Infrastructure and Services Committee

Notice of Meeting
A meeting of the Infrastructure and Services Committee will be held in the Council Chamber, Forum North, Whangarei on:

Wednesday
12 October 2011
9.00am

Committee
Cr G M Martin (Chairperson)
His Worship the Mayor
Cr C B Christie
Cr S J Deeming
Cr A J Edwards
Cr S M Glen
Cr P R Halse
Cr J S Jongejans
Cr B L McLachlan
Cr S L Morgan
Cr K J Sutherland
Cr W L Syers
Cr M R Williams
Cr J D T Williamson
# INDEX

<table>
<thead>
<tr>
<th>Item No</th>
<th>Page No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Minutes of a Meeting of the Infrastructure and Services Committee held 14 September 2011</td>
<td>1</td>
</tr>
<tr>
<td>2. The Whangarei District Council Appointment of a Civil Defence Officer Shared Services</td>
<td>5</td>
</tr>
<tr>
<td>3. Ruakaka South Sewer Extension</td>
<td>11</td>
</tr>
<tr>
<td>4. Proposed No-Stopping Lines: Hospital Road</td>
<td>19</td>
</tr>
<tr>
<td>5. Proposed No Stopping – Tanekaha Drive</td>
<td>22</td>
</tr>
<tr>
<td>6. Proposed Time Restricted Parking: Tania Place</td>
<td>25</td>
</tr>
<tr>
<td>7. Proposed Restricted Parking: Town Basin Car Park</td>
<td>28</td>
</tr>
<tr>
<td>8. Temporary Road Closure Marsden Cove</td>
<td>31</td>
</tr>
<tr>
<td>9. New Road Name</td>
<td>49</td>
</tr>
</tbody>
</table>

## CONFIDENTIAL INDEX

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.1</td>
<td>Strategic Planning – Facilities</td>
</tr>
</tbody>
</table>

Recommendations contained in this agenda are NOT final decisions. Please refer to the minutes for resolutions.
Minutes: Infrastructure and Services Committee
Wednesday, 14 September 2011

Minutes of a meeting of the Infrastructure and Services Committee of the Whangarei District Council held in the Council Chamber Forum North on Wednesday 14 September 2011 at 9.00 am.

Present:
G M Martin (Chairperson)

His Worship the Mayor M C A Cutforth, Crs S J Deeming (9.15am), A J Edwards, S M Glen (9.16am),
P R Halse, J S Jongejans, B L McLachlan, S L Morgan, W L Syers, M R Williams and J D T Williamson

Apologies:
Crs C B Christie and K J Sutherland (absent)
Crs S J Deeming and S M Glen (late arrival)

Moved: Cr Halse
Seconded: Cr Edwards

“That the apologies be sustained.”

CARRIED

In Attendance:
Chief Executive Officer (M P Simpson), Group Manager Economic Growth (J Thompson), Group Manager Infrastructure and Services (S Weston), Group Manager Support Services (A Adcock), Roading Manager (J Devine), Resource Consents Manager (A Hartstone), Group Planner (D Snowdon), Team Leader District Plan (N Williamson), Policy Planner (N Webb), Media Relations Adviser (A Midson), Field Officer (Waste) (G Alsop), Councillor Support (J Crocombe) and Senior Meeting Co-ordinator (C Brindle)

1. Confirmation of Minutes of a Meeting of the Infrastructure and Services Committee held on 10 August 2011

Moved: Cr Jongejans
Seconded: Cr Edwards

“That the minutes of the meeting of the Infrastructure and Services Committee held on 10 August 2011, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.”

CARRIED

2. NZTA Investment Priorities for the 2012-15 National Land Transport Programme

Moved: Cr McLachlan
Seconded: Cr Halse

“That the report be received.”

CARRIED

Cr Glen joined the meeting at 9.16am during discussions on Item 2.
Item 11 was taken after Item 2.
3. Parking Management Strategy

Moved: Cr Williams
Seconded: Cr McLachlan

“1. That the report and attachment be received.

2. That the Parking Management Strategy 2011 be adopted and the following recommendations be implemented.

a) Council to embark on a District Plan Change to remove minimum parking requirements in the CBD.

b) Review parking signage throughout Whangarei District, in particular the CBD and Town Basin areas.

c) Council to change its parking focus, to concentrate on achieving occupancy rates between 70% and 90%.

d) Council undertakes a trial, changing the time limits to 180 minutes for on-street parking, no time limits for off-street parking, and pricing accordingly to achieve 70% - 90% occupancy in the CBD.

e) Council introduces time limits of 180 minutes to provide flexibility for tourists in the Town Basin area. Pricing should also be introduced to achieve 70% to 90% occupancy when saturation occurs.

f) John Street Carpark building is revitalised and upgraded.

g) Continual consultation and education is undertaken with the business and wider community. Information will need to be shared when there are changes to the management of the parking, such as time and price.

h) To consider the implementation of improved parking technology.

i) An in-depth analysis of parking in suburban areas is undertaken, to gather accurate data to identify the parking behaviour in these areas.

j) Multi level parking buildings to be kept under review. Securing land now in the northern and southern sectors of the CBD is important to provide for the future.

k) Development of a Park and Ride service to be kept under review.”

CARRIED

4. Tarewa Park – Sale of Land – Public Works Act

Moved: Cr Halse
Seconded: Cr Syers

“1. That the information be received.

2. That staff review the Property Policy with a view to including the sale and acquisition of park, reserve and ‘open space’ land within the delegations of the Property Governance Committee and bring to Council for consideration, a report containing any necessary amendments to policy and/or additional delegations at Council’s October meeting.”

CARRIED

5. Roadmarking: Extension of Contract 06028

Moved: Cr Edwards
Seconded: Cr Morgan

“That the sum of $490,000 (excl GST) be authorised for the extension of Contract 06028 Roadmarking for the period of 12 months from 1 October 2011 to 30 September 2011.”

CARRIED

6. Temporary Road Closure
Moved: Cr McLachlan  
Seconded: Cr Edwards

“1. That pursuant to the Tenth Schedule of the Local Government Act 1974, the following roads be closed to ordinary vehicular and pedestrian traffic for the time specified.
   19 September 2011 to 8 February 2012
   Park Avenue from the intersection of Killen Street and Park Avenue to house number 36 Park Avenue.
2. That the Chair of the Infrastructure and Services Committee and the Group Manager Infrastructure and Services be delegated to consider any objections, and to cancel or amend the road closure as appropriate.”

CARRIED

Cr Halse declared a pecuniary interest and withdrew from the table taking no part in discussions or voting on Item 6.

7. Library IT Upgrade

Moved: Cr Morgan  
Seconded: Cr Glen

“That the information be received.”

CARRIED

8. Update on State Highway 1 Projects

Moved: Cr Edwards  
Seconded: Cr Jongejans

“That the information be received.”

CARRIED

Cr Deeming joined the meeting at 9.51am during discussions on Item 8.

9. 2011/12 Roading Programme

Moved: Cr Halse  
Seconded: Cr Williamson

“1. That the information be received.
2. That the 2011/2012 Works Programme be confirmed.”

CARRIED

10. Littering of Roadside Verges

Moved: Cr Edwards  
Seconded: Cr Glen

“1. That the information be received.
2. That Council staff implement the proposed litter programme based on items raised in the agenda.”

CARRIED

Item 11 was taken after Item 2 on the agenda.

Urgent/late business
Moved: Cr Williams  
Seconded: Cr Edwards


2. That the reason this late item be considered at this meeting is to ensure the Committee has received all of the information prior to considering Item 3 – Parking Management Strategy.”

CARRIED


Moved: Cr Williams  
Seconded: Cr Edwards

“That the Summary of Public Feedback on the Parking Management Strategy be received.”

CARRIED

Item 3 was taken after item 11.

The meeting closed at 10.00am

Confirmed this 12th day of October 2011

G M Martin (Chairperson)
Whangarei District Council Appointment of a Civil Defence officer Shared Services

Reporting officer  Simon Weston (Group Manager Infrastructure and Services)
Date  8 September 2011

Vision, mission and values
This item is in accord with Council’s vision, mission and values statement as it fulfils our legal obligation to prepare for emergency events.

Local Government Act 2002 – The four well-beings
Cultural  This item has no impact of cultural significance.
Economic  This item makes reference to the appropriate use of public funds.
Environmental  This item has no effect on environmental issues.
Social  This item gives detail on how the council will support the community through a civil defence officer

Background
The Whangarei District Council along with the Northland Regional Council and the Northland Civil Defence Emergency Management Group have agreed a Memorandum of Understanding (MoU) for a Civil Defence Officer to be employed by the Northland Regional Council within the Northland Civil Defence Emergency Management Group Office and provide shared services to the Whangarei District. Excerpts from that MoU are outlined below:

“Memorandum of Understanding

Preamble
1.1 The Northland Civil Defence Emergency Management Group has a mission statement of “Working together to create resilient communities in Northland.”
1.2 This Memorandum of Understanding (MoU) between the Whangarei District Council, Northland Regional Council and the Northland CDEM Group outlines the arrangements for co-location of the Whangarei District Council’s Civil Defence Officer within the Northland CDEM Group Office.

Purpose
2.1 This MoU establishes the principles, outcomes, roles, responsibilities and relationships that will support its establishment and ongoing operation.
2.2 The aim of the MoU is to enhance civil defence emergency management capability and capacity in the Whangarei District through a partnership of shared resources and the co-locating of the WDC Civil Defence Officer within the Northland CDEM Group office, administered by the Northland Regional Council.
2.3 An initial project for the WDC Civil Defence Officer will be to review the existing EOC arrangements with a view to making recommendations to establish a joint or co-located EOC.
2.4 The parties agree that the position will be responsible for overseeing, coordinating and reviewing the WDC Rural Fire contact arrangements and reporting on the contract performance to Council.
2.5 The main outcome of this MoU will be enhanced civil defence emergency management planning, preparedness, response and recovery within the Whangarei District.

Roles and Responsibilities
6.1 The role of the NRC and the Northland CDEM Group office is to assist the facilitation of delivery of the WDC’s Civil Defence Emergency Management programme in accordance with the vision, goals, objectives and work programme of the of the Northland CDEM Group.
6.2 The role of the WDC is to support and implement the work programme of the Northland CDEM Group across the Council and to integrate Civil Defence within Council as a core function.

Conclusions
Victoria Randall commenced employment at the Northland Regional Council as the Civil Defence Emergency Management Officer, Whangarei District on 2 August 2011. Her current twelve month plan is to fulfil items within the MoU, including the possibility of a joint Group and Local Emergency Operations Centre (EOC) for some Civil Defence Events and a review of the existing WDC Warnings Plan Emergency Operating Procedures 2 (EOP2) and the existing Forum North Emergency Operations Centre arrangements.

Recommendation
That the information be received.

Attachment
Memorandum of Understanding Provision of Shared Services
Memorandum of Understanding

Provision of Shared Services
Civil Defence Emergency Management

between

Northland Regional Council, Whangarei District Council
and Northland CDEM Group

July 2011
Memorandum of Understanding

1. **Preamble**
1.1 The Northland Civil Defence Emergency Management Group has a mission statement of "Working together to create resilient communities in Northland."

1.2 This Memorandum of Understanding (MoU) between the Whangarei District Council, Northland Regional Council and the Northland CDEM Group outlines the arrangements for collocation of the Whangarei District Council's Civil Defence Officer within the Northland CDEM Office.

1.3 It is acknowledged that disaster reduction, readiness, response and recovery require a comprehensive, holistic approach that encompasses anticipation, planning and effective utilisation of available resources.

1.4 The Northland CDEM Group plan is framed around four key goals:
   - Increasing community awareness, understanding, preparedness and participation in CDEM; through public education initiatives and community-led CDEM planning.
   - Reducing the risks from hazards in Northland; by improving the Group's understanding of hazards and by developing and monitoring a Group-wide risk reduction programme which demonstrates how individual agency initiatives contribute to overall regional risk reduction.
   - Enhancing capability to manage civil defence emergencies; through increasing the number and capability of CDEM staff and by having effective plans, systems and procedures in place to respond to emergencies.
   - Enhancing capability to recover from civil defence emergencies; through a continued focus on recovery plans, professional development and exercises.

1.5 All levels of government, agencies and supporting organisations have responsibilities for emergency and disaster management and all accept that they should work in a coordinated and collaborative way for the benefit of the community. Indeed, the complex challenges that are presented as a result of a comprehensive emergency management approach can only be met if the resources of all are committed to a collaborative and cooperative approach.

1.6 In response to these challenges the WDC, NRC and Northland CDEM Group desire to further enhance their disaster management capability through this agreement.

2. **Purpose**
2.1 This MoU establishes the principles, outcomes, roles, responsibilities and relationships that will support its establishment and ongoing operation.

2.2 The aim of the MoU is to enhance civil defence emergency management capability and capacity in the Whangarei district through a partnership of shared resources and the collocating of the WDC Civil Defence Officer within the Northland CDEM Group office, administered by the Northland Regional Council.

2.3 An initial project for the WDC Civil Defence Officer will be to review the existing EOC arrangements with a view to making recommendations on the options and viability of establishing a joint or collocated EOC.
2.4 The parties agree that the position will be responsible for overseeing, coordinating and reviewing the WDC rural fire contract arrangements and reporting on the contract performance to council.

2.5 The main outcome of this MoU will be enhanced civil defence emergency management planning, preparedness, response and recovery within the Whangarei district.

3. **Nature of Understanding**

3.1 The parties agree and acknowledge that this MoU is not intended to create legal obligations between them. The understanding does not alter the roles and responsibilities under the Civil Defence Emergency Management Act 2002 and other legislation.

4. **Context of Partnership**

4.1 The parties are committed to the vision, goals and objectives of the Northland CDEM Group and will at all times seek a cooperative approach to ensuring that the provision of CDEM services are carried out in accordance with the strategic goals and direction of the CDEM Group. Comprehensive emergency management practices are in place, and through this MoU and other arrangements, the parties seek to further enhance the capability and capacity of civil defence emergency management in the Whangarei district.

4.2 The parties acknowledge the policy and legislative framework within which this MoU operates including the Civil Defence Emergency Management Act 2002 and its arrangements, management groups and committees, plans, guidelines and processes.

5. **Principles**

5.1 The parties agree on a set of guiding principles for the partnership. These principles provide a framework for greater collaboration in enhancing the disaster management arrangements and response capability. Through collaboration there are opportunities for utilising the resources available in a shared and coordinated manner.

5.2 The principles agreed between the parties are as follows:

- The primary focus of this MoU is to enhance civil defence emergency management capability and capacity in the Whangarei district through shared services, delivered from within the Northland CDEM Group Emergency Management office administered by the Northland Regional Council.

- The parties will work together to ensure that the goals, objectives and work programme of the Northland CDEM Group are delivered in a cooperative and collaborative manner.

- The NRC will employ the WDC Civil Defence Officer based on an annually agreed contract price that will include costs associated with salary, leave including sick leave, allowances, vehicle expenses, project budget and all overheads. The outcome is to ensure that the NRC receive fair and proper recompense.

- The parties agree to the collaborative delivery of WDC's civil defence responsibilities and the parties will work together to develop and implement common processes where practicable.
6. Roles and Responsibilities
6.1 The role of the NRC and the Northland CDEM Group office is to assist the facilitation of delivery of the WDC's Civil Defence Emergency Management programme in accordance with the vision, goals, objectives and work programme of the Northland CDEM Group.

6.2 The role of the WDC is to support and implement the work programme of the Northland CDEM Group across the council and to integrate civil defence within council as a core function.

7. Review and Variation
7.1 Every six months the signatories will hold a meeting of the chief executive officers to review the performance of the MoU.

7.2 The purpose of the review is to verify that the intent of this agreement is being met by all parties.

8. Issue Resolution
8.1 All parties to this MoU are committed to working in good faith to resolve any disagreements that may arise in relation to its application. Should any disagreement arise every endeavour will be made to ensure that the disagreement is resolved with regard to the broader interests of the Northland CDEM Group, Whangarei District Council and the Northland Regional Council.

Executed as a Memorandum of Understanding

Signed on behalf of Northland Regional Council by: 
[Signature] 
Tony Phipps  
Deputy CEO/Operations Director

Signed on behalf of Whangarei District Council by: 
[Signature] 
Jude Thompson  
Acting Chief Executive Officer

Signed on behalf of Northland CDEM Group by: 
[Signature] 
Colin Kitchen  
Chair

Date: 

Witnessed by 
[Signature] 
Name: 
Position: 

UDM Manager
3. **Ruakaka South Sewer Extension**

**Reporting officer**  Andrew Carvell (Waste and Drainage Manager)

**Date**  16 September 2011

**Vision, mission and values**

Extending wastewater reticulation network to Ruakaka South community is in keeping with the Council mission of creating the ultimate living environment.

**Local Government Act 2002 – The four well-beings**

- **Cultural**  This item supports cultural values by providing public sewerage facilities.
- **Economic**  This item considers the appropriate use of public funds.
- **Environmental**  This item provides environmental benefits through providing public sewerage facilities.
- **Social**  The proposal is equitable and fair for the community.

**Summary**

Council proposes to extend Ruakaka sewer system to connect 467 residential properties and non residential properties including a campground and motel in Ruakaka South. The Ministry of Health (MoH) has approved a funding subsidy of 71.7% up to a maximum of $6.79M on the capital cost of the reticulation extension works. Council will provide 50% subsidy to residential properties on the costs associated with the existing treatment and disposal facilities. Funding of the unsubsidised portions would require residential property owners to contribute $10,194.86 (incl GST) per household or equivalent household. Consultation with the community is now required.

**Background**

Council has made financial provision to construct the Ruakaka South Sewer Extension Scheme during the period 2011 – 2013 in the 2009 – 2019 LTCCP. This project would connect approximately 467 residential properties, Ruakaka Campground and the Bream Bay Motel to the Council’s sewer system.

Council initially completed the design for the scheme in August 2008 based on a conventional gravity reticulation system, a series of pump stations and pressure mains to the Ruakaka Wastewater Treatment Plant (WWTP). The scheme had an estimated cost of $13.6M.

An application for a subsidy through the Ministry of Health’s Sanitary Works Subsidy Scheme (SWSS) was submitted in February 2009. Later in 2009 Council investigated an alternative system utilising individual pump stations on each lot connected to the Council network via a pressure sewer.

The preliminary design done in 2010 estimated the pressure main scheme to be $9.47M. This figure includes the pump stations and sewer lines that discharge to the street sewer mains, whereas the conventional scheme costs exclude this work.

Council resolved to proceed with a pressure system and submitted a revised subsidy application with the MoH in 2010. The subsidy was provisionally approved in June 2011 on the basis of the pressure sewer capital cost of $9.47M, at a rate of 71.7 % up to a maximum of $6.79M plus GST.

To assist with this project Council adopted a pressure sewer policy in December 2010 setting out ownership, maintenance and operation responsibilities. Under this policy all parts of the pressure sewer system are owned and maintained by Council. The property owner is responsible for the gravity section between the gulley trap to the inlet of the pump chamber on their property and power costs for operating the pump units.

**Ruakaka South Sewer Extension Overview**

Ruakaka South Sewer Extension Scheme covers the Ruakaka South community to the south of Ruakaka village, between State Highway 1 and the Ruakaka River. The scheme will service approximately 467 existing residential properties that are currently serviced by private septic tank systems, Ruakaka campground and the Bream Bay Motel.
Each property will have a pump chamber housing a pump which connects to the house gulley trap via a gravity sewer line. Sewage is discharged into a small diameter pressure piping located in the street. This type of sewer collections system is referred to as a pressure sewer system.

Over the last few years pressure sewer systems have significantly reduced in cost and have been widely applied in New Zealand as it has become a recognised potential economic alternative to conventional systems. It also has an advantage of potentially very low infiltration rates compared to conventional schemes and is therefore less affected by stormwater.

The Ruakaka South scheme will transfer sewage to the existing Ruakaka WWTP for treatment and disposal. Some upgrades will be undertaken on the existing plant. Subject to resource consents, development of an additional disposal field at Rama Road has to be completed before the Ruakaka South scheme is commissioned.

Benefits of the Scheme
A sewerage scheme for Ruakaka South community was needed for the following reasons:

Health and environmental benefits:
- Environmental protection that include reducing pollution of the Ruakaka estuary and drains.
- Reduction in public health hazard posed by failed septic tanks.

The community economic benefits:
- Frees up land that is currently used by soakage system.
- Allows smaller lots and potential for subdivision.
- Possible increase in property capital value.

Council economic benefits:
- Reduces overall cost per ratepayer for capital works if spread over more people.
- Increased annual income from pan charge.
- Investment of up to $6.79M government funds within the district.

Basis of Funding
The costs associated with building the scheme include capital to construct the sewer extension itself, plus a contribution to the Council wastewater treatment and disposal facilities. The sewer extension cost is subsidised by the MoH and Council will subsidise the costs towards treatment and disposal of the wastewater. There will also be an annual targeted rate to operate and maintain the scheme once it is installed.

Total Cost of Project

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer Extension (Pumps plus Network)</td>
<td>$9.47M</td>
</tr>
<tr>
<td>Contribution to Treatment and Disposal</td>
<td>$4.55M</td>
</tr>
<tr>
<td>Total Cost for Project</td>
<td>$14.02M</td>
</tr>
</tbody>
</table>

Funding

- MoH SWSS (Government) Funding: $6.79M
- Existing Community: $4.88M
- DC Funding: $0.32M
- Council Subsidy: $2.03M
- Total: $14.02M

The above costs are detailed in the following sections.

Sewer Extension Cost

The estimated ratepayer cost to build the sewer extension has been calculated on the basis of servicing 467 existing residential properties, the Bream Bay Motel which has an equivalence of 8 household unit equivalents (HUEs) and the Ruakaka Campground. The campground has been assessed to have 48 HUEs based on the number of toilet pans. The total number of existing HUEs is therefore 523. An additional 419 properties (equivalent to 419 HUEs) are considered for future development.

The estimated capital cost of the sewer extension is $9.47M (excl GST). The onsite pump system contributes about 73% and the construction of street mains contributes 27% of the capital costs. Up to
$6.79M may be funded by the MoH. The balance of $2.36M would be funded by Council and recovered from the existing occupied property owners through targeted rates. Approximately $0.32M share for network future proofing will be recovered under the Development Contribution Policy.

MoH subsidy covers:
- Construction of pump stations and on property works.
- Decommissioning of the existing septic tanks.
- Construction of sewer street and trunk mains.
- Professional services.
- Contingencies.

The subsidy excludes:
- Treatment and disposal costs.

Council staff need to clarify with MoH whether the upgrade of the property power supply and private drainage is covered by its subsidy, as is the case in the Far North District and Western Bay of Plenty. If the subsidy does not cover these costs they will be the property owner's responsibilities.

**Contribution for Treatment and Disposal Facilities**

Estimates for treatment and disposal costs are set out in the 2009 – 2019 LTCCP at $8,693 per HUE based on the agreement for provision of these facilities that was established with the Bream Bay Landowners Association (BBLOA). It is proposed that Council provide 50% subsidy towards the treatment and disposal costs. The Council subsidy would only apply to the existing residential properties. Non residential properties including the campground and the motel would not be covered by the Council subsidy.

**Total Funding Requirement**

Taking into account the onsite works, network, treatment and disposal costs the estimated capital contribution per HUE is assessed as shown in Table 1 below. Actual cost per HUE would be reassessed based on final costs of the sewer extension. The exact amount of the MoH subsidy also depends on the final construction cost of the sewer extension. In the event of cost escalation the subsidy will be capped at $6.79M and if there is a cost saving the subsidy claim will be less.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost/HUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reticulation Extension</td>
<td></td>
</tr>
<tr>
<td>Onsite</td>
<td>$13,301.55</td>
</tr>
<tr>
<td>Network</td>
<td>$2,665.23</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$15,966.78</td>
</tr>
<tr>
<td>Less 71.7% MoH Subsidy</td>
<td>$11,448.18</td>
</tr>
<tr>
<td><strong>Total per Existing HUE</strong></td>
<td><strong>$4,518.60</strong></td>
</tr>
<tr>
<td>Treatment</td>
<td>$3,540.00</td>
</tr>
<tr>
<td>Plus disposal</td>
<td>$5,153.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$8,693.00</strong></td>
</tr>
<tr>
<td>Less 50% WDC subsidy</td>
<td>$4,346.50</td>
</tr>
<tr>
<td><strong>Total per HUE</strong></td>
<td><strong>$4,346.50</strong></td>
</tr>
<tr>
<td><strong>Total capital contribution</strong></td>
<td><strong>$8,865.10</strong></td>
</tr>
<tr>
<td>Plus GST @ 15%</td>
<td><strong>$10,194.86</strong></td>
</tr>
</tbody>
</table>

Section 117B(3) of the Local Government (Rating) Act 2002 requires local authorities to develop and adopt a Capital Project Funding Plan prior to collection of rates related to a specific capital project. The funding plan will provide details on how the capital cost contribution per property within the scheme area has been calculated taking into account the total estimated cost and subsidies; including all other information required under the Local Government (Rating) Act 2002. A draft of the Funding Plan has been developed, with a final to be adopted as part of the 2012-2022 Long Term Plan.

**Assessment of Ruakaka Campground HUEs and Impact on Capital Contributions**

Various methods have been considered in assessing the number of HUEs for the campground. The number of HUEs allocated to the campground has a big impact on the amount of capital contribution required by the campground and by each household equivalent towards the scheme. This is because the campground has
a large number of people for a short period over Christmas during which time the equivalent load is high. If
the HUE estimate is based on peak load the equivalent contribution is 99 HUEs, however if based on
average annual load it is around 13 HUEs. The campground funding forecast has been estimated to date,
on the number of toilets at the campground which is forty-eight. This is consistent with other similar
schemes. Other estimates are presented in Table 2.

Table 2 - Campground HUE Assessment Options

<table>
<thead>
<tr>
<th>Method</th>
<th>Description</th>
<th>Assessed HUEs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Peak Month Occupancy (January 2010 with 8702 visitors)</td>
<td>29</td>
</tr>
<tr>
<td>2</td>
<td>Peak month with 50% reduction (septic tank effluent only)</td>
<td>15</td>
</tr>
<tr>
<td>3</td>
<td>Full occupancy of 980 sites@4 people per site at 80L/p/d and 1 house</td>
<td>99</td>
</tr>
<tr>
<td>4</td>
<td>Number of toilet pans</td>
<td>48</td>
</tr>
<tr>
<td>5</td>
<td>Water meter consumption (average daily) for Apr 2009 to April 2011</td>
<td>13</td>
</tr>
</tbody>
</table>

Table 3 summarises the number of HUEs allocated to the properties within the scheme and how the capital
contributions are affected by the HUEs allocated to the campground.

Table 3 - Residential and Non Residential HUEs

<table>
<thead>
<tr>
<th>Property</th>
<th>HUEs</th>
<th>Indicative Cost</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ruakaka Campground</td>
<td>48 (13-99)</td>
<td>$193,509 - $1,397,107</td>
<td>Depend on assessment method</td>
</tr>
<tr>
<td>Bream Bay Motel</td>
<td>8</td>
<td>$112,897 - $119,087</td>
<td>Assessed as per DC Policy</td>
</tr>
<tr>
<td>Residential properties with 1 HUE</td>
<td>467</td>
<td>$9,766 - $10,539</td>
<td>Accurate number of HUEs to be confirmed before invoicing</td>
</tr>
<tr>
<td>Total existing HUEs</td>
<td>523</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacant Lots</td>
<td>24</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: The above HUE figures are based on Council records and will be confirmed during detailed design.

Ongoing Operational Costs

In addition to the targeted rates, property owners will pay an annual user charge set by Council to fund the
scheme’s operation and maintenance costs. The pan charge is currently $547.00 (incl GST) and this is
considered a suitable estimate for this scheme.

Review of Other Council Schemes

WDC has constructed other schemes that have attracted a user fee. Whangarei Heads Sewerage Scheme
Stage 3 targeted rate was $7,000 (excl GST) per HUE derived on the basis of the reticulation costs only.
Treatment and disposal costs were not charged to the property owners. The reticulation cost was around
$15,000 per HUE and residents were charged $7,000 per HUE with the balance charged across general
rates in the District.

Oakura WWTP Plant and Reticulation Upgrade received 50% ($2.3M) as government subsidy for
wastewater treatment plant and reticulation costs. The balance was recovered from the Oakura community
through targeted rate at $6,850 (incl GST), payable interest free over five years.

Tutukaka sewer scheme had a construction cost of approximately $4.1 Million. Users who connected ‘from
day one’ were charged a contribution of $17,348 per HUE but were later considered for a rebate of $4,806
(excl GST) following a $1.2M scheme subsidy obtained from the Ministry of Tourism.

Rating Options

The following fee options have been developed to provide homeowners some choice in how to fund their
share of the scheme.

The first option is lump sum which is a one off payment for each HUE. This equates to $10,194.86 (incl
GST).

The second option is payment of a targeted rate spread over 5 years, with 6% interest applied on the
outstanding balance. This equates to $2,420.22 per year including GST.
Table 1: Payment options based on a single HUE for residential properties

<table>
<thead>
<tr>
<th>Payment Option</th>
<th>Payment frequency</th>
<th>Targeted Rate (Incl 15% GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lump sum</td>
<td>one off</td>
<td>$10,194.86</td>
</tr>
<tr>
<td>5 Years targeted rate</td>
<td>annually</td>
<td>$2,420.22</td>
</tr>
</tbody>
</table>

In addition to the costs in Table 4, the property owner will be levied an ongoing annual pan fee currently set at $547 (incl. GST).

Non residential properties will be also given a choice to pay their respective targeted rates over 5 years.

Any vacant land, undeveloped sections and further subdivision that apply to be connected in the future will pay full coastal wastewater development contribution that applies at the time of connection. The cost of any infrastructure needed on their property will be the property owner’s responsibility.

Existing vacant lots (as of 12 October 2011) within the area of benefit identified in the MoH subsidy application (map appended), will be considered for applications by paying now for future connection if the owners wish to benefit from the MoH subsidy on the network costs. This option will require a one-off payment of $10,864.35 (incl GST) derived on the basis of contribution towards the network costs (excluding pumps) with the government subsidy plus the full cost of treatment and disposal.

Homeowners of existing properties are likely to be able to connect to the scheme at the end of the 2012/13 financial year. Rating may commence prior to the completion of the scheme construction. Units that are created as a result of further subdivision or development of properties will be required to pay capital contribution as assessed in accordance with the Council’s Development Contribution Policy.

Community Consultation

It is recommended that Council consult Ruakaka South community on their support for the project. A report detailing the results of the community feedback will be submitted to Council for its consideration.

During the design and construction of the scheme, the residents will also be consulted on:

- Project timing.
- Disruptions.
- Locating the pump station on the property.
- Audits of the electrical and private drainage system.
- Sites that have special significance.
- Plus other matters.

It is proposed that consultation will include an open day prior to Christmas and a public meeting in early January 2012 when holiday visitors are likely to be present.

Construction

Subject to approval of the scheme, construction is programmed to commence in June 2012. Council is currently reviewing the construction delivery method. Consideration will be given to three different methods:

- Design-bid-build.
- Design-build.
- An Alliance.

Preference would be given to the use of local contractors provided Council receives best value for money. It is recommended that Council procure the pumps and free issue to the contractor who will undertake both construction of the network and installation of the individual pump stations within each property. To allow the supplier of the pumps to be involved in the consultation process it is necessary that they be selected prior to December 2011. The cost of pump procurement is estimated at $2.2M.

Other work programmed prior to construction of the scheme include; archaeological and geotechnical investigations, securing of resource consents for construction and processing requirements for work on private property through the provisions of the Local Government Act.

The project key milestones are summarised in Table 5. These are based on the traditional design-bid-build project delivery method.
Table 5 - Key Milestones

<table>
<thead>
<tr>
<th>Task</th>
<th>Delivery Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Confirm an ownership policy for the pressure sewer units</td>
<td>Completed (Dec 2010)</td>
</tr>
<tr>
<td>Develop draft funding plan</td>
<td>Completed (Sept 2011)</td>
</tr>
<tr>
<td>Engage professional services</td>
<td>October 2011</td>
</tr>
<tr>
<td>Community consultation</td>
<td>Dec/Jan 2012</td>
</tr>
<tr>
<td>Detailed design (design, site audits, tender documents etc)</td>
<td>April 2012</td>
</tr>
<tr>
<td>Land use and construction related consents</td>
<td>April 2012</td>
</tr>
<tr>
<td>Final subsidy application</td>
<td>May 2012</td>
</tr>
<tr>
<td>Contract award and start of construction works</td>
<td>June 2012</td>
</tr>
<tr>
<td>Adopt Funding Plan as part of 2012 – 2022 LTP-Set rates</td>
<td>June 2012</td>
</tr>
<tr>
<td>Commissioning</td>
<td>By June 2013</td>
</tr>
<tr>
<td>Review rates based on actual project cost</td>
<td>October 2013</td>
</tr>
</tbody>
</table>

**Council Budget**

Council have allowed $400,000 plus GST in this year’s Annual Plan to undertake consultation, design, tendering and obtaining consents as well as any other investigation required to initiate the project.

Funding of up to $9.1M would be required in 2012 – 2013 to undertake the works. The government subsidy is provided on receipt of invoices for works carried out, and is available on approval of the final subsidy application scheduled for May 2012. Council will be required to manage cash flow to match expenditure and income. A more detailed programme will be developed on completion of the detailed design.

In addition to the sewer extension, up to $1M will be required in 2012/13 to increase the capacity of the Ruakaka treatment and disposal scheme to cater for the additional flow from Ruakaka South. This project has been identified in the draft LTP.

**Recommendation**

1. That the information be received.
2. That Council undertake consultation with Ruakaka South residents on the basis of costs set out in this report.
3. That Council staff undertake selection of a preferred supplier(s) for the pressure sewer pump units.

**Attachment:**

*Ruakaka South Area of Benefit*
4 Proposed No Stopping Lines – Hospital Road

Reporting officer Greg Monteith (Senior Roading Engineer)
Date 8 August 2011

Vision, mission and values
This item is in accord with the Council’s Mission, Vision, and Values statement as it supports sustainable land use management and transportation, providing a quality environment and protecting those assets that contribute to community health and well being.

Local Government Act 2002 – The four well-beings
Cultural This item has no impact of cultural significance
Economic This item considers the appropriate use of public assets
Environmental This item has no effect on environmental issues
Social This item considers the needs of the individual against the need to be fair and equitable for the whole community

1. Introduction
a. Terms of Reference
This is set out in the Council Policy dated 10 March 2010.
b. Background
This is a proposal to create a no parking restriction on Hospital Road opposite number 53 on the western side of the car park entrance.

2. Narrative
c. Location and Site Description
Hospital Road is a local road providing access to the hospital and residential properties.
d. Nature of the Problem
A request has been received by a local resident regarding safety concerns on Hospital Road at the entrance to the car park shown on the attached sketch. Concerns relate to insufficient road width due to parked cars on a blind corner and poor visibility of vehicles exiting the car park.
e. Proposal
It is proposed that a no parking restriction line be marked on Hospital Road on the western side of the car park entrance in accordance with the Policy for On Road No Parking restrictions dated 10 March. Providing No Stopping lines will improve the visibility for vehicles exiting the car park while providing extra road width to improve the safety of vehicles travelling east on Hospital Road into the blind corner.
f. Assessment Criteria

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Safety Issue</th>
<th>Congestion</th>
<th>Convenience public vs local needs</th>
<th>Accessibility for local properties</th>
<th>Route Safety Issue</th>
<th>Parking Demand Issue</th>
<th>Cycling Demand Issue</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local</td>
<td>Medium</td>
<td>Medium</td>
<td>Medium</td>
<td>Medium</td>
<td>Medium</td>
<td>High</td>
<td>No</td>
<td>Medium/Aproove</td>
</tr>
</tbody>
</table>
g. Consultation Undertaken

<table>
<thead>
<tr>
<th></th>
<th>Affected Residents</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>i.</td>
<td>Affected Businesses</td>
<td>N/A</td>
</tr>
<tr>
<td>ii.</td>
<td>Residents Association (if available)</td>
<td>N/A</td>
</tr>
<tr>
<td>iv.</td>
<td>Police</td>
<td>No</td>
</tr>
<tr>
<td>v.</td>
<td>Roading – Parking</td>
<td>Yes</td>
</tr>
<tr>
<td>vi.</td>
<td>Road Safety Coordinator</td>
<td>No</td>
</tr>
<tr>
<td>vii.</td>
<td>Business Association</td>
<td>No</td>
</tr>
<tr>
<td>viii.</td>
<td>Public Transport operators</td>
<td>No</td>
</tr>
<tr>
<td>ix.</td>
<td>Regional Transport Committee (NRC)</td>
<td>No</td>
</tr>
</tbody>
</table>

h. Outcome of Consultation

This report is the result of an email/CRM.

**Recommendation**

That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, clause 14 it is hereby resolved that the parking of vehicles is prohibited at all times as described in the schedule below:

Schedule:

a) Hospital Road
   From the car park entrance to a point six metres west.

**Attachment:**

Hospital Road no Stopping Plan
5. Proposed No Stopping – Tanekaha Drive

Reporting officer Greg Monteith (Senior Roading Engineer)
Date 21 June 2011

Vision, mission and values
This item is in accord with the Council’s Mission, Vision, and Values statement as it supports sustainable land use management and transportation, providing a quality environment and protecting those assets that contribute to community health and well being.

Local Government Act 2002 – The four well-beings
Cultural This item has no impact of cultural significance
Economic This item considers the appropriate use of public assets
Environmental This item has no effect on environmental issues
Social This item considers the needs of the individual against the need to be fair and equitable for the whole community

1 Introduction
a. Terms of Reference
This is set out in the Council Policy dated 10 March 2010.
b. Background
This is a proposal to create a no parking restriction within Tanekaha Drive (Riverside).

2 Narrative
c. Location and Site Description
Tanekaha Drive is a local no exit road that is accessed from Riverside Drive. The road is approximately 8.2 metres wide between Riverside Drive and Kauri Place (80 metres) where the road narrows to 7.2 metres east of the Kauri Place intersection. The total length of Tanekaha Drive is 370 metres.

From Riverside Drive to chainage 128 metres, the road gradient is approximately 1 in 6 which is classified as steep. From 128 metres to the end of the road the carriageway is generally flat.
d. Nature of the Problem
Council has received a number of phone complaints from residents about vehicles being parked on the steeper section of the road between the Kauri Place intersection and the crest of Tanekaha Drive which is adjacent to numbers 11 to 23 Tanekaha Drive. The concern is that drivers have to cross the centre line on a blind crest and they are concerned of a head on crash. (RDG009554)

In addition there has been a complaint concerning access to a property when vehicles are parked on the road and the property owner is accessing their driveway towing a trailer. (RDG009835).
e. Discussion
There is currently a no stopping restriction on the southern side of Tanekaha Drive, which starts at the Kauri Place intersection and heads east for 105 metres.

Because of the narrow road section (7.5 metres) the marked centreline creates two traffic lanes of 3.7 metres. This means that when a vehicle is parked, other vehicles travelling along the road have to cross the centre line to pass the stationary vehicle. Near the crest of the hill this can be an issue.

In addition when I visited the site I noted that the sight lines from Kauri Place could be compromised by vehicles if they are parked too close to the intersection.
f. Proposal

It is proposed that a no parking restriction be marked on the northern side of Tanekaha Drive starting at the eastern boundary of Kauri Place and extending east, finishing just before the entranceway of 21 Tanekaha Drive.

g. Assessment Criteria

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Safety Issue</th>
<th>Congestion</th>
<th>Convenience for local needs</th>
<th>Accessibility for local properties</th>
<th>Route Safety Issue</th>
<th>Parking Demand Issue</th>
<th>Cycling Demand Issue</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local</td>
<td>High</td>
<td>Low</td>
<td>High</td>
<td>Medium</td>
<td>High</td>
<td>Medium</td>
<td>No</td>
<td>High/Approve</td>
</tr>
</tbody>
</table>

h. Consultation Undertaken

<table>
<thead>
<tr>
<th>i.</th>
<th>Affected Residents</th>
<th>Some</th>
</tr>
</thead>
<tbody>
<tr>
<td>ii.</td>
<td>Affected Businesses</td>
<td>N/A</td>
</tr>
<tr>
<td>iii.</td>
<td>Residents Association (if available)</td>
<td>N/A</td>
</tr>
<tr>
<td>iv.</td>
<td>Police</td>
<td>No</td>
</tr>
<tr>
<td>v.</td>
<td>Roading – Parking</td>
<td>Yes</td>
</tr>
<tr>
<td>vi.</td>
<td>Road Safety Coordinator</td>
<td>No</td>
</tr>
<tr>
<td>vii.</td>
<td>Business Association</td>
<td>No</td>
</tr>
<tr>
<td>viii.</td>
<td>Public Transport operators</td>
<td>No</td>
</tr>
<tr>
<td>ix.</td>
<td>Regional Transport Committee (NRC)</td>
<td>No</td>
</tr>
</tbody>
</table>

i. Outcome of Consultation

This report is the result of a number of phone messages reported through the call centre to Council.

**Recommendation**

That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, clause 14 it is hereby resolved that the parking of vehicles be prohibited at all times as described in the schedule below

Schedule:

a) Tanekaha Drive

On the northern side of Tanekaha Drive, starting at the eastern boundary of Kauri Place and heading in an easterly direction finishing just before the entrance way of 21 Tanekaha Drive.

Attachment

Tanekaha Drive no stopping plan
Plan

Tanekaha Drive: Proposed No Stopping Restrictions
6. Proposed Time Restricted Parking: Tania Place

Reporting officer  Greg Monteith
Date  09 June 2011

Vision, mission and values
This item is in accord with the Council’s Mission, Vision, and Values statement as it supports sustainable land use management and transportation, providing a quality environment and protecting those assets that contribute to community health and well being.

Local Government Act 2002 – The four well-beings
Cultural  This item has no impact of cultural significance
Economic  This item considers the appropriate use of public assets
Environmental  This item has no effect on environmental issues
Social  This item considers the needs of the individual against the need to be fair and equitable for the whole community

1. Introduction
a. Terms of Reference
Whangarei District Council Parking and Traffic By Law.
b. Background
This is a proposal to create a time restricted parking area to create a drop off zone on Tania Place.

2. Narrative
a. Location and Site Description
Tania Place is a local road / cul-de-sac located in Tikipunga.
b. Nature of the Problem
A request has been received from Tikipunga Primary School to provide a drop off area to serve the school. Parents have previously dropped their children off at the turning head which is marked with No Stopping lines. This to date has worked well with no major congestion issues caused as a result. The issue is that this action is legally not permitted and is now being monitored by traffic wardens preventing parents from dropping their children off outside the school. This is now causing parents to drive into the school or try and park on Tania Place which already has limited parking and as a result is causing increased congestion.
c. Discussion
Providing a five minute parking restriction at the end of Tania Place on the eastern side of the turning head to facilitate two vehicles, will provide parents with a drop off zone directly outside the school gates to legally stop and drop off for their children to walk unaccompanied into the school grounds.
d. Proposal
It is proposed that time restricted parking of one minute be sign posted from the boundary of number 10 and 12 Tania Place to the end of the eastern side of the turning head.
e. Assessment Criteria

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Safety Issue</th>
<th>Congestion</th>
<th>Convenience public vs local needs</th>
<th>Accessibility for local properties</th>
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<tbody>
<tr>
<td>Local</td>
<td>Med</td>
<td>Med</td>
<td>Med</td>
<td>Low</td>
<td>Low</td>
<td>Med</td>
<td>No</td>
<td>Medium/Approve</td>
</tr>
</tbody>
</table>

f. Consultation Undertaken

| i. | Affected Residents | No |
| ii. | Affected Businesses | Yes |
| iii. | Residents Association (if available) | N/A |
| iv. | Police | No |
| v. | Roading – Parking | Yes |
| vi. | Road Safety Coordinator | No |
| vii. | Business Association | No |
| viii. | Public Transport operators | No |
| ix. | Regional Transport Committee (NRC) | No |

g. Outcome of Consultation

This report is the result of a request from Tikipunga Primary School.

Recommendation

That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, clause 15 it is hereby resolved that the parking of vehicles for a period greater than five minutes be prohibited at all times as described in the schedule below.

Schedule:

a) Tania Place

From the boundary of number 10 and 12 Tania Place to the end of the eastern side of the turning head.

Attachment

Tania Place proposed time restricted parking plan
7. Proposed Restricted Parking Town Basin Car Park

Reporting officer Greg Monteith (Senior Roading Engineer)

Date 08 August 2011

Vision, mission and values

This item is in accord with the Council’s Mission, Vision, and Values statement as it supports sustainable land use management and transportation, providing a quality environment and protecting those assets that contribute to community health and well being.

Local Government Act 2002 – The four well-beings

Cultural This item has no impact of cultural significance

Economic This item considers the appropriate use of public assets

Environmental This item has no effect on environmental issues

Social This item considers the needs of the individual against the need to be fair and equitable for the whole community

1. Introduction

a. Terms of Reference

Whangarei District Council Parking and Traffic By Law.


b. Background

This is a proposal is to create a taxi stand and a P15 Drop Off area to serve the recently constructed Hub building and bus station.

2. Narrative

a. Location and Site Description

Town Basin Car Park directly behind the existing Clock Museum.

b. Nature of the Problem

As part of the Town Basin redevelopment a new taxi stand (two parking bays) and a new Drop Off area (two parking bays) is required to service the new bus stop and Hub building. At present there are no Drop Off facilities or taxi stands serving the area.

c. Discussion

Creating a taxi stand and Drop Off area will serve both the new bus station and Hub building and also the existing town basin attractions.

d. Proposal

It is proposed that two parking bays are designated for taxis only and two parking bays are allocated for a Drop Off area restricting parking to P15.

e. Assessment Criteria

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Safety Issue</th>
<th>Congestion</th>
<th>Convenience Public vs local needs</th>
<th>Accessibility for local properties</th>
<th>Route Safety Issue</th>
<th>Parking Demand Issue</th>
<th>Cycling Demand Issue</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Car Park</td>
<td>Med</td>
<td>Med</td>
<td>Med</td>
<td>Med</td>
<td>Low</td>
<td>High</td>
<td>No</td>
<td>Medium/Approve</td>
</tr>
</tbody>
</table>
f. Consultation Undertaken

<table>
<thead>
<tr>
<th>i.</th>
<th>Affected Residents</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>ii.</td>
<td>Affected Businesses</td>
<td>No</td>
</tr>
<tr>
<td>iii.</td>
<td>Residents Association (if available)</td>
<td>N/A</td>
</tr>
<tr>
<td>iv.</td>
<td>Police</td>
<td>No</td>
</tr>
<tr>
<td>v.</td>
<td>Roading – Parking</td>
<td>Yes</td>
</tr>
<tr>
<td>vi.</td>
<td>Road Safety Coordinator</td>
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</tr>
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<td>vii.</td>
<td>Business Association</td>
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<tr>
<td>viii.</td>
<td>Public Transport operators</td>
<td>No</td>
</tr>
<tr>
<td>ix.</td>
<td>Regional Transport Committee (NRC)</td>
<td>No</td>
</tr>
</tbody>
</table>

g. Outcome of Consultation

No consultation was undertaken.

Recommendation

1. That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, clause 15 it is hereby resolved that the parking of vehicles for a period greater than 15 minutes be prohibited at all times as described in the schedule below.

   Schedule:
   
   a) Town Basin Car Park
      Two parking bays located directly behind the Clock Museum and highlighted on the attached plan.

2. That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, clause 20.3 it is hereby resolved that the parking bays as described in the schedule below be set aside as designated stands for use by taxis only.

   Schedule:
   
   a) Town Basin Car Park
   Two parking bays located directly behind the Clock Museum and highlighted on the attached plan.

Attachment

Town Basin Car Park proposed restricted parking plan
8    Temporary Road Closure Marsden Cove

Reporting officer    Jenny Calder (Property Officer)
Date                  28 September 2011

Vision, mission and values

This item is in accord with Council’s vision, mission and values statement as promoting the district through economic growth.

Local Government Act 2002 – The four well-beings

Cultural    No impact
Economic    This event brings a number of supporters and participants, resulting in a significant positive impact. Media coverage of the event provides for positive promotion of Whangarei District
Environmental  No environmental impact is anticipated. A standard condition for such events requires the organisers to hold appropriate insurance and to deliver a bond to Council to cover and significant damage that may occur
Social      A positive impact for participating in or spectating at stages of the event

Targa Rally – Application for Temporary Road Closure, Marsden Cove

The opportunity has come about for Targa to include a short stage within the Marsden Cove area lending a further stage to the overall Whangarei portion of the event.

The Targa New Zealand series is a world class motorsport event where drivers, including international teams, with a diverse collection of cars compete on closed sealed roads for a coveted trophy. Each event consists of open road touring and competitive Targa special stages on closed sections of public tarmac road. Vehicles used in the event include classic cars from the 1950’s through to the modern day super car.

The attraction of this unique event is the ability for people from all walks of life to compete, even in a relatively standard vehicle. Youth drivers are included through a series of initiatives to assist them to compete and race in a controlled manner, rather than testing their skills in an open road situation.

The anticipated economic value to Whangarei includes each international team member spend of $2000 per day (accommodation, food and beverages, tyres, fuel etc) with the daily spend by domestic team members at $1000. This has been estimated as bringing at least $350,000 into the Whangarei District, plus funds that go directly to schools and community groups.

The Whangarei stage of the 2011 Targa New Zealand event will include some of the best roads through our region, providing spectacular scenery and prime backdrops for media images. The exposure the district will receive during this event is extremely valuable.

Consultation

Council Staff are continually working with Targa NZ to ensure all requirements are met and the consultation process is thorough. The Marsden Cove Stage is particularly special for the local residents who compete in the event.

Event organisers have been in contact with the local schools, namely Bream Bay School and One Tree Point. Bream Bay School have assured the event organisers that the road closures will not affect the school in any way. Event organisers are liaising with One Tree Point School, who support the event and are providing lunch for the competitors as a way of fundraising for the school. Consultation with local residents is underway, and Targa are working with Mr Gray Hopper, Hopper Developments, to ensure all affected parties are contacted.

A comprehensive traffic management plan has been supplied to Council for sign off by the Traffic Projects Engineer, providing all requirements have been met.
Safety
Safety is a major consideration of the event from start to finish. A detour has been included in the traffic management plan for the Marsden Cove portion of the event to ensure the public, spectators and competitors are safe throughout the event.

Each event is run under the Motor Sport New Zealand Inc jurisdiction. All vehicles and competitors must comply as per Motor Sport New Zealand Regulations. To enhance this, each vehicle is tracked throughout the event, via a live tracking system. This enables organisers to identify the location of each vehicle at anytime throughout the event, providing live tracking to enhance safety for participants, residents, and spectators. Stages are manned by marshals to ensure the highest level of safety for the event.

Standard Motorsport insurance applies, with Targa responsible for repairing any damage that may occur. Public Liability Insurance is also held.

Any person will have the opportunity to raise their concerns which will be considered by the Chairman of this Committee and the Infrastructure and Services Group Manager.

Recommendation
That pursuant to the Tenth Schedule of the Local Government Act 1974, the following roads be closed to ordinary vehicular and pedestrian traffic for the 2011 Targa New Zealand event:

**Tuesday 25 October 2011**

<table>
<thead>
<tr>
<th>Stage Name</th>
<th>Marsden Cove Demo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time of closure</td>
<td>1pm – 3.30pm</td>
</tr>
</tbody>
</table>

- **Rauriri Drive**, from 100m before its intersection with Ngawaka Lane, to its intersection with Waitemata Drive.
- **Waitemata Drive**, starting from its intersection with Rauriri Drive, to its intersection with Stace Hopper Drive.
- **Stace Hopper Drive**, from its intersection with Waitemata Drive, to its intersection with One Tree Point Road.

Attachments

- Whangarei Marsden Cove Road Closure Application
- Whangarei DC Marsden Cove Detour TMP Main 2011
September 9th 2011

Whangarei District Council
Private Bag 9023
Whangarei 0146

Att: Jenny Calder

Dear Jenny,

REF: Application for Road Closure(s), for the Targa 2011 Event.

Club Targa Incorporated proposes the attached closures under the Tenth Schedule, Paragraph 11(e) of the Local Government Act 1974 066

Our Permit Numbers are:- TBA (National Rally) TBA Clubsport (Advanced)

Although Council may close roads under the Tenth Schedule without calling for objections, we would like the opportunity for public comment to remain in place. This system has worked well over many years and we feel that the good relationship Club Targa has established with the residents of the district could suffer if that right was withdrawn.

Club Targa's initial consultation will inform residents of the proposed time and date of the road closure application. We prefer to start this as close to Council's Newspaper advertising as possible.

Club Targa wishes to be advised of any comments regarding the closure, that Council may receive from residents or businesses, in order to re-consult with them to achieve a mutually satisfactory agreement.

Upon Council approving the Closure Applications, Road Closure Signage will be erected on the proposed roads no sooner than 21 days prior to the event date to advise users of the impending closure. Any new comments will be handled by Club Targa Inc, with Council being advised of the outcome.

A reminder letter will be dropped to residents on the affected roads reminding them of the closure 14 days before the Targa event. This final letter will detail Emergency Procedures should an emergency situation arise. An emergency 0800 number will be published enabling residents to contact the organisers during the road closure in the event of an emergency. The competition can then be stopped so that appropriate procedures can take place. Medical staff are located at the start of each 'stage' on the closed road and are there to render assistance if required. The letter will also advise of Club Targa's commitment to repairing any property damage that may occur.

In addition, written correspondence will be made to all transport operators, dairy companies, rural delivery, utilities, schools, bus operators and associated organization's that could be affected by the closure, including Police, Fire Service and St John. Every effort is made to enable local schools / community groups to benefit from our event by initiating them to hold fundraising activities.
With this in mind could we suggest the following timetable:

- Club Targa visits residents near to Council advertising.
- “Proposal Public Notice” to be published no later than 90 days before event.
- Comments to be received within 14 days.
- Council decision finalised no later than 44 days before the event.
- Minister of Transport to be advised within 7 days following council approval.
- Advise Club Targa of the decisions no later than 30 days before the event.
- The “Road Closure” public notice” is published no less than 14 days before the event.
- Club Targa to carry out resident mail drop advice and erect “Notice of Event” signs 7-14 days before event.

The Targa New Zealand Motoring Event takes the form of a timed trial event, with cars leaving at 30 second and one minute intervals, (slowest car first). Each car is timed from start to finish. The closed roads will be under the control of experienced officials at the start and finish venues. All side roads will be taped and marshaled to ensure all vehicles and or spectators remain off the closed stage. Only Tarmac roads are used with all competing vehicles road legal (ie: rally tyres are not permitted).

The following safety measures for the event include:

- All area emergency services and their communication centres are informed of the Event.
- Full radio communications between start and finish points including medics and Targa Base.
- MotorSport New Zealand Public Liability Insurance cover of $10,000,000.00.
- A St John Ambulance Officer and or a FIV type vehicle will be located at the start of each ‘stage’ along with additional FIV vehicles in a roaming capacity.
- All closed roads will be cleared for safety purposes by official vehicles equipped with flashing lights and or a siren before the ‘stage’ can commence.
- Closed roads re-open behind the official stage Safety Clearance Vehicle and “SWEEP” vehicle, both of which immediately follow the last competing vehicle.

Advertising Criteria:

- Only local papers are to be used. We have found that on rural roads these papers have the best coverage.
- If the cost of advertising exceeds $500 collectively written confirmation must be sort from Club Targa Inc.
- We ask that each advertisement be kept to the minimum size possible (200mm by 2 columns) by the elimination of repetition, and use of abbreviation. This size we have found to be adequate for communicating up to 6 Road Stage Closure Applications. Smaller Closure Applications generally only require 1 column width.
- Club Targa can supply examples of past event advertisements if required..

Please confirm receipt of this application.

Thank you for your assistance and we look forward to your reply.

Kind Regards,

Troy Greenfield
Event Manager
021 242 9095
eventmanager@targa.co.nz
Stage Name: Marsden Cove Demo

Date of Closure:
Tuesday 25th October 2011
Time of Closure:
1:00pm - 3:30pm

Name of Proposed Road(s):
Rauiri Drive
From 100m before its intersection with Ngawaka Lane, to its intersection with Waitemata Drive.
Waitemata Drive
Starting from its intersection with Rauiri Drive, to its intersection with Stace Hopper Drive.
Stace Hopper Drive
From its intersection with Waitemata Drive, to its intersection with One Tree Point Road.
Targa NZ
Traffic Management Plan For Marsden Cove Detour
Whangarei District Council

Targa NZ
NEW ZEALAND

2011
Targa NZ
<table>
<thead>
<tr>
<th>Traffic Management Plan Reference</th>
<th>For Office Use Only</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organisation</strong></td>
<td>Club Targa Inc. 341 Great South Road, Papakura</td>
</tr>
<tr>
<td><strong>Contract Name/Number</strong></td>
<td>Keith Barnhill 0274985608</td>
</tr>
<tr>
<td><strong>RCA Consent Reference</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Location</strong></td>
<td>Road Name(s)</td>
</tr>
<tr>
<td></td>
<td>As Table Below</td>
</tr>
<tr>
<td><strong>Road Level (LV)</strong></td>
<td>LV</td>
</tr>
<tr>
<td><strong>Speed Limit</strong></td>
<td>50/70 100kph</td>
</tr>
<tr>
<td><strong>From RP</strong></td>
<td>To RP</td>
</tr>
<tr>
<td><strong>Description of Activity</strong></td>
<td>Temporary road closure of various public roads for the purpose of a tarmac motorsport event that being the Targa NZ 2011 Rally</td>
</tr>
<tr>
<td><strong>Work Programme</strong></td>
<td>Tuesday October 25th 2011 setup from start of road closure and in place for duration of road closure. Break down signage for temporary closure at completion of road closure time</td>
</tr>
<tr>
<td><strong>Proposed/ Restricted Work Hours</strong></td>
<td>As per road closure times below</td>
</tr>
<tr>
<td><strong>Traffic Details (Main Route)</strong></td>
<td>AADT</td>
</tr>
<tr>
<td><strong>Peak Hour Flow</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Active:</strong></td>
<td>A strong line of communication will be in place for the entire event, via our fleetlink radio network and cell phone between the Targa event marshals and the STMS, who will be in contact with all Emergency Services as required. Site will be expected to be cleared by end of road closure or earlier</td>
</tr>
<tr>
<td></td>
<td>Temporary Warning signage to be installed as per TMP with Vehicle using flashing light Hi Vis Vests</td>
</tr>
<tr>
<td></td>
<td>STMS within 30 minutes of road closure Marshalls will be onsite at all times with Hi Vis jackets</td>
</tr>
<tr>
<td></td>
<td>Road closures will be put into place and removed as per times advertised on the signs (see TMP and/or above notes)</td>
</tr>
<tr>
<td><strong>Unattended:</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Night:</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Proposed Speed Restrictions</strong></td>
<td>N/A</td>
</tr>
</tbody>
</table>
| **Positive Traffic Management Measures** | A strong line of communication will be in place for the entire event, via our fleetlink radio network and cell phone between the Targa event marshals and the STMS, who will be in contact with all Emergency Services as required.  
Strategically place temporary traffic management signage as per TMP.  
Fully briefed Targa event marshals will assist traffic flow.  
At all times Targa event marshals will be on ‘look out’ for vehicles, pedestrians and cyclists to advise as required. Special attention will be taken if required for any impaired/elderly/foreign persons. |
| **Contingency Plans** | Emergency Services will be notified and provision will be made to Emergency Vehicles and personnel at all times  
Competitors will give way to Emergency Services, if required the event will be stopped to allow any/all emergency services to pass without delay  
Site dismantled and event stopped if safety of competitors/public at risk |
| **Public Notification** | Road closed advertisements x 2 in local news papers  
Road closed letters to ‘in stage’ residents. Including all side roads  
2<sup>nd</sup> Road closed letters to ‘in stage’ residents. Including all side roads 10-21 days prior  
Strategic placement of road closed signs 10 – 21 Days prior to event  
Detour Signage as per attached plan  
Various media releases |
| **Personal Safety** | All Targa event marshals to wear armless HI-VIS vest as per COPTTM  
STMS will wear yellow HI-VIS vest  
STMS to brief staff of hazards on site and liaise with Police  
All Targa event marshals on road will be 18yrs or older  
All Targa event marshals will be briefed in full prior to the event as per the run sheet  
All Targa event marshals will be given written instructions to backup verbal briefing  
All Targa event marshals to comply with company Health and Safety Procedures |
| **On-Site Monitoring** | Attended:  
STMS to be within 30 minutes at all times.  
Targa event marshals will be in attendance at key points on the course at all times.  
Unattended: N/A  
Overnight: N/A  
Other times: N/A |
A debrief meeting will be held after the event so we can discuss and highlight any areas which need attention for any future event

<table>
<thead>
<tr>
<th>Other Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(eg. delay calcs, EED issues, temporary speed issues, etc)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Layout Diagrams</th>
<th>Attached</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>EED Applicable?</th>
<th>Y/N</th>
<th>Attached Y/N</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Traffic Controllers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name (STMS)</td>
<td>Keith Barnhill</td>
</tr>
<tr>
<td>Cert No:</td>
<td>40875 (expiry 06-04-2014)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name (TC)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cert No:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TMP prepared accurately to represent site conditions and submitted by</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractor/Applicant</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>29/6/11</td>
</tr>
<tr>
<td>Cert No:</td>
<td>40875</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requires Amendment</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineer</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td></td>
</tr>
<tr>
<td>Cert No:</td>
<td></td>
</tr>
</tbody>
</table>

This TMP is Approved on the Following Basis

1. To the best of the approving Engineer’s judgment this TMP conforms to the requirements of Transit New Zealand’s Code of Practice for Temporary Traffic Management.

2. This plan is approved on the basis that the activity, the location and the road environment have been correctly represented by the applicant. Any inaccuracy in the portrayal of this information is the responsibility of the applicant. The STMS for the activity is reminded that it is the STMS’s duty to “Postpone, cancel or modify operations due to the adverse traffic, weather or other conditions that affect the safety of this site” (reference A4.5).

Approving Engineer: ................................................................. .................................................................
(Name and Certificate Number)

................................................................. .................................................................
(Signature)

<table>
<thead>
<tr>
<th>Acceptance by TMC</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>TMC:</td>
<td></td>
</tr>
<tr>
<td>Cert No:</td>
<td></td>
</tr>
<tr>
<td>Date:</td>
<td></td>
</tr>
<tr>
<td>Signature:</td>
<td></td>
</tr>
</tbody>
</table>
Listed below are the stage intersections. The set up of the intersections must conform to plans in the following order, Specific Plans, Generic Plans, and finally the Safety Pamphlet.

The MID STAGE INTERSECTION SAFETY PLAN, must be used in conjunction with the SAFETY PAMPHLET.

Note some intersections may be listed as a B (depicted in the MID STAGE INTERSECTION SAFETY PLAN as a crossroads), but are actually a T intersection. Ignore any arms that do not exist, but ensure the applicable measurements for the straight ahead and side arms are as per the plan.

### Day 1 Tuesday 25th October 2011

<table>
<thead>
<tr>
<th>Stage: SS Demo Marsden Cove</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Marshals Stage Start:</strong> End of Cal-de-sac by service area</td>
<td><strong>Intersection which corresponds closest to the Generic Plans A B C D E or F</strong></td>
<td><strong>Directional Arrow:</strong></td>
</tr>
<tr>
<td>Right into Ngawaka Lane</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td>Right into No Exit Cul-de-sac</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td>Right into Ngawaka Lane</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td>Right into Stace Hopper Drive</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td><strong>Marshals Stage Finish:</strong> On Stace Hopper Drive 20 Mtrs past Finish</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Please set out the intersections as per the Mid stage intersection safety plans using this as the layout plan, or as instructed by the Clerk of the Course or their delegated Official.

No Marshal is required at “F” intersections.
Road Closure Time – 13:00 – 15:30

Setup Schedule:
Signage to be erected by 1.30pm Tuesday 25th October 2011
Signage to be taken down by 3.30pm Tuesday 25th October 2011
Detour Signage Plan for Demo Stage Marsden Point

Road Closure Time – 13:00 – 15:30

Setup Schedule:
Signage to be erected by 12.45pm Tuesday 25th October 2011
Signage to be taken down by 3.30pm Tuesday 25th October 2011
N/B Where a Start control is on a straight road and not near an intersection the same distances apply for the Motorsport warning signs (TW2) down the road from the Road closed sign (RG16). No RG7&8 required. However we will endeavour to place the road closure Marshal point at an intersection or area closest to the start line to allow any vehicles to be able to turn around.
N/B Where a finish control is on a straight road and not near an intersection the same distances apply for the Motorsport warning signs (TW2) down the road from the Road closed sign (RG16). No RG7&8 required. However we will endeavour to place the road closure Marshal point at an intersection or area close to the start line to allow any vehicles to be able to turn around.
Public Liability Insurance Certificate

We, the Insurers, Vero Liability Insurance Limited confirm that Public Liability Insurance has been effected on the following basis:

**Policy Number**
HO-LPL-6003042

**The Insured**
Motorsport New Zealand Inc., Rally of New Zealand Limited, The Motorsport NZ Scholarship Trust, The Motorsport Company Limited and member clubs and others as per policy

**Policy Period**
From 31 December 2010 at 4.00pm
To 31 December 2011 at 4.00pm

**Limit of Indemnity**
- $10,000,000 per occurrence
- $10,000,000 any one policy period in respect of Products Hazard and/or completed Operations hazard

**Excess**
- $1,000 per occurrence, except
- $3,500 per occurrence in respect of Rally and Rallidrill Events

**Extensions**
- Punitive & Exemplary Damages
- Limit of Indemnity $2,000,000 any one claim and in the aggregate
- (Bodily Injury NZ only)
- Forest & Rural Fires Act
- Limit of Indemnity $2,000,000 per occurrence

**Coverage**
Indemnity in respect of the Insured's legal liability to third parties Personal Injury and/or Property Damage.

**Policy Form**
As agreed

Signed for and on behalf of Vero Liability Insurance Limited

Authorized Officer

[Signature]

12 January 2011
STAY SAFE

RALLYING CAN BE DANGEROUS
Spectators are there at their own Risk
SHADED AREAS ARE DANGER AREAS

NEVER
Stand on the Road.
Endanger the drivers or your Safety.
Stand or sit on walls, fences or stock piles.
Stand in front of arrows or signs.
Stand in Prohibited areas.
Sit close to the edge of the Road.
Block escape routes.
Remove signs or arrows.
Be the one to stop the Stage.

Heed the safety tapes
Expect the Unexpected.
Listen for approaching Cars.
Remain Alert.
Keep Dogs on Leads.
Leave yourself room to move away Quickly.
Try to stay behind something Solid.
Keep Children under Supervision.

DO AS THE MARSHALLS ASK.
Assist the Marshalls to run a Safe Stage.

IN THE EVENT OF AN EMERGENCY PLEASE PHONE
0800 827-427

WARNING TO THE PUBLIC - Motorsport can be Dangerous. It is a condition of Admission that all persons having any connection with the promotion and/or organisation and/or conduct of the meeting, including the owners of the venue, are absolved from all liability arising out of accidents causing damage or personal injury (whether fatal or otherwise) however caused to spectators or ticket holders.

DO NOT TRESPASS ON OR DAMAGE PRIVATE PROPERTY
9 New Road Name

Reporting officer  Olga Rozov

Date  16 September 2011

Vision, mission and values
This item is in accord with Council’s Mission, vision and values statement as it supports clear and unambiguous property addressing for emergency and utility services, contributing to community safety and well being.

Local Government Act 2002 – The four well-beings

Cultural  Preferred names may reflect the cultural significance of the locality

Economic  No direct link

Environmental  Preferred names may reflect the geographical significance of the area

Social  Preferred names may reflect the historical significance of the area

Application for the naming of a new road – Resource consent

1. Reyburn and Bryant (M & M Tomason) RC39576
   This is a new private road at 200 Kara Road, Kokopu.

Private Road
   ➢ Waterfall Way
   ➢ Cascade Lane
   ➢ Lemonwood Lane.

Recommendation

That the new private road at 200 Kara Road be named Waterfall Way.

Attachment

New Road Name Application and Map
Below is a summary of the road name submissions from the developer in order of preference.

<table>
<thead>
<tr>
<th>Proposed Status &amp; Class of road</th>
<th>Proposed Road Name</th>
<th>Reason &amp; Relevance</th>
<th>Accepted or Rejected</th>
<th>Local Maori consulted &amp; evidence supplied</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private Right of Way</td>
<td>Waterfall Way</td>
<td>Because of the waterfall you can hear on the hillside.</td>
<td>Accepted</td>
<td>Not Applicable</td>
</tr>
<tr>
<td></td>
<td>Cascade Lane</td>
<td>Cascade Road already exists in the district.</td>
<td>Rejected</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Lemonwood Lane</td>
<td>Because of Lemonwood Pittosporums planted on the driveway into the property. This is the second option.</td>
<td>Accepted</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Consultation:
The developer consulted with the three other affected parties on the right of way.

Recommendation:
That the existing private way at 200 Kara Road be named Waterfall Way.

Document References:
TRIM: 11/73672 - Original road name application (as a result of subdivision) including consultation with other existing owners.
TRIM: 11/75990 – Proposed name Lemonwood Lane explanation.