Infrastructure Committee

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

Wednesday
12 February 2014
9.00 am

Committee
Councillor G M Martin (Chairperson)
Her Worship the Mayor
Cr S J Bell
Cr S J Bretherton
Cr C B Christie
Cr P A Cutforth
Cr S J Deeming
Cr S M Glen
Cr C M Hermon
Cr P R Halse
Cr G C Innes
Cr B L McLachlan
Cr S L Morgan
Cr J D T Williamson
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Full consideration has been given to the provisions of the Local Government Act 2002 Amendment Act 2012 in relation to decision making and in particular the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost effective for households and businesses. Consideration has also been given to social, economic and cultural interests and the need to maintain and enhance the quality of the environment in taking a sustainable development approach.

Recommendations contained in this agenda may not be the final decisions. Please refer to the minutes for resolutions.
1. Minutes: Infrastructure Committee
   Wednesday, 11 December 2013

Minutes of a meeting of the Infrastructure Committee of the Whangarei District Council held in the Council Chamber Forum North on Wednesday 11 December 2013 at 9.00 am.

Present:
G M Martin (Chairperson)

Her Worship the Mayor S L Mai, Crs S J Bell (9.06am), S J Bretherton, C B Christie, P A Cutforth, S J Deeming, S M Glen, C M Hermon, G C Innes, B L McLachlan, S L Morgan and JD T Williamson

Apology:
Cr P R Halse

Moved: Cr Martin
Seconded: Cr Innes

“That the apology be sustained.”

In Attendance:
Chief Executive Officer (M P Simpson), Group Manager Infrastructure and Services (S Weston), Legal Counsel (K Candy), Senior Roading Engineer (G Monteith), Councillor Support (J Crocombe) and Senior Meeting Coordinator (C Brindle)

1. Contracts Approved Under Delegated Authority

   Moved: Her Worship the Mayor
   Seconded: Cr Glen

   “That the information be received.”

   CARRIED

2. Bus Shelters – Smoke Free Policy

   Moved: Her Worship the Mayor
   Seconded: Cr Innes

   1. That the information be received.

   2. That the “Council owned bus shelters and transport hubs – Smoke Free Policy” be adopted.

   CARRIED

3. Bus Stop in Kaka Street

   Moved: Cr Cutforth
   Seconded: Cr McLachlan

   “That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, Clause 20.4 it is hereby resolved that locations as set out in the schedule below be classified as bus stops:

   Schedule
   1. Kaka Street, 60m from Porowini Avenue intersection, on the east side of the road.”

   CARRIED
Cr Bell joined the meeting at 9.06am during discussions on Item 3.

4. **Bus Stop Relocation, Puriri Park Road**

Moved: Cr Deeming  
Seconded: Cr Morgan

“That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, Clause 20.4 it is hereby resolved that locations as set out in the schedule below be classified as bus stops:

Schedule

- 27A Puriri Park Road.”

CARRIED

5. **Lower Dent Street Parking Restriction**

Moved: Cr Martin  
Seconded: Cr McLachlan

“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 120 minutes be prohibited at all times in the schedule below:

a) Dent Street  
   South side from Haywoods Service Lane to Finalyson Street.  
   North side from a point 4m west of the boundary of 105 and 107 to Finalyson Street.”

CARRIED

**Presentation – New Zealand Engineering Awards 2013**

Group Manager S Weston spoke about the NZ Engineering Awards.

The best engineering work of 2013, awarded at New Zealand’s Engineering Excellence (NZEE) Awards on the 27 November, involved the Canterbury earthquakes, forensic crime scene investigations, honey fraud, bacteria and power solutions. Two Whangarei District Council projects – Ruakaka South Sewer Extension Project and Ruakaka Wastewater Long Term Resource Consents Project were finalists.

Council acknowledged the hard work and significant contributions made by those involved in the projects.

*The meeting closed 9.19am*

Confirmed this 12th day of February 2014

G M Martin (Chairperson)
2. Contracts Approved Under Delegated Authority

Reporting officer  Simon Weston (Group Manager - Infrastructure & Services)

Date of meeting  12 February 2014

Vision, mission and values

This item is in accord with Council’s vision, mission and values statement as it provides information on the following contracts that were authorised under the delegated authority of the Chief Executive Officer and the Group Manager Infrastructure and Services.

Background

Table 1 below records the contracts awarded under delegated authority by the Chief Executive Officer and the Group Manager Infrastructure and Services. The item is for information only, and briefly describes the award process and provides a brief description of the works being undertaken.

The recommendation of this item is „That the information be received‟.

Table 1: Awarded Infrastructure and Services Contracts under Delegated Authority

<table>
<thead>
<tr>
<th>Contract</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>13009</td>
<td>Whangarei WWTP Wetland Desludge</td>
</tr>
<tr>
<td>13043</td>
<td>Hikurangi WWTP Wetland Desludge</td>
</tr>
<tr>
<td>12056</td>
<td>Morningside Flood Relief Channel</td>
</tr>
<tr>
<td>12066</td>
<td>Kirikopuni Road Bridge No. 226 Replace</td>
</tr>
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<td>13055</td>
<td>Kamo Road and Bank Street Pavement Rehabilitation – ECI Contract (Separable Portion 1)</td>
</tr>
<tr>
<td>12028</td>
<td>Investigations and Concept Design, Whau Valley WTP Upgrade</td>
</tr>
<tr>
<td>13056</td>
<td>Fraser Street Watermain Replacement</td>
</tr>
<tr>
<td>13042</td>
<td>Springs Flat Sports Field – Facilities Site Development</td>
</tr>
<tr>
<td>13022</td>
<td>William Fraser Park Sportsfield Development</td>
</tr>
</tbody>
</table>

Waste and Drainage Contracts

Contract 13009
Whangarei Wastewater Treatment Plant Wetland Desludge

Introduction

This project is to desludge and upgrade the wastewater treatment wetland on Kioreroa Road (Wetland 1) and increase the volume of treated wastewater that can be passed through the wetland to provide land contact and some treatment, particularly during higher flows, in order to meet the following objectives:

- Reduce the risk to public health from swimming in the harbour or eating shellfish;
- Improve the public perception of the harbour as a body of good quality water;
- Reinforce Council’s objective to promote Whangarei as a great place to live;
- Help to address cultural concerns about sewage discharges.

This contract includes the draining of the wetland, drying the sludge in situ (not mechanical dewatering), construction of timber retaining wall, removal of plant material and sludge to the area behind the timber
retaining wall, the construction of one 25m long weir between the large and small pond with a timber walkway to be constructed on top and the construction of three weirs.
Evaluation Method

Tenders have been evaluated in general accordance with the Conditions of Tendering stated in the tender documents. The tender evaluation method is “Physical Works - Lowest Price Conforming”, in general accordance with Clause 2.6 of the NZTA Manual of Competitive Pricing Procedures (June 1998).

Three contractors submitted tenders and these were as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Tender Price (Excl GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northland Transport Ltd (NTL)</td>
<td>$510,953.50</td>
</tr>
<tr>
<td>United Civil Construction Ltd (alternative tender)</td>
<td>$570,000.00</td>
</tr>
<tr>
<td>United Civil Construction Ltd (conforming tender)</td>
<td>$593,637.64</td>
</tr>
<tr>
<td>Coastline Excavators Ltd</td>
<td>$624,410.00</td>
</tr>
</tbody>
</table>

Tenderers non price attributes were evaluated to ensure that the information provided conformed with the RFT.

Northland Transport Ltd’s Attributes

- Relative Experience; Pass
- Relevant Skills; Pass
- Methodology; little or no information on the methodology to be used in this project and no risk assessment and mitigation as required by the tender documents – Failed as discussed below.

NTL’s Methodology Assessment

There are significant risks associated with the desludging of wetland one on Kioreroa Rd, in particular, the time this wetland is off line. WDC have discussed with NRC the need to have the wetland off line with the proviso that should we have a rain event during this time the wetland will be turned on. This was addressed in the Tender documents where it called on tenderers to submit methodologies that were in sufficient detail to assess this risk.

NTL’s tender submission has not considered the scale of this project. It is not only the size of the area and volume of sludge and vegetation that needs removal but there is also some complexity associated with this project such as pipe decommissioning, concrete weir and timber boardwalk construction. It is also pertinent to note that these wetlands are very public.

NTL have not addressed all the bullet points asked for in the RFT and we therefore have failed their methodology. Of particular concern is:

- There is no assessment/identification of the risks and hence no discussion on how these will be managed.
- There is no proposed programme of works demonstrating how each phase of construction will proceed
- There is no detail on how they will locate and protect the Otaika main sewer line which has been identified on plans provided (this line is in the vicinity of the proposed retaining wall construction).
- The Whangarei wetland comprises a two pond system and there is no detail at all around the draining, drying, desludging and weir constructions for the second pond. There is also no detail surrounding the decommissioning of 4 x 225dia 12m long pipes which currently drain water from the large pond into the small pond
- There is no detail around the preparation of a working platform and the construction of the timber retaining wall required for the sludge holding area
- There is no detail on how they intend to drain the ponds and dry the sludge
- There is no detail on the construction of a 25m long weir and the construction of a timber boardwalk across this weir.

Note that our Contracts Procedures Manual also states “Lowest Price Conforming (LPC) does not necessarily mean that the tender with the lowest price must be accepted. Tenderers offering unacceptable features will be excluded when evaluating the non-price attributes.”
NTL tendered for, and were awarded, Contract 13043 – Hikurangi WWTP Wetland Desludge. Contract 13043, while similar in title to this Contract (CON13009), it is much simpler and carries less risk.

In assessing NTL’s ability to undertake the desludging of Hikurangi WDC considered the risks of time overruns and decided that they were manageable. It was also considered the 35% saving NTL provided to do the Hikurangi desludging over the next highest tender provided sufficient savings to the community to allow Council staff to more closely manage this project.

**United Civil Construction Ltd (UCCL) Attributes**

- Relative Experience; - Pass
- Relevant Skills; - Pass
- Methodology; - Pass

The price of UCCL’s alternative tender was lower than their conforming tender. However, the alternative tender required 60 Working Days to complete the works. As the wetlands will be off-line for the duration of the works, it is important that the desludge occurs in as short a time as possible.

UCCL have thoughtfully addressed all information sought in the RFT. In particular, they have addressed one of the highest risks (inclement weather) by adopting a methodology which will allow them to continue to remove sludge even in inclement weather. Details for each phase of construction have been provided giving some confidence that UCCL have understood the complexity and scale of this work.

UCCL have detailed all sub-contractors and material and equipment suppliers to be used in the contract

**Financial**

The Whangarei Wetland Desludging Project is a key part of the Whangarei City Wastewater Projects with a budget of $4.243M (2013/2014 LTP) plus $2.488M (carry forward from 2012/2013) i.e. $6.731M. There are sufficient funds within this budget to undertake CON1009.

UCCL’s tender price includes $26,884 for the supply of the timber poles for the retaining wall and the supply of timber for the construction of the board walk. Whangarei District Council has a supply of timber poles which were removed from the Tutukaka Marina and it is anticipated that these will be suitable for this construction. WDC also has timber boardwalk sections, also from the Tutukaka Marina, and it is anticipated that these sections can also be used.

**Considerations**

United Civil Construction Ltd have adequately and thoughtfully addressed the information sought in the RFT and their tender represents the best value.

**Chief Executive Officer’s Approval**

That the contract for the Whangarei WWTP Wetland 1 Desludge (CON 13009) be awarded to United Civil for the alternative tendered sum of $570,000.00 (five hundred and seventy thousand dollars) excluding GST.
Contract 13043
Hikurangi Wastewater Wetland Desludge

Introduction

The projects principle purpose is to improve the condition of the wetland thereby improving the quality of influent into the membrane plant. By improving the quality of this influent, we will be able to reduce technician time at the plant.

This contract includes the draining the wetland, drying the sludge in situ (not mechanical dewatering), construction of an earth bund, removal of plant material and sludge to the area behind the earth bund and the relocation of pipework from the aeration pond to the wetland.

Evaluation Method

Tenders have been evaluated in accordance with the Conditions of Tendering stated in the tender documents. The tender evaluation method is “Physical Works - Lowest Price Conforming”, in general accordance with Clause 2.6 of the NZTA Manual of Competitive Pricing Procedures (June 1998).

Four contractors submitted tenders and these were as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Tender Price (Excl GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northland Transport Ltd</td>
<td>$151,519.00</td>
</tr>
<tr>
<td>Clements Contractors Ltd</td>
<td>$204,315.25</td>
</tr>
<tr>
<td>Transfield Services</td>
<td>$235,056.36</td>
</tr>
<tr>
<td>Conhur</td>
<td>$381,875.00</td>
</tr>
</tbody>
</table>

Tenderers non price attributes were evaluated to ensure that the information provided conformed with the RFT.

The non-price attribute submission from Northland Transport Ltd did not have sufficient information to confirm appropriate Relative Experience and Methodology. This was addressed through a clarification process.

Northland Transport were able to demonstrate that they have the Relevant Experience and that they had given considerable thought to the Methodology and risks associated with the project.

Financial

The forecasted budget for the Hikurangi Treatment Plant Upgrade was $236,824. This includes:

- Wetland civil works modification
- Floating wetland system.

Considerations

Northland Transport have adequately addressed the information sought in the RFT.

Infrastructure and Services Group Manager’s Approval

That the contract for the Hikurangi WWTP Wetland Desludge (CON 13043) be awarded to Northland Transport Ltd for the tendered sum of $151,519.00 (one hundred and fifty one thousand five hundred and nineteen dollars) excluding GST.
Contract 12056
Morningside Flood Relief Channel

Introduction

This contract is for construction of a flood relief channel in Morningside, and includes fabrication of concrete box culverts, installation of said culverts within and under the rail corridor, and construction of open channel, gabion and outfall structures.

Tenders have been evaluated in accordance with the Conditions of Tendering stated in the tender documents. The tender evaluation method is generally in accordance with the „Price Quality Method” as set out in Land Transport New Zealand’s CPP Manual.

A two envelope system was used. The non-price attributes were provided in envelope 1 and price in envelope 2. Tender prices were opened in the offices of Whangarei District Council on 13 September 2013. Tenderers were invited to attend the opening. The following tender prices were received:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Tender Sum (excl. GST)</th>
<th>Tender Premium (excl. GST)</th>
<th>Tender Sum less Tender Premium (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Downer Ltd</td>
<td>$1,883,933.67</td>
<td>$38,963.73</td>
<td>$1,844,969.94</td>
</tr>
<tr>
<td>KCL Civil Construction</td>
<td>$1,511,782.96</td>
<td>N/A</td>
<td>FAIL</td>
</tr>
<tr>
<td>United Civil Construction Ltd</td>
<td>$1,318,127.44</td>
<td>$0.00</td>
<td>$1,318,127.44</td>
</tr>
<tr>
<td>United Civil Construction Ltd (Alternative Tender)</td>
<td>$1,275,000.00</td>
<td>$0.00</td>
<td>REJECTED</td>
</tr>
<tr>
<td>Engineer’s Estimate</td>
<td>$1,558,549.20</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Tenderer with the lowest adjusted price was United Civil Construction Ltd alternative tender price of $1,275,000.00 excluding GST. The United Civil Construction Ltd alternative tender was checked for arithmetic errors and omissions. The alternative tender offered the use of Interblock as an alternative to the gabions specified in the contract. The Alternative Tender proposal was only included in the Price envelope No.2 and not in envelope No.1. The TET has therefore not been able to evaluate this proposal or seek any clarification prior to opening the price envelope.

After opening the price envelope a number of clarifications were issued to United Civil Construction Ltd with respect to the design life of the Interblocks, to which they subsequently responded with a possible increase in costs in order to meet the design requirements. Also given that the United Civil Construction Ltd has not provided references where the Interblocks have been previously used, the United Civil Construction Ltd Alternative Tender was rejected.

The Tenderer with the next lowest adjusted price was the United Civil Construction Ltd with an adjusted price of $1,318,127.44.

The United Civil Construction Ltd tender was checked for arithmetic errors and omissions.

The United Civil Construction Ltd tender price of $1,318,127.44 (excluding goods and services tax) is 15% below the Engineer’s Estimate and is considered to be competitive and appropriate.
Financial

The total budget available for the Morningside Flood Relief Channel Project during the 2013-14 financial year is $1,894,000 + goods and services tax. Invoiced project costs to date are $5,315 (as at 23 September 2013).

Other costs included in this project are:

1. Design and construction monitoring (Hawthorn Geddes): $50,000
2. Northpower Services Diversion: $90,000
3. TelstraClear Services Diversion: $50,000
4. Kiwirail Services Diversion (signals, water, telecom, power): $80,000
5. Contingency at 10% of Contract Value: $130,000

Total $400,000

The project expenditure forecast for 2013-14 financial year is $1,718,127.44.

Chief Executive Officer’s Approval

That the Morningside Flood Relief Channel (Contract 12056 be awarded to United Civil Construction Ltd for the tendered sum of $1,318,127.44 excluding GST (one million, three hundred & eighteen thousand, one hundred & twenty seven dollars and forty four cents) excluding GST.

Roading contracts

Contract 12066
Kirikopuni Road Bridge No. 226 Replacement

Evaluation Method

Tenders have been evaluated in accordance with the Conditions of Tendering stated in the tender documents. The tender evaluation method is “Lowest Price Conforming” in accordance with New Zealand Transport Agency Procurement Manual.

Stage 1

The tenders were ranked in ascending order based on price:

<table>
<thead>
<tr>
<th>Name of Tenderer</th>
<th>Amount of Tender ($) (excl. GST)</th>
<th>Tender Evaluation Sum ($) (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Rintoul Group Ltd</td>
<td>$49,520.00</td>
<td>$49,520.00</td>
</tr>
<tr>
<td>GHK Piling 2000 Ltd</td>
<td>$73,524.00</td>
<td>$73,524.00</td>
</tr>
<tr>
<td>United Civil Construction Ltd</td>
<td>$102,836.94</td>
<td>$102,836.94</td>
</tr>
<tr>
<td>North Harbour Paving Ltd</td>
<td>$112,362.20</td>
<td>$112,362.20</td>
</tr>
<tr>
<td>Estimate</td>
<td>$59,610.00</td>
<td></td>
</tr>
</tbody>
</table>

Stage 2

The lowest priced tender is from The Rintoul Group Ltd.

The lowest price tender at $49,520.00 (excluding goods and services tax) is 83% of the Engineer’s estimate.

The Rintoul Group Ltd non-price tender attributes were evaluated and successfully passed the tender criteria.
Financial

Contract 12066 is for the physical works associated with replacing an old timber bridge with box culverts. The box culvert units were procured by the Principal and awarded to Busck Prestressed Concrete Ltd under a separate contract for $29,204.00 excluding GST.

The total budget for Kirikopuni Road bridge replacement is $130,000.

Infrastructure and Services Group Manager’s Approval

That the tender for Kirikopuni Road bridge No. 226 Replacement (Contract 12066) be awarded to The Rintoul Group Ltd for the sum of forty nine thousand, five hundred and twenty dollars ($49,520.00) (Excluding GST).

Contract 13055
Kamo Road and Bank Street Pavement Rehabilitation – ECI Contract
(Separable Portion 1)

Introduction

This Contract is an early contractor involvement (ECI) contract for the contractors input into the detailed design and project development and (subject to performance and KPI measures) the construction of two sections of road in the Whangarei Urban area comprising 0.9km of Kamo Road and 0.8km of Bank Street.

The Contract is divided into three separable portions as follows:

Separable Portion 1 (SP1) - Contractors input into Detailed Design and Project Development.

The intent of SP1 is for the nominated Contractors personnel to work with Northern Civil to carry out value engineering in the design phase of the project to optimize the value and budget of the rehabilitation treatments resulting in an option preferred by the client (preferred option).

Separable Portion 2 (SP2) - Rehabilitation of Kamo Rd.

These works are the physical construction works carried out on Kamo Road. The construction works may vary to suit the design outcomes of the value engineering carried out in SP1 but generally will consist of the rehabilitation of the carriageway to achieve the typical design cross section.

Separable Portion 3 (SP3) - Rehabilitation of Bank St.

These works are the physical construction works carried out on Bank Street. The construction works may vary to suit the design outcomes of the value engineering carried out in SP1 but generally will consist of the rehabilitation of the carriageway to achieve the typical design cross section.

Each Separable Portion shall be treated as an independent scope of works, terminated upon completion, without any further obligation on either party to proceed to the next Separable Portion.

Evaluation Method

Tenders have been evaluated in accordance with the Conditions of Tendering stated in the tender documents. The tender evaluation method is "Price quality method", in accordance with the NZTA Procurement Manual.

Tenders were reviewed by a Tender Evaluation Team (TET), comprising of Steve Gibson, Clint Hanger, Kevin Barry and Mark Seakins.
Evaluation of Tenders

Two conforming tender prices were received on the 4 December 2013.

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Amount of Tender (incl Tags)</th>
<th>Supplier quality premium</th>
<th>Adjusted tender sum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Downer New Zealand Ltd</td>
<td>$2,189,934.06</td>
<td>$91,963.14</td>
<td>$2,097,970.92</td>
</tr>
<tr>
<td>Fulton Hogan Ltd</td>
<td>$2,634,988.00</td>
<td>$0</td>
<td>$2,634,988.00</td>
</tr>
<tr>
<td>Engineer's Estimate</td>
<td>$2,204,236.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Tenderer with the lowest price was Downer New Zealand Ltd, with an adjusted tender sum $2,097,970.92. Tender clarifications were subsequently sent to Downer, asking for confirmation of their tender price and scope of services. All clarifications were answered to the satisfaction of the TET.

As discussed above Contract 13055 has three Separable Portions. This Letter of Recommendation for Award is for **Separable Portion One only**.

A breakdown of the Separable Portion prices is provided in the table below.

<table>
<thead>
<tr>
<th>Description</th>
<th>Engineer's Estimate</th>
<th>Downer Tendered Amount</th>
<th>Fulton Tendered Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Separable Portion One</td>
<td>$50,000.00</td>
<td>$36,257.64</td>
<td>$50,000.00</td>
</tr>
<tr>
<td>Separable Portion Two</td>
<td>$1,121,187.50</td>
<td>$1,045,017.15</td>
<td>$1,299,018.00</td>
</tr>
<tr>
<td>Separable Portion Three</td>
<td>$1,033,048.75</td>
<td>$1,108,659.27</td>
<td>$1,285,970.00</td>
</tr>
<tr>
<td><strong>Total Price</strong></td>
<td><strong>$2,204,236.25</strong></td>
<td><strong>$2,189,934.06</strong></td>
<td><strong>$2,634,988.00</strong></td>
</tr>
</tbody>
</table>

The Tender schedules for separable portions two and three are in essence dummy schedules that contain a variety of works and rates for Kamo and Bank to allow various pavement designs to be considered in separable portion one. For example SP 2 and 3 schedules contain a number of pavement stabilisation and surfacing options for both sites. The price weighting used in the tender document was 70% to ensure competitive rates were received.

**Financial**

The Downer New Zealand Ltd tender price of $2,189,934.06 (excluding GST) within 1% of the engineer's estimate and the rates provided with each of the three separable portions are considered to be competitive.

The 2013/14 budget for the Kamo Rd and Bank St rehabilitations is $1.5 million.

Therefore one of the KPI measures introduced into separable portion one will be value for money. Separable portion one will consider the various pavement options for Kamo and Bank with regards to best for pavement and budget and present the options to Council which best fits all of the KPIs.

Should the outcome of separable portion one determine that the recommended pavement options are greater than the available budget then Council will be required to consider the options, which may include the deferral of one or both jobs.

**Infrastructure and Services Group Manager's Approval**

That the contract for ECI Contract 13055 (**Separable Portion One**) be awarded to Downer New Zealand Ltd for the tendered sum of $36,257.64 (thirty six thousand, two hundred and fifty seven dollars) excluding GST.
Water contracts

Contract 12028
Investigation and Concept Design, Whau Valley WTP Upgrade

Background

Contract 12028 is for professional services to undertake preliminary investigations and associated engineering studies (and provisionally design) in order to identify the physical works requirements for the upgrade of the Whau Valley Water Treatment Plant (WTP). The Whau Valley Treatment Plant Upgrades is an approved Long Term Plan project.

While a significant proportion of the proposed upgrade work (including appropriate solutions) has been identified by the WTP operations staff, there is a recognised need for an experienced consultant to assist with optimisation of the proposed solutions, and to identify, optimise, and design solutions to process issues that are outside of council’s technical capabilities.

The value of consultant inputs is expected to be realised from their experience with other similar plants, their knowledge of current best practice and regulatory compliance issues, and their capability to resource (personnel and software) the project works.

Evaluation Method

The method of tender evaluation (as per Section 3 of the Conditions of Tendering) was generally in accordance with a modified Brooks Law, with non-price attributes constituting 100% of the Tenderer’s weighted attribute score. The non-price attributes of all tenderers were assessed and the resulting weighted attribute scores were calculated to produce the final non-price attribute score for each tenderer.

Brooks Law is a “qualifications based” selection process, which has wide acceptance for public procurement of services overseas, specifically for public procurement in the United States. The process is typically used for procurement of services when price competition may not provide the best result, for example when:

- Creative services cannot be fairly priced before the creative process has taken place, and/or,
- Lowest cost is recognised as a poor criterion for service selection because quality and professional creativity are sought.

The Brooks Law process was considered to be the most appropriate tender evaluation method, in that:

1. The scope of services includes preliminary investigations, which are required in order to identify the required upgrade work, and

2. Once the required upgrade work is identified, subsequent design of that work may be necessary.

Consequently, tenderers could not be expected to submit and accurate price for the full scope of services, when the cost for them to undertake phase 2 (above) could not be accurately known until completion of phase 1.
Tender Submitters
Tenders for CON12028 were invited, and were received from the following consultancies:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Price</th>
<th>Price excl. provisional items</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPUS / AWT</td>
<td>$498,960.00</td>
<td>$119,020</td>
</tr>
<tr>
<td>GHD</td>
<td>$360,143.00</td>
<td>$83,888</td>
</tr>
<tr>
<td>MWH</td>
<td>$431,876.00</td>
<td>$97,132</td>
</tr>
<tr>
<td>Harrison Grierson</td>
<td>$424,600.00</td>
<td>$61,810</td>
</tr>
<tr>
<td>Beca</td>
<td>$434,690.00</td>
<td>$69,150</td>
</tr>
<tr>
<td>Cardno BTO / H2ope</td>
<td>$499,214.00</td>
<td>$110,964</td>
</tr>
<tr>
<td>Engineer's Estimate</td>
<td>$382,589.00</td>
<td>$114,658</td>
</tr>
</tbody>
</table>

All prices are exclusive of GST.

Scoring
The Tender Evaluation Team assessed the non-price attributes of all Tenderers and independently allocated attribute scores to each Tenderer. The average attribute score for each non-price attribute was then taken as the final score for each tenderer. The final scores are summarised in the following table.

<table>
<thead>
<tr>
<th>Attribute</th>
<th>Weight</th>
<th>Opus/AWT</th>
<th>GHD</th>
<th>MWH</th>
<th>Cardno</th>
<th>Beca</th>
<th>HG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevant Experience</td>
<td>15%</td>
<td>62.5</td>
<td>62.5</td>
<td>70.0</td>
<td>60.0</td>
<td>80.0</td>
<td>75.0</td>
</tr>
<tr>
<td>Track Record</td>
<td>15%</td>
<td>70.0</td>
<td>62.5</td>
<td>65.0</td>
<td>65.0</td>
<td>70.0</td>
<td>70.0</td>
</tr>
<tr>
<td>Technical Skills (Personnel)</td>
<td>20%</td>
<td>67.5</td>
<td>65.0</td>
<td>70.0</td>
<td>62.5</td>
<td>75.0</td>
<td>70.0</td>
</tr>
<tr>
<td>Management &amp; QA Skills</td>
<td>20%</td>
<td>62.5</td>
<td>62.5</td>
<td>65.0</td>
<td>62.5</td>
<td>65.0</td>
<td>65.0</td>
</tr>
<tr>
<td>Methodology</td>
<td>30%</td>
<td>62.5</td>
<td>60.9</td>
<td>73.5</td>
<td>59.5</td>
<td>75.0</td>
<td>74.2</td>
</tr>
<tr>
<td>Price</td>
<td>0%</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>Totals</td>
<td>100%</td>
<td>65</td>
<td>63</td>
<td>69</td>
<td>62</td>
<td>73</td>
<td>71</td>
</tr>
</tbody>
</table>

Preferred Tenderer
CH2M Beca (Beca) is world renowned for their experience in water treatment, and example projects submitted with their tender matched closely to the Whau Valley project. Additionally, Beca’s proposed technical staff and their proposed methodology evidenced an excellent understanding of the resourcing and technical requirements of the project.

Consequently, Beca received the highest score for Relevant Experience, Technical Skill and Methodology, and received highest equal score on the remaining non-price attributes. Therefore, as Beca received the highest overall non-price attribute score, and in accordance with the tender evaluation process, the tender evaluation team considered that Beca submitted the best quality proposal and identified them as the preferred tenderer.

After evaluating Beca’s tender sum and proposals for added value, the tender evaluation team considered that Council would also receive the best value for money from Beca’s proposal.

Following pre-award discussions, the tender evaluation team considered that Beca proposed the strongest and most experienced team. Beca’s team includes an experienced water process engineer as project manager, and the tender evaluation team considered this may reduce project risk and increase efficiency delivering the project.

Programme
Beca proposed a programme of seven months to complete the scheduled items of work (including provisional items). This is considered to be a reasonable estimate of the time needed to complete the required investigations (three months) and concept and detailed design (four months).
Financial
The scope of service and Beca’s Tender Price is broken down into the following phases:

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Investigations</td>
<td>$69,150</td>
</tr>
<tr>
<td>Associated Investigations (provisional)</td>
<td>$75,500</td>
</tr>
<tr>
<td>Concept design (provisional)</td>
<td>$94,600</td>
</tr>
<tr>
<td>Detailed design and construction (provisional)</td>
<td>$195,440</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$434,690</strong></td>
</tr>
</tbody>
</table>

The contract commitment is for the preliminary investigations phase. Provisional phases will be undertaken based on the consultant’s performance.

Beca offered additional value by offering services that were originally intended to be undertaken by others. These proposals were made at reasonable rates and will provide opportunities to reduce the risk of cost increase or delay to the project. These include utilising Beca’s in-house surveyors for specialist industrial surveying, and leveraging Beca’s framework agreements with specialist testing sub-contractors (geotechnical, concrete coring).

The tender evaluation team considered that adding provision for these services will add value to the project, and the Contract Sum is modified as follows to include these provisional items.

<table>
<thead>
<tr>
<th>Service</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Survey by Beca (provisional)</td>
<td>$20,000</td>
</tr>
<tr>
<td>Investigations by Beca sub-contractors (provisional)</td>
<td>$25,000</td>
</tr>
<tr>
<td>Beca review of specialist testing (provisional)</td>
<td>$10,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$489,690</strong></td>
</tr>
</tbody>
</table>

These provisional items will only be expended at the discretion of council.

Beca has addressed specific concerns regarding risk of cost overruns and proposed rates reductions, which provide the following savings over the contract lifetime:

<table>
<thead>
<tr>
<th>Service</th>
<th>Savings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduction of Project Management rate</td>
<td>$4,400</td>
</tr>
<tr>
<td><strong>Recommended Contract Sum</strong></td>
<td><strong>$485,290</strong></td>
</tr>
</tbody>
</table>

The recommended contract sum is within the Long Term Plan approved project budget of $7,696,000 for the Whau Valley Water Treatment Plant upgrades project.

Chief Executive Officer’s Approval

That Contract CON12028 is awarded to CH2M Beca Limited for the sum of $485,290.00 (four hundred and eighty-five thousand, two hundred and ninety dollars), excl GST.
Contract 13056
Fraser Street Watermain Replacement

Background
The existing AC watermain in Fraser Street is failing with numerous breaks recorded over the past 5 year period. This main is considered important as it supplies water to various commercial enterprises in the Port zone including a large concrete manufacturer.

The replacement of this main is necessary to avoid ongoing supply interruptions and costly mains repair work.

Contract Tender
The contract was publically advertised and closed on 6 December 2013. Four tenders were received as follows:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Amount (excl of GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Downer New Zealand Limited</td>
<td>$209,894.49</td>
</tr>
<tr>
<td>Drilltech 1996 Limited</td>
<td>$218,132.00</td>
</tr>
<tr>
<td>Transfield Service Limited</td>
<td>$222,655.46</td>
</tr>
<tr>
<td>United Civil Construction Limited</td>
<td>$273,538.60</td>
</tr>
<tr>
<td>Engineers Estimate</td>
<td>$183,666.00</td>
</tr>
</tbody>
</table>

The tender evaluation method was lowest price conforming. Downer's currently hold the WDC water maintenance contract, CON07003, and have successfully installed many water mains for council previously.

Financial
The budget for Reticulation- Programmed Work within the Annual Plan for this year is $664,000. From this, $180,000 has been committed for renewals undertaken within maintenance contract. This leaves $484,000 to cover the cost of this contract plus further reticulation work.

The lowest tender is 14% higher than the Engineers estimate and $8,237.51 below the next lowest tender.

Infrastructure and Services Group Manager's Approval

That Contract 13056 for Fraser Street Watermain Replacement be awarded to Downer New Zealand Limited for the tendered sum of two hundred and nine thousand, eight hundred and ninety four dollars and forty nine cents only ($209,894.49 excluding GST).
Parks contracts

Contract 13042
Springs Flat Sports Field – Facilities Site Development

Background

Contract 13042 is for civil works to develop the Springs Flat sports field facilities building site. The Contract Works will enable construction of a facilities building at a future date. The work includes:

- Site clearance and site preparation for construction,
- Minor realignment of the Ngau Poaka stream within the site to provide area for future building,
- Drainage improvements and scour protection works,
- Construction of a car parking area with temporary surface,
- Construction of utilities and ducting for future building,
- Ground improvement for the future facilities building foundation, and
- Construction of foundations for field lighting columns.

Tenders Received

A quote for CON13042 of $191,797.50 (excluding goods and services tax) was invited and received from McKenzie Contracting Ltd, which is the incumbent civil works sub-contractor for CON12052 – Springs Flat Sports Field Development.

The quote includes savings of $34,869.50 compared to the Engineer's estimate of $226,667, which is approximately 15.4% saving. Rates are competitive and comparable to the current market.

McKenzie Contracting have identified a number of options for additional savings through alternative materials and methods, and the handling cost added to subcontractor rates is approximately 1.5%, which is considerably less than the market rate.

Consequently, it is considered that this quote represents good value for money to council.

Additionally, risk to council is minimised in terms of different contractors possessing part of the same construction site.

Programme

The Contract Works is anticipated to begin 1 December 2013 and last eight weeks inclusive of the Christmas holiday shutdown period.

This is considered to be a reasonable timeframe for completion of this relatively low-risk construction work, and construction can be completed without impact to the Springs Flat Sports Fields project programme.

Financial

The scope of works and McKenzie Contracting Ltd quote is broken down as follows:

- Preliminary and general: $14,150.00
- Additional site clearance: $4,000.00
- Site earthworks: $26,925.00
- Site drainage: $29,837.50
- Scour protection: $28,950.00
- Site access and car parking: $43,785.00
- Site utilities: $9,250.00
- Lighting and column foundations: $34,900.00

**Total Quote:** $191,797.50
The contract commitment is for the itemised works listed above. The Principal has nominated the following provisional sums in the contract Schedule of Prices, which will be only be expended at the discretion of the Principal.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitted Quote</td>
<td>$191,797.50</td>
</tr>
<tr>
<td>Apply topsoil to redundant haul road (provisional)</td>
<td>$2,025.00</td>
</tr>
<tr>
<td>Modify existing sediment pond to provide site attenuation</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>(provisional)</td>
<td></td>
</tr>
<tr>
<td>Diversion of existing field drainage or irrigation lines (provisional)</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Materials used in Day Works (provisional)</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Contract Contingency Sum (provisional)</td>
<td>$15,000.00</td>
</tr>
<tr>
<td><strong>Recommended Contract Sum:</strong></td>
<td><strong>$223,822.50</strong></td>
</tr>
</tbody>
</table>

The current approved project budget for the Springs Flat Sports Field Development for 2013/14 is $766,000. The recommended contract sum is within the allocated project budget.

Infrastructure and Services Group Manager's Approval

That Contract CON13042 is awarded to McKenzie Contracting Ltd for the sum of $223,822.50 (two hundred and twenty-three thousand, eight hundred and twenty-two dollars, 50 cents), excluding GST.

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**Contract 13022**  
**William Fraser Park Sportsfield Development**

**Background**

This contract is for the installation of irrigation, drainage, and grassing in developing one football field and 3 rugby fields at William Fraser Park / Pohe Island.

The 3 rugby fields are to be built on a platform prepared by the clay capping and filling operation completed last summer, while the football field is an upgrade of an old sand field built in the mid 80's, on an old part of the landfill. Some clay capping and filling work is required for this field.

**Evaluation Method**

Tenders were evaluated using the lowest price conforming method.

**Tenders Received**

Tenders for Contract 13022 were advertised using tenderlink. One tender was received from the following contractor:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Price</th>
<th>Price excl. provisional items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreational Services Ltd</td>
<td>$1,142,723.94</td>
<td>1,142,723.94</td>
</tr>
<tr>
<td><strong>Engineer's Estimate</strong></td>
<td><strong>$1,036,455.75</strong></td>
<td></td>
</tr>
</tbody>
</table>

All prices are excluding GST.

Staff are aware that having only one contractor put in a tender for this work is likely to be because there are a number of fields being built in the Auckland Council area, and the turf industry (specialist contractors in sportsfield construction) is very small in NZ. Further advice from a consultant in Auckland indicated that one of the contractors we would have expected to tender had just sold his business.
The tenderer did not include the contingency sum of $114,933.95 nominated by the council. The consultants who drew up the specification for this work traditionally add 10% as a contingency amount, especially where the work is to be carried out on old landfill. In this particular case however, staff and project manager agree that the contingency amount can be reduced to $50,000. This decision has been made because the platform on which the 3 rugby fields are to be built is well known to us as it was constructed only last year. The unknowns then are restricted to the existing soccer field, which is approximately 30 years old on part of the landfill which wasn’t regulated as landfill are today. In other words we are not absolutely sure how consistent the underlying soils or clay are, as we have not been able to dig the field up to check. Strategic bore holes have been dug around the periphery of the field which has given only an indication of what’s there. The other unknown at this stage is the outcome of the electrical investigation into the Pohe Island site as a whole. It may require higher standards to be met for installations and this contract does include installing ducting for training lights. This will be resolved prior to installation.

The contract is to be awarded as tendered by the contractor, without a contingency amount. Should circumstances require a variation to be issued to deal with unforeseen circumstances, and the contract value increased, a request for the contract value to be increased will be made at that time.

When compared with the contract for 4 fields at Springs Flat last year $1.102m, this tender is considered reasonable value in spite of it being the only tender.

- **Relevant Experience.**
  Recreational Services have 20 years’ experience specializing in sports fields making them suitable for these works.

- **Track Record**
  Recreational Services have a good track record with The Whangarei District Council having currently worked on the Springs Flat and the William Fraser soccer field (first stage) sports fields.

- **Technical Skills**
  As a specialised sports field contractor, they have both the technical skills and equipment to undertake the works.

- **Management Skills**
  Recreational Services management team have over 20 years experience and considered to have sufficient skills required for these works.

- **Methodology**
  Recreational Services proposed methodology for the staging of the works is suitable for these works.

- **Health and Safety**
  Recreational Services are Whangarei District Council Approved (level 3).

**Programme**

Work can start prior to Christmas, and the couch sowed this summer season. The completion of the fields will be next summer (2014/15) when the final sand topdressing is done and slit drains installed.

**Financial**

The football field budget is $412,000 and is cleared to commence while the budget for the 3 rugby fields, $1,965,000 is partly dependent on property sales ($500,000), but not the portion for the fields installation. Note that these budgeted amounts also cover floodlighting which is a separate contract, the specs for which are being prepared now.

Chief Executive Officer’s Approval

That Contract CON13022 is awarded to Recreational Services Ltd for the sum of $1,142,723.94 (one million, one hundred and forty two thousand, seven hundred and twenty three dollars 94 cents), excluding GST.

**Recommendation**

That the information be received.
3. **Whangarei District Council Civil Defence Emergency Management Group**

**Reporting officer**  Victoria Randall (Civil Defence Emergency Management Officer, Whangarei District)

**Date of meeting**  12 February 2014

**Vision, mission and values**

This item is in accord with Council’s vision, mission and values statement as it updates Council on the latest minutes of the Northland Civil Defence Emergency Management (CDEM) Group Joint Committee meeting, and the Whangarei District Rural Fire Authority current fire status.

**Northland CDEM Group Meeting**

The Northland CDEM Group met for the final meeting of the year and the first meeting of the newly elected group representatives on 3rd December 2013.

The minutes of the meeting are attached as appendices to this agenda item for information.

**Whangarei Rural Fire Authority Rural Fire Season Status**

On Wednesday 29th January 2014 at 12.00pm Midnight, Forest Protection Services as the Rural Fire contractor for the Whangarei District Council as the Rural Fire Authority, declared the Whangarei Rural Fire district a restricted fire season Pursuant to Section 22(2) of the Forest and Rural Fires Act 1977, until further notice.

**Recommendation**

1. That the Whangarei District Council Civil Defence Emergency Management Group Update be received.

2. That the Rural Fire Status be received.

**Attachment**

Minutes Northland CDEM Group 3 December
Minutes of the Northland Civil Defence Emergency Management Group Meeting
held in the Council Chamber, Northland Regional Council,
36 Water Street, Whāngārei, on
Tuesday 3 December 2013 commencing at 11 am

File A599846

Present: Cr C Kitchen, Chair
Cr P Dimery
Cr J Williamson
Mr P Winder (left at 11.34 am)
Insp M Ruth, NZ Police
Mr A Kerrisk, NZ Fire Service

Observer: Mr G Gallop, MCDEM

In Attendance: Full Meeting
Mr T Phipps, NRC
Mr G MacDonald, NRC
Mr D Alderton, NRC
Ms C Nyberg, NRC
Ms K Abbott, NRC
Ms S Morgan, NRC

Also Present: Mr D Penny, FNDC
Mr A Wells, FNDC
Mr S Weston, WDC
Ms V Randall, WDC
Mr T Andrews, KDC
Mr H Van Zyl, KDC
Sgt W Kelman, NZ Police
Ms R MacKenzie, Northland Health
Dr C Mills, Medical Officer of Health
Mr T Bullock, Northland Region Rural Fire Committee
Mr J Field, Ministry of Social Development
Ms N Butler, Ministry of Social Development
Mr B Gilbert, Ministry of Youth Development

New Triennium
The Meeting Secretary, Mr Dean Alderton, assumed the Chair for the first part of the
inaugural meeting of the new triennium.

Apologies

Moved (Kitchen/Dimery)

That the apologies from Supt R Le Prou, NZ Police and Mr B Butt, NZ Fire Service
for non-attendance be received.

Carried
Declaration of Conflict of Interest

There were no declarations of conflicts of interest in any items of business.

1. Appointment of Northland Civil Defence Emergency Management Group Chairperson
   File A598198
   Report from Graeme MacDonald, CDEM Senior Programme Manager, dated 22 November 2013.

   Moved (Williamson/Winder)

   1. That the report Appointment of Northland Civil Defence Emergency Management Group Chairperson, by Graeme MacDonald, CDEM Senior Programme Manager, dated 22 November 2013, be received.


   Carried

   Moved (Kitchen/Dimery)

   That Cr John Williamson be elected deputy chairperson of the Northland Civil Defence Emergency Management Group.

   Carried

   Cr Kitchen assumed the Chair for the remainder of the meeting.

2. Confirmation of Minutes – 3 September 2013
   A597752

   Moved (Williamson/Ruth)

   That the minutes of the Northland Civil Defence Emergency Management Group Meeting held on 3 September 2013 be confirmed.

   Carried
3. Controller’s Appointment
File A598204

Moved (Winder/Williamson)

1. That the report, Controller’s Appointment, from Trevor Andrews, Kaipara CDEM Officer, dated 20 November 2013, be received.

2. That Mr Stephen Soole is appointed as a Local Controller for the Kaipara District Council area in accordance with the provisions of s. 27, Civil Defence Emergency Management Act 2002.

Carried

4. Youth in Emergency Services Project Overview
File: A598227
Report from Graeme MacDonald, CDEM Senior Programme Manager, dated 20 November 2013.

Mr Blair Gilbert from Ministry of Youth Development gave a presentation on the Youth in Emergency Services Programme. The idea of the programme is to create active youth citizens who become on-going volunteers for emergency services. The programme had proved successful and the participants have also gained life and emergency skills, confidence in their own abilities, provided career and volunteer options and created community connections for them. The programme is to be rolled out in Kaikohe as the first of its kind in Northland. The programme targets 16-19 year olds and will be delivered over a period of four weeks, with a number of emergency services involved in presenting the modules.

The Chairman thanked Mr Gilbert for his presentation on behalf of the CDEM Group.

5. Development of e-Community Response Plan Template
File: A598225
Report from Graeme MacDonald, CDEM Senior Programme Manager, dated 21 November 2013.

Mr Trevor Andrews, Kaipara District CDEM Officer, provided an overview of the development of the e-Community Response Plan template. The new template will be trialled during the review of the Mangawhai Community Response Plan. The template format will raise the level of consistency of both format and branding across Northland.

The Chairman thanked Mr Andrews for his presentation on behalf of the CDEM Group.
6. Coordinating Executive Group - Chair’s Report  
File: A598229  
Report from Tony Phipps, CEG Chair and Group Controller, dated 21 November 2013.  

Moved (Williamson/Kitchen)  

That the report, Coordinating Executive Group – Chair’s Report by Tony Phipps, CEG Chair and Group Controller, dated 21 November 2013, be received.  

Carried  

7. Business Continuity Project Update  
File: A598241  

Moved (Winder/Dimery)  

That the report Business Continuity Project Update by Kim Abbott, Northland CDEM Officer, dated 21 November 2013, be received.  

Carried  

8. Draft Work Programme  
File: A598256  
Report from Graeme MacDonald, CDEM Senior Programme Manager, dated 22 November 2013.  

Moved (Williamson/Winder)  

1. That the report Draft Work Programme by Graeme MacDonald, CDEM Senior Programme Manager, dated 22 November 2013, be received.  

2. That the work programme be approved.  

Carried  

9. Whāngārei, Far North and Kaipara District Updates  
File: A598264  
Report from Victoria Randall, CDEM Officer, Whāngārei District; Trevor Andrews, CDEM Officer, Kaipara District; and Bill Hutchinson, CDEM Officer, Far North District, dated 3 December 2013.  

Moved (Kerrisk/Williamson)  

That the report Whāngārei, Far North and Kaipara District Updates by Victoria Randall, Trevor Andrews and Bill Hutchinson, CDEM Officers, dated 3 December 2013, be received.  

Carried
Commissioner Peter Winder left the meeting at 11.34 am and Mr Henry Van Zyl represented the Kaipara District Council for the remainder of the meeting.

10. Welfare Advisory Group Update
File: A598270

Moved (Dimery/Kerrisk)

That the report Welfare Advisory Group Update by Kim Abbott, WAG Welfare Manager/Northland CDEM Officer, dated 20 November 2013, be received.

Carried

Ms Jo Field advised that she was resigning from her role of chairing the Welfare Advisory Group (WAG) due to a recent promotion, noting that it had been one of her most satisfying duties during her years of employment. The Chairman thanked Ms Field for her years of service to the Northland community. Ms Field introduced Ms Nicole Butler to the group as her replacement representing the Ministry of Social Development on the CEG.

11. Emergency Management Information System (EMIS) Update
File: A598275
Report from Victoria Randall, CDEM Officer, Whāngārei District, dated 20 November 2013.

Moved (Dimery/Williamson)

That the report Emergency Management Information System (EMIS) Update by Victoria Randall, CDEM Officer, Whāngārei District, dated 20 November 2013 be received.

Carried

The Chairman noted that EMIS was promoted as being a national system, but currently had only half the regions actively using it. The CDEM Group would write to MCDEM requesting that they take action to ensure this happens.
12. Exercise Honshu Report and Outcomes
File: A598277
Report from Victoria Randall, CDEM Officer, Whāngārei District, dated 20 November 2013.

Moved (Dimery/Williamson)

That the report Exercise Honshu Report and Outcomes by Victoria Randall, CDEM Officer, Whāngārei District, dated 20 November 2013, be received.

Carried

13. Northland Tsunami Siren Testing
File: A598278
Report from Victoria Randall, CDEM Officer, Whāngārei District and Bill Hutchinson, CDEM Officer, Far North District, dated 21 November 2013.

Moved (Dimery/Williamson)

That the report Northland Tsunami Siren Testing by Victoria Randall, CDEM Officer, Whāngārei District and Bill Hutchinson, CDEM Officer, Far North, dated 20 November 2013, be received.

Carried

14. Lifelines Utility Group Update

Moved (Williamson/Ruth)

1. That the report Lifelines Utility Group Update by Lisa Roberts, Project Manager, dated 20 November 2013, be received.

2. That the Northland CDEM Group acknowledges the input and commitment from the various partner agencies in support of the lifelines group and the successful outcomes achieved in the recent Exercise Kermadec.

Carried

Next Meeting
The next meeting of the Northland Civil Defence Emergency Management Group is to be held at the Northland Regional Council, 36 Water Street, Whāngārei, on Tuesday 4 March 2014 commencing at 11.00 am.

Conclusion
The meeting closed at 12.17 pm.
4. Whangarei Wastewater Improvements

Reporting officer     Andrew Carvell (Waste and Drainage Manager)
Date of meeting      12 February 2014

Vision, mission and values
This item is in accord with Council’s vision, mission and values statement as managing wastewater in an environmentally sound manner on behalf of the community is in keeping with the Council mission of creating the ultimate living environment.

Summary
This item provides an update on progress with Council’s programme of works to improve the Whangarei District sewerage systems, including:

- Work within Whangarei City;
  a. Whangarei Wastewater Treatment Plant Disinfection system
  b. Whangarei Wastewater Treatment Process Improvements
  c. Campervan dump station upgrade
  d. Treatment Plant Odour Report
  e. Kioreroa Road Wetland Improvements
  f. Hatea Treatment Facility Upgrade
  g. Kamo Road sewer upgrade
  h. Reticulation improvements

- Work with the Wider District
  a. Hikurangi Wastewater system wetland improvements
  b. Ruakaka Sewerage System
  c. Reticulation upgrades

Whangarei City Improvements
a. Whangarei Wastewater Treatment Plant Disinfection system

This project included reconfiguration of the treatment plant and installation of a 75,000 cubic metre per day ultraviolet light (UV) disinfection facility.

The UV system upgrade was built under two main contracts; a civil construction contract with United Civil Construction Ltd ($1.3M) and an equipment supply contract with Filtec NZ Ltd ($1.2M). The total project budget was $3.0M. This covered:

- Reconfiguration of the treatment plant and control system so more wastewater is treated to a higher level;
- A new UV system that can disinfect 75,000 m$^3$/d rain diluted wastewater;
- New outlet pipes and structures that can in future direct all treated wastewater to the wetland;

The system became operational at the end of July 2013. Because the disinfection capacity is larger than what can be pumped to the treatment plant no wastewater can now leave the plant without being disinfected. This eliminated that largest single point source of pathogens entering the harbour during storms.

The treatment plant has operated during a number of wet weather events since commissioning and its disinfection ability has met expectations, resulting in a high quality of effluent that exceeds consent requirements.

Staff have noted an increase in power consumption at the site due to operation of the new UV. The system uses approximately $120 per hour in electricity to operate ($2,900 per day).
b. Whangarei Wastewater Process Improvements

The wastewater treatment process includes aeration basins that help remove carbon and ammonia from the wastewater. While the plant has two basins, only one is currently being utilised.

To help improve the operation of the treatment plant, particularly its ability to operate in high flows, it is proposed that the stand-by basin be brought on-line and operated in parallel with the existing basin. Other benefits will include improved effluent quality and a more robust treatment process.

Staff have ordered new mixers to be installed in each basin and are currently developing detail for the electrical installation.

c. Campervan dump station improvements

Whangarei City was designated a campervan friendly town in 2013, however it was recognised that the dump station at the Kioreroa road site was very basic.

Council staff worked closely with the campervan association to design a new facility which were completed prior to the holiday period, subject to rectifying minor defects. Feed back from campers to date has been positive.

d. Treatment Plant Odour Report

Beca were commissioned to develop a draft options report for managing the odour generated at the wastewater treatment facility. The purpose of this work was to develop a programme of works that could be prepared as part of the 2015 - 2025 LTP.

The report provided odour reduction targets, summarised the results of air dispersion modelling, developed a priority list of odour producing processes, and presented a staged capital works programme. It also discussed what changes could be made to the way the plant operates to reduce odours and provided an overview of what other Councils are doing.

The odour targets suggested were staged with an initial aim to meet an odour level at the site boundary suitable for a semi-industrialised areas (5 odour units per cubic metre on a 99.5%ile basis) and work towards a target suitable for residential areas over time (2 odour units per cubic metre on a 99.5%ile basis).

The modelling verified that the odour effects are most noticed near the site entrance along Kioreroa road, and at times exceeded the 5 OU/m³ threshold. While the modelling indicated there could be more concentrated odour near the site boundary, it also indicated that further away, such as the newly formed residential area on the northern side of Limeburners Creek, did not exceed the threshold for residential properties.

Priority capital works were determined to include covering the balance tank and treating the contained air, and extracting and treating air from the inlet works. Indicative costs were in the order of $3M.

The indicative ultimate cost of managing all odour on site was $19M, which included covers over all odour sources, modification of treatment processes and building odour treatment facilities. The highest cost was attributed to the trickling filters and Beca noted that a number of Councils had abandoned these to avoid having to meet the high cost imposed by odour control. Constructing alternative treatment process were found to be cheaper in some cases.

Council staff will work through the Beca report and implement operational improvements that may offer odour benefits with minimal capital investment.

A programme of works will be developed for the 2015/2025 Long Term Plan for Council consideration.
e. Kioreroa Road Wetland Improvements

This project is to desludge and upgrade the wastewater treatment wetland on Kioreroa Road (Wetland 1) and increase the volume of treated wastewater that can be passed through the wetland to provide land contact and some treatment, particularly during higher flows.

This project has been broken into three stages:

- **Wetland cleaning**
  
  This publically tendered project was awarded to United Civil Construction Ltd. Works are planned from end of January to end of April 2013 and will require isolation of the wetland. Discussion with NRC has occurred around dealing with wet weather and compliance with the resource consent during the works.

- **Wetland planting**
  
  This project was awarded to Kauri Park Nurseries after a public process to seek registration of interest. This includes supply and installation of a floating wetland system. Kauri Park Nurseries have also offered to supply pants to enhance the wider area surrounding the wetland that is used by the public. Works will proceed near the end of the wetland cleaning.

- **Wetland pipeline**
  
  A 950mm diameter pipeline is required to carry treated wastewater from the treatment plant to the wetland. Parts of this pipe have been built and landowner agreements and consents have been obtained for pipeline crossings. There remains approximately 120 meters of pipe to construct under Kioreroa Road from near the caravan dump station to the head of the wetland. This project will be publically tendered when the design is complete and will be built concurrently with the wetland improvement works.

f. Hatea Treatment Facility Upgrade

Stage 2 of the Hatea sewerage tank project is to increase sewer flow to it during storms by closing off the sewer line under Kiripaka Road and diverting the wastewater to the Hatea tank for treatment. This frees up capacity in the downstream sewer line that carries wastewater through the CBD reducing the risk of overflows from manholes such as those located in butter factory lane.

This project forms part of the Wastewater Master Plan and the Hatea tank was constructed with this in mind.

Additional equipment and modification of the existing rising main is required. An additional disinfection unit has been procured and detail design on the pipeline reconfiguration is underway.

The resource consent for this discharge has been finalised. The consent includes provision for this upgrade.

g. Kamo Road sewer upgrade

The existing sewer pipe under Kamo road is in very poor condition and constricts sewage flow from the North of the city causing spills as it is too small to convey all the wastewater in wet weather. This project includes relining the existing 150mm earthenware pipe down Kamo road and upgrading the sewer line down Lupton Avenue so it is able to carry additional flow to alleviate sewer overflows.

Councils wastewater and stormwater operations contractor, Hydrotech Drainage Ltd, have been awarded the re-lining project. Hydrotech have extensive re-lining experience from their work in Christchurch. Re-lining offers savings for pipe renewal. Comparative costs of re-lining the sewer under Kamo road versus installation of a new pipe is $0.5M for re-lining versus $2.5M for full replacement.

WDC undertook extensive relining works in early 2000, however found that a large proportion of the relining work failed. Since early 2000 the process and materials has improved markedly. WDC has trialled Hydrotech relining pipes on a small scale, at Kensington bypass and Erin street repairs, to test their methodologies and found them acceptable.
The Kamo Road sewer relining project started in mid January and is expected to take 4 weeks. It is proposed that the Lupton Ave sewer replacement be deferred to 2014/15 (estimated at $1.5M) to allow completion of design work and assessment of improvements following the Kamo Road sewer re-lining.

h. Reticulation improvements

Council staff have developed capital works to co-ordinate upgrades and renewals with road projects and address failing assets.

A new section of sewer line was installed across the Maunu intersection by NZTA as part of their road widening project. The sewer upgrade was forecast as part of the Wastewater Master Plan to provide for growth to the west of the city and help alleviate the risk of sewage overflows. Similar projects are proposed for the Selwyn Ave (April 2014) and Kensington intersection upgrades (2015/17).

Council staff are currently preparing tender documents to replace the rising main from Waverley Street pump station. This pipe was installed as part of the Whangarei Heads sewer scheme in 1994.

The pipe material (PVC-U) that was used to build the line is subject to cyclic fatigue that weakens it over time. Opus were commissioned to do an assessment on the pipe in 2010 after the pipe burst and found that cyclic fatigue had reduced the design life of the pipe from 100 years down to around 16 years. They had recommended operational changes to extend the pipe life, which were implemented, however pipe breaks since 2010 have indicated replacing the main is the safest way of avoiding further spills.

In addition to replacement of the line to reduce the risk of pipe breaks, the pipe will requiring upsizing in the near future to cater for growth in the Whangarei Heads area. Additional capacity will be provided as part of this work.

Work within the district

a. Hikurangi Wastewater system wetland improvements

The Hikurangi wastewater system underwent a significant upgrade in 2004 that included a state of the art membrane system. The membrane system is able to treat water to a very high standard that has no bacteria or solids in it.

While the water quality that is discharged from the Hikurangi treatment process is excellent, the volume of water that can be treated by the membrane is limited by the quality of water it is required to treat. This is largely affected by the wetland system that precedes it.

To assist the membrane treatment process and meet consent conditions in relation to the volume treated the wetland will be cleaned and reconfigured. When cleaned a floating wetland system will be installed.

After a public tendering process the desludging contract was awarded to Northland Transport Ltd. Kauri Park Nurseries will provide the floating wetland system. Kauri Park Nurseries offered a 50% discount for the wetland work on Kioreroa Road.

Northland Transport Ltd started work in January 2014 and works are due for completion in March subject to weather.

b. Ruakaka Sewerage System

A system to transfer treated wastewater from the Ruakaka wastewater treatment plant to grazing land on Rama road was commissioned in June 2013. This system is operating well and as a result is producing lush pasture in the irrigated area, and an estimated 4 to 6 times dry matter production when compared to non-irrigated pasture.

This system has coincided with the connection of the Ruakaka South sewerage system that was completed in May last year. The Ruakaka south system has continued to operate with very few problems, which is particularly satisfying given it included the installation of over 460 pump stations and connection of the Ruakaka Motorcamp with large seasonal loads.
c. Reticulation upgrades

As for the Waverly street rising main the PVC Waipu Cove rising main has shown similar cyclic fatigue issues in the high pressure areas, particularly close to Waipu Cove, resulting in a number of rising main breaks. Work on the air release valves was completed in 2013 to prolong the pipe life and minimise the risk of breakage and further investigation is continuing.

Expenditure summary

A summary of actual and forecast costs for the projects described above is provided in Table 1. Note some projects span more than one financial year, such as the disinfection system, Lupton Ave Upgrade and Ruakakaka Irrigation. The list is not an exhaustive summary of waste capex work and excludes renewals and generic upgrade work.

Table 1: Overview of wastewater capital expenditure

<table>
<thead>
<tr>
<th>Project name</th>
<th>Key components</th>
<th>Actual costs to date</th>
<th>Forecast cost at completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whangarei City Projects</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Whangarei Wastewater Treatment Plant Disinfection system</td>
<td>Modify treatment plant to better treat wastewater in storm situation and build a new UV system to treat all wastewater that gets to plant</td>
<td>$2,710k</td>
<td>$2,800k</td>
</tr>
<tr>
<td>Whangarei Wastewater Treatment Process Improvements</td>
<td>Commission second activated sludge basin at the treatment plant to stabilise treatment process</td>
<td>$16k</td>
<td>$169k</td>
</tr>
<tr>
<td>Campervan dump station upgrade</td>
<td>Construct new dump station facility at Kioreroa rd</td>
<td>$34.8k</td>
<td>$38k</td>
</tr>
<tr>
<td>Treatment Plant Odour Report</td>
<td>Review odour omissions and develop draft capital works programme</td>
<td>$53k (accrual)</td>
<td>$55k</td>
</tr>
<tr>
<td>Kioreroa Road Wetland - Clean</td>
<td>Remove solids collected in wetland over 30 years of operation and reconfigure to manage higher flows</td>
<td>$3k</td>
<td>$570k</td>
</tr>
<tr>
<td>Kioreroa Road Wetland - floating wetland</td>
<td>Supply and install floating wetland system</td>
<td>$0</td>
<td>$934k</td>
</tr>
<tr>
<td>Kioreroa Road Wetland - pipeline</td>
<td>Construct a pipe to the wetland from the treatment plant to convey high flows</td>
<td>$60k</td>
<td>$427k</td>
</tr>
<tr>
<td>Hatea Treatment Facility Upgrade</td>
<td>Increase treatment capacity at Hatea to reduce risk of overflows in central city</td>
<td>$12k</td>
<td>$400k</td>
</tr>
<tr>
<td>Kamo Road sewer upgrade – re-line</td>
<td>Repair failed sewer pipe under Kamo Road</td>
<td>$76k</td>
<td>$694k</td>
</tr>
<tr>
<td>Kamo Road sewer upgrade – Lupton Ave upgrade</td>
<td>Replace existing pipe with larger pipe to reduce risk of sewage spills in Kensington area.</td>
<td>$5k</td>
<td>($1,250k deferred)</td>
</tr>
<tr>
<td>Reticulation upgrades - NZTA</td>
<td>Undertake sewer upgrades in coordination with NZTA SH1 improvements</td>
<td>$230k (accrual)</td>
<td>$250k</td>
</tr>
<tr>
<td>Maunu Rd</td>
<td>$0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Selwyn Ave (cost to be developed with NZTA and budget confirmed)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Reticulation upgrades – Waverly Street
Replace high pressure section of failing pipeline from Waverly street pump station

- $5k
- $700k

<table>
<thead>
<tr>
<th>Whangarei District Projects</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hikurangi wetland improvements</td>
<td>Clean out existing wetland, reconfigure and replace with floating wetland system</td>
<td>$0k</td>
</tr>
<tr>
<td>Ruakaka Sewerage System</td>
<td>Irrigation system to Rama Road Block (WDC 50% share – rest is from BBLOA)</td>
<td>$648k</td>
</tr>
<tr>
<td>Reticulation upgrades</td>
<td>Waipu Air Valves</td>
<td>$81k</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$3.93M</td>
</tr>
</tbody>
</table>

Conclusion

The new storm flow UV system is operational and the single largest source of pathogens into the harbour is now being treated.

Wetland one, along Kioreroa road, is being refurbished this summer to aid treatment of wastewater in wet weather and remove accumulated debris that has settled within it during its 30 year operating life. Once operational there will no longer be a direct discharge of effluent to the coastal marine area as currently occurs. A similar upgrade is occurring in Hikurangi to improve that process.

Further projects aligned with the Wastewater Master Plan that result in reduced sewage spills and capacity increases have been progressed, including Hatea treatment system upgrade and Kamo road sewer re-line.

The opportunity to align sewer improvements with the SH1 road upgrades have been taken at Maunu Road and a proposed project at Selwyn Ave.

Investment is also proposed to improve the reliability and capacity of pipelines and address known faults, such as the Waverly Street rising main replacement.

Process changes at both the Kioreroa Road and Ruakaka wastewater treatment plants will result in better quality wastewater being discharged and enable continued consent compliance.

Recommendation

That the report be received.
5. Green Flag Award

**Reporting officer**  Paul McDonald (Parks and Recreation Manager)

**Date of meeting**  12 February 2014

**Vision, mission and values**

This item is in accord with Council’s vision, mission and values statement as the provision of quality parks and green spaces is a ratepayer funded service which provides opportunities for habitat, recreation and amenity. The Green Flag award shows Council’s commitment to delivering parks to a high quality standard, the envy of other areas and having award winning parks contributes to the ultimate living environment.

**Background**

The Green Flag Award is the benchmark national standard for parks and green spaces and is gaining significance internationally. The Award recognises well-managed, high quality green spaces. The objective of the Green Flag Award scheme is to encourage the provision of good quality public parks and green spaces that are managed in environmentally sustainable ways. The Green Flag Award helps to create public recognition of good quality green spaces and in doing so aims to rebuild people’s confidence in them. The Award aspires to raise expectations of what a public green space can offer and to reassure people that the high regard they have for their public parks and green spaces is not misplaced.

The Green Flag Award program in Australia and New Zealand is supported by the Department of Conservation, New Zealand, as an industry partner, and endorsed by Parks Leisure Australia and the New Zealand Recreation Association.

Sites for a Green Flag Award are judged against eight key criteria:

- A welcoming place
- Healthy, safe and secure
- Clean and well maintained
- Sustainability
- Conservation and heritage
- Community involvement
- Marketing
- Management.

The Green Flag Award directly contributes to the improvement of the quality of parks management across Australia and New Zealand and helps to create public recognition of good quality green spaces. Parks that have the Green Flag Award are seen as high quality places to visit. Winning a Green Flag Award is a sign of prestige and excellence. Green Flag Award program also offers professional development and networking opportunities to hosts and judges.

The 2013/14 awards are the second to be awarded in New Zealand and Australia.

**Parihaka and Hatea River Reserves win the Green Flag Award**

Whangarei District Council Parks and Recreation Department submitted the Parihaka and Hatea River Reserves as a group of sites for the Green Flag Awards and this has been awarded for 2013/2014. The sites were chosen because they best fit the criteria for judging and because several sites are in the process of design work for improvements (Whangarei Falls, Parihaka and Mair Park) and it was therefore thought an independent evaluation of the developments proposed was a good idea.

The original award in 2013 was “refreshed” using a mystery shopper style assessment this year and passed the standards again.
It is an endorsement to the quality of the natural environment, the well written management plan, the efforts of staff and contractors in maintaining facilities and to enhance the natural features.

The process itself is a great learning opportunity and gives staff feedback to consider for improvements to be made. An independent evaluation of the park certainly helps cement in its place the importance and fantastic areas which are provided and valued by people of Whangarei. What makes Parihaka so unique is its proximity to the city and the variety of environments within the reserve.

It is envisaged that not all Whangarei parks will try to gain Green Flag status, as the criteria would potentially require increased funding. However parks such as Kensington Park and Pohe Island may be considered in future, and of course the same consistent high standards will be applied to the parks networks.

The Parks and Recreation Manager is now also a qualified Green Flag Award Judge.

**Recommendation**

That the information be received.
6. Rural Fire - Agreement with New Zealand Fire Service

Reporting officer  Curt Martin (Infrastructure Projects & Support Manager)
Date of meeting  12 February 2014

Vision, mission and values

This item is in accord with Council's vision, mission and values statement as it helps to ensure Council considers its obligations as a rural Fire Authority.

Background

Under the Forest & Rural Fires Act 1977 (FRFA) Whangarei District Council is the Fire Authority for the territorial area within the district it administers. This area excludes urban Fire Districts administered by the New Zealand Fire Service (NZFS).

Council has contracted Forest Protection Services (FPS) to provide rural fire management services. Council also has two volunteer rural fire forces, one in Maungakaramea and the other in Whananaki which are managed by FPS. FPS and the two volunteer rural fire forces have the capacity to manage and respond to rural vegetation fires but do not have the necessary specialist training and equipment to respond to structure fires. Council therefore relies on the NZFS to suppress structure fires within the rural areas.

The NZFS has historically responded to all rural fires outside its urban Fire Districts by way of the 111 emergency services call system, and generally remains on site suppressing the vegetation fires until relieved by WDC’s rural fire crews.

A review of Council’s finance system has revealed that until late 2011, the NZFS has generally not been charging WDC for responding to rural fires (the NZFS has advised that in the past it waived possible charges for all but major events but have now been directed to recover all costs). Since then the amount invoiced by the NZFS totals approximately $10,900.

The NZFS claims that it has the ability to charge WDC under the Fire Service Act for costs associated with suppressing rural fires, and has advised that it will continue to invoice WDC for its attendance at rural fires notwithstanding that there is no agreement in place.

Currently these invoices are not being paid until this issue has been resolved however, the NZFS may pursue the payment of the invoices through the courts if Council elects to not pay them.

Legal Advice

Thomson Wilson (TW) has advised that essentially, unless there is an agreement in place, or unless Council specifically requests the NZFS’ assistance, then TW does not believe that the NZFS is entitled to charge Council for the unsolicited and voluntary attendances by the NZFS within the rural areas.

TW does however note that the act does not state who may be charged and that the poor drafting of the section means the law is unclear on this point, and there have not been any court cases clarifying this issue.

TW has also clarified that under the FRFA the obligations of a Rural Fire Authority (i.e. Council) are not limited to forest and vegetation fires, but include all fires including structure fires. If Council relies on the NZFS to respond to structure fires within Council’s territorial area, but does not have any agreement or arrangement in place with the NZFS to ensure that the NZFS provides this response, Council is potentially in breach of its obligations under the FRFA. This is because the NZFS does not have a legal obligation to respond to structure fires in Council’s territorial area, so Council cannot rely on the NZFS to do this.

Proposed Agreement

The NZFS has proposed to Council that it enters into an agreement under Section 15 of the FRFA. This agreement would formalise the arrangement whereby the NZFS responds to rural fires on behalf of Council until being relieved by Council’s rural fire crews. In the event of a structure fire the NZFS would remain on site until the structure fire was fully suppressed. The proposal is that the NZFS will not charge for the first hour of attendance at each event, but will then charge Council for its services based on a schedule of rates to be included in the agreement.
Whilst the proposed agreement has merit it would result in Council incurring costs which have historically not been charged by the NZFS. It is estimated that payments to the NZFS would cost Council on average $7,000 per year however this would be dependant on the number of callouts which cannot be estimated with any certainty.

Where the fire fighting costs are not able to be recovered from offenders, Council is able to make claims against the National Rural Fire Fighting Fund for grant assistance in respect of costs incurred suppressing rural fires. Any associated payments to the NZFS would be included in these claims so most of the NZFS’s costs would be recoverable for larger fires.

However, there is a minimum threshold of $1,000 per incident for claims against the National Rural Fire Fighting Fund so the multitude of smaller incidents would not be recoverable. Some of the NZFS’s rates are also in excess of the rates approved by the National Rural Fire Authority so the excess would be borne by Council.

It has been proposed to the NZFS to enter into a Section 15 Agreement that covers only structure fires, fires that occur in other insurable properties and other spills or accident-related events that the NZFS normally attend as the NZFS does not charge Council for these callouts. The NZFS has responded that it is unlikely that the Fire Service Commission would consider a Section 15 Agreement that excludes response to non-structure fires. It is important to note that the NZFS is not obliged to enter into a Section 15 Agreement so the terms and conditions would need to be acceptable to both parties before any agreement can be reached.

Benefits of a Section 15 Agreement with the NZFS are:

i. It will help to ensure Council meets its obligations under the FRFA as Council will have measures in place to ensure that the NZFS will attend structure fires within Council’s territorial area;

ii. Council will have greater certainty regarding what charges it is required to pay;

iii. Due to the relatively large geographical area of the district the NZFS is at times able to respond to rural fires faster than Council’s fire forces;

Disadvantages of a Section 15 Agreement with the NZFS are:

i. NZFS costs incurred by Council for smaller fires cannot be claimed against the National Rural Fire Fighting Fund due to the minimum threshold of $1,000 per incident;

ii. Council would bear the excess of any NZFS rates that are greater than the rates approved by the National Rural Fire Authority when making claims against the National Rural Fire Fighting Fund.

Recommendation

1. That the information be received; and

2. That Council, as a Fire Authority, agrees to enter into an agreement with the New Zealand Fire Service under Section 15 of the Forest and Rural Fires Act 1977; and

3. That Council delegates authority to the Chief Executive to negotiate with and enter into an agreement with the New Zealand Fire Service under Section 15 of the Forest and Rural Fires Act 1977.
7. Coastal Rubbish Management

**Reporting officer**  Grant Alsop (Field Officer)

**Date of meeting**  12 February 2014

**Vision, mission and values**

This item is in accord with Council’s vision, mission and values statement as minimising the amount of loose rubbish on the districts many unique beaches is essential to facilitate the council’s desire to create the ultimate living environment whilst recognizing the importance of our core values of communication and customer first approach.

**Summary**

Removal of litter bins at some coastal areas has resulted in less littering during peak holidays periods.

The reason for this is that the litter bins provide a focus point for the dumping of rubbish even when the bins are full; this rubbish is subsequently dispersed by seagulls and wind.

The removal of litter bins has had the best outcome in terms of reducing littering when compared to the installation of large bins and increasing litter bin cleaning frequency. There has been no observed increase in fly tipping as a result of bin removal.

It is recommended that Council continue to consult with the community with the view to extend the bin removal programme in coastal areas with known summer litter issues.

**Background**

The Council operates and maintains around 600 bins in total across the whole district, with approximately 100 of these at the district’s more popular beaches, each with an average volume of 60 litres. The operation and maintenance of coastal bins is undertaken by Northland Waste, as part of their domestic rubbish collections contract which has a total value of $2.49M per annum.

Outside of the holiday period the collection of the coastal bins is undertaken once a week when the contractor is in the locality for domestic collections; nominally Monday for the northern beaches and Tuesday for the southern (Bream Bay area) beaches.

For the majority of the year, the issues are minimal, with any additional work being identified through the routine visits or Customer Requests for Maintenance (CRM’s) from the general public.

During the summer, when there is a significant increase in the use of the beaches for recreational activities, there is an associated increase in use of coastal bins. To compensate for this, additional collections for the coastal bins are organised, with Northland Waste increasing their visits nominally from once to two or three times a week. Furthermore, M&E Contractors, who have the contract for maintaining and operating the Council’s public toilets, also collect from the adjacent bins at some of these coastal locations.

Despite best endeavours, there have been reoccurring problems at a number of beaches during the summer months, particularly around the traditional Christmas / New Year break, where the volume of rubbish being generated exceeds the capacity of the bins despite the increased collection from the bins by the contractors.

This results in rubbish being piled around the bins on the assumption that it is the correct thing to do when the bin is full, before nature or vandalism results in it being distributed as seen in the pictures below.
Fig 1: Bins at Whangaumu Bay

Given the nature of the occurrence of the rubbish, i.e. well intentioned by placing next to the bins as opposed to simply being discarded, there is a concept that the removal of the opportunity to deposit the waste encourages the rubbish to be taken away, rather than leaving the rubbish with no likelihood it will be collected and disposed of.

Bin Removal

In April 2013, WDC received a letter from the Ruakaka Parish Residents and Ratepayers Association Inc, requesting a trial removal of the rubbish bins at the coastal car parks in the Ruakaka area. The trial was agreed to and the bins were removed in May 2013 with signage as illustrated in Figure 2 being installed. Feedback from the trial in the majority was positive, with the only significant concern being the loss of the convenience provided by the bins.

Fig 2: Notice placed in location of removed bins

Given the success of this initiative, the same was undertaken at Urquharts Bay in September 2013. Despite initial concerns from Urquhart Bay residents, the general feedback is that it is now working by minimising the amount of rubbish on the foreshore.

Following the success of the trials at Ruakaka and Urquharts, the Waipu Reserve Board also requested that WDC trial the removal of the rubbish bins at Waipu Cove. The bins were removed on the 2nd December 2013, with all feedback and comments about the trial so far being positive.

In December 2013, a letter drop by WDC staff was undertaken to the residents at Whangaumu Bay and Kowharewa Bay to gauge support for a trial bin removal there. Again with the majority of the replies being positive, the bins were removed in December 2013. Feedback since the bins have been removed continues with the positive outweighing the negative. An example of this feedback is appended.
There were plans to continue this approach with the rubbish bins at Langs Beach, however prior to commencing a significant number of Langs Beach residents requested that the bins were not removed. As a result the proposal was suspended.

No increase in fly tipping has been observed as a result of the bin removal.

Alternative options
There are two traditional methods for resolving the overflowing bin situations, both of which have been suggested by WDC residents and trialled by the council; increasing bin capacity and increasing collection frequency.

There have been subsequent attempts to resolve the capacity issue by installing larger bins however, this has proven to be unsuccessful due to misuse of the bins with domestic rubbish disposal, including household appliances and the associated increase in financial costs to manage the rubbish.

WDC alters the frequency of the bin collections during peak periods and while it does offer improvement, it is not feasible to increase the frequency further due to the geographical size of the district and the associated financial implications. There is also no guarantee that the desired outcome of reduced littering is achieved, as CRM’s have reported coastal bins as being overflowing on the same day as they have been emptied.

Other suggestions are increased promotion of the waste transfer facilities, installation of simple segregation or recycling bins or specialist bins such as dog mess bins. There are also available technically advanced bins which use solar to power a compactor and has telemetry to alert when near full. However, these options all require further investment and don’t address the cause of the issue.

Discussion
Council staff have observed the benefits of bin removal in some areas; though still recommend litter bins remain in place at strategic points, such as adjacent to shops where litter is generated.

Council staff are also aware that some community members pick litter up and require a place to deposit it. There is concern that if the bins are removed it will be difficult to keep the place tidy. In these instances it is recommended that Council provide Council rubbish bags to relevant community groups which can be used for this purpose, such bags could be funded by the reduction in cost to service litter bins.

Conclusion
Litter bins have been removed in some coastal areas and resulted in less litter being left at coastal sites.

The benefit provided by removing the litter bins is greater than other prevention methods tried previously such as using larger bins or increasing litter bin pick-up frequency. There has been no increase in fly tipping as a result of bin removal.

There are areas such as outside shops, that will always require bins. Council staff are also considering the use of specific litter bins, such as dog bins.

Council experience is that the benefits of removing the bins are not always clear before the bins are removed and it is important that the community be involved in the decision making process.

Recommendation
1. That the report be received
2. That, prior to summer 2014/2015 and in consultation with the affected community, Council staff look to extend the number of coastal locations where litter bins are removed.

Attachment
Feedback from Whaungaumu Bay Resident
Feedback from Whaungaumu Bay Resident

From
Sent: Wednesday, 22 January 2014 12:13 p.m.
To: Grant Alsop
Subject: Rubbish Bins Whangaumu Bay

Hi Grant

Regarding the removal of bins in Whangaumu Bay - Well done!

I was a bit sceptical at first but it seems to be working and that indeed people are taking their rubbish home with them.

The only thing to note is that we as permanent residents are noticing slightly more rubbish in our bins resulting from our daily walks on the beach when we pick up any stray rubbish - usually plastic bags and ice block wrappers. (We previously deposited this into the public bins on our way past) The increase in our rubbish is however a small price to pay in return for a nicer environment on the reserves.
8. Proposed Building - Kamo Sportspark

Reporting officer A J Gifford (Technical Officer Parks)
Date of meeting 12 February 2014

Vision, mission and values
This item is in accord with Council's vision, mission and values statement as it is supporting our partners in delivering facilities in our parks and reserves.

Introduction
For a number of years the Kamo Cricket Club has been wanting to build a clubrooms building on Kamo Sportspark. To date it has operated out of the Kamo Rugby and Squash Club facilities.

When asked previously staff have said that there is no available space for a new building on the park, and have steered the club towards some alliance with the Kamo Tennis Club, as this best suits the layout of the fields and courts.

The Proposal
Kamo Cricket Club has now advised the council that it has joined forces with Kamo Tennis Club and formed the Kamo Sports Charitable Trust Board which has been duly incorporated.

The Board has established a Design Subcommittee and presents those concepts to the council seeking support for them to proceed.

The proposed building is on the same site as the current Kamo Tennis club building so will not encroach onto the grass sports field area at all. The old Tennis building will be removed.

Neither the Board, nor the two clubs concerned, have indicated that they are relying on any funding from the council for the project.

The next step for them will be to commission working drawings and quantity surveyor input, for which they will seek outside funding.

They have had preliminary talks with ASB Community Trusts and seek a letter of support from the council to attach to their funding applications.

Staff recommend that council support the proposed project.

Recommendation
That approval be given for the proposed building by the Kamo Sports Charitable Trust Board at Kamo Sportspark, subject to all consents being obtained, and that a letter to support the proposal be provided.

Attachments
1. Aerial showing site for proposed building
2. Concept plans (3) for the proposed building
3. Letter of support from Sport Northland
Kamo Sportspark

Kamo Tennis Club Lease

Building to be replaced
KAMO TENNIS & CRICKET CLUB 3D VIEWS
KAMO TENNIS & CRICKET CLUB 3D VIEWS
FOR CONSULTATION ONLY. DESTROY ALL DRAWINGS ONCE TENDER DRAWINGS ARE ISSUED, NOT FOR PRICING OR CONSTRUCTION.

PRELIMINARY

DATE: 18/7/2013

JOB NUMBER: 1336

CLIENT: TENNIS AND CRICKET CLUB

PROJECT: NEW TENNIS AND CRICKET CLUB ROOMS, KAMO

ISSUE TYPE: PRELIMINARY

CONTACT:
P: 09 430 6938
F: 09
M: 027 243 8089
M: 33 Norfolk Street, Whangarei
E: simon@mandenodesign.co.nz

DATE: 02 of 33

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DO NOT SCALE. VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK. IF IN ANY DOUBT OVER BUILDING WORK CHECK WITH DESIGNER.
15 January 2014

TO WHOM IT MAY CONCERN

On behalf of Sport Northland, I am writing in support of the Kamo Sports Charitable Trust for their funding application to develop a facility and associated infrastructure at the Kamo Recreation Grounds.

In Sport Northland’s opinion, good practice has been followed by this group who have not only joined forces in pursuit of a common vision, they have taken this to the next level by establishing a separate entity with a purpose of developing, owning and operating the facilities.

We note especially how nearly a third of the cost is projected to be funded ‘in-kind’, which demonstrates huge community support for the project.

There are many benefits to this model, not the least of which are that the facilities are cost effective and used more frequently, and that the two clubs are left to focus on the development and operation of their own sport/organisation rather than have the worry of how the facility will operate.

Both clubs have shown a willingness to compromise, be patient and keep their eye on the end outcome, which is rare with clubs who are discussing different forms of amalgamation.

Sport Northland congratulates both clubs on progress so far, and is only too happy to provide support to the new Trust for the proposed project. We look forward to its completion for the obvious benefit to sport in the Kamo area.

Yours faithfully

Brent Eastwood
Chief Executive

ASB
Carters
Dudley & Dennis Signs
Fullers Great Sights
Gen-i
Juken New Zealand
More FM
Pacific Motor Group
Top Energy Ltd

Asics
Avanti Plus
Courier Post
Chill Technology Ltd
Hot Printz
Jeff Oliver Print
Konica Minolta
Mizone
OfficeMax
Ray White Allens
Rowseels Collision Repair
Silver Fern Farms
Steinlager Edge
Sutherland Security
The Northern Advocate

ASB Community Trust
Oxford Sports Trust
Pub Charity
NZ Community Trust
Lion Foundation
Far North District Council
Kaipara District Council
Whangarei District Council
Northland DHB
9. Bus Stop in Ross Street

**Reporting officer**  Claire Woodward (Graduate Engineer - Roading)

**Date of meeting**  12 February 2014

**Vision, mission and values**

*This item is in accord with Council’s vision, mission 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.*

**Introduction**

It is proposed to establish a bus stop in Ross Street outside number 91 Ross Street on the Onerahi bound bus route in accordance with the Whangarei District Council Parking and Traffic Bylaw.

**Background**

We have received a request from the Northland Regional Council (NRC) and a Ross Street resident for a bus stop to be located outside 91 Ross Street.

The Onerahi bound bus route currently has a stop at 69 Ross Street, approximately 200 metres walking distance downhill from the proposed new bus stop. The next stop after Ross Street is on Onerahi Road opposite the New World supermarket, approximately 755 metres walking distance from the existing bus stop in Ross Street.

Passengers who live east of the existing bus stop must currently walk uphill to get home. This is made increasingly difficult when carrying shopping bags or young children. The location of the proposed new bus stop will significantly reduce the uphill walking distance for passengers heading east from Ross Street. It will also expand the catchment area for the bus route to include residents in Onerahi Road, Old Onerahi Road and Sherwood Road, as shown in the attached plan. A catchment area for a bus stop is approximately 400 metres walking distance from the bus stop.

**Proposal**

It is proposed to create a bus stop at 91 Ross Street, Onerahi.

**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>
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**Consultation Undertaken**

1. Affected Residents  Yes
2. Affected Businesses  N/A
3. Residents Association (if available)  No
4. Police  No
5. Roading – Parking  Yes
6. Road Safety Coordinator  No
7. Business Association  No
8. Public Transport operators  Yes
9. Northland Regional Council (NRC) Regional Transport Committee  Yes
Outcome of Consultation

This report is the result of a request from the NRC and a Ross Street resident. Consultation with the owner of 91 Ross Street was undertaken and the new bus stop location was not opposed.

Recommendation

That pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, clause 20.4 it is hereby resolved that locations as set out in the schedule below be classified as a bus stop.

Schedule:

- 91 Ross Street.

Attachment

Bus Stop Location Plan
10. Time Restricted Car Parks, 81 Port Road

**Reporting officer** Claire Woodward (Graduate Engineer - Roading)

**Date of meeting** 12 February 2014

**Vision, mission and values**

This item is in accord with Council’s vision, mission 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.

**Introduction**

The purpose of this agenda is to propose a 15 minute time restriction to two car parks outside of The Baker’s Crust of 81 Port Road in accordance with the Whangarei District Council Parking and Traffic Bylaw.

**Background**

Council received a request from the owner of The Baker’s Crust for a time restriction on the on street parking outside of their shop. The request came with a petition of signatures from surrounding business owners showing support for the proposal.

The Baker’s Crust is a small bakery and a new business to Whangarei. The nature of the business is such that customers want to stop outside the shop and will leave within 15 minutes of arriving. There are no off street parking facilities available for their customers.

It is expected that little disruption will be caused with ample all day, free parking in the vicinity that can be utilised.

**Proposal**

To install a P15 parking restriction to the on street parking in front of 81 Port Road.

**Assessment Criteria**

<table>
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<tr>
<th>Road Type</th>
<th>Safety Issue</th>
<th>Congestion</th>
<th>Convenience Public vs local needs</th>
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<td>No</td>
<td>Medium/Approve</td>
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</tbody>
</table>

**Consultation Undertaken**

| i. | Affected Residents | N/A |
| 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 |
Outcome of Consultation

The request was received with a petition signed by surrounding business owners showing support for the proposal. In addition to this Council Staff have contacted the adjacent businesses not included on the petition and can confirm their support of the proposal.

Recommendation

That the 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.

a) Port Road
   Outside 81 Port Road, starting at the western boundary of 81 Port Road to a point 10 metres to the east of the western boundary of 81 Port Road.

Attachments

1. 81 Port Road Proposed Time Restricted Parking Plan
2. Petition
23rd October 2013

To whom it may concern,

I would like to apply to have a time limit for the parking outside my shop.

We are The Baker’s Crust of 81 Port Road, Whangarei. We often have people parking outside our shop for long periods of the day, preventing our customers from stopping. As we are a small bakery and a new business in Whangarei we rely on people being able to stop.

I have talked with some of the surrounding business to get their support for the idea and have included their names and signature on the bottom.

Thanks for your time and consideration, look forward to hearing from you soon.

David Hall
Owner/operator
The Baker’s Crust
0278121487
11. Vinery Lane Disabled Car Park

Reporting officer  Claire Woodward (Graduate Engineer - Roading)
Date of meeting  12 February 2014

Vision, mission and values
This item is in accord with Council’s vision, mission 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.

Introduction
The purpose of this agenda is to propose that a disabled car park space is created in Vinery Lane outside the Workbridge offices in accordance with the Whangarei District Council Parking and Traffic Bylaw.

Background
We have had a request for one disabled car park in Vinery Lane to serve the clients of Workbridge. Workbridge is an employment agency that supports people with disabilities into employment. Many of their clients have mobility as a disability and would benefit from having a disabled car park outside of the Workbridge premises.

There is one public disabled car park located in Hunt Street approximately 200 metres away. This is the nearest disabled car park to the Workbridge premises. There are no disabled car parks in the Vinery Lane car park.

It is proposed to replace one existing on street car park with one disabled car park in Vinery Lane. The proposed location is near the beginning of the ramp to the entrance of the Workbridge premises and is next to a driveway which helps to provide access to the footpath for wheelchair users.

Proposal
It is proposed to create one disabled car park in the existing on street parking in Vinery Lane.

Assessment Criteria

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Safety Issue</th>
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<td>High</td>
<td>No</td>
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Consultation Undertaken

i. Affected Residents  N/A
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
Outcome of Consultation

This report is a result of a request from the Disability Advisory Group (DAG). Workbridge have been consulted to ensure the location is most appropriate. Further consultation with the DAG has resulted in strong support for the proposed disabled car park.

Recommendation

That the pursuant to the Whangarei District Council Parking and Traffic Bylaw 2007, clause 21 it is hereby resolved that the parking of vehicles which do not display in their vehicle a parking mobility permit be prohibited at all times as described in the schedule below.

Schedule:

a) North side Vinery Lane from a point 25m west of the Dent/Bank Street Roundabout for a length of 6m to a point 31m west of the Dent/Bank Street Roundabout.

Attachment

Vinery Lane Proposed Disabled Car Park Plan
Vinery Lane – Proposed Disabled Car Park Location
12. No Stopping Lines - Bay View Place

Reporting officer Claire Woodward (Graduate Engineer - Roading)
Date of meeting 12 February 2014

Vision, mission and values
This item is in accord with Council’s vision, mission 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.

Introduction
The purpose of this agenda is to propose that No Stopping lines in Bay View Place be reinstated and legalised in accordance with the Whangarei District Council Parking and Traffic Bylaw.

Background
Wastewater pipes were installed in Bay View Place and when the road was resealed the No Stopping lines were not reinstated. The original No Stopping lines were never legalised through the correct process. Council have received a request from a resident at the end of the cul-de-sac for the No Stopping lines to be reinstated.

When a car is parked where the No Stopping lines were previously located it is difficult for traffic (particularly trucks) to turn around. Damage is occurring to the road surface and surrounding features such as water meter box surrounds and kerb blocks.

Proposal
It is proposed to reinstate and legalise the No Stopping road marking in Bay View Place.

Assessment Criteria

<table>
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<tr>
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Consultation Undertaken
Consultation was not undertaken as it is proposed to reinstate No Stopping lines that existed for many years before the road was resealed. This request has come from a concerned resident of Bay View Place.

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) Bay View Place, from a point 125m from the intersection with Bay View Road to a point 27m further around the cul-de-sac.

Attachments
1. Bay View Place No Stopping lines plan
2. Bay View Place No Stopping lines photos
Bay View Place - Proposed No Stopping Lines Reinstatement