

Infrastructure Committee

Notice of Meeting

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

**Wednesday
9 September 2015
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 P R Halse
Cr C M Hermon
Cr G C Innes
Cr B L McLachlan
Cr S L Morgan
Cr J D T Williamson

Infrastructure Committee

Terms of Reference

Chairperson

Councillor G M Martin

Members

Mayor

Section 41A(5) of the Local Government Act 2002 provides that the Mayor is a member of each committee of the territorial authority.

Councillors S J Bell, S J Bretherton, C B Christie, P A Cutforth, S J Deeming, S M Glen, C M Hermon, P R Halse, G C Innes, B L McLachlan, S L Morgan and J D T Williamson

Attendance at Meetings

The Chief Executive Officer, Group Managers, Department Managers and such other Council Officers as deemed necessary may attend committee meetings.

Quorum

A quorum for a meeting of this Committee shall be:

- half of the members if the number of members, including vacancies, is even or,
- a majority of members including vacancies, if the number of members is odd.

Delegated Authority

1. Does not have the powers of Council to act in the following instances as specified by Clause (32) Schedule 7 of the Local Government Act 2002:
 - a) the power to make a rate; or
 - b) the power to make a bylaw; or
 - c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan or annual plan; or
 - d) the power to adopt a long-term plan, annual plan, or annual report; or
 - e) the power to appoint a chief executive; or
 - f) the power to adopt policies required to be adopted and consulted on under this Act in association with the Long Term Plan or developed for the purpose of the local governance statement; or
 - g) the power to adopt a remuneration and employment policy.
2. Does have the power of Council to enter into contracts up to a value of \$10 million + GST, provided that such contracts are in accordance with the Long Term Plan.
3. Does have the ability to appoint Sub-committees to deal with any matters of responsibility within the Committee's terms of reference and areas of responsibility and to make recommendations to the Committee on such matters and provided that the Sub-committee shall not have power to act other than by a resolution of the Committee with specific limitations where there is urgency or special circumstances
4. Does have the ability to make decisions in accordance with the Terms of Reference.

Terms of Reference

The provision of engineering and non engineering services to maintain and improve environmental health, safety and quality.

The determination and implementation of policies in respect to the delivery of services to the community.

To liaise with, and assist local communities to achieve their services objectives within Council's legislative responsibilities.

To assist the community in the maintenance and improvement of amenities and the environment.

Areas of Responsibility

Services including the provision and maintenance of:

- Roads
- Footpaths
- Traffic Signals
- Signs/Bridges/Lights
- Parking and Traffic Planning
- Major Projects
- Provision of Potable Water and Reticulation System
- Water Reservoirs/Dams
- Treatment Plants/Pumping Stations
- Monitoring of Quality of Drinking Water Standards
- Wastewater Treatment and Disposal
- Stormwater Management
- Public Toilets
- Solid Waste Disposal/Landfills
- Litter/Rubbish Collection
- Hikurangi Swamp Management
- Civil Defence/Rural Fire
- Libraries
- Parks & Reserves
- Swimming Pools
- Cemetery and Crematorium
- Conservatory and Fernery
- Sportsfields
- Garden and Road Reserve maintenance
- Trees, Plants and Landscaping
- Reserve Management Plans
- Coastal/Esplanade Reserve management
- Development Contributions/Subdivision requirements
- Such other functions as may be delegated by Council from time to time.

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Local Government Act 2002 Amendment Act 2012 – Decision Making

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, 12 August 2015

Minutes of a meeting of the Infrastructure Committee of the Whangarei District Council held in the Council Chamber Forum North on Wednesday 12 August 2015 at 9.00 am.

Present:

G M Martin (Chairperson)

Her Worship the Mayor S L Mai, Crs S J Bell, S J Bretherton, P A Cutforth, S J Deeming, S M Glen, P R Halse, C M Hermon, G C Innes, B L McLachlan, S L Morgan and J D T Williamson

Apology:

Cr C B Christie

Moved: Her Worship the Mayor

Seconded: Cr Morgan

“That the apology be sustained.”

CARRIED

In Attendance:

Chief Executive (R Forlong), Group Manager Infrastructure (S Weston), Group Manager Positive Growth (J Thompson), Waste and Drainage Manager (A Carvell), Rooding Manager (J Devine), Parks and Recreation Manager (P McDonald), Venues and Events Manager (J Lynch), Operations Manager (A Twose), Infrastructure Projects and Support Manager (M Shaw), Technical Parks Adviser (A Gifford), Field Officer (Waste) (G Alsop), Media Relations Adviser (A Midson), Community Events Co ordinator (J Calder), Executive Assistant (J Crocombe) and Senior Meeting Co ordinator (C Brindle)

1. Confirmation of Minutes of a Meeting of the Infrastructure Committee held on 8 July 2015

Moved: Cr Deeming

Seconded: Cr McLachlan

That the minutes of the meeting of the Infrastructure Committee held on Wednesday 8 July 2015 having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.”

CARRIED

2. Contracts Approved Under Delegated Authority

Moved: Cr McLachlan

Seconded: Cr Williamson

“That the information be received.”

CARRIE

3. Public Toilet Programme – years 1-3 of Long Term Plan

Moved: Cr Cutforth

Seconded: Cr Morgan

“1. That the information be received.

2. That the public toilet construction programme set out in the agenda report be implemented.”

CARRIED

4. Extension to Sportspark Management and Maintenance Contract CON07042

Moved: Cr Deeming
Seconded: Cr Martin

“That purchase order PK07943 be extended by \$364,155.00 to cover the last 3 months of the existing Sportspark Management and Maintenance Contract CON07042.”

CARRIED

5. Temporary Road Closure

Moved: Cr Halse
Seconded: Cr Deeming

- “1. That pursuant to the Local Government Act 1974, schedule 10, clause 11(e), the following roads be temporarily closed to ordinary vehicular traffic for the Northland Car Club events:

Sunday 6 September 2015

Rosythe Road, Waipu. 400 metres from SH1 to a point 1.5 kilometres from SH1.

Saturday 26 September 2015

Doctors Hill Road. 800 metres from SH1 to Mountfield Road.

Sunday 18 October 2015

Managapai Caves Road. From McDonnell Road to Rountree Road.

Sunday 15 November 2015.

Crows Nest Road, Hukerenui. From a point 2 kilometres from SH1 to Paiaka Road.

Period of Closure:

9:30am - 5:00pm (for each event).

2. That side roads off the roads to be closed, also be temporarily closed for a distance of up to 100m from the intersection for safety purposes.
3. That the Chair of the Infrastructure Committee and the Infrastructure and Services Group Manager be delegated to consider objections and to cancel or amend any or all of the temporary road closures as appropriate.”

CARRIED

6. Sportspark Management and Maintenance Contract - Contract Award Recommendation

Subsequent to the agenda being circulated Supplementary Agenda No 1 – Item 6 was distributed separately but within the legislative timeframe specified in LGOIMA.

Moved: Her Worship the Mayor
Seconded: Cr Morgan

“That Council award Contract 15026 for Sportspark Management and Maintenance to Recreational Services Ltd for the total contract sum of \$6,438,001.40 excluding GST.”

Procedural motion

Moved: Cr Bell
Seconded: Cr Bretherton

“That this item does lie on the table and not be discussed further at this meeting.”

On the procedural motion being put Cr Martin called for a division:

For the motion:

Crs Hermon, Innes, Bretherton and Bell (4)

Against:

Crs Morgan, Halse, Deeming, Her Worship the Mayor, McLachlan, Glen and Martin (7)

Abstained:

Cr Cutforth

Absent:

Cr Christie

The procedural motion was LOST

On the motion being put Cr Martin called for a division:

Crs Innes, Morgan, Deeming, Her Worship the Mayor, McLachlan, Cutforth, Glen and Martin (8)

Against the motion:

Crs Hermon, Halse, Bell and Bretherton (4)

Absent:

Cr Christie

The motion was CARRIED

Cr Williamson declared an interest and withdrew from the table taking no part in discussions or voting on Item 6.

ACENZ Award for Lower Harbour Crossing Te Matau o Pohe

The Lower Hatea River Crossing / Te Matau a Pohe gold award recently awarded at the 50th annual NZ Innovate awards organised by ACENZA, the Association of Consulting and Engineering Professionals of New Zealand, was acknowledged. It is the fourteenth award or place as a finalist given to the bridge design and construction since 2013.

The Waiarohia Stream foot and cycle bridge, Kotuitui Whitinga, has also added to Whangarei's reputation for great bridge building. This weekend, in Taupo, the bridge won the Civil Contractors of New Zealand Hirepool Construction Excellence Award for projects between \$0.5M and \$5M.

The meeting closed at 9.41am

Confirmed this 9th day of September 2015

G M Martin (Chairperson)

2. Contracts Approved Under Delegated Authority

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

Date of meeting 9 September 2015

Vision, mission and values

This item is in accord with Council's vision, mission and values statement as the following contracts were authorised under the delegated authority of the Chief Executive Officer, and Group Manager Infrastructure & 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 a brief description of the works being undertaken.

Table 1: Awarded Infrastructure and Services Contracts under Delegated Authority

2.0 Roding	14076	Variation – High Street Slip Repair
3.0 Water	15040	Water Meter Replacements 2015/2016
4.0 Waste	15033	Operations & Maintenance of Public Toilets
5.0 Parks	15011	Parihaka Lookout Replacement Structure

Significance and Engagement

Having considered the Significance and Engagement Policy this proposal or decision is not considered significant and the public will be informed via Agenda publication on the website.

Contracts Awarded

2.0 Roding

Contract 14076

Variation High Street Slip Repair

Introduction

This Contract is for slip repair works on High Street, Whangarei. Works includes the construction of a 50m long tied-back timber pole retaining wall, drainage and pavement reinstatement.

The main reasons for exceeding the original contract sum included the following work:

- Additional length of tie back rods required to anchor into the hard.
- Use of temporary casing in pile holes due to unstable ground conditions.
- Installation of a new culvert.
- Pavement stabilisation required due to it not drying out during the winter conditions.

As a result of the additional work, the total contract cost has increased from \$297,474.00 to \$347,720.95.

Financial

This increase in contract value will be funded within the existing Emergency Works budget.

Chief Executive's Approval

That the value of Contract 14076 High Street Slip Repair is increased bringing the total contract value to \$347,720.95 (three hundred and forty seven thousand seven hundred and twenty dollars and ninety five cents) excluding GST.

3.0 Water

Contract 15040

Water Meter Replacements 2015/2016

Background

Contract 15040 forms part of the programmed renewals of customer water meters in the Whangarei District Council's water distribution system. This contract is for the replacement of one thousand and eighteen smaller diameter (12mm - 25mm) water meters that are beyond their useful life expectancy.

In addition, new non-testable dual check valves will be installed directly after the replacement meter, on the consumers' side.

Contract Tender

The contract was publically advertised and closed on 31 July 2015.

Three tenders were received as follows:

Tenders	Amount (excl of GST)
Downer New Zealand	\$346 432.31
Hydrotech	\$378 237.68
The Watertight Company	\$372 121.25
Engineers Estimate	\$348 888.50

The tender evaluation method was lowest price conforming.

Downers have an existing relationship with Whangarei District Council as the current water distribution maintenance contractor (CON14032). Expertise and relevant experience is verified by well over a decade maintaining the Whangarei District Council water network. The tender was deemed as conforming.

Financial

The budget for water meter renewals for this financial year is \$350,000.00.

The Downer tender was the lowest price. The engineer's estimate was based on tendered rates from previous contracts of a similar nature. The last of which was completed earlier this year. Tenders and engineers estimate were all within 5%.

Chief Executive's Approval

Contract 15040 for Water Meter Replacements 2015/2016 is awarded to Downer New Zealand Limited for the tendered sum of \$346 432.31 (three hundred and forty six thousand, four hundred and thirty two dollars and thirty one cents) exclusive of GST.

4.0 Waste

Contract 15033

Operations & Maintenance of Public Toilets

Introduction

This contract is for the operation and maintenance of 54 public toilets within the Whangarei District. The work involves the cleaning of all the public toilet blocks and supplying all of the toilet consumables, plus servicing 43 rural litter bins located within the vicinity of the public toilet blocks. The term for this contract is 6 years, based on a 1 + 4 + 1 format.

Evaluation Method

Tenders have been evaluated in accordance with the Conditions of Tendering stated in the tender documents. The tender evaluation method is Weighted Attribute Method. Tenders were evaluated generally in accordance with the current issue of the 'Competitive Pricing Procedures Manual: Volume 1 – Physical Works and Professional Services' published by Transfund New Zealand (the CPP Manual).

Four contractors submitted tenders as follows:

Tendering Company	Pricing excluding GST	Score
Outsourced Client Solutions (OCS)	2,315,082.94	46.1
M&E Contractors Ltd	1,322,634.00	38.6
Professional Property & Cleaning Services Ltd	1,303,702.60	80.7
Recreational Services	3,086,587.59	29.2
Engineers Estimate	2,374,422.00	

The weighting of the attributes was assessed by Waste and Drainage Engineers Adam Twose and Fiona Pratt.

Professional Property & Cleaning Services came out as the preferred contractor from the weighted attribute analysis. This company is already employed by WDC for cleaning of various buildings such as the Events Centre, I-Site, Walton Plaza, Whau Valley Water Treatment Plant & the Town Hall.

Financial

Funding for this contract is available from the Toilet Maintenance Operational Budget that has an allocated amount of \$537,000 for the 2015/2016 financial year.

Chief Executive's Approval

That professional Property & Cleaning Services Ltd be awarded Contract 15033 – For operations & Maintenance of Public Toilets for the tendered sum of \$1,303,720.60 (one million, three hundred and three thousand, seven hundred and twenty dollars and sixty cents) excluding GST.

5.0 Parks

Contract 15011

Parihaka Lookout Replacement Structure

Introduction

The Parihaka Lookout structure has been at the site in excess of 50 years and now needs replacement. The existing structure will be removed and the new structure will be constructed partly within the footprint of the old structure but 11 square metres larger.

The new lookout has been designed to create an educational and culturally significant memorial that provides a connection between the past, present, and future.

The Design will incorporate a Kohatu at the end of the ramp section and be the introduction to the level lookout, and viewing part of the platform. Design features have been incorporated in to the platform to facilitate the placement of the Kohatu at a later date.

Procurement Process

The delivery of this project is being progressed through Contract CON15011. Two (2) tenders were received as follows:

Tenderer	Tender Price (excl. GST)
Robinson Asphalts 1992 limited (RA)	\$ 276,588.12
Steve Bowling Contracting (SB)	\$ 341,777.71
Engineer's Estimate	\$ 168,204.12

Tender Evaluation

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", generally as described in the latest edition of the NZTA Manual of Competitive Pricing Procedures, and Whangarei District Council Procurement Policy 2015.

Robinson Asphalts non priced attributes were:

- Relevant Experience Pass
- Track Record Pass
- Relevant Skills Pass
- Resources Pass
- Management Skills Pass
- Methodology Pass.

Robinson Asphalts 1992 Limited is the lowest conforming tender submitted.

The Parihaka Lookout Platform Replacement capital budget is less than the prices submitted by either of the tenders.

WDC Procurement Policy 2015 permits negotiations with prospective suppliers when expressly permitted in the council tender documents, however in this case the contract documents did not expressly permit this course of action.

Consequently it is considered that the best course of action is to cancel the tender and then negotiate with the lowest priced supplier to achieve the desired contract works.

Discussion

WDC Procurement Policy permits the cancellation of the Tender CON15011, due to all tendered prices presented exceeded the approved capital budget for this project.

Negotiations can then be direct with prospective suppliers and in this instance the negotiation was with the lowest priced supplier to achieve the desired outcome for the project, within the terms and conditions of NZS3910 2013.

Discussion and Negotiation

Discussion and negotiation combined with value engineering has been undertaken with Robinsons Asphalts 1992 Limited to reduce the project cost as much as practical to enable the project to proceed.

Total Value of initial Robinson Asphalt Tender	\$276,588.12
Minus 20% Contingency	\$46,098.02
Minus Unscheduled Works	\$24,200.00
Total Value of Works excluding Contingency and Unscheduled Works	\$206,290.10

Changes Agreed with Robinsons Asphalts	Change in Value	Tendered Sum	Amended Sum
5.1 Revised Scope -	-\$ 450.00	\$13,700.00	\$13,250.00
5.2 Revised Scope -	-\$8,635.00	\$13,188.00	\$4,553.00
6.11 Change Decking Profile	\$1,248.00	\$14,880.00	\$16,128.00
6.12 Remove Extra over decking item	-\$6,000.00	\$6,000.00	\$0.00
6.14.1 Changed Detail	\$ 969.00	\$46,996.50	\$47,965.50
6.14.2 Changed	\$4,568.40	\$20,266.40	\$24,834.80
6.14.3 Changed	\$1,280.00	\$10,770.00	\$12,050.00

Robinson Asphalts 1992 Limited amended total value of works excluding contingency and unscheduled works is:

	\$193,870.50 plus GST
Add new smaller unscheduled works value	\$5,000.00
Add new Contingency 10%	\$19,887.05
Total Value of Works	<u>\$218,757.55 plus GST</u>

Financial

This Project is to be funded from the Parks and Recreation Total Annual Plan 2014-2015 - Capital budget of \$219,000.00 (Parihaka Lookout and Rest Area) CX00026/6480. The works are within the project budget.

Group Manager – Infrastructure & Services Approval

That Contract 15011 Parihaka Lookout Replacement Structure be awarded to Robinson Asphalts 1992 Limited for the negotiated sum of \$218,757.55 (two hundred and eighteen thousand, seven hundred and fifty seven dollars and fifty five cents) excluding GST

Recommendation

That the information be received.

3. Civil Defence Emergency Management – Duty Controller Financial Delegated Authority

Reporting officer Victoria Randall (Civil Defence Emergency Management Officer and Local Controller)

Date of meeting 9 September 2015

Vision, mission and values

This item is in accord with Council's vision, mission and values statement as it seeks to define the delegated financial authority of the WDC CDEM Duty Controller during a Civil Defence emergency response.

Executive Summary

This agenda seeks approval for an increase in financial delegated authority for the Council Civil Defence Duty Controller, up to \$500,000.

Significance and Engagement

Having considered the Significance and Engagement Policy, this proposal and decision are not considered significant and will be communicated to the public via agenda publication on Council's website.

Discussion and options

Council Civil Defence Controllers are approved and appointed by the Northland Coordinating Executive Group (CEG) and the Northland Civil Defence Emergency Management Group (CDEM Group). Controllers are approved and appointed by the CEG and CDEM Group under delegations of functions in accordance with the Civil Defence Emergency Management Act 2002.

The CDEM Act sets out the responsibilities of local authorities in s64(1)(2) and the controllers role and responsibilities s27(1).

CDEM Groups may delegate the powers and functions of the CDEM Act 2002 to a controller s18(1) 'to delegate any of its functions to members, the Group Controller , or other persons.'

There are no limitations to functions the CDEM Group may delegate to a controller. The most relevant of these functions to the controller being specified in s17(1)(d) 'Respond to and manage the adverse effects of emergencies in its area.' This function does not require a declaration of a state of local emergency; therefore a controller needs sufficient delegations and directions to carry out such functions.

Controllers are part of a duty roster and take a week about on duty. The duty roster ensures that there is always a civil defence controller available 24/7 365 days a year to respond to civil defence emergencies occurring within the Whangarei district on behalf of council. Controllers may initiate a response by council to an emergency event, in which resources may need to be obtained to support the response.

Resources to assist with a CDEM response may be requested from external parties and therefore a controller requires a limited financial delegated authority of up to \$500,000. Any ongoing expenditure to support the CDEM response will be discussed with the Chief Executive. This will enable the duty controller to carry out the obligations under the CDEM Act if on the rostered duty and / or on becoming the duty controller during a CDEM emergency.

Recommendation

1. That the position of Council CDEM duty controller be given a limited financial delegated authority of up to \$500,000.
2. That the delegated financial authorisation be added to Council's delegated financial authorities and the delegations manual.

Attachments:

1. [Extracts from CDEM Act 2002 s64\(1\)\(2\), s27\(1\), s18\(1\), s17\(1\)\(d\)](#)
2. [Further information – Financial Delegated Authority of a Controller](#)

Civil Defence Emergency Management Act 2002

Extracts / Section:

64 Duties of local authorities

- (1) A local authority must plan and provide for civil defence emergency management within its district.
- (2) A local authority must ensure that it is able to function to the fullest possible extent, even though this may be at a reduced level, during and after an emergency.

27 Appointment of Local Controller

- (1) A Civil Defence Emergency Management Group may appoint 1 or more persons to be a Local Controller, and direct that person or persons to carry out any of the functions and duties of, or delegated to, that Group's Group Controller and to exercise the powers of Controllers in the area for which the Group Controller is appointed, including, but not limited to, the powers in sections 86-94

18 General powers of Civil Defence Emergency Management Groups

- (1) A Civil Defence Emergency Management Group has all the powers that are reasonably necessary or expedient to enable it to perform its functions, including the power to delegate any of its functions to members, the Group Controller, or other persons

17 Functions of Civil Defence Emergency Management Groups

- (1) The functions of a Civil Defence Emergency Management Group, and of each member, are to—

(d) respond to and manage the adverse effects of emergencies in its area

Sections 86-94 cover the powers relating to:

[86Evacuation of premises and places](#)

[87Entry on premises](#)

[88Closing roads and public places](#)

[89Removal of aircraft, vessels, vehicles, etc](#)

[90Requisitioning powers](#)

[91Power to give directions](#)

[92Power to carry out inspections, etc](#)

[93Person exercising emergency powers to provide proof of identity](#)

[94Contracts in urgent cases](#)

And can be read in full at

<http://www.legislation.govt.nz/act/public/2002/0033/latest/DLM149789.html?src=qs>

4. Policies for renewal - Parks

Reporting officer Paul McDonald (Parks and Recreation Manager)

Date of meeting 9 September 2015

Vision, mission and values

This item is in accord with Council's vision, mission and values statement as policies relating to activity on Parks or in public places align visionary leadership with ambitions to create the ultimate living environment.

Executive Summary

In February, the Committee was advised of policies requiring review that fell under the Infrastructure and Services Group. It was agreed at the time to present these in small groups over the course of the year to the Infrastructure Committee or via Council workshop as appropriate.

This agenda covers three policies managed by the Parks Department.

Significance and Engagement

The policies discussed have no proposed changes. Having considered the Significance and Engagement Policy this decision is not considered significant and the public will be informed via Agenda publication on the website.

Discussion and options

Policy 0028 – Coastal Erosion Protection

The Coastal erosion protection policy has provided good rationale for decision making since inception. The previous long term plans have to varying degrees addressed the coastal protection issues in line with policy and the current 2015 LTP is programmed on the basis of the current policy. The policy requires no changes at this stage.

Policy 0034 – Council Owned Sports Parks, Playgrounds and Neighbourhood Reserves – Smoke Free

The smoke free parks policy has been well received in the public and is continually maintained with signage.

As the policy provides good direction and no change to the legislative environment has yet materialised the policy requires no changes at this stage.

Policy 0058 – Sale of Reserve Land

Council from time to time looks to sell reserve land, for example the sale of the Okara Block which is proposed for alternative development. The policy provides guidance to Council and staff on process leading up to the formal Reserves Act revocation process. Its intent is to ensure community is engaged with prior to the sale entering into a formal process.

The policy has served to be useful in the past and has been reviewed and in the opinion of staff the policy requires no changes at this stage.

Recommendation

1. That the Committee approve Policy 0028 – Coastal Erosion Protection.
2. That the Committee approve Policy 0034 – Council Owned Sports Parks, Playgrounds and Neighbourhood Reserves – Smoke Free.
3. That the Committee approve Policy 0058 – Sale of Reserve Land.

Attachment:

1. [Policy 0028 – Coastal Erosion Protection](#)
2. [Policy 0034 – Council Owned Sports Parks, Playgrounds and Neighbourhood Reserves – Smoke Free](#)
3. [Policy 0058 – Sale of Reserve Land](#)

Financial Delegated Authority of a Controller

Emergency Operations Centre Processes

During a Civil Defence emergency, the logistics section within the emergency operations centre are responsible for sourcing, procuring, allocating and tracking resources required during the response.

The council logistics team use the TechOne procurement system to track the expenditure on resources, if that is not available due to circumstances, duplicate paper pads are available to use which match TechOne and so expenses can retrospectively be added to the electronic system at a later date.

All expenditure associated with a response is tracked and recorded and put against the cost code 87003.

A request is made for a necessary resource by a manager within the emergency operations to the logistics section. The resource is sourced and cost obtained and a purchase order raised. The purchase order is then given to a senior emergency operations centre manager for approval as long as it is required to achieve the objectives of the response set by the controller.

If the resource costs up to \$2,000, the emergency operations centre response manager can approve. If it is up to \$5,000, the civil defence officer can approve. If it is over this amount, then those with higher delegated authorities would need to approve.

There is a small number of staff available with higher delegated authorities, including some, but not all of the controllers and assuming they are working within the centre at the time the resource is needed.

A controller with a higher delegated authority may not be on duty and the Chief Executive may not be available / present as the emergency operations centre can run 24/7 as required by the response.

Controllers need the ability to be able to approve purchase orders for resources which will achieve the objectives set by the controllers in the response and not restricted by business as usual financial delegated authorities.

Objectives for the response are decided very carefully amongst the emergency operations centre management team, with the controller making the final decision.

Resources required to achieve these objectives will have been considered and chosen carefully as not to procure resources which are expensive and the same outcomes can be achieved by another method. Controllers still have responsibility to be wise and diligent with council funds during an emergency response.

Council is responsible through legislation, the Civil Defence Emergency Management Act 2002 Section 85, Emergency Powers of CDEM Groups, that while a state of emergency is in force, the council is responsible for the immediate welfare needs of the people in its district during a declared state of emergency and is responsible for the provision of any resources required to meet those immediate needs.

If an emergency is not declared, the council is still responsible for providing immediate welfare needs as outline in legislation in the Civil Defence Emergency Management Plan 2006, Section 19, Civil Defence Emergency Management Groups.

Trained Professional Civil Defence Emergency Management Controllers

CDEM Controllers are trained professionals and are specifically appointed to undertake the role.

Controller development training is provided by Massey University Joint Centre for Disaster research, AUT University and GNS Science and supported by the Ministry of Civil Defence Emergency Management.

The comprehensive training undertaken involves a six week online study component, a six day residential course and an 18 month peer assessment period accompanied by an individual continuing professional development plan. This gives controllers the competencies they need to carry out their role in a professional manner.

Financial Delegated Authorities for Controllers

There is a gap in the current emergency operations centre procedures and financial delegated authorities of appointed controllers and in being able to meet the councils' legislative responsibilities during an emergency response.

Controllers need to be able to approve the procurement of vital resources required to achieve the objectives of the emergency response when bound by factors out of their control, such as time bound community needs and absence of senior management staff in business as usual roles.

There are 4 appointed civil defence controllers for the council. Only one is on duty at any one time.

Budgets

If resources are procured during a civil defence emergency the expenditure would be tracked, a major review of the council's programme of expenditure for both the Opex and Capex budgets would be carried out to provide funding for the emergency as required.

Ministry of Civil Defence & Emergency Management Funding

The Ministry of Civil Defence & Emergency Management have the ability to reimburse some emergency response costs, these have to be applied for after the event and expenditure has taken place and will be dealt with on a case by case basis.

Whangarei District Council Policy

Coastal Erosion Protection Policy

Policy #0028

Policy title			
Audience (Primary)	Internal/external*	Business Owner (Dept)	
Policy Author		Review date	

Purpose

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

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

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

Policy

1. Council will remedy or mitigate adverse effects of coastal hazards, in areas where it is necessary to protect life-line or community infrastructure, and/or public health and safety on Council owned property subject to coastal erosion provided:

- There is significant public benefit.
- Any intervention is supported by national and regional policy statements.
- A coastal hazard assessment supports intervention and identifies the practical solution.
- All necessary consents are obtained.

1.1 Where Council determines intervention will not be made by Council, Council may:

- Support intervention on council owned property by community or other groups, subject to the criteria above limited to the cost of application for consents and permits.
- Provide for targeted rates subject to budgetary processes. If targeted rates are consented to by Council for remedying or mitigating adverse effects, a council contribution may be agreed if the work includes a ‘public good’ content.
- Council will not generally intervene to protect private assets subject to natural coastal erosion.

1.2 Legal Liability

- Council will not accept any legal liability for the potential effects of erosion on private property which adjoins publicly owned land subject to erosion from natural processes.

Policy title			
Audience (Primary)	Internal/external*	Business Owner (Dept)	
Policy Author		Review date	

Adoption

This Policy has been approved for adoption by the Parks and Recreation Manager and the Group Manager Infrastructure and Services

Parks and Recreation Manager

Date

Group Manager Infrastructure and Services

Date

Policy adopted by XXXXXXXX Resolution on XX XXXXXXXXXXXX 20XX

Whangarei District Council Policy

**Council owned sports
parks, playgrounds and
neighbourhood reserves
- Smoke Free Policy**

Policy #0034

Policy title			
Audience (Primary)	Internal/external*	Business Owner (Dept)	
Policy Author		Review date	

Purpose

The Smoke free policy provides for the management of smokefree environments where sport or children frequent in public places.

Policy

- 1 That Council-owned playgrounds, sports fields and neighbourhood reserves be promoted as smoke free areas through signage and publicity.
- 2 That the policy be educational.
- 3 That Council-Owned Sports Parks, Playgrounds and Neighbourhood Parks – Smoke free Policy may be superseded by a management plan approved under the Reserves Act 1977.

Adoption

This Policy has been approved for adoption by the Parks and Recreation Manager and the Group Manager Infrastructure and Services

Parks and Recreation Manager

Date

Group Manager Infrastructure and
Services

Date

Policy adopted by XXXXXXXX Resolution on XX XXXXXXXXXXXX 20XX

Whangarei District Council Policy

Sale of Reserve Land Policy

Policy 0058

Policy title			
Audience (Primary)	Internal	Business Owner (Dept)	Parks and Recreation
Policy Author		Review date	

Purpose

The policy provides guidance to Council and staff on process leading up to the formal Reserves Act revocation process. Its intent is to ensure community is engaged with prior to the sale entering into a formal process.

Policy

That every proposal to sell the whole or any part of any reserve be presented to the affected community (locality) informally at first by way of a discussion document so that Council can explain to its clients:

- i. its proposals for future land acquisition, land disposal and reserves development for that area
- ii. the broad costs and benefits of the various proposals
- iii. its policies with respect to the distribution and use of reserves contributions funds
- iv. the formal process that is required in terms of either changing the District Plan or revoking the 'reserves' status.

Adoption

This Policy has been approved for adoption by the Parks and Recreation Manager and the Group Manager Infrastructure and Services.

Parks and Recreation Manager

Date

Group Manager Infrastructure and
Services.

Date

Policy adopted by XXXXXXXX Resolution on XX XXXXXXXXXXXX 20XX

5. Policies for renewal – water, fire and library policies

Reporting officer Simon Weston (Group Manager, Infrastructure and Services)

Date of meeting 9 September 2015

Vision, mission and values

This item is in accord with Council's vision, mission and values statement as Council's policies contribute to creating the ultimate living environment.

Executive Summary

In February, the Committee was advised of policies requiring review that fell under the Infrastructure and Services Group. It was agreed at the time to present these in small groups over the course of the year to the Infrastructure Committee or via Council workshop as appropriate.

Significance and Engagement

Having considered the Significance and Engagement Policy, this proposal or decision is not considered significant and the public will be notified through agenda publication on the website.

Discussion and options

This agenda is to review the policies below:

- Water Revenue Policy 0076
- Fire Control Recovery Policy 0039
- Community Libraries – Services Policy 0032

These have been internally reviewed and updated, with the overall changes being of an insignificant nature, typically the updating of names and terminology.

Recommendation

1. That the Committee approve Policy 0076 Water Revenue.
2. That the Committee approve Policy 0039 Fire Control Recovery.
3. That the Committee approve Policy 0032 Community Libraries – Services.

Attachments:

1. [Revised Water Revenue Policy 0076](#)
2. [Revised Fire Control Recovery Policy 0039](#)
3. [Revised Community Libraries – Services Policy 0032](#)

Whangarei District Council Policy

Water Revenue Policy

Policy 0076

Policy title			
Audience (Primary)	Internal	Business Owner (Dept)	Water Services Manager
Policy Author	Andrew Venmore	Review date	May 2015

Purpose

This policy confirms Council desire to only collect sufficient water rates to cover the costs of water supply now and into the future. This policy is an existing policy.

Policy

Water Services should seek to only obtain revenue levels necessary to maintain water infrastructure in perpetuity. This includes necessary upgrades of the water supply infrastructure to meet current and future demands and increasing standards.

Procedures, Processes, Standards & Guidelines

The Levels of Service provided by Water Services and the expenditure required to maintain these whilst catering for growth are detailed in the Water Services Activity Management Plan. The plan is used to assess the targeted rates required.

It is accepted that there may be surplus or deficit in some years and that Revenue levels will be managed over the long term to provide a balanced water activity account.

Relevant Legislation

Section 130 of the Local Government Act 2002 puts an obligation on Council to continue to provide water services and maintain its capacity to do so.

To fund the provision of water services, the Local Government (Rating) Act 2002 allows Council to set a targeted rate for the quantity of water provided by Council. This targeted rate must be set in accordance with Council's funding impact statement as set out in the Annual Plan.

Related Policies and Documents

Documents related to this policy include

- Council's Long Term Plan
- Council's Annual Plan
- Water Services Activity Management Plan

Adoption

This Policy has been approved for adoption by the Water Services Manager and the Group Manager Infrastructure and Services.

Water Services Manager

Date

Group Manager Infrastructure and
Services

Date

Policy adopted by Committee Resolution on XXXXXXXX 20XX.

Whangarei District Council Policy

Fire Control Recovery

Policy 0039

Fire Control Recovery 25			
Audience (Primary)	Internal	Business Owner (Dept)	Infrastructure Projects and Support
Policy Author		Review date	May 2015

Policy

- 1 That in all cases where Council meets the cost of fire control in excess of \$250, those who light fires be advised promptly of their liability for costs, and have the opportunity to offer written submissions to Council within 20 days of the notification.
- 2 That the Group Manager – Infrastructure & Services has delegated authority to decide whether to proceed with invoice.
- 3 That appeals over cost recovery matters be heard by the Infrastructure Committee.

Adoption

The Policy has been approved for adoption by the Infrastructure Projects and Support Manager and the Group Manager Infrastructure and Services

Libraries Manager

Date

Group Manager Infrastructure and Services

Date

Policy adopted by Committee Resolution on XX XXXXXXXXXXXX 20XX

Whangarei District Council Policy

Community Libraries – Services Policy

Policy 0032

Policy 0032 Community Libraries - Services ²⁷			
Audience (Primary)	Internal	Business Owner (Dept)	Libraries
Policy Author	Paula Urlich	Review date	May 2015

Purpose

This policy confirms Council desire to deliver library services to include the contribution made by the community libraries.

Policy

- 1 That all community libraries established within the District are included in one structure.
- 2 That the funding base for community libraries is determined by the number of items borrowed annually. The grants may be used as each individual library sees fit for buying books, property maintenance and/or operating costs.
- 3 That each library submits a yearly invoice and expenditure details to Whangarei Libraries who administer the grant which is included in their operating budget.

Procedures, Processes, Standards & Guidelines

- 1 That Council has the responsibility for the provision of a District wide library service in the most cost effective way possible.
- 2 That communities of interest are recognised when assessing the role of community libraries.
- 3 That each community library maximises access for the community served taking into consideration the following factors:
 - physical - buildings, structures and layouts
 - geographic - distances and location
 - financial - fees and charges
 - cultural - environment, collections and services
 - awareness - publicly and promotion
- 4 That Whangarei Libraries undertake a consultative model when identifying library needs throughout the District.

Related Policies and Documents

Council's Long Term Plan

Council's Annual Plan

Library Services Activity Management Plan

Adoption

The Policy has been approved for adoption by the Libraries Manager and the Group Manager Infrastructure and Services

Libraries Manager

Date

Group Manager Infrastructure and Services

Date

Policy adopted by Committee Resolution on **XX XXXXXXXXXXXX 20XX**

6. Variation to Contract 08007: Traffic and Pedestrian Signal Maintenance

Reporting officer Jeff Devine (Roading Manager)

Date of meeting 9 September 2015

Vision, mission and values

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

Background

This is a service maintenance contract for the maintenance of traffic signals, lit pedestrian crossings and school zone sign sites. From time to time improvements to these assets are required. The contract is currently held by Currie Electrical Limited.

This contract was let for an initial 1 year period on 1 September 2008 and made allowance to extend the contract for two further two year periods, dependent on the contractor's performance. The five year period expired on 1 September 2013. The contract has since had a number of extensions bringing it up to 2015. These extensions have been on a monthly basis under the Roading Manager's delegated authority.

The purpose of this agenda is to extend the contract value to cover current maintenance and capital works while the new contract is being tendered. The new contract is expected to be awarded late 2015.

Significance and Engagement

Having considered the Significance and Engagement Policy this proposal or decision is not considered significant and the public will be informed via Agenda publication on the website.

Discussion and options

This contract includes the maintenance of 24 sets of traffic signals throughout Whangarei urban area, and covers 18 intersections owned by Council and 6 on the State Highway system owned by NZTA.

The contract has been rolled over on a monthly basis on the terms of the original contract, due to uncertainties of the NZTA portion of the contract works.

Letting a new contract has been delayed due to:

- The programme of new construction works being undertaken on the State Highway over the last 3 years and the impact on the contract scope.
- The letting of the new Network Outcomes Contract (NOC) for the maintenance of the Northland State Highways network, and the status of the traffic light maintenance on the State Highway network being in or out of that contract scope.
- The development of shared services and / or collaboration agreements between NZTA and WDC covering all roading activities that has been negotiated between the parties over the last 2 years.

Agreement on these items has now been reached or sufficiently reached to enable council to retender these works. Opus Consultants have been engaged to rewrite the tender documents and are working to retender a new contract for these works by October of this year.

Improvement Works

Improvements on the network required this year include the start of a programme to convert all Council's traffic signal controlled intersections to LED. The LED units have the following advantages:

- They maintain their brightness virtually constant throughout their life.
- Their service life is approximately ten years compared with between 1-2 years for the older halogen types.
- The current type lamps are no longer made and so a conversion programme is necessary.

Budget

Works/costs associated with this contract are shared between NZTA and WDC. The works/costs component for WDC is funded from existing budgets and attracting a subsidy of 53%.

Considerations

The current approved contract value is \$2,801,605.49.

Additional expenditure to date is \$502,190.23.

Projected expenditure to 31 January 2016 including LED upgrade works outlined above is \$922,120.23.

This is comprised of \$502,190.23 expenditure to date, a further \$120,000 maintenance costs to 31 January 2016, and \$300,000 to initiate the LED upgrade programme.

This is funded from existing budgets.

Recommendation

That Contract 08007 (Traffic & Pedestrian Signal maintenance) is extended from 1 September 2013 to 31 January 2016 and to increase the contract value by \$922,120.23 (exclusive of GST) bringing the total contract value to \$3,723,725.72 (exclusive of GST).

7. Mill Nixon Intersection Improvements - Stage 1 - Variation to Contract Value

Reporting officer Jeffrey Devine (Roading Manager)

Date of meeting 9 September 2015

Vision, mission and values

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

Background

Contract 14024 Mill/Nixon Intersection Improvements – Stage 1 was awarded to United Civil Construction Ltd on the 25 February 2015 for \$4,800,326.65 exclusive of GST.

The contract is for the improvements to the Mill Street/Nixon Street intersection and includes road widening and service relocations on Mill Street between Mair St and Mercer St and on Nixon St between Hatea Dr and 21 Nixon St.

This contract is for Stage 1 of the overall project.

Stage 2 includes improvements to the Kamo Rd/Kensington Ave/Nixon St intersection and 4-laning of the remaining sections of Nixon St. Stage 2 of the project will be tendered separately and is expected to commence in early 2016, subject to the acquisition of the required land.

Significance and Engagement

Having considered the Significance and Engagement Policy this proposal or decision is not considered significant as the Nixon Street Upgrade project has been identified through the Council's "Whangarei Transportation Network Strategy" and is a listed project within both the previous and current Long Term Plan (LTP).

The public have been informed through previously held open days that have been undertaken to engage with the community on the proposal, through the consultation of the recently completed LTP process, and the publication of this agenda item. In addition to this, all directly affected landowners have been consulted with personally.

Variations

The following additional variations to the contract are being sought:

Description	Cost	Reason
Extension of Works Along Nixon St to Elizabeth St	398,000.00	<p>Scope Change – Two properties at 17 and 19 Nixon St were obtained earlier than expected. This has enabled the extent of the work on Nixon Street to be extended an additional 60m to Elizabeth St. This extension will reduce the amount of temporary transition works (such as kerb and footpath tapers) between the two stages of the project as Stage 1 will now terminate at an intersection. This will reduce the amount of rework between the two stages of the project.</p> <p>The cost of this scope change is based largely on the contract rates with only some minor lump sum items being negotiated with the contractor. The cost of this variation includes \$71,000 to underground Northpower's overhead power lines and fibre optic.cable. This 60m extension effectively increases the project length by 10%, so the price is in keeping with the overall contract value.</p>

Description	Cost	Reason
		This scope change will have no net effect on the overall project cost as there will be a reduction of at least this amount from Stage 2 of the project. This scope change will also not affect the programmed completion date for Stage 1 of December 2015.
Gross Pollutant Trap	67,000.00	<p>Scope Change – A gross pollutant trap was installed on the 525mm dia stormwater pipeline in the reserve at the end of Banff St.</p> <p>Rubbish attenuation was identified as the priority project from the Whangarei Harbour Catchment Group. In the March I&S Agenda a report was presented that indicated installing a system that could act as a pilot for further work, such as the CBD, which is currently under review.</p> <p>This site was considered an ideal opportunity to install a gross pollutant trap as it has easy access for maintenance purposes and the stormwater discharge is to a high priority catchment, the Hatea River adjacent to Mair Park. There is direct benefit from the system from improved water quality in Hatea River and it will also be an opportunity to see if the system could be suitable in other locations.</p> <p>Funding for the variation was sourced from the Whangarei Harbour Strategy Project (\$15k), Stormwater Quality Improvement (\$30k) and the Mill /Nixon project (\$22k).</p>
WDC Pensioner Flats Carpark	12,000.00	<p>Scope Change – The construction of a carpark for the WDC pensioner flats was originally part of Contract 14028 for the relocation of the pensioner flats units. However, to enable the carpark to be tied into a new retaining wall, it was decided to remove this work from Contract 14028 and include this work into Contract 14024.</p> <p>This scope change has no net effect on the overall project cost as this is simply a transfer of works at the same cost between two contracts.</p>
WDC Pensioner Flats Fencing	22,400.00	<p>Scope Change – The WDC Property Department will fence the entire boundary of the pensioner flats property. Fencing was already to be provided on the new retaining wall as part of this contract, so this variation is for the extension of this fencing by another 70m to fully fence this property.</p> <p>The WDC Property Department has agreed to fund this scope change.</p>
TOTAL VARIATIONS	499,400.00	

Approval is being sought to increase the Contract Value to \$5,299,726.65 excluding GST to reflect these variations.

This Contract Value includes the original contingency sum allowed for in the contract of \$241,500. This amount is being held for other variations such as relocation of unknown services, tie-ins with private properties, retaining wall changes and additional temporary traffic management works. Approximately half of this contingency amount has been spent to date and it is expected that the remainder will be required before the completion of Stage 1.

Financial Discussion

As described in the variation table above, most of this additional amount is either a financial transfer between contracts or stages of the work or has been funded by money made available from other departments.

These variations can be funded through Council's existing budgets as follows:

Description	Amount
Total Variations	\$499,400
Less Financial Transfers from Other Contracts/Stages	- \$410,000
Less Waste & Drainage Department	- \$45,000
Less Property Department	- \$22,400
<i>Total contributions from other contract stages or departments</i>	<i>\$477,400</i>
Total Impact on Mill/Nixon Project Budget	\$22,000

This minor increase to the Mill/Nixon project budget will be funded through other savings in the overall Roding programme.

Conclusion

The original contract value for Stage 1 was \$4,800,326.65 (exclusive of GST).

The variation requested is \$499,400 – of which \$477,400 will be contributed from other contract stages or departments.

The requested contract value for Stage 1 is \$5,299,726.65 (exclusive of GST).

Recommendation

It is recommended that the Contract Value payable by Council for Contract 14024 Mill/Nixon Intersection Improvements – Stage 1 be increased to \$5,299,726.65 (Five Million, Two Hundred and Ninety Nine Thousand and Seven Hundred and Twenty Six Dollars and Sixty Five Cents) excluding GST.

8. Roothing Programme 2015 - 2016

Reporting officer J Devine (Roading Manager)

Date of meeting 9 September 2015

Vision, mission and values

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

Significance and Engagement

Having considered the Significance and Engagement Policy this proposal or decision is not considered significant and the public will be informed via the Agenda publication on the Council website

1.0 Introduction

The following pages detail the proposed operational and capital works to be carried out where block allocations of funds have been allowed in Council's LTP process.

In November 2014 the Council applied to the NZ Transport Agency (NZTA) for a three year Subsidised Land Transport Programme (LTP) 2015/2018 based upon the first three years funding detailed in the proposed Long Term Plan (LTP) 2015-25.

When NZTA announced the funding plan for their three year roading programme in July 2015, it reflected Government policy giving priority to major roading projects on the state highway network on what they call roads of national significance (RONs) such as the proposed Puhoi to Wellsford upgrade. This has impacted the amount of funding available to Council.

2015/16 NZTA Subsidied Funding Programme

2015/16 Subsidised Roothing Funding	Last Years Programme 2014/15	WDC 2015/16 Requested Programme	WDC LTP Programme 2015/16	Approved NZTA Programme	Forecast actual WDC 2015/16 Programme
MO&R [#]	\$20.4 M	\$25.9 M	\$21.3 M	\$24.0 M	\$20.8 M
Capital & Management	\$8.9 M	\$12.3 M	\$14.3 M	\$11.0 M	\$11.8 M
Total	\$29.3 M	\$38.2 M	\$35.6 M	\$35.0 M	\$32.6 M

(MO&R) Maintenance Operations and Renewals

Council's LTP programme included an extra \$2M request to the Urban Cycleways fund for Walking and Cycling projects. Some allocations approved by NZTA have not been matched by Council's LTP approvals, and some requests by Council have not been funded by NZTA such as seal extensions and dust coat seals.

Detailed in this agenda is the programme for the 2015/16 year developed to meet the available NZTA approved funding. Please note: all budgets include the NZTA subsidy when available.

2.0 Subsidised Maintenance Programme, Budget Annual plan \$11.6 Million

Council's maintenance programme is \$11.6M for the 2015/16 financial year which compares to last year's \$11.7M expenditure and \$10.5M in 2013/14. Our two largest maintenance budgets for unsealed and sealed roads maintenance are under continued pressure primarily due to:

1. The average age of our road pavements and surfaces getting older, and
2. The impact of the current logging activity on both our sealed and unsealed roads.

The following factors are also having a significant impact on our budgets and what can be achieved with these funds:

- With the reduced pavement renewals programme the average age is continuing to increase so the current focus of our maintenance and renewals programme is to concentrate on road reseals to extend the life of our existing pavements. Increased funding for renewals from year 2 of the LTP will overtime allow a shift from this reseal focus and in time reduce council's future reseal funding need.
- The 100% subsidised Regional Development Fund works ended in 2011 and this was allowing us to strengthen key forestry routes.
- The impact of additional works caused by flood damage or other unexpected requirements is significant and usually has to be completed from within the existing budgets.

The aim is to choose an option that will provide the least cost, long term or whole of life cost for each section of road, balancing maintenance costs, reseal and rehabilitation costs.

The Roding team, along with its contractors and consultants, have two main initiatives this year to optimise performance:

1. **Defects Inspection and Programming:** This is the systematic and continuous collection and prioritisation of defects and then the programming of these. This is expected to allow improved decision making as well as ensuring that the higher priority jobs consistently get done first.
2. **New Roding Strategies and Innovation:** With ongoing pressure on budgets it is essential that focus remains on how we can work smarter and more efficiently. This includes creating the right environment where knowledge is shared, ideas are encouraged and the right decisions are made every time to protect the long term life of our assets. During this year new roading maintenance and renewals strategies are being developed and these will ensure that the right drivers are included to encourage the right decisions and work to be done and innovation to be contributed.

While the defects and programming initiative is currently focused on the three main maintenance contracts it is expected that the process will be continued on other contracts during the year.

2.1 Resealing Programme, Budget \$4.5M

As stated above due to the reduction in overall renewals funding from NZTA our maintenance and renewals strategy concentrates on using reseals to ensure we achieve the maximum life from our road pavements beneath.

Resealing of existing sealed roads is undertaken to maintain water proofing, to protect the integrity of the road pavement, and to maintain the surface texture or skid resistance of the seal for traffic safety reasons. Generally the resealing of existing sealed roads occurs on a ten year cycle as a result of traffic loadings and deterioration of the bitumen from environmental effects.

Rising bitumen prices since 2006 have seen the Council struggling to achieve a target length of 120 km per annum as well as the growing backlog of works. Over the past five years (July 2010 – June 2015) an average length of 84km per annum has been achieved.

Our strategy involves increasing the amount of reseals completed each year and our output has increased from an average of 65km from 2008-2012, to an average of 95km over the past 3 years.. One of the good results from the collaborative nature of our maintenance contract is that we are now completing up to \$900,000 of pre-seal repairs in the year ahead of the reseals which allows these repairs to settle resulting in better quality.

The current length of the network road sections overdue for a reseal is over 150km. This is valued at \$6.6 Million which is 1.5 times the current annual budget allocated for reseals.

The current works programme provides for 100km of chipsealing, 100km of pre-seal repairs for next year's reseals and the asphaltting of a number of CBD sites.

2015/16 Reseals Programme

Treatment	Target Length (Km)	(\$000's)	Comment
Pre-reseal repairs	100	\$ 950	Repairs for next years (2016/17) reseals completed over the 100km of programmed roads.
Chip Seals	100	\$ 3,550	
AC resurfacing	0.3	\$ 890	Great North, Kamo, Portland Quarry, Reyburn, Waiaatawa, Whareora Rds
Total		\$ 5,390	

2.2 Rehabilitation Programme Budget Annual Plan \$5.1M

The rehabilitation category includes both sealed and unsealed roads. A section of road can be rehabilitated because:

- It has reached the end of its useful life, and/or heavy maintenance is required.
- The pavement does not have strength to carry current additional traffic loads (e.g. forestry traffic or development growth).
- It is economical to do total rehabilitation rather than just continued maintenance work (a fundable benefit cost ratio is required to justify this).
- The chosen option is to provide the least cost long term or whole of life cost for each section of road, balancing maintenance costs, reseal costs and rehabilitation costs.

Each year a selection of roads are produced for review by the roading staff from the RAMM (Road Asset Maintenance Management) Treatment Selection Report and long-term models applied to assess the best overall outcome.

Council's total proposed rehabilitation programme for the 2015/2016 financial year is:

Rehabilitation	2013/2014 #		2014/2015 #		2015/2016	
Total Programme	Previous Programme		Previous Programme		Proposed Programme	
	(\$000's)	(\$000's)	(\$000's)	km	(\$000's)	km
Sealed Road Reconstruction	\$ 1,579	1.9	\$ 0	0	\$ 0	0
Sealed Road Pavement Rehabilitation	\$ 1,842	4.6	\$ 2,310	4.6	\$ 2,807	5.5
Sub Total	\$ 3,421	6.5	\$ 2,310	4.6	\$ 2,807	5.5
Additional funding						
Unsealed road metalling	\$ 860	10.0	\$ 1,000	12.0	\$ 1,063	12.0
Drainage Renewals	\$ 431	(incl)	\$ 465	(incl)	\$ 430	(incl)
TOTAL	\$4,712	16.5	\$3,775	16.6	\$4,300	17.5

#Note figures for 2013/14 and 2014/15 include carry forward budgets from previous years.

Details of the proposed sealed Pavement Rehabilitation projects are given below:

Sealed Roads	Length	Cost	Comment
	(km)	(\$000's)	
Manaia Rd	0.5	\$ 168	Entire length
Saleyards Rd	0.7	\$ 210	Entire length
Dundas Rd	0.8	\$ 252	Entire length
Vinegar Hill Rd	1.2	\$420	From Saleyards Rd
Forestry Network	2.4	\$952	Misc short sections on Forestry Rd network. Mangakahia, Otaika, McCardle
Mini-rehabs	2.5	\$ 805	Misc short sections on network.
TOTAL	4.6	\$2,807	

3.0 Subsidised Capital Improvement programme

3.1 Road Safety Deficiency Database

Council is using the deficiency risk analysis database, a programme developed by NZTA, to collect information on all minor works in the district, to categorise the projects, prioritise them based on safety, crash history and risk analysis, and recommend a programme and priority for these works to fit into Council and NZTA funded programmes.

The categories detailed in the database are shown below with the number and cost of projects currently to be completed under Council's work programmes.

Deficiency Database Outputs 2015/2016

Deficiency Type	No of projects	Ave Risk Reduction	Cost (\$000's)	Treatment
Lighting Improvements	93	30%	\$ 2,703	Upgrade lighting levels by number of lights, spacings and bulb replacements
Unsealed Surfaces	44	10%	\$ 4,067	Addressing gravel migrating from unsealed side road onto sealed main road by minor seal extensions
Pedestrian Safety	154	10%	\$11,962	Footpaths, kerbs, pedestrian and pram crossings, safe school access routes
Signage Improvements	212	20%	\$ 8,372	Railway crossings, speed limits, rural route treatments, threshold signage, curve warning signs
Vulnerable Road Users	7	20%	\$ 215	Safe school access routes and crossings
Footpath and Kerb & Channel	54	10%	\$ 5,406	Kerbs for stormwater control, road safety and where kerb is required to install footpaths
Guardrails	258	10%	\$ 5,520	Guardrails for bridge approaches
Roadside Drop-offs	22	25%	\$ 859	Guardrails for steep drop offs adjacent to road edge

Delineation	46	30%	\$ 2,878	Improvements in roadmarking, RRPM's, edgemarkers posts
Speed	163	20%	\$ 7,740	Speed limits, traffic calming, slow streets
Intersections	184	10%	\$ 16,300	Signs, flush medians, traffic signal upgrades, turning bays, surface treatments, sight lines
Safety Footpaths	120	10%	\$ 8,808	Install footpaths for safety reasons
TOTAL	1357		\$74,830	

3.2 Minor Improvements Budget Annual Plan \$1.9M

The subsidised minor improvements category allows for; small isolated geometric improvements, intersection upgrades, traffic calming, lighting improvements for safety, safety rails, sight benching to improve visibility, pedestrian crossings, stock underpasses and safety footpaths. This category now also includes minor bridge and large culvert replacements as well as preventative maintenance storm damage repairs.

Each project in the Minor Improvements Category is limited to a maximum of \$300,000. The minor improvement programme has to be approved by NZTA and meet the category funding criteria.

The safety projects have been identified by a number of methods such as High Risk Rural Road Guide, Crash Reduction Studies, Strategy Studies, Contractor, Public and Staff Feedback. The projects have been included in the Council's new deficiency risk analysis database and the highest ranked projects in each category have been included in the proposed works programme.

The minor improvements programme has also been developed with regard to the issues raised in the NZTA Road Safety Briefing Notes and works to implement the Northland Regional Road Safety Strategy which identifies the following issues for the Whangarei District:

- Alcohol (part of the Community education programme)
- Speed
- Rural Road loss of control
- Intersections
- Young Drivers

For 2015/16 the proposed Minor Safety programme that has been approved by NZTA is detailed below:

Minor Improvements Programme 2015/16

Site	Project Description	Source	Estimate (\$000's)
High Risk Rural Roads			
Whareora Road	Improve Delineation	CRS	\$4.0
	Seal Widening on selected Curves	CRS	\$140.0
Whangarei Heads Road	High PSV on selected curves	CRS	\$120.0
Speed Management			
Slow Streets	TBC	Deficiency Database	\$200.0
School Zones			
Mangakahia Area School	Install 40k zone		\$35.0
TBC	Install 40k zone		\$35.0
Totara Grove P.S	Amend Crossing		\$5.0

Intersections			
Riverside Drive Roundabout	Construct left slip lane into Dave Culham Drive	Deficiency Database	\$300.0
Porowini / Tarewa Intersection	Investigate and design short term improvements to address congestion issues. And consider long term fix and land requirements		\$50.0
Pedestrian			
Okara Business Park access	Improve pedestrian access to Okara Business Park		\$50.0
Miscellaneous			
Projects Review	Review , select and update were required old design previous put on hold due to budget constraints		\$20.0
Sign and Paint marking	Allowance to mark No Stopping lines and install signage as required throughout the year		\$10.0
Speed Limit Review	Vinegar Hill Road		\$5.0
	Allowance for Roding business unit fees now charged to projects		\$50.0
		Total	\$1024.0

3.3 Bridge Maintenance and Renewals

Over recent years Council's bridge replacement programme has been concentrating on the repair or replacement of steel Armco culverts in the roading network. However this replacement programme has also been reduced over the last couple of years to offset the cost of flood damage repairs.

A review of the total bridge programme has been completed to look at priorities necessary to maintain a reasonable standard of all bridge assets including the 169 timber structures. The result of this is a reprioritisation of the programme to address substandard bridges in the network concentrating on structural issues. No major bridge replacements are programmed during the next 3 years programme.

For 2015/16 the proposed Minor Bridge Replacement programme that has been approved by NZTA is detailed below:

Proposed Minor Bridge Replacement Programme 2015/16

Bridge Name	Total Cost \$000's	Replacement
Kirikopuni Rd Bridge 227	\$175.0	Major upgrade of steel components
Shoemaker Rd Bridge 83	\$30.0	Upgrade for scour (part, carryover)
Rosythe Rd Bridge 559	\$60.0	Upgrade timber piles (part, carryover)
Hayward Rd Bridge 131	\$75.0	Upgrade superstructure
Old Tokatoka Rd Bridge 150	\$75.0	Upgrade superstructure
Thompson Rd Bridge 129	\$75.0	Upgrade superstructure
Nova Scotia Rd Bridge	\$175.0	Upgrade superstructure
Matapouri & Ngunguru Rd Bridges	\$100.0	Painting superstructure
Pataua Footbridge 383	\$120.0	Upgrade superstructure
Total	\$885.0	
Total Minor Improvements	\$1,909.0	

3.4 Cycleways Budget Annual Plan \$2.8M

On the 25th of June Central Government and WDC announced a combined ~ \$4.8 million investment for the construction of the 6.5km long, off road Kamo Cycle route. The combined funding for this route is coming from WDC local funding (\$2m), the Urban Cycleways Fund (\$2m) and the NZ Transport Agency's National Land Transport Fund (\$1m).

Existing funding is still in place to complete works on the Onerahi and Raumanga Routes. With additional non subsidized funding allocated to Waipu and Ngunguru routes following submissions made to the LTP.

The table below sets out the budgets for each route. It is noted the budgets allocated to each route are indicative and may be moved around to facilitate completing works on already started projects.

Walking and Cycling Approved Funding

Route	Year 1 (2015-16) \$000's	Year 2 (2016-17) \$000's	Year 3 (2017-18) \$000's
Raumanga	\$400.0		
Onerahi	\$1,200.0		
Kamo	\$1,075.0	\$1,867.0	\$1,868.0
Waipu	\$105.0		
Ngunguru		\$65.0	
	\$2,780.0	\$1,932.0	\$1,868.0

3.5 Mill Rd / Nixon St Upgrade Annual Plan Budget \$6.2M

Council is currently completing Stage 1 of the project covering the Mill Rd and Nixon St intersection. Services and road widening works have been completed to date and pavement works are due to commence in early September with a completion date for stage 1 of the project before Christmas 2015. Stage 1 works have been extended to Elizabeth St due to land purchase arrangements being completed ahead of schedule for this section.

Design works for stage 2 of the project have been completed, but land purchase of a number of properties whose frontage is required for road widening are currently still under negotiation. It is hoped these negotiations will be completed prior to Christmas of 2015, which will allow a contract to be tendered, and works to start on stage 2 in the New Year. It is anticipated construction works will follow a similar pattern to the stage 1 works and works could be completed prior to Christmas 2016.

4.0 Non-Subsidised Capital Improvement Roding Programme – 2015/16

The following programmes are recommended for each of the Council's budget allocations:

1. New footpath construction
2. Seal extension programme
3. Southern entrance intersection improvement.

4.1 New Footpath Construction Budget Annual Plan \$0.

No funding has been allocated for new footpath construction in the 2015/16 programme.

4.2 Seal Extension Programme Annual Plan Budget \$2.4M – Proposed \$0.9M

Council had approved a budget of \$2.4M, including carry-forwards, for the 2015/16 Seal Extension programme and the House Frontage Sealing Programme. The funding request to NZTA for full sealing of Wrights and McCardle Rds was declined so the available budget for the year is \$900,000.

The Ratepayer Subsidised scheme project is to be Old School Rd which is a carryover project from 2014/15, previously deferred due to flood damage repair costs. No NZTA subsidy is currently available to match this council funding, however ratepayers on each road will contribute \$2,500 plus GST per property.

Proposed Ratepayer Subsidised Seal extension programme 2015/16

	Length (m)	COST \$000's	AADT	B/C est.	R/payer Share \$000's	Comments
Old School Rd	2180	\$700	164	2.8	\$30	To complete strategic route

Council investigations found 240 properties on the unsealed road networks where nominal 100m dust seals would provide some relief to residents who had existing houses built close to unsealed roads on which there was a significant level of heavy vehicle traffic. 120 of these houses were prioritised at a higher risk for a total cost of \$4.7M.

Council applied for funding from NZTA for the sealing of these sites for relief from the effects of dust and Council proposed funding in the LTP for a 5 year programme at \$200,000 per year.

The first two years of Council's house frontage sealing programme has been directed towards the Wrights/McCardle forestry route due to the heavy loadings of logging trucks. Council has determined a programme of works for the road and is currently consulting with residents and road users. No NZTA subsidy was approved for these works as a capital project, but NZTA has indicated this may be a charge to Council's existing maintenance budgets if we can show it is a suitable and cost effective treatment. No additional funding has been made available.

Council intends to approach the forestry and trucking industries for financial support towards the Wrights / McCardle Rds programme funding shortfall.

Proposed House Frontage sealing programme 2015/16

	Property No	Owner	Distance from road	Length	Estimate	Priority
Section 1	634 Wright Rd	G A Wright	50m	170m	\$68,000	Yr 1
Section 5	424 Wright Rd	R Griffin	50m	100m	\$40,000	Yr 1
Section 6	403 McCardle Rd	D B Douglas Ltd	50m	100m	\$40,000	Yr 1
Section 10	McCardle/Wright intersection (between sections 5 & 6)	n/a	n/a	140m	\$56,000	Yr 1
Section 7	303 McCardle Rd	D B Douglas Ltd	20m	40m	\$16,000	Yr 1
				subtotal	\$220,000	

	Property No	Owner	Distance from road	Length	Estimate	Priority
Section 2	413 Wright Rd	D Barge	110m	140m	\$56,000	Yr 2
Section 3	329 & 333 Wright Rd	M Rutherford & K McGrath	190m & 160m	160m	\$64,000	Yr 2
Section 4	222 & 265 Wright Rd	D Gundry & A Van Aardt	150m & 50m	160m	\$64,000	Yr 2
Section 8	1.8km from Pipiwai Rd (adjacent to section 4)	n/a	n/a	160m	\$64,000	Yr 2
Section 9	S-bends near prop 217	n/a	n/a	160m	\$64,000	Yr 2
				subtotal	\$312,000	
				TOTAL	\$532,000	
** Site prioritisation based on distance from houses to road and logical grouping of sites into two packages over the 15/16 and 16/17 financial years						

4.3 Southern Entrance Intersection Improvement \$644,000 (carry forward)

In 2013 Council has approved a budget of \$700,000 to undertake a joint project with developers in upgrading the Southend and SH1 intersection. Negotiations are continuing with the Developer and NZTA. Construction works are programmed for the 2015/16 construction season.

Recommendation

1. That the information be received.
2. That the 2015/16 Roding programme be confirmed.

RESOLUTION TO EXCLUDE THE PUBLIC

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

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

1.	The making available of information would be likely to unreasonably prejudice the commercial position of persons who are the subject of the information. {Section 7(2)(c)}
2.	To enable the council (the committee) to carry on without prejudice or disadvantage commercial negotiations. {(Section 7(2)(i))}.
3.	To protect the privacy of natural persons. {Section 7(2)(a)}.
4.	Publicity prior to successful prosecution of the individuals named would be contrary to the laws of natural justice and may constitute contempt of court. {Section 48(1)(b)}.
5.	To protect information which is the subject to an obligation of confidence, the publication of such information would be likely to prejudice the supply of information from the same source and it is in the public interest that such information should continue to be supplied. {Section7(2)(c)(i)}.
6.	In order to maintain legal professional privilege. {Section 2(g)}.
7.	To enable the council to carry on without prejudice or disadvantage, negotiations {Section 7(2)(i)}.

Resolution to allow members of the public to remain

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

Move/Second

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

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

Note:

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