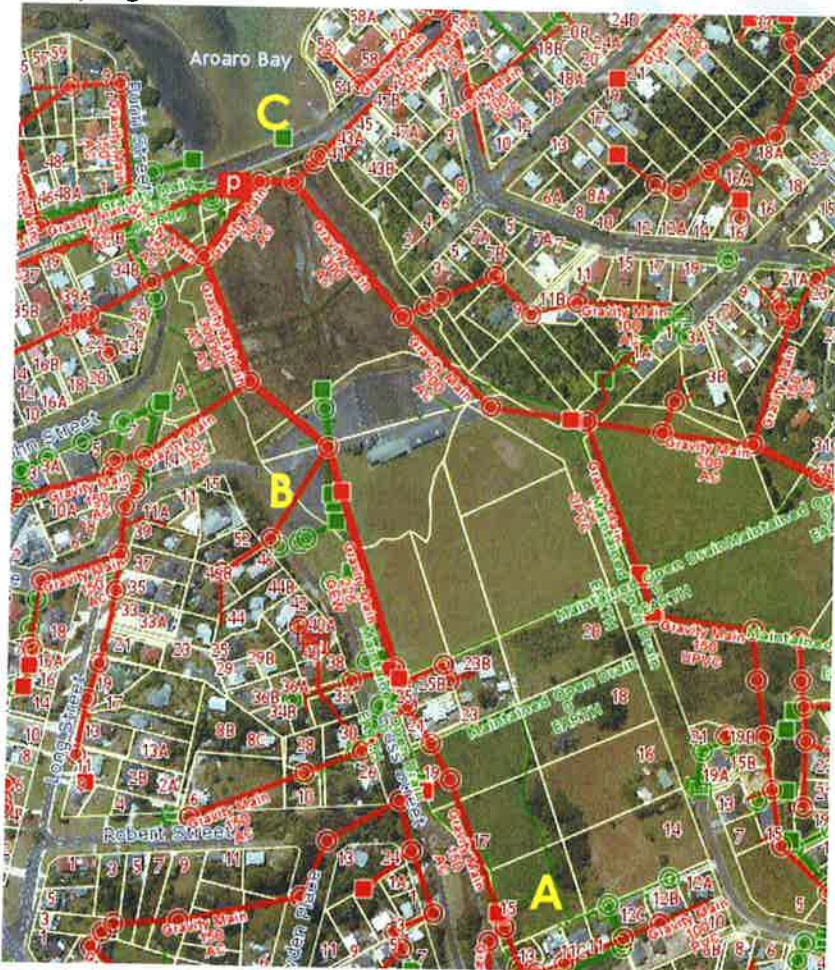
Line was successfully traced (CCTV had not been successful prior) which revealed that the line was a private wastewater connection for that property – 16 Primrose St.

#### 4. Results

Site	
A – spill site	430,000
B – end of open drain system	270,000
C – Harbour entrance	110

\*Results are in Faecal Coliforms cfu/100mL

#### Sampling Sites



### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	31 August 2016
<b>Prepared by</b>	Michelle Smart Property Officer
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1587726
<b>Report Title</b>	Te Kopua Domain – Easement

## **I. EXECUTIVE SUMMARY**

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The existing overhead line (from the estuary to the campground) at Te Kopua Domain is at the end of its useable life and has become unsafe. The utility provider, WEL Networks Limited, proposes to replace the overhead line with an underground ring main and unit box.

The affected land is Crown land administered by Council as recreation reserve. As a recreation reserve it is subject to the provisions of the Reserves Act 1977.

WEL Networks Limited has confirmed with staff that they have undertaken consultation with all key stakeholders in the area and have agreed plans in place to manage risks.

This report recommends that Council exercise its delegated authority to grant a right to convey electricity easement in gross, in favour of WEL Networks Limited, over parts of the land legally described as part Papahua No.2 Block and Section 2 Block 1 Karioi Survey District.

## **2. RECOMMENDATION**

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

**AND THAT** subject to consultation with the **Kopua Camp Board of Management**, Council exercise its delegated authority under s48 **Reserves Act 1977** to negotiate and complete a grant of an electricity easement in gross, in favour of **WEL Networks Limited**, over parts of the land legally described as part **Papahua No.2 Block and Section 2 Block 1 Karioi Survey District**.

## **3. BACKGROUND**

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Te Kopua Campground straddles the boundaries of parts of the land legally described as part Papahua No. 2 Block and Section 2 Block 1 Karioi Survey District.

Both parcels are Crown land held as recreation reserve, administered by Council, and are subject to the provisions of the Reserves Act 1977 (“the Act”).

The existing overhead line (from the estuary to the campground) is at the end of its useable life and has become unsafe. WEL Networks (“WEL”) propose to replace the overhead line with an underground ring main and unit box (Refer Attachment 1: Easement Route).

It is standard practice for WEL to protect its lines and infrastructure by way of a registered easement in gross (in favour of WEL), which effectively gives a legal right for the power cable to remain in that position. While it is good practice to have an easement, it is not something that Council insists upon. A Resource Consent is not required to undertake this work.

The boundaries of the ancestral Ngati Maahanga Urupa are believed to extend past the area that has been identified by the Maori Land Court, which means that there may be ancestral graves within the reserve area (particularly near the internal road).

The representative of the Whaingaroa area/Te Awaitaia kaupapa of Ngaa Uri aa Maahanga (Rik Samuels) has confirmed on behalf of the Ngaa Uri aa Maahanga Board that the proposed works, including the undergrounding of the line and the installation of equipment may proceed (see attachment 2). WEL has an agreed protocol process should any artefacts be discovered, and that to minimise disturbance WEL will be directionally drilling the works from the toilet block to the shop. (WEL’s protocols are in attachment 3). The environmental spokesperson for the Tainui hapu (Angeline Greensill) has been consulted (attachment 4) has requested to be informed in advance of works commencing, so that she may arrange to be on site if required. WEL have been informed of this request by phone and e-mail 11 August 2016.

This report will be discussed with the Kopua Camp Board of Management for their input and the Camp Manager has been informed.

This report recommends that subject to consultation with the Board of Management, Council exercise its delegated authority under the Act to grant a right to convey electricity easement in gross, in favour of WEL Networks Limited over parts of the land legally described as part Papahua No.2 Block and Section 2 Block 1 Karioi Survey District.

## **4. ANALYSIS OF OPTIONS**

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### **4.1 OPTIONS**

There are two options:

**Option 1:** Council can exercise its delegated authority to grant a right to convey electricity easement in gross.

The Minister has delegated power to Council, which still requires Council to act in accordance with the requirements and processes as set out in the Act.

This option is recommended.

**Option 2:** Council can decline to exercise its delegated authority to grant a right to convey electricity easement in gross.

The power line which supplies the Te Kopua Campground is an existing overhead line at the end of its serviceable life which the utility provider has identified as being unsafe. WEL internal processes require that the physical works cannot occur until such time as appropriate legal documentation is in place. Failure to enter into a documented arrangement, potentially risks the surety of electricity supply to the campground.

This option is not recommended.

## **5. CONSIDERATION**

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### **5.1 LEGAL**

Section 48 Reserves Act 1977 provides for grants of right of way and other easements.

Section 48(1) (d) of the Act provides that the administering body, with the consent of the Minister, may grant easements over any part of the reserve for an electrical installation or work.

Section 48 (3) the Act provides that public notification of the proposal to grant an easement is not required:

- (a) where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and
- (b) the rights of the public in respect of the reserve are not likely to be permanently affected.

### **5.2 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT**

In July 2013, the Minister of Conservation approved new delegations to local authorities under the Reserves Act 1977. It was envisaged that the changes would better enable local authorities to make decisions affecting reserves, and would allow local authorities to consider consent applications that previously had to be referred to the Department of Conservation (“DoC”) for consent of the Minister or Minister’s delegate, for matters such as the granting of leases, licences or easements over council vested reserves.

The changes require that an appropriate record of any decision made under the delegations must be retained. In exercising the new delegations local authorities must still act in accordance with the requirements of the Reserves Act; and the processes set out in the Act must still be complied with.

It is important to note that there is an expectation that local authorities will maintain a distinction between their role as administering body of a reserve and their role as delegate of the Minister. The decision-making function, whereby the merits of the proposal are considered, is a fundamental responsibility of the reserve administering body. The Minister is not the decision-maker, but has, instead, a supervisory role in ensuring that the necessary statutory processes have been followed; that the administering body has taken the functions and purposes of the Act into account in respect of the particular classification and purposes of the reserve; that it has considered any objections or submissions from affected parties; and that, on the basis of the evidence, the decision is a reasonable one.

### **5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS**

The Significance & Engagement Policy provides at Schedule I, a list of Waikato District Council's strategic assets.

The Policy requires Council to take into account the degree of importance and determine the appropriate level of engagement, as assessed by the local authority, of the issues, proposal, decision or matter in terms of the likely impact on and consequence for:

- (a) The district or region;
- (b) Any persons who are likely to be particularly affected by, or interested in the issue, proposal, decision or matter;
- (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.

Reserves listed and managed under the Reserves Act 1977 are identified as strategic assets.

The power line is an existing overhead line, and if installed underground will lessen the impact on reserve users by removing the overhead restriction. As such, it is considered that the proposal to underground the existing line does not trigger the Reserves Act requirement for public notification.

Council needs to consult with the Kopua Camp Board of Management before making a decision.

The representative of the Whaingaroa area/Te Awaiaia kaupapa of Ngaa Uri aa Maahanga has confirmed on behalf of the Board that the proposed works, including the undergrounding of the line and the installation of equipment may proceed.

The iwi require, and WEL Networks have confirmed that the usual protocols, are to be followed if any artefacts are discovered while work is underway. The physical works will not impact on the Campground operation.

## **6. CONCLUSION**

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The power line which supplies the Te Kopua Campground is an existing overhead line at the end of its serviceable life which the utility provider has identified as being unsafe. If the replacement line is installed underground it is considered that this will lessen the impact on reserve users by removing the current overhead restriction.

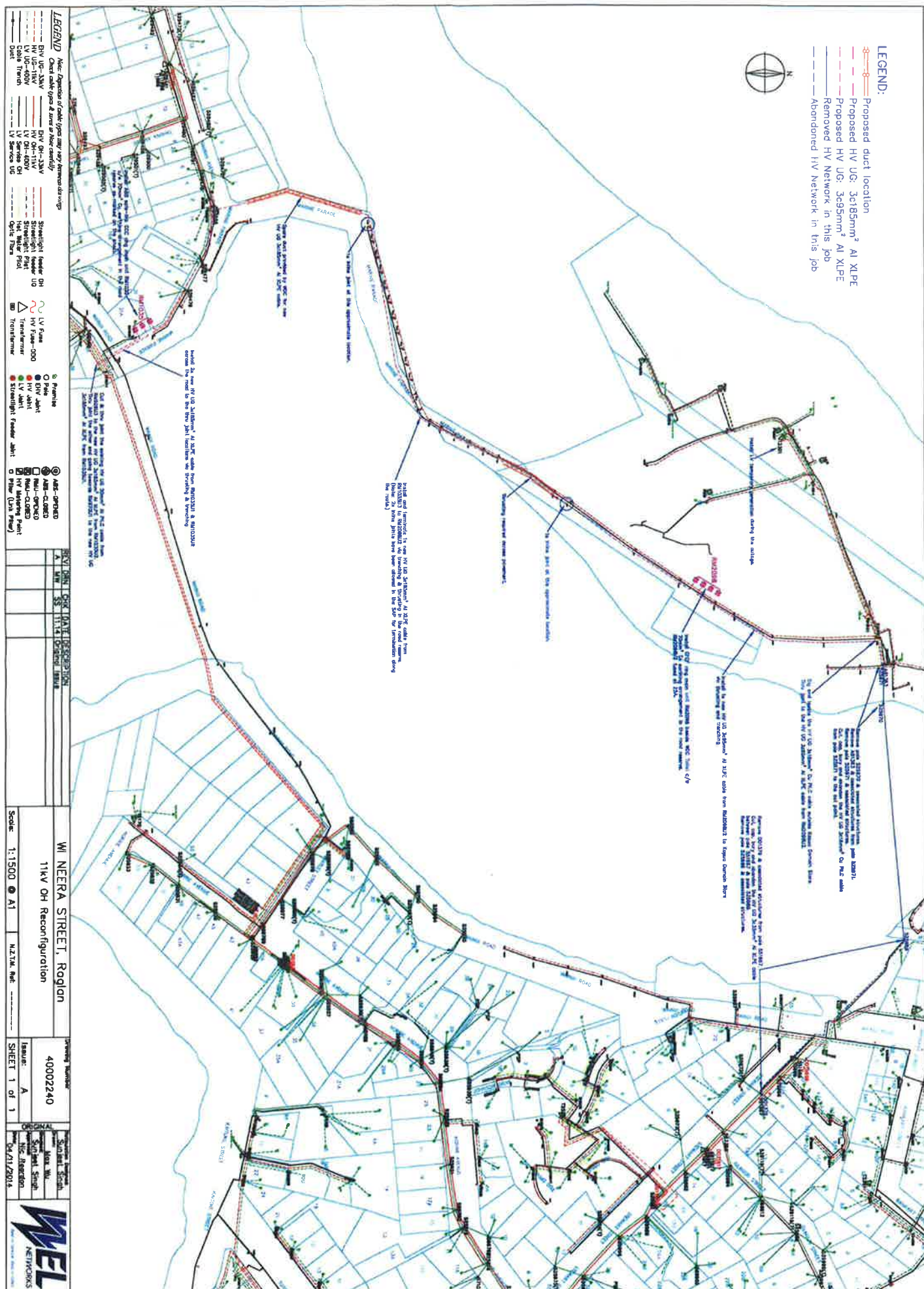
While Council does not require that an easement be entered into, it is a document that WEL require as a legal protection for the line and infrastructure. The Minister of Conservation has delegated his powers to Council, which necessitates that a formal resolution be obtained to enable execution of the relevant documentation in its role as delegate of the Minister.

## **7. ATTACHMENTS**

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- Attachment 1 - Easement Route
- Attachment 2 - Ngaa Uri aa Maahanga Approval
- Attachment 3 - WEL's Protocols
- Attachment 4 - Tainui Environmental Spokeperson Approval





**Michelle Smart**

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**From:** Michelle Smart  
**Sent:** Monday, 25 July 2016 8:13 a.m.  
**To:** Andrew Corkill  
**Subject:** Ngaa Uri aa Maahanga Approval to Request from WEL to underground power Cable at Te Kopua Camping Ground

Hi Andrew

I have attached below the email received from Rik Samuels, who copied in the Board, giving approval to the request from WEL to underground the power cable at Te Kopua Domain

I have also again checked with Michael Edmonds as to whether any additional iwi consents are required. Michael has confirmed that Ngati Maahanga's authority extends to the Whaanga Coast, and Rik is the mandated representative, and as such Michael has indicated that no other "consents" are required.

Michelle

**Michelle Smart**

Property Officer

**Waikato District Council**

■ P 07 824 8633 ■ F 07 824 8091 ■ Call Free 0800 492 452

Private Bag 544, Ngaruawahia 3742

[www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)



Please consider the environment before printing this e-mail

**From:** Nga Uri o Te Awaaitaia [mailto:ngaurioteawaitaia@gmail.com]  
**Sent:** Tuesday, 10 May 2016 2:37 p.m.  
**To:** Michelle Smart  
**Cc:** Oomaero Paa; Heather Thomson; Paratai Tai Rakena; Lisa Thomson; amomai pihama  
**Subject:** Re: Waikato District Council : Request from WEL to underground power Cable at Te Kopua Camping Ground

Teena Koe Michelle,

Thank you for your email, yes Ngā Uri ā Māhanga has a new board in place and i have been appointed as our representative for the Whaingaroa area/Te Awaaitaia kaupapa.

I am happy for the works to go ahead as this will have an overall impact on us all if these issues are not dealt with promptly and considering the request went through to Sarah Jane in July 2015.

The whole area of the Urupā - Te Tuahu is not only the area where the council have erected the white picket fence, but takes in 0.261 hectares (which equals to about 2610 square meters).

Just as a side note; If any artifacts are discovered while the work is underway, i ask that all works come to a complete halt and that i am made away of this a.s.a.p to enable me to organise the appropriate people to deal with any findings, and to allow the proper processes to be adhered too on our part.

If you have any questions please do not hesitate to contact me on my number provided below.

i do hope to hear from you,

me te whakaaronui

Te Awarutu Rik Samuels  
02108895046

On Tue, May 10, 2016 at 11:17 AM, Michelle Smart <[Michelle.Smart@waidc.govt.nz](mailto:Michelle.Smart@waidc.govt.nz)> wrote:

Good Morning Rik

Michael Edmonds has indicated to me that I should have made the following request to you, and not Sarah. I apologise for this .

I haven't heard back from Sarah, so I'm not sure if she has received the email below.

WEL urgently want to replace the existing overhead power line at Te Kopua Camp Ground, with an underground power cable. The proposed alignment, is shown coloured green on the attached plan.

The reason for the urgency is because the existing line is at serious risk of failure.

WELs original request to Council dates back to July last year. I probably didn't follow any of the correct consultation protocols, for which I apologise.

Because of the urgency that WEL was placing on the project I asked Noel if he could pass the request on to Sarah . Unfortunately in not following the correct processes I have probably caused things to go even slower.

I am aware that the boundaries of the ancestral Urupa are believed to extend past the area that has been identified by the Maori Land Court, which means that there may be ancestral graves within the reserve area ( particularly near the internal road).

WEL are becoming increasing desperate for a response and for permission to complete the work ( and in advance of their easement documents being signed by Council).

I am concerned that iwi should have a say, given the existence of the ancestral burial ground. WEL would like to do the work as soon as we give them permission to proceed.



## WE'RE WORKING IN PEOPLES' BACKYARDS

You will be working in the tribal areas of:

- Ngaati Mahanga
- Ngaati Wairere
- Ngaati Koroki Kahukura
- Ngaati Hauaa.



The Project enables an opportunity for these hapu to reconnect with ancestral lands once lost through Raupatu.

Cultural effects of this Project need to be recognised and provided for during the construction period and across the life of this Expressway corridor.

How?

- Kaitiaki – will monitor topsoil stripping and cut for the first metre in specifically identified areas where there is potential for cultural sensitivities to be adversely affected (namely Lake Road area, the gully systems and the southern interchange)
- Kaiarahi – the Kaitiaki coordinator will liaise with the environmental team, the site supervisors and the engineers to ensure Kaitiaki are where they are supposed to be. The Kaiarahi liaises with the Tangata Whenua Working Group.



**Michelle Smart**

---

**From:** Angeline Greensill <ehika@xtra.co.nz>  
**Sent:** Thursday, 4 August 2016 2:24 a.m.  
**To:** Michelle Smart  
**Subject:** Re: Waikato District Council : Ngaa Uri aa Maahanga Reponse to Request from WEL to underground power Cable at Te Kopua Camping Ground (06411/457.00)

Kia ora Michelle,

Thanks for the explanation. I now understand that a directional drill will be used which should minimise impacts on possible taonga or koiwi in the area. Please let me know when the work is scheduled to take place so I can arrange to be on site if required.

Nga mihi

Angeline Greensill

Environmental Spokerspersion

Tainui

RD3

Whaingaroa/Raglan

[tainuihapu.environmental@gmail.com](mailto:tainuihapu.environmental@gmail.com)

ph 07 8257536(h) 027 8943361(m) 07 8258840(o)

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**From:** Michelle Smart <Michelle.Smart@waidec.govt.nz>  
**To:** Angeline Greensill <ehika@xtra.co.nz>  
**Sent:** Monday, 25 July 2016 3:57 PM  
**Subject:** Waikato District Council : Ngaa Uri aa Maahanga Reponse to Request from WEL to underground power Cable at Te Kopua Camping Ground (06411/457.00)

Kia Ora Angeline

Thank you for your prompt reply.

I have spoken with Jack Ninnies at WEL this afternoon, and he has provided the following description of the proposed works ( which may be a little easier to interpret than the diagram that was attached to my earlier email).

WEL have indicated that the works entail:

1. installing one underground 11kV cable from the end of the present road by the toilets adjacent to the boat ramp entry road around to the shop and then reconnect the camp 11kV supply
2. Install a 11kV ground mount switch by the toilet block.
3. Remove the overhead 11kV lines that cross the estuary by the walk bridge

Does this provide you with enough additional information to be able to confirm if/that the works should proceed? We will withhold the report from inclusion in the Meeting agenda until such time as we hear from you.

Nga mihi

Michelle

**Michelle Smart**

Property Officer

**Waikato District Council**

■ P 07 824 8633 ■ F 07 824 8091 ■ Call Free 0800 492 452

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	29 August 2016
<b>Prepared by</b>	Michelle Smart Property Officer
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1595878
<b>Report Title</b>	Stopping and Disposal of Unformed Factory Road, at Otua

## **I. EXECUTIVE SUMMARY**

The owner of the property legally described as part Lot 2 DP 53932 held in CFR NA 26D/1421 situated on Otua Road, Otua has made a formal request to purchase for amalgamation, the portion of unformed Factory Road on the south eastern boundary of the property. The purpose of this request is to assist with achieving a logical house site on a raised area which is partly located within the unformed road.

The recommendations of this report propose to declare the portion of unformed Factory Road at Otua to be surplus to Council's current and future roading requirements. This allows the road to be legally stopped utilising the provisions contained in section 342 and the Tenth Schedule to the Local Government Act 1974.

The section of land resulting from the road stopping process is proposed to be sold for amalgamation with the adjacent land owned by the applicant.

## **2. RECOMMENDATION**

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

**AND THAT the section of unformed Factory Road comprising 4186 square metres shown as Section 1 SO 500754 be declared surplus to Council roading requirements;**

**AND FURTHER THAT subject to the successful completion of statutory processes that the section of unformed Factory Road shown as Section 1 SO 500754 be stopped pursuant to Section 342 Local Government Act 1974;**

**AND FURTHER THAT when stopped, Section 1 SO 500754 be sold for amalgamation with part Lot 2 DP 53932 comprised in CFR NA 26D/1421, at a**

price to be established by market valuation and to be within Council property policy, with the applicant to be responsible for all costs incurred;

**AND FURTHER THAT** the proceeds of sale be credited to the Property Proceeds Reserve.

### **3. BACKGROUND**

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In July 2015, the owner of the property legally described as part Lot 2 DP 53932 held in CFR NA 26D/1421 situated on Otaua Road, made an initial approach to Council to purchase for amalgamation the portion of unformed Factory Road on the south eastern boundary of the property (Refer Attachment 1: Location Diagram). The portion of unformed Factory Road is shown identified as Section 1 on SO 500754 (Refer Attachment 2: SO 500754).

A formal written request to this effect was received by Council in February 2016. The applicant has indicated that the acquisition of the land will assist to gain a logical house site, on a raised area of land which is partly located within the unformed road boundary.

The Roading Asset Team Leader and the Strategic Planning and Resource Management Team Leader have indicated this portion of unformed Factory Road is surplus to Council's current and future roading requirements and have indicated that they have no concerns regarding the proposed stopping and sale of the road.

The adjacent property owners have indicated their agreement to the proposed stopping and sale of this portion of unformed Factory Road.

Section 342 of the Local Government Act and the Tenth Schedule to the Act, set out the process that must be followed when stopping any road or part thereof.

The Tenth Schedule provides that if no objections are received, the Council may by public notice declare the road to be stopped. The notice declaring the road to be stopped is lodged with the Chief Surveyor which gives legal effect to the process.

If objections are received the matter is reported back to Council. In the event that Council decides not to uphold the objections the matter is referred to the Environment Court for a determination. The decision of the Court is final.

Section 345 of the Local Government Act 1974, deals with the disposal of land not required for road, and provides that the Council may sell the stopped road to the adjoining landowner for a price to be fixed by a competent valuer appointed by Council.

### **4. ANALYSIS OF OPTIONS**

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#### **4.1 OPTIONS**

There are two options:

**Option 1:** Council can declare Section 1 SO 500754 surplus to roading requirements, to be stopped and sold for amalgamation with part Lot 2 DP 53932 CFR NA 26D/1421.

This option is recommended.

**Option2:** Council can decline to declare as surplus the portion of unformed Factory Road, shown defined as Section 1 SO 500754.

This portion of unformed Factory Road will remain available for use by all adjoining landowners, and by the general public as legal road. This will bring the applicant's request to an end.

This option is not recommended.

## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

The applicant owner has agreed to the costs associated with the process, which includes survey, valuation, advertising, legal and gazettal fees.

The applicant is required to pay for the land with the sale price established by a market valuation obtained by Council.

The proceeds of sale are to be credited to the Property Proceeds Reserve.

### **5.2 LEGAL**

Section 342 and the Tenth Schedule of the Local Government Act 1974 ("the Act") provides a public notified process for the stopping of roads.

Section 345(1) (a) of the Act provides for the disposal of land not required for road, at a price fixed by a competent valuer appointed by the Council.

Section 345 (2) of the Act provides that the land not required for road may be sold to an adjoining landowner for amalgamation.

### **5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT**

Council's Property Policy provides that property may be disposed of at a price established by valuation, unless otherwise resolved by Council.

The draft Walking, Cycle and Bridle Trails Strategy (WCBTS) , does not identify unformed Factory Road as being required as a future link.

The Walking Access Commission holds a view that unformed roads should be preserved to ensure rights of public access and passage. The Walking Access Commission will have the opportunity to formally submit, when the road stopping proposal is publically notified if they have a strong view that Factory Road is a key section of network for the public. Given that



the draft WCBTS does not consider the unformed Factory Road useful is a strong signal for the Commission.

#### **5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS**

The Significance and Engagement Policy provides at Schedule 1 a list of Waikato District Council's strategic assets, which identifies the roading network as a whole is considered to be a strategic asset.

The Policy requires Council to take into account the degree of importance and determine the appropriate level of engagement, as assessed by the local authority, of the issue, proposal, decision or matter, in terms of the likely impact on and, consequence for;-

- (a) The district or region;
- (b) Any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision or matter;
- (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.

The road stopping process is carried out under s342 and the Tenth Schedule Local Government Act 1974, which provides for the public notification of the proposal.

## **6. CONCLUSION**

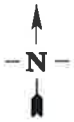
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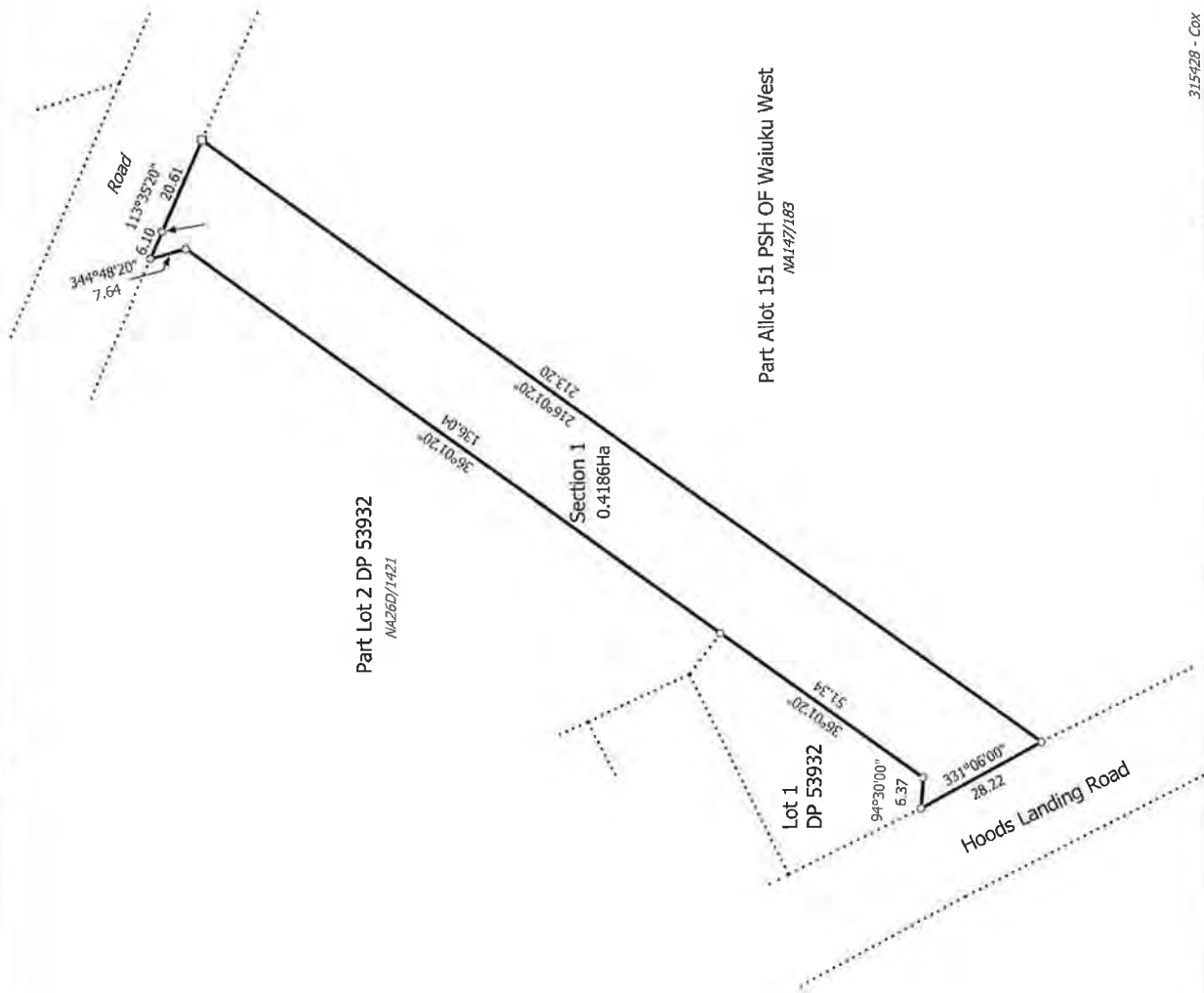
The recommendations of this report, if approved, will allow for the completion of the statutory process to enable a portion of unformed Factory Road at Otua to be stopped and sold for amalgamation to the adjacent landowner.

## **7. ATTACHMENTS**

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- Attachment 1: Location Diagram
- Attachment 2: SO 500754





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315428 - Cox

Title Plan  
SO 500754  
DRAFT

Surveyor: Steven Leslie Argus  
Firm: The Surveying Company Ltd (Pukec

Section 1

Land District: North Auckland  
Dataset Type: Parcels without Survey Information  
**Digitally Generated Plan**  
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### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	29 August 2016
<b>Prepared by</b>	Tony Peake Asset Engineer
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1573367
<b>Report Title</b>	<b>New Road Name Proposal at Birchwood Lane, Tamahere</b>

## **1. EXECUTIVE SUMMARY**

---

This report seeks the Committee's approval of a developer's proposal to name a new road, located off Birchwood Lane, Tamahere.

The Ward Councillor has supported the name Kirriemuir for the new public road.

This report recommends the Committee approves the name Kirriemuir Close for the new road.

## **2. RECOMMENDATION**

---

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

**AND THAT** the **Infrastructure Committee** approves naming the new road developed to service the **Kirrie Developments Ltd – Stage 4 subdivision – Kirriemuir Close**.

## **3. BACKGROUND**

---

Kirrie Developments Ltd has developed a subdivision of Lots 4 and 5 DP 409878 off Birchwood Lane (see attached locality plans). A 200m section of rural cul de sac is under construction to approved standards to provide access to 7 Lots within the subdivision.

New owners will require Council to provide addresses for their allotments.

Sections 1.2(a) and 2.3(a) of the Road naming Policy requires either the Infrastructure Committee or Council to approve road name applications.



## 4. DISCUSSION AND ANALYSIS OF OPTIONS

---

### 4.1 DISCUSSION

Mr Martin has applied for a new road name on Lot 25.

The three names proposed by Mr Martin for Lot 25 - road to be vested, and listed in order of preference, are Martin Close, Kirriemuir Close and Muir Close.

Martin Close has been rejected by staff due to duplications with three other roads named Martin in Waikato District.

The developer's second preference, Kirriemuir, has been reviewed and no potential duplications have been found.

Kirriemuir is the name of the Martin family trust and is also the name of a small village area in Scotland where the Martin family ancestors originated. A muir is a flat Scottish moorland.

### 4.2 OPTIONS

There are two options:

**Option 1:** The Committee may agree to support the developer, staff and Ward Councillor's road name preference – Kirriemuir Close.

Option 1 is the recommended option.

**Option 2:** The Committee may choose to not agree with supporting the proposed road name (Option 1) and instead approve the third developer name choice - Muir Close – subject to this name meeting policy selection criteria.

**Option 3:** The Committee could agree on another name. This is not recommended as no consultation (other than mentioned above) has been undertaken.

## 5. CONSIDERATION

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### 5.1 FINANCIAL

All costs will be met by Kirrie Developments.

### 5.2 LEGAL

Nil

### 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Ward member consultation around road naming has been undertaken in accordance with Council policy and standard operating procedures.

#### 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

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

External Stakeholder Consultation			
Planned	In Progress	Complete	
		Yes	Internal
No			Community Boards/Community Committees
No			Waikato-Tainui/Local iwi
No			Households
No			Business
		Yes	Adjoining Local Authorities

## 6. CONCLUSION

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The Committee is requested to consider the developer's road name application and endorse a decision by way of resolution.

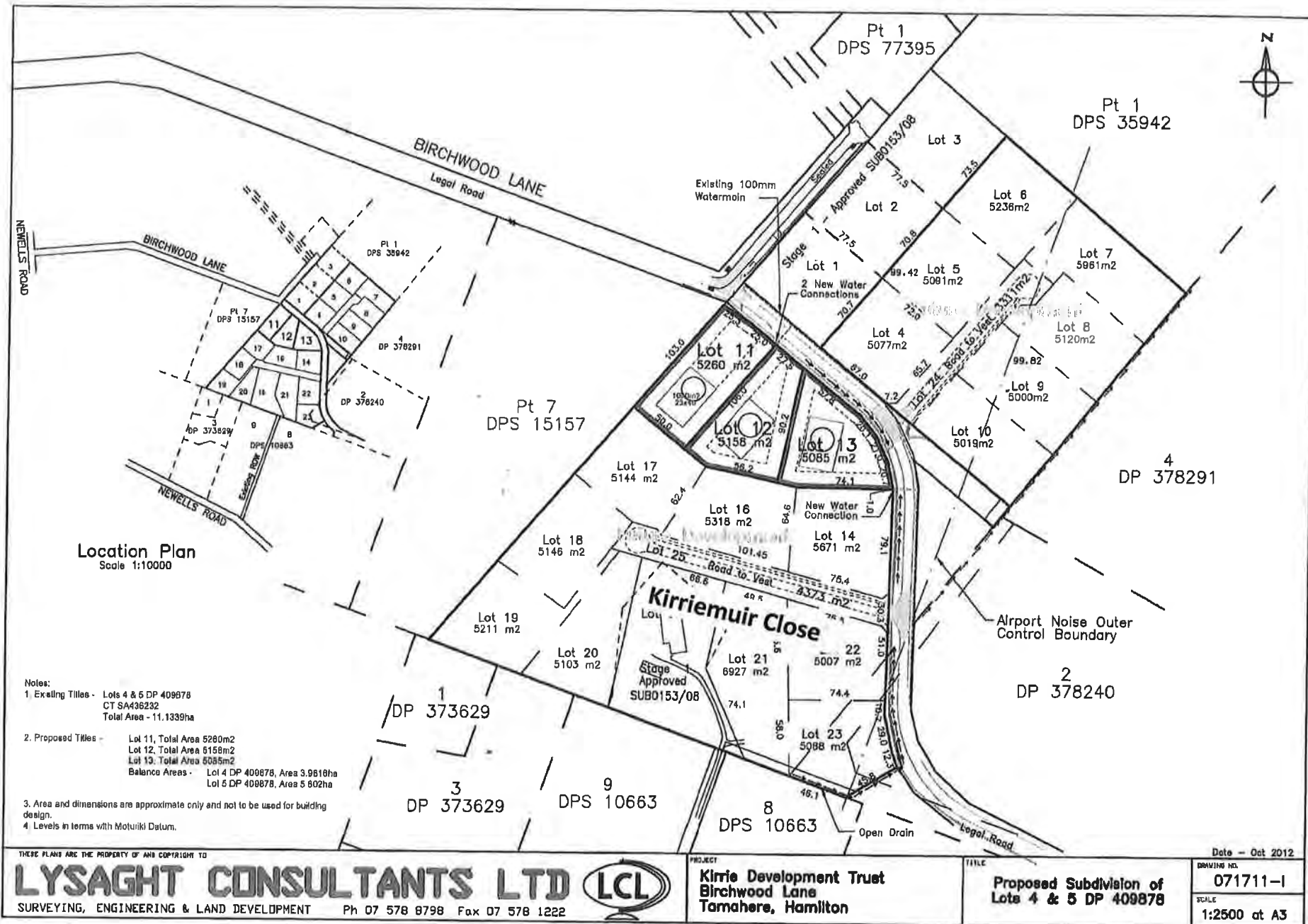
It is recommended that the Committee approves naming the road servicing the Kirrie Developments Ltd Stage 4 subdivision, Kirriemuir Close.

New allotments will be addressed once this name is registered in Landonline.

## 7. ATTACHMENTS

---

- Locality Plan



### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	26 August 2016
<b>Prepared by</b>	Rob Wheeler Consultant
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1601744
<b>Report Title</b>	Land Exchange for Road Realignment – Waipuna Road, Waerenga

## **I. EXECUTIVE SUMMARY**

---

This report closes out a land encroachment matter that has been under discussion since 2002.

Final survey office plans have been received from Surveyors, to regularise the legal boundaries of the rural Waipuna Road, Waerenga, where it adjoins 240-460 Waipuna Road, to conform to the physical road location.

Copies of these plans are appended as Attachment 1 comprising the head plan indicating the overall road changes and relevant expanded plans. The areas to be acquired for road are coloured red and those areas of road to be stopped in exchange, are coloured blue.

An aerial plan, indicating this section of Waipuna Road between two red lines, is also appended as Attachment 2.

Discussions regarding this work commenced as far back as 2002 and agreement was eventually reached in 2012, with the owners of 240-460 Waipuna Road and the property opposite at 211 Waipuna Road. It was agreed that the land required for road, be exchanged for surplus road to be stopped, at nil consideration, with Council meeting survey and legalisation costs.

It now remains for the land exchanges to be formalised and legalisation completed.

## **2. RECOMMENDATION**

---

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

**AND THAT** the Chief Executive be authorised to sign agreements pursuant to Section 17 of the Public Works Act, to acquire from LN and JP Rankin, the parcels of land described in the First Schedule hereto and from GH and PJ Exton and BR Sheppard, the parcels of land described in the Second Schedule hereto, for road (Waipuna Road);



**AND FURTHER THAT** the portions of unformed Waipuna Road described in Schedule 3 hereto, be stopped and amalgamated with the land of the adjoining owner, pursuant to Sections 116 and 117 of the Public Works Act 1981, in exchange for the land to be acquired for road;

**AND FURTHER THAT** Consents be executed by the Mayor and Chief Executive pursuant to part VIII of the Public Works Act 1981, to give effect to the above.

**FIRST SCHEDULE** (all as shown on SO Plan 462410)

Section 4 comprising 1112m<sup>2</sup> being Part Lot 7 DP 404496;

Section 9 comprising 271m<sup>2</sup> being Part Lot 6 DP 404496;

Section 10 comprising 182m<sup>2</sup> being Part Lot 5 DP 404496;

Section 14 comprising 9m<sup>2</sup> being Part Lot 8 DP 404496;

Section 15 comprising 51m<sup>2</sup> being Part Lot 8 DP 404496.

**SECOND SCHEDULE** (all as shown on SO Plan 462410)

Section 5 comprising 230m<sup>2</sup> being Part Allotment 419 Parish of Whangamarino:

Section 6 comprising 1039m<sup>2</sup> being Part Allotment 415 Parish of Whangamarino.

**THIRD SCHEDULE** (all as shown on SO Plan 462410)

Legal road shown as:

Section 1 comprising 709m<sup>2</sup>

Section 2 comprising 773m<sup>2</sup>

Section 3 comprising 716m<sup>2</sup>

Section 7 comprising 1055m<sup>2</sup>

Section 8 comprising 299m<sup>2</sup>

Section 11 comprising 321m<sup>2</sup>

Section 12 comprising 267m<sup>2</sup>

Section 13 comprising 744m<sup>2</sup>

### **3. BACKGROUND**

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The Council records indicate that this matter was initiated in 2002 at a time when the owners of 240-460 Waipuna Road, LN & JP Rankin, were contemplating a subdivision of their property and were concerned over the encroachment of the Council road onto their property. Following exchanges of correspondence and site meetings, it was agreed between the parties that, in addition to the encroachments, there were also portions of unformed road that could be stopped and exchanged for the areas required to vest as road.

Compensation assessments obtained at that time indicated that the values were close enough to warrant an exchange at nil consideration.

The matter appears to have drifted from that time until resurrected by the owners and their surveyors in 2010, when Birch Surveyors were requested, to prepare a plan to accurately define the areas to be exchanged.

It was established then, that a similar exercise would be required in respect of the property on the opposite side of the road, owned by GH & PJ Exton and BR Sheppard, where two small triangles of land would be required for road and two similar small triangles of road were available to stop and exchange.

The Rankins reaffirmed their commitment to the exchange as shown on the Birch Surveyors plans and the Exton's confirmed in November 2012 their agreement to the land exchange at nil consideration.

Birch Surveyors were subsequently instructed to complete the survey work and, after delay, final plans were presented to the Council last month and lodged with LINZ for approval.

## **4. DISCUSSION AND ANALYSIS OF OPTIONS**

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### **4.1 DISCUSSION**

The encroachment of the physical road on to the adjoining private land has existed for some considerable time and is of concern to the landowners. The land exchange will not only relieve the landowners concerns but also regularise the public use of the road. In addition, the stopping and disposal of the small parcels of road to the adjoining owners will serve to regularise the alignment of the road boundaries.

### **4.2 OPTIONS**

There are two options:

**Option 1:** Proceed with the land exchange to regularise the existing legal anomaly.

This option is recommended.

**Option 2:** Abandon the land exchange and retain the status quo.

This option is not recommended.

## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

It has long been agreed that the land to be acquired and the road to be stopped be exchanged at nil consideration, as the parcels of land are considered to be nearly equal in value.

The Council is to meet the survey and legalisation costs and the former have already been met from provision in the 2015/16 financial budgets.

### **5.2 LEGAL**

Section 17 of the Public Works Act 1981 provides for land to be acquired for a public work by agreement and section 114 of the Act provides, amongst other things, that the land so acquired, may be declared road.

Section 116 and 117 of the Public Works Act 1981 provide, amongst other things, for the stopping of road and that the stopped road may be disposed of in exchange for land required for road.

### **5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT**

N/A

#### **5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS**

The Significance and Engagement policy provides at Schedule 1 a list of Waikato District Council's strategic assets, which identifies that the roading network as a whole is considered to be a strategic asset.

The Policy requires Council to take into account the degree of importance and determine the appropriate level of engagement, as assessed by the local authority, of the issue, proposal, decision or matter, in terms of the likely impact on and consequence for:

- (a) The district or region
- (b) Any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter;
- (c) The capacity of the local authority to perform its role and the financial and other costs of doing so.

Consultation was not required as the exchange will create no physical change and the parties to the agreement are the only persons affected.

## **6. CONCLUSION**

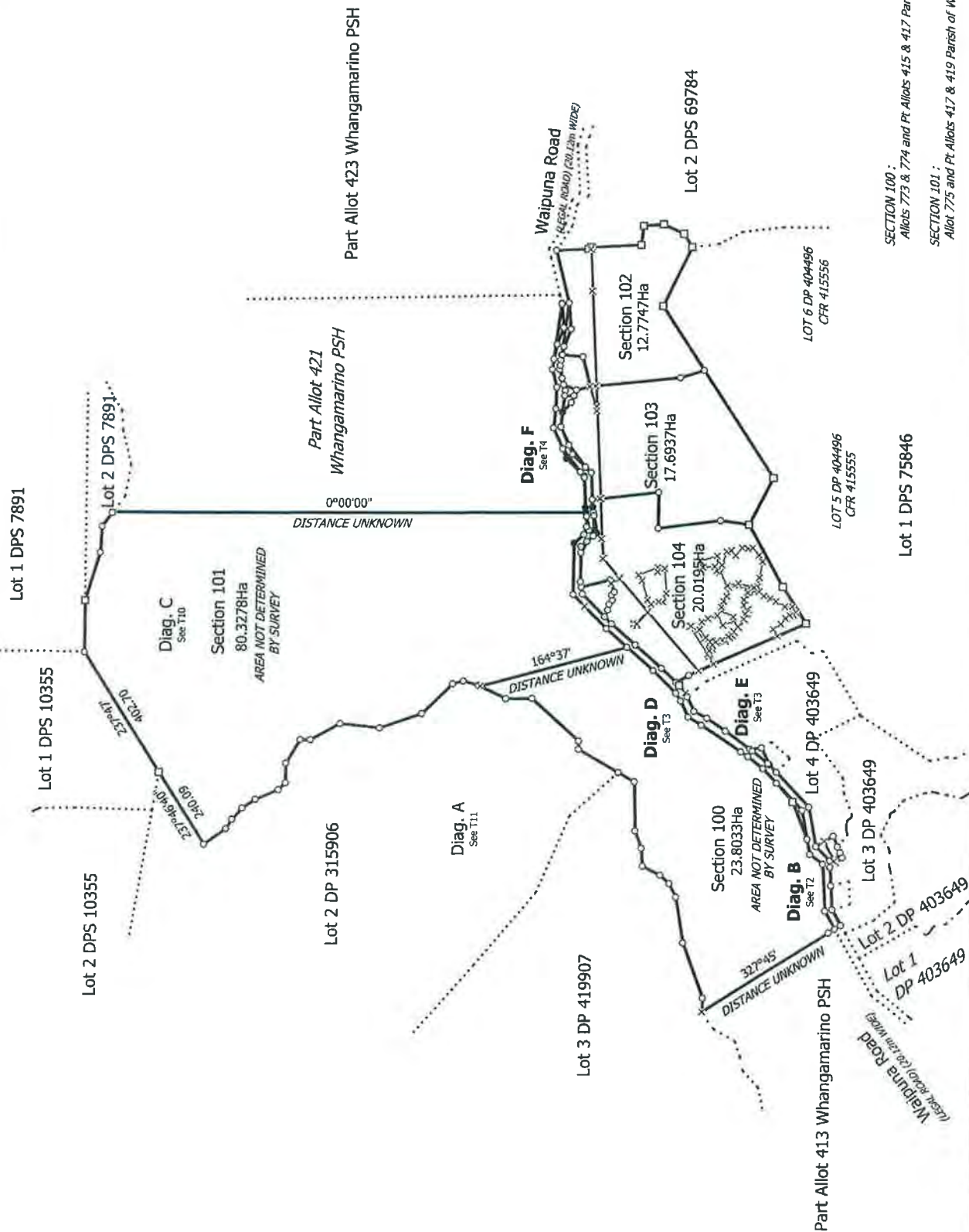
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The land exchange will allow a long standing legal anomaly to be corrected and provide a more uniform alignment for Waipuna Road.

## **7. ATTACHMENTS**

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- Attachment 1 : Survey Office Plan 462410 (7 pages)
- Attachment 2: Aerial plan



Land District: South Auckland	SECTIONS 1 - 15 & 100 - 106	Surveyor: Kelly Darren Bosgra Firm: Birch Surveyors Ltd	Title Plan SO 462410 DRAFT
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Surveyor: Kelly Darren Bosgra  
Firm: Birch Surveyors Ltd

SECTIONS 1 - 15 & 100 - 106

Land District: South Auckland

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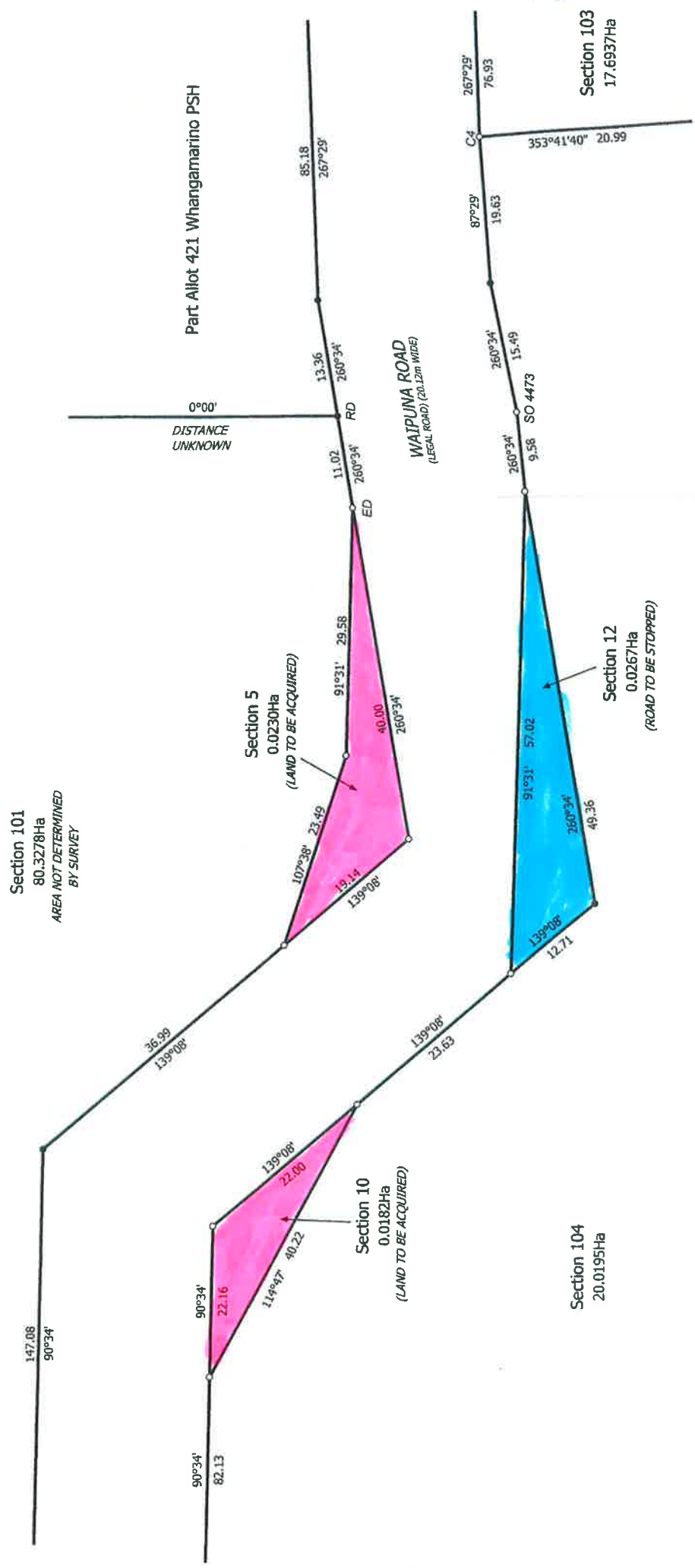
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Land District: South Auckland	SECTIONS 1 - 15 & 100 - 106	Surveyor: Kelly Darren Bosgra Firm: Birch Surveyors Ltd	Title Plan SO 462410 DRAFT
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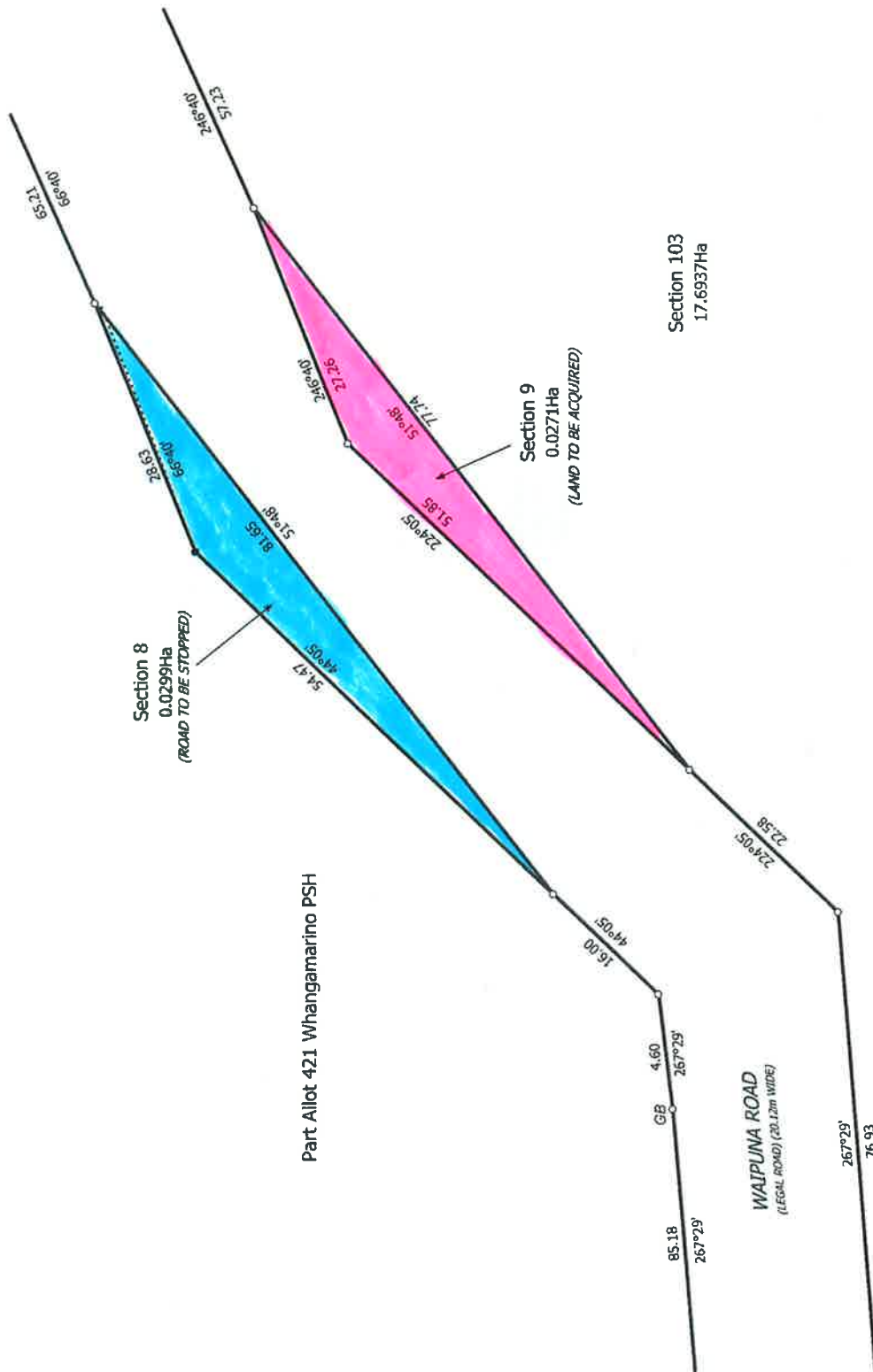


**Surveyor: Kelly Darren Bosgra**  
**Firm: Birch Surveyors Ltd**

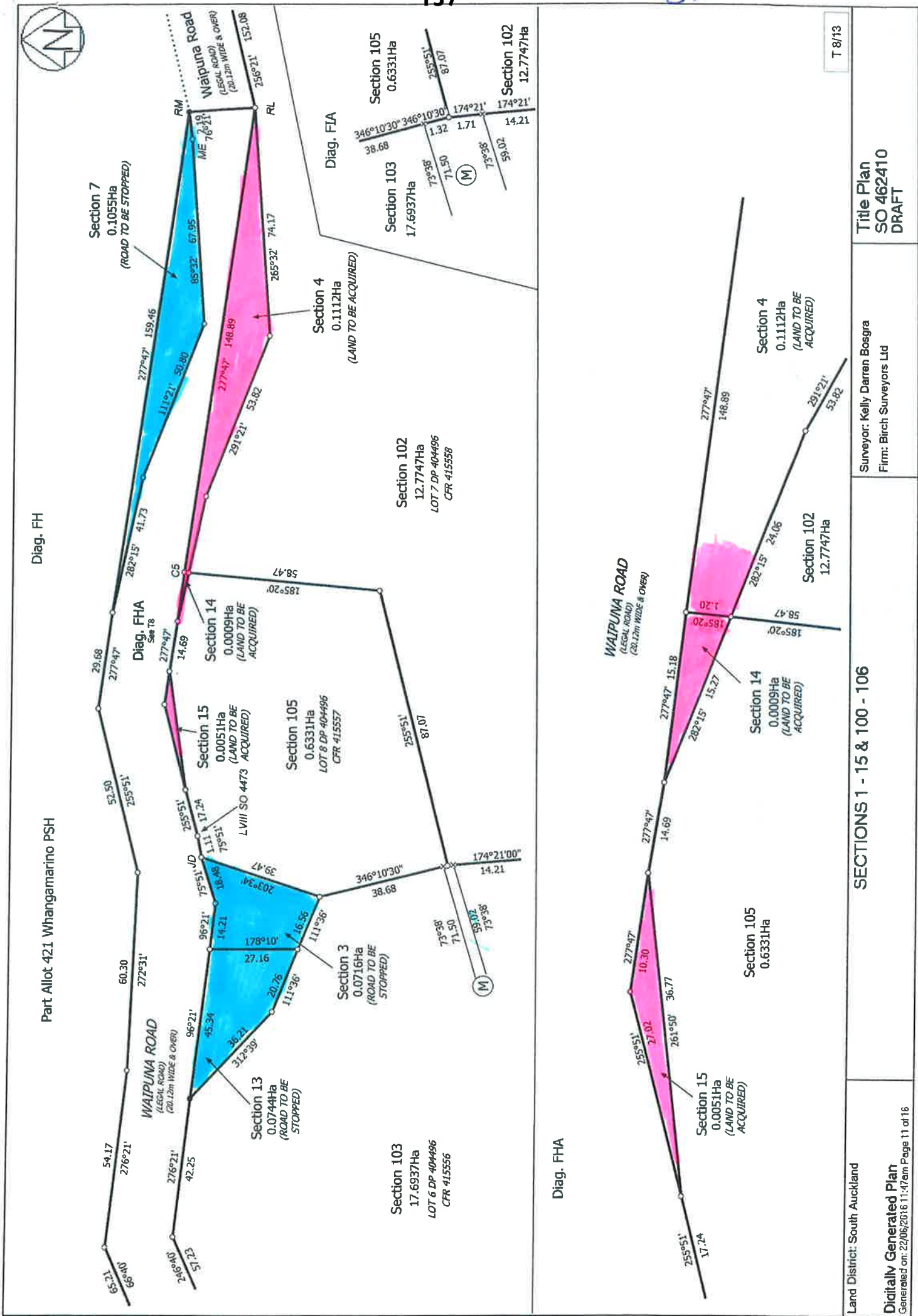
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**Land District: South Auckland**

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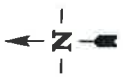
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Surveyor: Kelly Darren Bosgra  
Firm: Birch Surveyors Ltd

Land District: South Auckland  
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Projection: New Zealand Transverse Mercator  
Datum: New Zealand Geodetic Datum 2000

Print Date: 24/08/2016

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### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Tim Harty General Manager Service Delivery
<b>Date</b>	9 September 2016
<b>Prepared by</b>	Wayne Furlong Road Asset Team Leader
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1601981
<b>Report Title</b>	Mangawara Stream Bridge Project Funding

## **I. EXECUTIVE SUMMARY**

Council is in the planning phase of the Mangawara Stream crossing safety project. The funding business case is complete, design process is underway and the resource consent application has been submitted.

A substantial benefit has been identified in undertaking the procurement via the Waikato District Alliance. This includes savings in direct costs and also risk associated with project delivery. The Alliance team (Downers) have developed strong relationships with the local iwi in this very culturally sensitive area, are familiar with local protocols and have direct lines of communication with the Urupa management decision makers. They are also familiar with local ground conditions due to their work constructing the rail bridge. Ground conditions are a substantial project risk.

As a result of this experience it is recommended that the project is constructed by the Waikato District Alliance as a single source to deliver the design and construction of the bridge. This requires a variation to the Alliance procurement strategy. Council have been working with NZ Transport Agency to get this variation approved, as approximately 51% of the total project cost is subsidised. NZ Transport Agency have now reached the point where they accept the benefits of a direct appointment and have agreed in principal subject to the funds being available up to the full value of the project estimate, which is \$2.18 million. The budget has a shortfall of \$77,000.

## **2. RECOMMENDATION**

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

**AND THAT the Committee recommend to Council that additional funds of \$77,000 be provided to fund the Mangawara Bridge construction shortfall;**



**AND FURTHER THAT the funds be provided by increasing the loan amount for the project and recovering interest repayments from the unsubsidised roading allocation and principal repayments from the Roothing Replacement Reserve Fund.**

### **3. BACKGROUND**

---

The project involves the construction of a new bridge across the Mangawara stream. It is being implemented in order to address 3 significant safety risks at the site. These are:

- The dangerous vehicle access off SH1;
- The lack of a suitable pedestrian access and the illegal crossing of the nearby KiwiRail bridge by pedestrians to access the site; and
- The uncontrolled level rail crossing near the SH1 access, where the road intersects the rail at a very acute angle and has poor visibility.

A Single Stage Indicative and Detailed Business Case has been prepared that shows a Benefit to Cost Ratio of 3.7.

#### **3.1 FUNDING**

The project will be funded under a multi-party funding agreement between Council, KiwiRail and Waikato Tainui (Steering Group), which was based on a preliminary estimate for the project of \$2,000,000. Council approved \$500,000 towards the project in the 2015/25 LTP. Funding from KiwiRail (\$400,000) and Waikato Tainui (\$100,000) has been secured. An NZ Transport Agency subsidy of \$ 1,106,375 has been approved in principle. Total project costs to 31 August 2016 of \$147,000 have been incurred.

A more detailed assessment of costs has now been done and the project is now estimated to cost \$2,183,500. This will leave a shortfall of \$ 77,000.

In order to access the NZ Transport Agency subsidy the project is required to provide the local funds share. Every attempt will be made to seek additional funds from the other parties involved in the Multi Party Funding Agreement however in order to get NZ Transport Agency support for the project and procurement proposal Council is being asked to underwrite the shortfall.

#### **3.2 PROCUREMENT**

In addition to the funding approval the Steering Group have requested NZ Transport Agency approval to award the design and construction of the bridge to the Waikato District Alliance. As for the funding, approval in principle has been obtained subject to confirmation that the local share of the costs is available.

There are a number of project delivery benefits that have been identified with this approach. Should we not be able to provide this confirmation to NZ Transport Agency quickly it is likely that the project will be delayed, and that a separate construction procurement will be required. This will mean that the benefits anticipated from awarding the work through the Alliance are not realised and the total cost will increase, probably making the project unviable due to a lack of funds.

Downer, Council's Alliance partner, have a history of major structural construction. Their proposed designers (Novare) have undertaken significant and recent work in New Zealand. It is the same team of Downer and Novare staff that are proposed for this project who also worked together on the construction of the adjacent KiwiRail bridge. The Steering Group are confident that this team will manage the safety and environmental project risk well. Due to Downer's recent construction of the adjacent rail bridge and the successful engagement and relationship formed with the key stakeholders, they are already well placed to respond to these issues and would likely already have an advantage in the tender process qualitative assessment.

## **4. DISCUSSION AND ANALYSIS OF OPTIONS**

---

### **4.1 DISCUSSION**

The project is at a critical point where NZ Transport Agency approval of both the procurement model and their funding share is required. In order to secure those approvals Waikato District Council has to provide confirmation that the local share of the funds is available. Currently there is a shortfall of \$77,000 and approval is requested to increase the loan allocated to this project and cover interest charges from the existing unsubsidised roading budgets (in the order of \$4,000) and principal repayments will be funded from the Roothing Replacement Reserve Fund to meet that shortfall so that the project can proceed.

### **4.2 OPTIONS**

There are two options available:

- Option 1:** Council does not provide any additional funds and attempts are made to obtain funding from other parties. This will delay the project such that it is unlikely to be delivered this financial year. If the works cannot be procured under the Alliance project costs will increase. There is also a risk that the NZ Transport Agency subsidy may not be approved.
- Option 2:** Increase the loan allocation for this project and cover interest charges from the unsubsidised roading budget.

Option 2 is recommended.

## **5. CONSIDERATION**

---

### **5.1 FINANCIAL**

The budget for Council's contribution towards this project is included in the Long Term Plan 2015-25. The additional funds are being provided by a loan with the interest being taken out of the existing unsubsidised roading programme and principal repayments will be funded from the Roothing Replacement Reserve Fund. The cost to Council is therefore neutral except for an increase in debt levels by \$77,000.



## 5.2 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This project recognises the cultural importance of the Taupiri urupa to local Maaori and the significant safety risks inherent in the current accesses to the site. Significant engagement with Tainui and the local committee has been undertaken throughout the project development.

## 5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	The project has been developed in collaboration with key stakeholders including KiwiRail, Waikato-Tainui, Taupiri Community Board, Taupiri Urupa Committee, Taupiri Marae Committee and the Taupiri community				

## 6. CONCLUSION

In order to progress the project, confirmation that the increased local share of the costs is available is required. It is recommended that this is provided by increasing the loan allocated to this project and cover interest charges from the existing unsubsidised roading budgets (in the order of \$4,000) and principal repayments will be funded from the Roding Replacement Reserve Fund to meet that shortfall.

## 7. ATTACHMENTS

N/A

### **Open Meeting**

<b>To</b>	Infrastructure Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	31 August 2016
<b>Prepared by</b>	Rose Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1596614
<b>Report Title</b>	Exclusion of the Public

## **I. EXECUTIVE SUMMARY**

---

To ensure that the public are excluded from the meeting during discussion on public excluded items.

## **2. RECOMMENDATION**

---

**THAT** the report from the Chief Executive be received;

**AND THAT** the public be excluded from the meeting during discussion on the following items of business:

**Confirmation of Minutes dated Tuesday 9 August 2016.**

### **REPORTS**

#### **I. Acquisition of Land for East West Link – 31 Birchwood Lane, Tamahere**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

<b>Reason for passing this resolution to withhold exists under:</b>	<b>Ground(s) under section 48(1) for the passing of this resolution is:</b>
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**Section 7(2),(a),(i)**

**Section 48(1),(d)**

## 2. Meremere Library

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
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Section 7(2),(i)

Section 48(1),(d)

## 3. ATTACHMENTS

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Nil