

## Te Kaunihera o Tai Tokerau ki te Raki

## **AGENDA**

## **Infrastructure Committee Meeting**

## Wednesday, 16 June 2021

Time: 9.30 am

**Location:** Council Chamber

**Memorial Avenue** 

Kaikohe

#### Membership:

Chairperson Felicity Foy - Chairperson
Mayor John Carter
Deputy Mayor Ann Court
Cr Dave Collard
Cr Mate Radich
Cr Rachel Smith
Cr Kelly Stratford
Cr John Vujcich
Kaikohe-Hokianga Community Board Chairperson Mike Edmonds
Te Hiku Community Board Chairperson Adele Gardner

Far North District Council	Authorising Body	Mayor/Council
Te Kaunihera o Tai Tokerau ki te Raki	Status	Standing Committee
	Title	Infrastructure Committee Terms of Reference
COUNCIL COMMITTEE	Approval Date	7 May 2020
COMMITTEE	Responsible Officer	Chief Executive

#### **Purpose**

The purpose of the Infrastructure Committee (the Committee) is to ensure cost effective, quality and sustainable infrastructure decisions are made to meet the current and future needs of Far North communities and that Councils infrastructure assets are effectively maintained and operated.

The Committee will review the effectiveness of the following aspects:

- Affordable core infrastructure to support healthy and sustainable living;
- Operational performance including monitoring and reporting on significant infrastructure projects
- Delivery of quality infrastructure and district facilities
- Financial spend and reprogramming of capital works
- Property and other assets

To perform his or her role effectively, each Committee member must develop and maintain

his or her skills and knowledge, including an understanding of the Committee's responsibilities, Councils' infrastructure assets such as roading, three waters and district facilities.

#### Membership

The Council will determine the membership of the Infrastructure Committee.

The Infrastructure Committee will comprise of at least six elected members (one of which will be the chairperson).

Mayor Carter

Felicity Foy - Chairperson

Ann Court - Deputy Chairperson

**Dave Collard** 

Kelly Stratford

John Vujcich

Mate Radich

Rachel Smith

Mike Edmonds

Adele Gardner

Non-appointed councillors may attend meetings with speaking rights, but not voting rights.

#### Quorum

The quorum at a meeting of the Infrastructure Committee is 5 members.

#### **Frequency of Meetings**

The Infrastructure Committee shall meet every 6 weeks, but may be cancelled if there is no business.

#### **Power to Delegate**

The Infrastructure Committee may not delegate any of its responsibilities, duties or powers.

#### **Committees Responsibilities**

The Committees responsibilities are described below:

#### **Quality infrastructure and Facilities**

- Assess and provide advice to Council on strategic issues relating to the provision of Council's infrastructural activities and district facilities
- Review, and recommend to Council, policy and strategies for the delivery of infrastructural asset services
- Monitor achievement of outcomes included in the Infrastructure Strategy and other infrastructure strategies e.g. District Transport Strategy
- Ensure that Council protects its investment in its infrastructural assets in accordance with accepted professional standards
- Monitor the risks, financial and operational performance of the Council's infrastructural activities and facilities
- Monitor major contract performance measures/key result areas (KRAs)

#### Significant Projects - spend, monitoring and reporting

- Monitor significant projects
- Approve budget overspend (above tolerance levels in the CE delegations) and any reprogramming of capex for a project or programme provided that:
  - The overall budget is met from savings
  - The overall budget for capex is not exceeded. Where this is not the case, the Committee must either:
    - Recommend to Council that additional funding is approved (outside the Annual Plan or Long Term Plan process), or
    - Recommend as part of the next round of Long Term Plan or Annual Plan process that the funding is considered for inclusion.
- Approve tenders and contracts provided they are:
  - Up to \$3 million.
  - in accordance with the current year's plan, whether that be Annual Plan or Long Term Plan, and
  - deemed low by the Significance and Engagement Policy

#### Compliance

- Ensure that operational functions comply with legislative requirements and Council policy
- Ensure that consents associated with Council's infrastructure are being met and renewals are planned for

#### Service levels (non regulatory)

• Recommend service level changes and new initiatives to the Long Term and Annual Plan processes.

#### Relationships

- Monitoring Council's relationship with the Northland Transportation Alliance
  - Receive quarterly performance reports
- Monitoring Council's relationship with the Far North Waters Alliance Partner

#### **Property**

- Recommend to Council the acquisition or disposal of assets.
- Approve new leases and lease renewals (of non-reserve land), in accordance with the current years' plan, whether that be Annual Plan or Long Term Plan.

Receive updates on changes to national and regional policies that impact on Council provision of infrastructure and where appropriate make recommendation to Council.

#### **Rules and Procedures**

Council's Standing Orders and Code of Conduct apply to all the committee's meetings.

#### **Annual reporting**

The Chair of the Committee will submit a written report to the Chief Executive on an annual basis. The review will summarise the activities of the Committee and how it has contributed to the Council's governance and strategic objectives. The Chief Executive will place the report on the next available agenda of the governing body.

#### **INFRASTRUCTURE COMMITTEE - MEMBERS REGISTER OF INTERESTS**

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Hon John Carter QSO	Board Member of the Local Government Protection Programme	Board Member of the Local Government Protection Program		
	Carter Family Trust			
Felicity Foy (Chair)	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties in Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight and Allen Bell Drive.	
	Foy Farms Partnership	Owner and partner in Foy Farms - a farm on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for dwellings on Church Road, Kaingaroa and dwellings on Allen Bell Drive, Kaitaia, and property on North Road, Kaitaia, one title contains a cell phone tower.		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	112 Commerce Street Holdings Ltd	Owner of commercial property in Commerce Street Kaitaia.		
	Foy Property Management Ltd	Owner of company that manages properties owned by Foy Farms Rentals and Flick Family Trust.		

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
	Shareholder of Coastline Plumbing NZ Limited			
Felicity Foy - Partner	Director of Coastline Plumbing NZ Limited			
	Friends with some FNDC employees			
Deputy Mayor Ann	Waipapa Business Association	Member		Case by case
Court (Deputy)	Warren Pattinson Limited	Shareholder	Building company. FNDC is a regulator and enforcer	Case by case
	Kerikeri Irrigation	Supplies my water		No
	District Licensing	N/A	N/A	N/A
	Ann Court Trust	Private	Private	N/A
	Waipapa Rotary	Honorary member	Potential community funding submitter	Declare interest and abstain from voting.
	Properties on Onekura Road, Waipapa	Owner Shareholder	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Property on Daroux Dr, Waipapa	Financial interest	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Flowers and gifts	Ratepayer 'Thankyou'	Bias/ Pre-determination?	Declare to Governance
	Coffee and food	Ratepayers sometimes 'shout' food and beverage	Bias or pre- determination	Case by case
	Staff	N/A	Suggestion of not being impartial or predetermined!	Be professional, due diligence, weigh the evidence. Be thorough, thoughtful, considered impartial and balanced. Be fair.
	Warren Pattinson	My husband is a builder and may do work for Council staff		Case by case
Ann Court - Partner	Warren Pattinson Limited	Director	Building Company. FNDC is a regulator	Remain at arm's length
	Air NZ	Shareholder	None	None

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Warren Pattinson Limited	Builder	FNDC is the consent authority, regulator and enforcer.	Apply arm's length rules
	Property on Onekura Road, Waipapa	Owner	Any proposed FNDC capital work in the vicinity or rural plan change. Maybe a link to policy development.	Would not submit. Rest on a case by case basis.
David Collard	Snapper Bonanza 2011 Limited	45% Shareholder and Director		
	Trustee of Te Ahu Charitable Trust	Council delegate to this board		
Mate Radich	No form received			
Rachel Smith	Friends of Rolands Wood Charitable Trust.	Trustee.		
	Mid North Family Support.	Trustee.		
	Property Owner.	Kerikeri.		
	Friends who work at Far North District Council.			
	Kerikeri Cruising Club.	Subscription Member and Treasurer.		
	Vision Kerikeri	Financial Member		
Rachel	Property Owner.	Kerikeri.		
Smith (Partner)	Friends who work at Far North District Council.			
	Kerikeri Cruising Club.	Subscription Member.		
	Vision Kerikeri	Financial Member		
	Town and General Groundcare Limited	Director, Shareholder		
Kelly Stratford	KS Bookkeeping and Administration	Business Owner, provides book keeping, administration and development of environmental management plans	None perceived	Step aside from decisions that arise, that may have conflicts
	Waikare Marae Trustees	Trustee	Maybe perceived conflicts	Case by case basis
	Bay of Islands College	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Karetu School	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Māori title land – Moerewa and Waikare	Beneficiary and husband is a shareholder	None perceived	If there was a conflict, I will step aside from decision making
	Sister is employed by Far North District Council			Will not discuss work/governance mattes that are confidential
	Gifts - food and beverages	Residents and ratepayers may 'shout' food and beverage	Perceived bias or predetermination	Case by case basis
	Taumarere Counselling Services	Advisory Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	Sport Northland	Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	He Puna Aroha Putea Whakapapa	Trustee	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Kawakawa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Whangaroa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	National Emergency Management Advisor Committee	Member		Case by case basis
	Te Rūnanga ā lwi o Ngāpuhi	Tribal affiliate member	As a descendent of Te Rūnanga ā Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā Iwi o Ngāpuhi Council relations	Declare a perceived conflict should there appear to be one
	Te Rūnanga ā Iwi o Ngāti Hine	Tribal affiliate member	Could have a perceived conflict of interest	Declare a perceived conflict should I determine there is a conflict
	Kawakawa Business and Community Association	Member		Will declare a perceived conflict should there appear to be one
	Chef and Barista	Opua Store	None perceived	

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Kelly Stratford - Partner	Māori title land – Moerewa	Shareholder	None perceived	If there was a conflict of interest, I would step aside from decision making
John Vujcich	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest
Mike Edmonds	Chair	Kaikohe Mechanical and Historic Trust	Council Funding	Decide at the time
	Committee member	Kaikohe Rugby Football and Sports Club	Council Funding	Withdraw and abstain
Adele Gardner	N/A - FNDC Honorarium			
Gardner	Te Hiku Education Trust	Trustee		
	Te Ahu Charitable Trust	Trustee		
	ST Johns Kaitaia Branch	Trustee/ Committee Member		
	Te Hiku Sports Hub Committee	Committee Member		
	I know many FNDC staff members as I was an FNDC staff member from 1994-2008.			
Partner of Adele Gardner	N/A as Retired			

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# Far North District Council Infrastructure Committee Meeting will be held in the Council Chamber, Memorial Avenue, Kaikohe on: Wednesday 16 June 2021 at 9.30 am

#### Te Paeroa Mahi / Order of Business 1 Karakia Timatanga – Opening Prayer......13 Nga Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest.......... 13 2 3 Te Tono Kōrero / Deputation......13 5 Information Reports......21 5.1 Waka Kotahi New Zealand Transport Agency Technical Audit of Far North Waka Kotahi NZ Transport Agency Procedural Audit of Far North District 5.2 FNDC NTA and Transportation Activity Update FY 2020/2021 – to 31 March 5.3 Road Efficiency Group (REG) FNDC Roading Report 2019/2020 ......75 5.4 Sludge Update ......84 5.5 5.6 Infrastructure and Asset Management (IAM) Monthly Business Report for April

Karakia Whakamutunga - Closing Prayer......261

Te Kapinga Hui / Meeting Close.......261

#### 1 KARAKIA TIMATANGA – OPENING PRAYER

## 2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Committee and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

#### 3 TE TONO KŌRERO / DEPUTATION

No requests for deputations were received at the time of the Agenda going to print.

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#### 4 CONFIRMATION OF PREVIOUS MINUTES

#### 4.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3052553

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

#### **PURPOSE OF THE REPORT**

The minutes of the previous Infrastructure Committee meeting are attached to allow the Committee to confirm that the minutes are a true and correct record.

#### RECOMMENDATION

That the Infrastructure Committee confirm that the minutes of the meeting held 5 May 2021 be confirmed as a true and correct record.

#### 1) BACKGROUND

Local Government Act 2002 Schedule 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

#### 2) DISCUSSION AND OPTIONS

The minutes of the meeting are attached. Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

#### Reason for the recommendation

The reason for the recommendation is to confirm the minutes are a true and correct record of the previous meeting.

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision as a result of this report.

#### **ATTACHMENTS**

1. 2021-05-05 Infrastructure Committee Unconfirmed Minutes - A3173973 🗓 🖺

#### **Compliance schedule:**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

- 1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
- 2. This section is subject to Section 79 Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <u>Council's Significance and Engagement Policy</u>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities.	This report is asking for the minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

#### MINUTES OF FAR NORTH DISTRICT COUNCIL INFRASTRUCTURE COMMITTEE MEETING HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE ON WEDNESDAY, 5 MAY 2021 AT 9.30 AM

PRESENT: Cr Felicity Foy, Mayor John Carter (HWTM) via video conference, Deputy

Mayor Ann Court, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich, Kaikohe-Hokianga Community Board Chairperson Mike Edmonds, Te Hiku

Community Board Chairperson Adele Gardner

STAFF PRESENT: Shaun Clarke (Chief Executive Officer), Andy Finch (General Manager

Infrastructure and Asset Management), Dean Myburgh (General Manager District Services), William J Taylor, MBE (General Manager Strategic Planning and Policy - Acting), Jacine Warmington (General Manager -

Corporate Services (Acting)

#### 1 KARAKIA TIMATANGA – OPENING PRAYER

Chairperson Felicity Foy opened the meeting with a karakia.

## 2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

#### **APOLOGY**

#### **RESOLUTION 2021/11**

Moved: Cr Felicity Foy Seconded: Cr Kelly Stratford

That the apology received from Cr Collard be accepted and leave of absence granted.

CARRIED

#### 3 NGĀ TONO KŌRERO / DEPUTATION

Stewart Otene and Louise Mischewski representing Te Rūnanga o Te Rarawa spoke to Item 5.1 – Economic and Practicability Assessment for Disposal of Treated Wastewater to Land from Kaikohe and Kaitaia Wastewater Treatment Plants.

Nick Marshall – Team Leader Road Safety and Traffic Engineering and Sandi Morris – Road Safety and Traffic Engineer, from Northland Transport Alliance presented on major consent applications that have been lodged with the Far North District Council and provided an update on the Far North Footpath Matrix and changes that are going to be implemented.

#### **TABLED DOCUMENTS**

#### Attachments tabled at meeting

1 Presentation - Northland Transport Alliance

#### 4 CONFIRMATION OF PREVIOUS MINUTES

#### 4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A3155852, pages 14 - 21 refers.

#### **RESOLUTION 2021/13**

Moved: Cr Felicity Foy Seconded: Cr John Vujcich

That the Infrastructure Committee confirm that the minutes of the:

- a) Ordinary Infrastructure Committee 24 March 2021 be confirmed as a true and correct record.
- b) Extraordinary Infrastructure Committee 27 April 2021 be confirmed as a true and correct record.

**CARRIED** 

#### 5 REPORTS

## 5.1 ECONOMIC AND PRACTICABILITY ASSESSMENT FOR DISPOSAL OF TREATED WASTEWATER TO LAND FROM KAIKOHE AND KAITĀIA WASTEWATER TREATMENT PLANTS

Agenda item 5.1 document number A3155862, pages 22 - 40 refers.

#### **MOTION:**

Moved: Cr Felicity Foy Seconded: Cr Kelly Stratford

That the Infrastructure Committee:

- a) agree the option of disposing treated wastewater to land from the Kāitaia and Kaikohe Wastewater Treatment plants is further investigated, specifically:
  - i) engagement with affected landowners and mana whenua to determine the selection of a preferred site to be taken forward for preliminary design.
  - ii) complete a preliminary design that includes site specific technical, design, and cost investigation of land disposal in which mana whenua are to be included.
- b) request that the preliminary designs are to be completed prior to December 2023, to enable the Long Term Plan engagement process and request staff report back to the Infrastructure Committee to present the findings of the preliminary design reports.
- c) request staff seek replacement resource consents for discharge of treated wastewater to water from the Kāitaia and Kaikohe Wastewater Treatment Plants and that during the term of the consent, staff progress investigation of disposal to land options for both the Kāitaia and Kaikohe Waste Water schemes.
- d) request a treated wastewater disposal to land workshop be scheduled for late 2021 with the Infrastructure Committee, which will cover methodologies and processes associated with establishing a disposal to land scheme.

That the Infrastructure Committee recommend to Council that expenditure of up to \$330,000 to cover both the Kāitaia and the Kaikohe sites, is allocated in the Long Term Plan deliberations, to complete a preliminary design for each Wastewater Treatment Plant, and sufficient staffing resources are assigned to enable ongoing engagement with mana whenua and other stakeholders.

The meeting was adjourned from 11.33 am to 11.50 am.

**CARRIED** 

Abstained: Crs Ann Court and Rachel Smith

The amendment became the substantive motion.

#### **RESOLUTION 2021/14**

#### That the Infrastructure Committee:

- a) agree the option of disposing treated wastewater to land from the Kāitaia and Kaikohe Wastewater Treatment plants is further investigated, specifically:
  - i) engagement with affected landowners and mana whenua to determine the selection of a preferred site to be taken forward for preliminary design.
  - ii) complete a preliminary design that includes site specific technical, design, and cost investigation of land disposal in which mana whenua are to be included.
- b) request that the preliminary designs are to be completed prior to December 2023, to enable the Long Term Plan engagement process and request staff report back to the Infrastructure Committee to present the findings of the preliminary design reports.
- c) request staff seek replacement resource consents for discharge of treated wastewater to water from the Kāitaia and Kaikohe Wastewater Treatment Plants and that during the term of the consent, staff progress investigation of disposal to land options for both the Kāitaia and Kaikohe Waste Water schemes.
- d) request a treated wastewater disposal to land workshop be scheduled for late 2021 with the Infrastructure Committee, which will cover methodologies and processes associated with establishing a disposal to land scheme.

That the Infrastructure Committee recommend to Council that expenditure of up to \$330,000 to cover both the Kāitaia and the Kaikohe sites, is allocated in the Long Term Plan deliberations, to complete a preliminary design for each Wastewater Treatment Plant, and sufficient staffing resources are assigned to enable ongoing engagement with mana whenua and other stakeholders.

**CARRIED** 

Abstained: Crs Ann Court and Rachel Smith

At 10:53 am, Mayor John Carter left the meeting.

At 11:04 am, Cr Kelly Stratford left the meeting. At 11:06 am, Cr Kelly Stratford returned to the meeting.

#### 6 INFORMATION REPORTS

#### 6.1 TOURISM INFRASTRUCTURE FUND ROUND FOUR, BOAT RAMP STUDY

Agenda item 6.1 document number A3160545, pages 41 - 42 refers.

#### RECOMMENDATION

Moved: Cr Kelly Stratford Seconded: Cr Felicity Foy

That the Infrastructure Committee receives the report Tourism Infrastructure Fund Round Four, Boat Ramp Study TIF-R4-002 FNDC.

#### **AMENDMENT**

Moved: Deputy Mayor Ann Court

Seconded: Cr Rachel Smith

b) That the Chief Executive Officer prepare a delivery plan on the Tourism Infrastructure Fund Boat Ramp Study.

**CARRIED** 

The amendment became the substantive motion.

#### **RESOLUTION 2021/17**

Moved: Cr Kelly Stratford Seconded: Cr Felicity Foy

#### That the Infrastructure Committee:

- a) receives the report Tourism Infrastructure Fund Round Four, Boat Ramp Study TIF-R4-002 FNDC; and that,
- b) That the Chief Executive Officer prepare a delivery plan on the Tourism Infrastructure Fund Boat Ramp Study.

**CARRIED** 

## 6.2 INFRASTRUCTURE AND ASSET MANAGEMENT (IAM) MONTHLY BUSINESS REPORT FOR MARCH 2021

Agenda item 6.2 document number A3162730, pages 43 - 44 refers.

#### **RESOLUTION 2021/18**

Moved: Cr Felicity Foy Seconded: Cr Rachel Smith

That the Infrastructure Committee receive the report Infrastructure and Asset Management (IAM) Monthly Business Report for March 2021.

**CARRIED** 

#### 7 TE WĀHANGA TŪMATATI / PUBLIC EXCLUDED

#### **RESOLUTION TO EXCLUDE THE PUBLIC**

#### **RESOLUTION 2021/19**

Moved: Cr Felicity Foy Seconded: Cr Kelly Stratford

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

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good

7.2 - Proposed Paihia Water Treatment Plant Project Delivery Roadmap  S48(1)(d) - the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation where a right of appeal lies to any court or tribunal against the final decision of the Council in these proceedings  S48(1)(d) - the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation where a right of appeal lies to any court or tribunal against the final decision of the Council in these proceedings			reason for withholding would exist under section 6 or section 7
	Treatment Plant Project	public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation where a right of appeal lies to any court or tribunal against the final decision of the Council in these	public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation where a right of appeal lies to any court or tribunal against the final decision of the Council in these

#### 8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

Councillor Stratford closed the meeting with a karakia.

#### 9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12.41 pm.

The minutes of this meeting w	rill be confirmed at the Infrastructure Committee meeti	ng to be
held on 16 June 2021.		_

	CHAIRPERSON

#### 5 INFORMATION REPORTS

## 5.1 WAKA KOTAHI NEW ZEALAND TRANSPORT AGENCY TECHNICAL AUDIT OF FAR NORTH DISTRICT COUNCIL

File Number: A3200811

Author: Cushla Jordan, Asset Manager

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

#### TAKE PÜRONGO / PURPOSE OF THE REPORT

To present to the Infrastructure Committee the findings of the Waka Kotahi NZ Transport Agency (Waka Kotahi) Technical Audit of Far North District Council's Road Network.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Waka Kotahi undertook a technical audit of Far North District Council's Road Network in November 2020.

#### **TŪTOHUNGA / RECOMMENDATION**

That the Infrastructure Committee receive the report Waka Kotahi New Zealand Transport Agency Technical Audit of Far North District Council.

#### TĀHUHU KŌRERO / BACKGROUND

Under Section 95(1)(e)(ii) of the Land Transport Management Act 2003 Waka Kotahi is required to periodically undertake technical audits of Councils road network to provide assurance that Waka Kotahi's investment in Council's land transport programme is being well managed and is delivering value for money. Waka Kotahi also seeks assurance that the Council is appropriately managing risk associated with Waka Kotahi's investment and recommends improvements where appropriate.

#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Waka Kotahi's Audit Team undertook a field visit, with Northland Transport Agency (NTA) staff, of the Council's road network over four days between 23 November to 26 November 2020.

A copy of the approved audit report detailing Waka Kotahi's findings and associated recommendations is provided as Attachment 1 to this agenda.

The Audit reports Executive Summary raises the following points:

- The Far North District's road network is well managed by an engaged and cohesive team and is largely in good condition.
- Expenditure on maintenance and renewal is high when compared to peer councils.
- Structures, signage, and delineation devices are the principal areas where improvement is warranted.
- Capital improvement and renewal works are completed to a good standard and effective, innovative treatments are being applied.
- Council takes a strategic approach to the management of its maintenance and renewal activity and this has significantly contributed to an improved network in terms of both condition and operation.

- The impacts of the 2020 COVID-19 lockdowns were well managed and network integrity maintained. Contractors developed pandemic plans to ensure that essential works were safely undertaken, and additional cost has been minimal.
- Significant improvements in data quality have been made but there is still room to strengthen systems to ensure reliable and accurate data for decision-making and to provide the evidence needed for investment by Waka Kotahi.
- Condition rating is a mandatory requirement of Waka Kotahi and must be reinstated.
- The annual number of deaths and serious injuries, listed in New Zealand's Crash Analysis System as occurring in the Far North District, has been steadily increasing over the past eight years and personal risk (crashes per VKT) is higher when compared to similar councils.
- A large proportion of crashes occur on bends, on unsealed roads, at night and one in four involves motorcycles.
- The Council's safety improvement projects appear well designed and implemented to achieve the project's desired outcomes and Council was seen to be proactive in addressing safety issues generally.

The last Technical Audit was undertaken five years ago in March 2016 and the rating assessment of both audits are shown below. The format of the audit assessment has changed since 2016 and the new Assessment Rating Definitions are also shown below.

#### **Audit Rating Assessment**

Subject Area		Rating Assessment 2016	Rating Assessment 2020
1	Previous Audit Issues		N/A
2	Network Condition and Management	Significant Improvement Needed	Some Improvement Needed
3	Activity Management planning	Significant Improvement Needed	Effective
4	Data Quality		Some Improvement Needed
5	Road Safety	Significant Improvement Needed	Some Improvement Needed
	Overall Rating		Some Improvement Needed

The new Assessment ratings are defined below. These are slightly more complex than the 2016 assessment ratings and include a more detailed rating system.

#### **Assessment Rating Definitions**

	Effective	Some Improvement Needed	Significant Improvement Needed	Unsatisfactory
Investment management	Effective systems, processes and management practices used.	Acceptable systems, processes and management practices but opportunities for improvement.	Systems, processes and management practices require improvement.	Inadequate systems, processes and management practices.
Compliance	Waka Kotahi and legislative requirements met.	Some omissions with Waka Kotahi requirements. No known breaches of legislative requirements.	Significant breaches of Waka Kotahi and/or legislative requirements.	Multiple and/or serious breaches of Waka Kotahi or legislative requirements.
Findings/ deficiencies	Opportunities for improvement may be identified for consideration.	Error and omission issues identified which need to be addressed.	Issues and/or breaches must be addressed, or on- going Waka Kotahi funding may be at risk.	Systemic and/or serious issues must be urgently addressed, or on- going Waka Kotahi funding will be at risk.

There were a number of issues raised in the 2020 Audit. Some of these issues have been accepted by Council and improvements have already been implemented. Some of the significant issues raised are commented on in further detail below. Full details are provided in the attached Audit Report.

#### **Assessment Findings**

The following recommendations were made by Waka Kotahi on significant issues from the Audit.

• S2.1 Investigate and reports to Waka Kotahi on the reasons for their comparatively high maintenance and renewal expenditures

<u>Council Response</u> - This matter was discussed in the Audit, and also with NZTA as part of the development of the 2021-31 AMP which is quite clear that some of the key reasons for FNDC higher costs are: Lack of access to good quality materials; long material cartage distances from the few quarries; poor subgrade conditions resulting in earlier failures and thicker pavement; lack of contractor competition especially for specialist work such as bridging and streetlights; and the operation of the Hokianga Ferry service also adds a significant cost to the MO&R categories. Half of the comparative councils in the FNDC Peer Group are South Island councils which have comparatively good subgrades and ready access to quality pavement materials.

• R3.1 Reviews development standards (technical specifications and detailed drawings) to reduce the variety and ensure the quality of asset types to be maintained by Council

<u>Council Response</u> - The FNDC are currently reviewing the Engineering Standards document for development throughout the District. Council is working with the other Councils in Northland to develop a single EES document for the region. The NTA is responsible for the management of roading and traffic safety issues relating to new developments for the FNDC and will be able to apply appropriate and consistent standards across the Region.

• S3.2 Considers the long-term restriction of heavy vehicles on vulnerable bridges by means of a Bylaw process

<u>Council Response</u> - Improvements have been made to the Bridge Management Professional Services contract and provision has been made in the 2021-31 AMP for increases in the programme to bring bridge inspections back to a 2-yearly inspection cycle. Council is aware that they have a significant problem with vulnerable bridges and a large number of logging trucks on the network.

## • R4.1 Ensures compliance with Waka Kotahi funding rules that require condition rating surveys to be undertaken

Council Response - The NTA has not completed Condition Rating for a number of years due to its proven inaccuracies, safety concerns and the emergence of better repetitive collection technologies. The NTA ran both condition rating and HSD Cracking collection in parallel for two years to determine the effectiveness of HSD crack data. It was found that manual rating failed to capture the extent of cracking and potholes on the network, which was poorly informing decision-making tools such as the long-term pavement performance model. We understood and took lead from the NZTA State Highways, in stopping condition rating on the same grounds as they did. However, the NTA has introduced, tested, and has implemented new technology to provide this data and is currently in the last steps to fully implement the population of this data into the standard rating tables in RAMM. Since Council has been collecting the HSD Crack data, we have been analysing the data and using this in our decision-making process. This will allow NTA to more fully report SCI and PII on the network. SCI is the only measure heavily impacted by this technology implementation. PII uses the data sets already captured by the NTA through HSD survey (in the form of HSD rutting roughness and texture flushing, 100% network coverage).

As commented above, we have taken lead from NZTA H&O in discontinuing condition rating as blunt tool for the system we run today. Unlike the NZTA H&O condition rating has been replaced with more effective repetitive data collection through HSD Crack and Pothole data collection as part of comprehensive HSD data collection strategy (roughness, rutting, texture, geometry, cracking, potholes, video survey completed as one exercise) which covers 100% of the sealed network to better inform tools such as long term pavement performance models. RR 528 refer section 4.6; visual rating remains a subjective process with variable outcomes regardless of sample size as clearly demonstrated by the report.

## PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Some of the recommendations made by Waka Kotahi have already been implemented within current funding allocations.

#### **ĀPITIHANGA / ATTACHMENTS**

1. Far North DC (T) FINAL Audit Report 2021 - A3237350 🗓 🖺



#### **INVESTMENT AUDIT REPORT**

Technical Audit of Far North District Council

#### Monitoring Investment Performance

Report of the investment audit carried out under Section 95(1)(e)(ii) of the Land Transport Management Act 2003.

DAWN SHANNON 26 NOVEMBER 2020 FINAL

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Audit Far North District Council

Approved Organisation (AO):	Far North District Council
Waka Kotahi NZ Transport Agency Investment (2018 – 2021 NLTP):	\$ 66,015,400 (budgeted programme value)
Date of Investment Audit:	23-26 November 2020
Audit Team:	Dawn Shannon - Senior Investment Auditor (Lead)  Mark Chamberlain – Team Leader Transportation, Selwyn DC  Martin Taylor – Senior Investment Advisor
Report No:	RADST-2019

#### **AUTHORITY SIGNATURES**

Prepared by:	Dawn Shannon, Senior Investment Auditor	
Approved by:	Yuliya Gultekin, Practice Manager Audit & Assurance	9/03/2021 Date

#### DISCLAIMER

WHILE EVERY EFFORT HAS BEEN MADE TO ENSURE THE ACCURACY OF THIS REPORT, THE FINDINGS, OPINIONS, AND RECOMMENDATIONS ARE BASED ON AN EXAMINATION OF A SAMPLE ONLY AND MAY NOT ADDRESS ALL ISSUES EXISTING AT THE TIME OF THE AUDIT. THE REPORT IS MADE AVAILABLE STRICTLY ON THE BASIS THAT ANYONE RELYING ON IT DOES SO AT THEIR OWN RISK, THEREFORE READERS ARE ADVISED TO SEEK ADVICE ON SPECIFIC CONTENT.



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#### **EXECUTIVE SUMMARY**

The Far North District's road network is well managed by an engaged and cohesive team and is largely in good condition. However, expenditure on maintenance and renewal is high when compared to peer councils. Structures, signage and delineation devices are the principal areas where improvement is warranted. Capital improvement and renewal works are completed to a good standard and effective, innovative treatments are being applied.

Council takes a strategic approach to the management of its maintenance and renewal activity and this has significantly contributed to an improved network in terms of both condition and operation. The impacts of the 2020 COVID-19 lockdowns were well managed and network integrity maintained. Contractors developed pandemic plans to ensure that essential works were safely undertaken, and additional cost has been minimal.

Significant improvements in data quality have been made but there is still room to strengthen systems to ensure reliable and accurate data for decision-making and to provide the evidence needed for investment by Waka Kotahi NZ Transport Agency (Waka Kotahi). Condition rating is a mandatory requirement of Waka Kotahi and must be reinstated.

The annual number of deaths and serious injuries, listed in New Zealand's Crash Analysis System as occurring in the Far North District, on the local road network, has increased steadily since 2011/12, ranging between 19 and 40 DSI's per year. Personal risk (crashes per VKT) is high when compared to similar councils. A large proportion of crashes occur on bends, on unsealed roads, at night and one in four involved motorcycles. The Council's safety improvement projects appear well designed and implemented to achieve the project's desired outcomes and Council was seen to be proactive in addressing safety issues generally.

#### AUDIT RATING ASSESSMENT

Subject Areas		Rating Assessment*	
1	Previous Audit Issues	N/A	
2	Network Condition and Management	Some Improvement Needed	
3	Activity Management Planning	Effective	
4	Data quality	Some Improvement Needed	
5	Road Safety	Some Improvement Needed	
	Overall Rating	Some Improvement Needed	

<sup>\*</sup> Please see Introduction for Rating Assessment Classification Definitions



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#### **RECOMMENDATIONS**

The table below captures the audit recommendations. Agreed dates are provided for the implementation of recommendations by the approved organisation.

We reco	ommend that Far North District Council:	Implementation Date
R1.1	Increases general inspection of bridges to a minimum two- yearly cycle.	Proposed from 2021/22
R2.1	Adopts the standard templates for economic evaluation found in the Waka Kotahi Monetised Benefits and Costs Manual and utilise locally demonstrated input costs and expected lives.	Compliant from 2020/21
R2.2	Ensures that preventive maintenance is undertaken at developing slump/ dropout sites in a timely manner.	Immediate (subject to funding)
R2.3	Ensures that sight rails, roadside signs, markers and other devices are maintained in a serviceable condition and to current standards.	Immediate (subject to funding)
R2.4	Rationalises road marking need throughout the District based on road classification and a consistent level of service.	Immediate (subject to funding)
R3.1	Reviews development standards (technical specifications and detailed drawings) to reduce the variety and ensure the quality of asset types to be maintained by Council.	2021/22 FNDC Engineering Standards document currently under review
R4.1	Ensures compliance with Waka Kotahi funding rules that require condition rating surveys to be undertaken.	n/a
R4.2	Considers reviewing the relevant processes to ensure that maintenance cost data added to the RAMM database is timely, accurate and complete.	Immediate
R5.1	Ensures ongoing full compliance with Waka Kotahi funding rules that require Road Safety Audits for renewal and improvement projects.	Compliant from 2020/21
R5.2	Develops and implements a programme to upgrade rural road delineation, with a strong focus on curve warning, to ensure a safe and consistent driving environment during both day and night.	Programme already underway 2020/21, Road to Zero Funding package, (subject to future funding)
R5.3	Ensures the appropriate and compliant safety devices, are consistently installed at the sites of slips and dropouts.	Immediate



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#### 1.0 INTRODUCTION

#### 1.1. Audit Objective

The objective of this audit is to provide assurance that Waka Kotahi NZ Transport Agency's (hereafter Waka Kotahi) investment in Council's land transport programme is being well managed and delivering value for money. We also seek assurance that the Council is appropriately managing risk associated with Waka Kotahi investment. We recommend improvements where appropriate.

#### 1.2. Assessment Ratings Definitions

	Effective	Some Improvement Needed	Significant Improvement Needed	Unsatisfactory
Investment management	Effective systems, processes and management practices used.	Acceptable systems, processes and management practices but opportunities for improvement.	Systems, processes and management practices require improvement.	Inadequate systems, processes and management practices.
Compliance	Waka Kotahi and legislative requirements met.	Some omissions with Waka Kotahi requirements. No known breaches of legislative requirements.	Significant breaches of Waka Kotahi and/or legislative requirements.	Multiple and/or serious breaches of Waka Kotahi or legislative requirements.
Findings/ deficiencies	Opportunities for improvement may be identified for consideration.	Error and omission issues identified which need to be addressed.	Issues and/or breaches must be addressed, or on- going Waka Kotahi funding may be at risk.	Systemic and/or serious issues must be urgently addressed, or ongoing Waka Kotahi funding will be at risk.

#### 1.3. Council Comments

Prior to this report being approved, Far North District Council was invited to comment on the auditors' findings, recommendations and suggestions. Where appropriate this report has been amended to reflect this dialogue. Any additional auditee response comments are attached in the Appendices.



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#### 2.0 ASSESSMENT FINDINGS

Our findings relating to each subject area are presented in the tables below. Where necessary, we have included recommendations and/or suggestions.

#### 1. Previous Audit Issues

The March 2008 technical review of the Far North District made recommendations related to pavement data, drainage management and bridge maintenance. A follow up review was carried out in March 2013 to assess progress and found that those items continued to require attention by Council. The 2013 report made one recommendation and that was for Council to improve its management of, and focus on, all its structural assets. The current audit findings confirm that Council has made progress in analysing its bridge stock and is developing a programme of upgrade and replacement works. General bridge inspections are undertaken on a three yearly basis and any deficiencies identified are prioritised and scheduled in the relevant maintenance or renewal programmes. Best practice for bridge inspections is that they be carried out every two years with principal inspections every six years. A risk managed approach can be taken to inspection regimes, but the two-yearly inspection should be regarded as a minimum requirement.

Council has also developed a *Retaining Wall Management Plan* to manage these assets based on route criticality, including guidance on inspection regimes, asset data collection, condition assessment and works programming. Funding profiles have been developed to facilitate reactive and planned maintenance.

It is noted that the Hokianga Ferry service is funded under structures related work categories. This distorts expenditure trends and we suggest that Council work with Waka Kotahi to identify a separable budget category for the maintenance and operation of the Ferry service.

Recommendations	We recommend that Council:  R1.1 Increases general inspection of bridges to a minimum two-yearly cycle.
Suggestions	We suggest that Council:  S1.1 Considers undertaking retaining wall inspections in conjunction with the general inspection cycle for bridges.
Far North District Council's comment	R1.1 Bridge Inspections: accepted - from 2021/22 Council is proposing to increase the general inspection of bridges to a minimum two-yearly cycle, with critical bridges and coastal structures subject to the marine environment, to be inspected on an annual basis. Funding for this has been included in the 2021-24 AMP funding request.
	<b>S1.1 Retaining Walls: accepted</b> - from 2021/22 Council is proposing to undertake retaining wall inspections in conjunction with the general inspection cycle for bridges.
	Hokianga Ferry Services - This issue was discussed during the development of the 2021-31 AMP. The NTA proposed to move the ferry operation costs into WC123 Operational Traffic Management. However, NZTA recommended that the current use of WC114 Structures Maintenance for the ferry operations should not be changed because it was based on a previous decision by NZTA (2010 internal memo B1110996) on how to fund the ferry operations.



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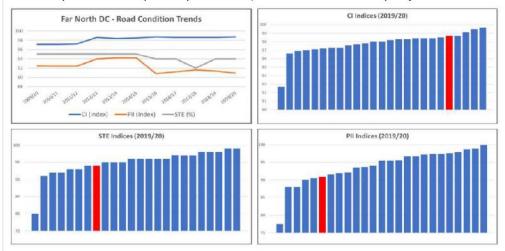
#### 2. Network Condition and Management

Some Improvement Needed

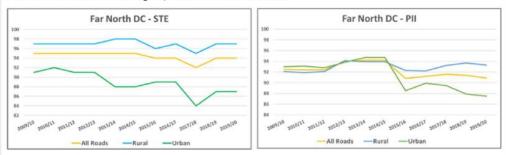
The Far North District's road network is well managed and largely in good condition. Unsealed roads provide a good ride and Council is strategically working towards improving pavement design and dust suppression. Some attention is warranted on delineation in order to have appropriate signs and roadmarking for the road category and consistency across the network. Similarly, a consistent approach to alerting road users to dropouts is needed. This will improve on the current mixture of edge marker posts and timber sight rails in varying condition and type.

#### Performance Monitoring

Road condition indices for 2019/20 are compared with peer group councils (rural districts) in the graphs below, along with the Far North District trends over the last decade. The trend data shows a slight deterioration in Pavement Integrity Index (PII) and Smooth Travel Exposure (STE) and no recent change in Condition Index (CI). It is pertinent to note that, as Council does not carry out Condition Rating (discussed below), the CI data has not updated since January 2014 and the PII includes some similarly outdated inputs. When compared to peer councils, both the PII and STE rank poorly.



Further analysis of STE (graph below on left) reveals that the urban network is considerably rougher than the rural network and is deteriorating. A similar analysis of PII (below right) indicates a divergent trend where urban pavement condition is deteriorating at a faster rate than rural. These are concerning trends that Council needs to investigate, understand and address.



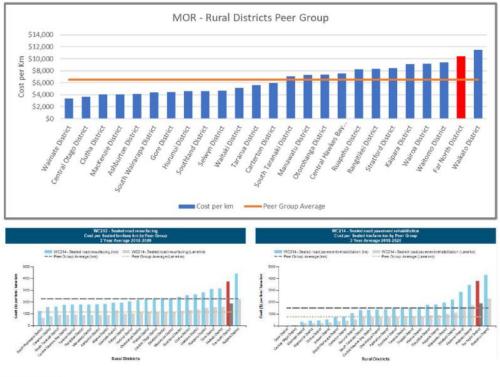
The cost per km for maintenance, operations and renewals (excluding emergency works) as a three-year average (2018-2020) is \$10,418/km, which is significantly over the peer group average of \$6,505/km. Resurfacing and pavement rehabilitation costs contribute to this high rate of expenditure. See graphs below for comparisons with peer councils. We were unable to ascertain the reason for this high cost differential during the audit and recommend that Council investigate further.



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#### Compliance

Council does not fully comply with the Planning & Investment Knowledge Base requirements. Specifically, we noted that:

- Bridge and structural inspections are generally undertaken in accordance with the Waka Kotahi S6 Bridges and other significant highway structures inspection policy. See comments in Section 1 Previous Audit Issues.
- Roughness recorded in RAMM complies with the requirements set in the Waka Kotahi Knowledge Base.
- · Condition Rating is non-complying see section 4 Data Quality.
- Net present value (NPV) analysis is undertaken for improvement and rehabilitation projects, but an outdated form is used (based on the examples we viewed). The standard forms for economic evaluation can be found in the Waka Kotahi *Monetised Benefits and Costs Manual*<sup>1</sup>. Additionally, the use of actual data from the Far North's RAMM database for inputs such as maintenance costs and achievable seal life would produce more robust outcomes.

<sup>&</sup>lt;sup>1</sup> Refer to https://www.nzta.govt.nz/resources/monetised-benefits-and-costs-manual/



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#### **General Observations**

The standard of completed works was observed to be very good. The carriageway resurfacing and pavement rehabilitation projects that were inspected featured good quality cross sectional shape and surfacing finishes and comprehensive attention to ancillary works such as shoulder flanking, reforming of drainage channels and upgrading of delineation/signage. Capital improvement and emergency works were similarly completed to a good standard.

Based on the sample travelled during our inspection, unsealed roads (1630 km; 65% of network length) have good ride quality with only a few obvious defects, such as potholes and corrugations. The adoption of the Paige-Green Index to help formulate wearing courses is clearly contributing to this outcome. The cross-sectional shape is well formed, generally within the preferred range of 4-8% on straights and with well-graded superelevation on bends. The steeper superelevations on tighter bends comfortably accommodated our car, but Council does need to ensure that logging and other large trucks with high centres of gravity are not at risk of sliding or overturning. For this reason, superelevation should not exceed 8-10%, dependent on the number of loaded heavy vehicles, speed and curve radii. Guidance is available in Table 3.10 of the ARRB Best Practice Guide for Unsealed Roads (Edition 2, published October 2020) <sup>2</sup>.

To address public complaints regarding dust on unsealed roads, Council have conducted numerous trials of proprietary dust suppressants. Our observations of recently treated sites were that they did significantly reduce dust. Further, there was an indication that repeated treatments over the years may contribute to more tightly bound pavements and subsequently smoother rides. Staff expressed an interest in this possibility, and we encourage further investigation. Conversely, success of the dust suppression trials appears to be resulting in increased demand for treatment. Given the ongoing cost of dust suppression and the extensive unsealed network, we caution Council to remain mindful of limited budgets and the need to spend wisely across all the needs of the Far North network and its users.

The topography and geology of much of the District makes the rural road network susceptible to damage,

such as subsidence, slips and dropouts. Staff advised that recent investigations for the *Resilience Management Plan* identified some 1,150 slip sites over the 1,000 km of "critical routes" examined across Northland (an average of over one slip per kilometre on these routes). Compliant and appropriate warning devices should be consistently used – see Section 5 *Road Safety*. These devices, mostly timber sight rails, were of varying design and many were damaged and/or required painting. Additionally, the engineering response (such as crack sealing, stormwater bunds, etc) at developing events, should be implemented as soon as possible in order to extend the life of the asset. The photo to the right illustrates a developing dropout, which in this case is likely related to the slumping ground causing the culvert pipe to move and start leaking, thereby accelerating the failure. Annual culvert inspections and cleaning may help reduce dropouts as well as reducing flooding, scour and washouts due to blockages.



Other deficiencies observed on the sample of roads visited can be addressed by increased attention to routine maintenance. Examples of these deficiencies are:

- · Footpath maintenance
- Sunken and uneven manhole and service lids/covers in traffic lanes
- Weed growth
- Blocked/obstructed culverts and stormwater channels
- Driveways spilling loose aggregate into traffic lanes
- Debris on bridge decks.



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#### Signs and Delineation Devices











The photos above illustrate examples we observed of deficiencies in the management and maintenance of traffic signs in the District. These concerns include (from left to right) twisted signs, graffitied signs, faded and illegible signs, outdated signs and signs that may no longer be serving a purpose. That last item was discussed on the field trip on several occasions, particularly where WU1 PEDESTRIANS or WU2 CHILDREN permanent warning signs were requested and installed many years ago. It is not cost effective to maintain and renew signs that relate to changed or outdated circumstances. However, we

do commend Council for working with residents to address local concerns. The photo to the right illustrates the successful outcome from recent liaison with local iwi to address speed concerns outside a marae on Otangaroa Road. The bespoke permanent warning sign, including the "slow down" message in te reo, has reportedly greatly increased compliance. Nonetheless, non-standard signs are discouraged, and we encourage Council to work with Waka Kotahi when developing new and innovative signs/devices. In particular, when trialling any innovations/ treatments which are not approved by Waka Kotahi, we recommend that Council formalises the trial and fully documents the outcome, so the benefits can be recognised and shared.



Night inspections are not routinely undertaken. It is suggested that a regime of regular inspections be implemented and that they utilise a driver unfamiliar with the network (provide "fresh eyes"). It is best practice to ensure all roads are inspected at least annually at night to ensure the adequacy of existing delineation (including curves), hazard warning and regulatory signs.

#### Roadmarking





<sup>&</sup>lt;sup>2</sup> Refer to https://www.arrb.com.au/bestpracticeguides



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Roadmarking throughout the District appeared generally good. However, there were instances of faded marking on high risk sites such as rural intersections. An example is the Runaruna Rd intersection with Pawarenga Rd as shown in the photo above left. Staff explained that roadmarking is closely managed to achieve cost effectiveness. However, our observations are that there are areas where roadmarking can be safely reduced. For example, we noted a level of service anomaly on some access and low volume roads. Significant lengths of the roads were unsealed with appropriately minimal delineation, but then an adjoining sealed section of road comprises centreline, continuous edge line (on both sides), EMP's and RRPM's. It is not value for money to provide a level of service that is inconsistent with the classification of the road (refer to Section 5 *Road Safety*) and with the adjacent lengths. At the least, and subject to a safety assessment based on seal width and traffic volumes, the full length of edge lines and RRPM's on lower trafficked roads should not be renewed going forward. Rural roadmarking budgets are better focused on maintaining intersection marking and, where justified, centrelines.

Recommendations	We recommend that Council:
	R2.1 Adopts the standard templates for economic evaluation found in the Waka Kotahi <i>Monetised Benefits and Costs Manual</i> and utilise locally demonstrated input costs and expected lives.
	R2.2 Ensures that preventive maintenance is undertaken at developing slump/ dropout sites in a timely manner.
	R2.3 Ensures that sight rails, roadside signs, markers and other devices are maintained in a serviceable condition and to current standards.
	R2.4 Rationalises road marking need throughout the District based on road classification and a consistent level of service.
Suggestions	We suggest that Council:
	S2.1 Investigates and reports to Waka Kotahi on the reasons for their comparatively high maintenance and renewal expenditures.
	S2.2 Considers commencing regular night inspections.
Far North District	R2.1 accepted - compliant from 2020/21.
Council's comment	R2.2 accepted - Immediate, subject to future funding.
	R2.3 accepted - Immediate, subject to future funding.
	<b>R2.4</b> accepted - Immediate, subject to future funding. Roadmarking rates in all of the 5 Northland maintenance contracts have more than doubled in the last contract round (2017). All Councils have had to rationalise the remarking requirements to match available budgets but accept the comments regarding providing consistent LOS to road hierarchies.
	S2.1 Maintenance & Renewals Expenditure - this matter was discussed in the Audit, and also with NZTA as part of the development of the 2021-31 AMP which is quite clear that some of the key reasons for FNDC higher costs are: Lack of access to good quality materials; long material cartage distances from the few quarries; poor subgrade conditions resulting in earlier failures and thicker pavement; lack of contractor competition especially for specialist work such as bridging and streetlights; and the operation of the Hokianga Ferry service also adds a significant cost to the MO&R categories. Half of the comparative councils in the FNDC Peer Group are South Island councils which have comparatively good subgrades and ready access to quality pavement materials.  S2.2 Night Inspections - This will be considered from 2021/22.



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#### 3. Activity Management Planning

Effective

#### <u>General</u>

Council has an active and complete 2018-28 Activity Management Plan (AMP) that incorporates the programme business case for maintenance operations and renewals and Low Cost, Low Risk programmes of work. The key strategic problems are a reactive approach to maintenance/renewal, impacts of freight and forestry, network capacity constraints, facilitating tourist traffic, weather events impacting network resilience, structures in poor condition and a high personal safety risk.

#### **Activity Management**

Transportation in Far North District is managed by the Northland Transportation Alliance (NTA) which is a collaboration between the Whangarei, Kaipara and Far North District Councils, Northland Regional Council and Waka Kotahi. It has been operating since 1 July 2016. Feedback from staff portrays a positive and supportive working team environment. However, consultants are utilised to provide some core specialist professional services and the audit team is concerned that the loss of these individuals would be a major setback to the effectiveness of NTA. Council is aware of this risk and is working on succession planning to ensure that transfer of skills does take place. We support this essential transition and recommend that the development of staff, including the continuation of the current cadetship programme, be a Council priority.

Council's staff advised that network integrity was maintained during the COVID-19 lockdown periods. Contractors developed and provided appropriate pandemic plans, ensuring that essential works were safely undertaken. These plans will be retained as standard operating practice in the event of any further outbreaks of COVID-19 or future pandemics. There has been to date only minor cost implications for the network maintenance in the two maintenance contracts. One contractor has made no claims. The other has made very minor claims, relating to extra costs on maintenance and for additional work required on some renewal projects due to the extended shutdown. These did not include any costs covered by the Government's wage subsidy scheme.

#### Strategies and Plans

We commend Council for taking a strategic approach to management activity. A suite of plans / strategies has been identified for development. Key strategies (and current status) include:

- Traffic Counting Strategy Review a five-year programme of counts (264 counts/year in Far North District) has been developed based on catchments (9 in Far North District)
- Retaining Wall Management Plan has provided annual funding profiles for maintenance, component renewal and replacement of retaining walls based on route criticality
- Drainage Management Plan has provided annual, risk-based funding profiles for water table maintenance/ renewal, kerb and channel renewal, culvert renewal, culvert flushing and subsoil allowance
- Resilience Management Plan currently being developed
- Forestry Loading Review and Impact Assessment currently being developed
- Unsealed Road Strategy currently being developed (including formation of Centre of Excellence).



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#### **Development Standards**

The field inspections included new subdivisions and other developments, where we noted that many features don't align with current best practice (e.g. mountable kerb) or with sustainable maintenance/renewal practice (e.g. decorative lamp posts, AC used on access / low volume streets). Other concerns included carriageway and verge widths, culvert headwalls, swales and rain gardens, street tree placement and speed treatments. The team was concerned that a lack of control of these design aspects will lead to a marked increase in compliance costs to meet and maintain standards (e.g. ongoing maintenance from poor drainage feature design; cost of adding or upgrading pedestrian facilities for accessibility).

It is recommended that Council review their subdivision development standards and update as required, including strengthening linkages to the District Plan and NZS 4404. The inclusion of a comprehensive review, or standalone review, of asset design specifications and detailed drawings will facilitate cost effective maintenance/renewal and ensure best whole of life costs by standardising the asset specifications.

#### **Bridge Posting**

Some 24 bridges in the Far North District do not have the load carrying capacity to carry Class 1 loading (vehicles meeting the normal requirements of the Heavy Motor Vehicle Regulations) and therefore require posting to restrict heavy vehicles. Posting by public notice, issued under regulation 11 of the Heavy Motor Vehicle Regulations 1974, is most applicable to temporary restriction situations where the intention is to carry out strengthening works to reinstate the bridge to full loading capacity. Where the restriction is likely to be permanent (or semi-permanent), it is worth considering the alternative process of regulating the weight of vehicles using the bridge through a bylaw made under section 22AB(1)(zh) of the Land Transport Act 1998, pursuant to the process set out in the Local Government Act 2002. While this approach saves the costs of annually obtaining an engineer's certificate for each bridge and the publication of the posting notification, it is strongly recommended that a risk-based programme of inspections is maintained for these structures. The bylaw approach also allows the accumulation of the District's parking and traffic restrictions into one repository, making for easy reference by road users.

The photo below shows a fully laden HPMV (up to 62T) traversing a Class 1 weight restricted bridge (maximum 44T) on West Coast Road. This route is assumed to be regularly used by logging trucks and highlights the need for closer liaison with the companies involved.





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Recommendations	We recommend that Council:
	R3.1 Reviews development standards (technical specifications and detailed drawings) to reduce the variety and ensure the quality of asset types to be maintained by Council.
Suggestions	We suggest that Council:
	S3.1 Prioritise the development of staff, including the continuation of the current cadetship programme, to ensure continuity of level of service and resource.
	S3.2 Considers the long-term restriction of heavy vehicles on vulnerable bridges by means of a Bylaw process.
Far North District Council's comment	R3.1 accepted - The FNDC are currently reviewing the Engineering Standards document for development throughout the District. Council is working with the other Councils in Northland to develop a single EES document for the region. The NTA is responsible for the management of roading and traffic safety issues relating to new developments for the FNDC and will be able to apply appropriate and consistent standards across the Region.
	S3.1 accepted - The establishment of the NTA allows the four participating Councils to pool existing resources, attract better qualified staff and make provision for training and succession planning across the Region. The benefits from the amalgamation are already evident for the organisation.
	S3.2 accepted - Improvements have been made to the Bridge Management Professional Services contract and provision has been made in the 2021-31 AMP for increases in the programme to bring bridge inspections back to a 2-yearly inspection cycle. Council is aware that they have a significant problem with vulnerable bridges and a large number of logging trucks on the network.

\* \* \*

## 4. Data Quality

Some Improvement Needed

Road Efficiency Group's (REG) 2019/20 data quality report has scored Council with a very good 83/100 (a score of 100 is achieved by having all metric results at the expected standard level). The improvement from the 2018/19 score of 69 demonstrates that Council has put considerable effort into data management and quality.

However, the ONRC PMRT indicates (as at August 2020) there are high importance areas for improvement (i.e. have major data issues) and they relate to:

- Road condition rating
- · As-built data for pavement renewal and for AC and chipseal resurfacing

It is important that Council investigates, identifies and resolves these data gaps. Doing so will improve reporting at an individual level and allow Council to accurately compare its ONRC performance with its peers.



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#### **Condition Rating**

Council has not been undertaking condition rating surveys since January 2014. Condition rating is a mandatory requirement by Waka Kotahi in order to receive funding assistance. The Waka Kotahi Knowledge Base<sup>3</sup> states "Roughness and condition rating surveys of all sealed roads <u>must</u> be undertaken at least every second year. Condition rating surveys of all sealed roads carrying more than 2000 vehicles per day <u>are to be</u> undertaken annually." And "As a condition of receiving funding assistance for road maintenance, Waka Kotahi <u>requires</u> the use of a road asset management system for treatment selection, which <u>will</u> include the following inventory data: ...." and follows with a list which includes "condition rating". Further, "... the raters acting on behalf of the Approved Organisation are required to hold a current certificate..."

The data gleaned nationally from condition rating assists Waka Kotahi in comparing the condition of one council's network with another or with peer groups. It also provides an independent annual condition trend indicator for each network. The key indicators used are STE, PII and SCI.

Common condition rating practice is to rate the network based on a 10% sample which is generally 50 metres every 500 metres. While acceptable, this methodology does not correlate well with the actual condition of the network. Research (ref NZ Transport Agency Research Report 528)<sup>4</sup> shows that a high correlation exists between a full network survey and a network sample survey when the sample frequency is every 200 metres and the sample size is 40 metres (a 20% sample).

#### General

In New Zealand, the primary tool for capturing and managing crash data is the Crash Analysis System (CAS). From CAS, the data can be downloaded and used in RAMM, ONRC PMRT and other road safety systems. The Far North District DSI numbers presented in the PMRT, and used for performance comparisons nationally, do not reflect the CAS figures. While other parties may have a role in the transferral of data, it remains the responsibility of Council to ensure that any data and information



published on behalf of, or representing the FAR North District, is correct. See the graph above.

A review of RAMM Manager reports indicates that Maintenance Cost data batches have historically only been loaded three or four times a year, but practice has improved since April 2020 with the batches being loaded monthly. Best practice<sup>5</sup> is to acquire the data, review for accuracy and completeness and upload into RAMM on a monthly cycle. Further, queries run on Council's RAMM database involving maintenance costs highlighted anomalies in the data. Of the nearly 225,000 entries, 46,787 relate to expenditures of \$0. 51 entries are for negative amounts, totalling -\$634,555.60. From 2015/16, extraordinarily high costs have been recorded for a range of activities. For example, routine grading costs \$30/m (10 km is \$300,000). A single entry for foundation maintenance at a Powells Road bridge

in 2017/18 shows the expenditure was \$157,662,680. A replacement culvert (pictured to the right) in Salvation Road reportedly cost \$80,476,500. The full maintenance expenditure for 2017/18 shows as \$476,634,433. Activities such as core maintenance relating to environment, surfacing, traffic facilities, etc, should be reasonably consistent from year to year, but the data showed large gaps in expenditure on these activities and an occasional unexplainable peak. It is likely that unrealistic unit rates and erroneous coding of works may be the source of some of these results and it is suggested



that Council works closely with its contractors to ensure a consistent understanding and approach to the



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recording of maintenance cost data. Robust maintenance costs facilitate invaluable analysis of network expenditure trends by year, by kilometre, by classification and by road - the measure of the actions taken to maintain the network inventory. They also provide a network-specific maintenance cost history that can be used in NPV calculations to justify renewal activity.

Council is also reminded that closer scrutiny will be given to data accuracy in future TIO annual achievement reporting and to the delivery of the forecast quantities within the approved budget.

Recommendations	We recommend that Council:
	R4.1 Ensures compliance with Waka Kotahi funding rules that require condition rating surveys to be undertaken.
	R4.2 Considers reviewing the relevant processes to ensure that maintenance cost data added to the RAMM database is timely, accurate and complete.
Suggestions	We suggest that Council:
	S4.1 Resolves the data issues identified in the REG Data Quality report to improve data accuracy, completeness and timeliness.
	S4.2 Considers reviewing the relevant quality processes ensuring accuracy of data provided to external parties and of the subsequently published data.
Far North District Council's comment	R4.1 Condition Rating - The NTA has not completed Condition Rating for a number of years due to its proven inaccuracies, safety concerns and the emergence of better repetitive collection technologies. The NTA ran both condition rating and HSD Cracking collection in parallel for two years to determine the effectiveness of HSD crack data. It was found that manual rating failed to capture the extent of cracking and potholes on the network, which was poorly informing decision-making tools such as the long-term pavement performance model. We understood and took lead from the NZTA, State Highways, in stopping condition rating on the same grounds as they did. However, the NTA has introduced, tested and has implemented new technology to provide this data and is currently in the last steps to fully implement the population of this data into the standard rating tables in RAMM. Since Council has been collecting the HSD Crack data, we have been analysing the data and using this in our decision-making process. This will allow NTA to more fully report SCI and PII on the network. SCI is the only measure heavily impacted by this technology implementation. PII uses the data sets already captured by the NTA through HSD survey (in the form of HSD rutting roughness and texture-flushing, 100% network coverage).

<sup>5</sup> Refer to https://www.nzta.govt.nz/assets/Road-Efficiency-Group/docs/practice-overviews/REG-practice-overviews/ maintenance-activity-data.pdf



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<sup>&</sup>lt;sup>3</sup> Refer to <a href="https://www.nzta.govt.nz/planning-and-investment/planning-and-investment-knowledge-base/activity-classes-and-work-categories/road-maintenance/wc-151-network-and-asset-management-201821-nltp/">https://www.nzta.govt.nz/planning-and-investment/planning-and-investment-knowledge-base/activity-classes-and-work-categories/road-maintenance/wc-151-network-and-asset-management-201821-nltp/</a>

Refer to <a href="https://www.nzta.govt.nz/planning-and-investment/planning-and-investment-knowledge-base/activity-classes-and-work-categories/road-maintenance/wc-151-network-and-asset-management-201821-nltp/</a>

Refer to <a href="https://www.nzta.govt.nz/planning-and-investment/planning-and-investment-knowledge-base/activity-classes-and-work-categories/road-maintenance/wc-151-network-and-asset-management-201821-nltp/</a>

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Refer to <a href="https://www.nzta.govt.nz/planning-and-investment-knowledge-base/activity-classes-and-work-categories-wc-151-network-and-asset-management-201821-nltp/">https://www.nzta.govt.nz/planning-and-investment-knowledge-base/activity-classes-and-work-categories-wc-151-network-and-asset-management-201821-nltp/">https://www.nzta.govt.nz/planning-and-investment-knowledge-base/activity-classes-and-wc-151-network-and-asset-management-201821-nltp/</a>

Refer to <a href="https://www.nzta.govt.nz/planning-and-investment-knowledge-base/activity-classes-and-asset-management-201821-nltp/">https://www.nzta.govt.nz/planning-and-investment-knowledge-base/activity-classes-and-asset-management-201821-nltp/</a>

Refer to <a href="https://www.nzta.govt.nz/planning-and-investment-knowledge-base/activity-classes-and-asset-management-knowledge-base/ac

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As commented above, we have taken lead from NZTA H&O in discontinuing condition rating as blunt tool for the system we run today. Unlike the NZTA H&O condition rating has been replaced with more effective repetitive data collection through HSD Crack and Pothole data collection as part of comprehensive HSD data collection strategy (roughness, rutting, texture, geometry, cracking, potholes, video survey completed as one exercise) which covers 100% of the sealed network to better inform tools such as long term pavement performance models. RR 528 refer section 4.6; visual rating remains a subjective process with variable outcomes regardless of sample size as clearly demonstrated by the report.

- R4.2 accepted This was discussed during the Audit and initial findings into these costs have found a keying error in the way LS items such as grading have been given default values. This will be reviewed and corrected. As for the other anomalies at specific sites these will be looked at and corrected or reviewed where possible.
- S4.1 accepted Council will continue its improvement programme to address the data issues identified in the REG Data Quality report to improve data accuracy, completeness and timeliness.
- S4.2 accepted Immediate implementation

#### Auditor's Response

Regarding recommendation R4.1, we accept that technology is opening up possibilities for safer and more efficient means of carriageway condition assessment. However, at this time, a replacement methodology has not been agreed and the traditional condition rating remains a **mandatory** requirement in the Waka Kotahi funding rules.

One of the key benefits of condition rating to Waka Kotahi is as a comparative tool. For example, the results aid in identifying networks requiring assistance to provide the same level of service as peer group or neighbouring networks and can be used as evidence for consequent funding applications. The majority of councils in New Zealand are currently compliant with this requirement.

It should be noted that, in addition to rating the condition of pavement and surfacing, condition rating surveys also rate the condition of shoulders and surface water channels. With resilience and security included as a GPS 2021 outcome, there will be a need for greater emphasis on the condition of drainage assets obtained through manual condition rating.

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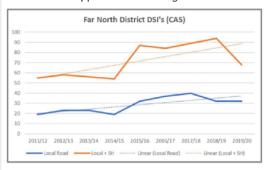
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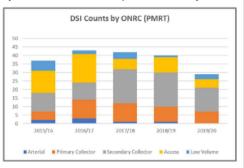
#### 5. Road Safety

Some Improvement Needed

#### Performance Monitoring

The annual number of deaths and serious injuries (DSI's), listed in New Zealand's Crash Analysis System (CAS) as occurring in the Far North District on the local road network, has increased steadily since 2011/12, ranging between 19 and 40 DSI's. Numbers on the state highway network are increasing at a slightly faster rate. CAS data is illustrated on the graph below on the left. The graph on the right is taken from the ONRC PMRT and shows crash distribution by road category. Crashes on access and low volume roads appear to be trending down but secondary collector roads have spiked in recent years.





The levels of collective risk (crashes per km) on arterial roads (both urban and rural) and on rural primary collector roads are comparatively higher than the average of peer councils. Personal risk (crashes per VKT) is also higher on rural primary collector roads as well as rural secondary collector roads. On the urban network, access and low volume roads rank high for personal risk. The *Communities at Risk Register* 2019 indicates high concern for personal risk with regard to seven characteristics of the 15 measured, including speed, pedestrians involved and rural road loss of control &/or head-on.

Over the last five years (2015/16 – 2019/20), CAS records show 148 crashes which resulted in 173 DSI's. Of these, 58% were on a bend (loss of control/head on), 30% were on unsealed roads, 35% were at night and 25% involved motorcycles. Investigation is required to identify common factors in crashes and develop potential engineering solutions. Note that solutions can reduce the likelihood of a crash occurring or they can reduce/mitigate the consequences, if the crash is a result of non-roading factors.

#### **Road Safety Audits**

Council has not historically been fully compliant with Waka Kotahi requirements to undertake road safety audits at key stages of the "development of any improvement or renewal activity that involves vehicular traffic, and/or walking and/or cycling, proposed for funding assistance from the NLTP". However, over the last 12 months, the NTA road safety team has developed and is implementing processes to embed good safety audit practices in the organisation. The team's work is commended, and we do recommend that they maintain a regulatory role in signing off the audit process for all relevant projects.

#### **General Observations**

Given the popularity of the Far North District as a tourist destination frequented by overseas visitors (when travel is permitted), we commend Council for the frequent use of directional lane arrows to remind drivers to drive on the left.

<sup>&</sup>lt;sup>6</sup> Refer to <a href="https://www.nzta.govt.nz/planning-and-investment/planning-and-investment-knowledge-base/activity-classes-and-work-categories/road-improvements-other-road-related-funding-policies-guidance/road-safety-audit/</a>



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Nearly half (49%) of the DSI crashes over the past 5 years (CAS data) occurred on bends on 100 kph open roads. The audit team observed that both road delineation (edge marker posts, centrelines, edge lines) and curve warning signage on the rural network is inconsistently applied and often non-complying with standard guidance for implementation. It is important that road safety is a high priority for Council and their maintenance suppliers. Ensuring consistent application and maintenance of road and curve delineation, based on road classifications, is an essential step in reducing the risk of death and serious injury crashes. This includes ensuring that appropriate speed advisory values are implemented and that all out of context curves are appropriately signed. Rehabilitation projects may be an opportunity to improve the geometric design of curves if this can be undertaken at acceptable costs. Guidance on the use and placement of delineation devices can be found in Part 5 (draft) of the TCD manual<sup>7</sup>. Noting too that 35% of all DSI crashes occurred at night, we strongly recommend a regime of regular night inspections to ensure that the delineation is compliant, safe and effective (refer to Section 2 *Network Condition and Management*).

The high incidence of slips and dropouts on the rural network provides a significant hazard to road users. We observed these in various stages of development. Most were signposted and secured, many were not. Where warning signage/devices were installed, there was inconsistent use of guardrails, complying sight rails, non-complying sight rails, broken and unpainted sight rails, lines of edge marker posts, random cones and other variants. Where a dropout occurs on the outside of a curve, a safety barrier should be considered. Further, compliant and appropriate warning devices should be consistently used. On some sites, slumps and dropouts extended into the traffic lane, but the resultant hazard to drivers was left unmarked awaiting scheduled remedial work or a higher intervention level. Wherever work cannot be undertaken immediately, temporary warning of any potential hazard should be provided to the travelling public.

During the field inspections, we observed the presence of loose chip and detritus on the sealed road surfaces at intersections, reducing traction and erasing roadmarking. In several instances, where the side road was unsealed, loose gravel from this road had migrated into the intersection. A preferred method to improve safety, road condition and reduce maintenance costs is to chip seal the side road approach. The optimal seal back distance is calculated based on the safe stopping distance for a heavy vehicle approaching the intersection. Sealing back provides safety benefits as well as facilitating the installation of full intersection makings, reducing dust and eliminating corrugations formed by acceleration and braking forces. Increased sealing back should also be considered on single lane bridge approaches (refer to Section 2 Network Condition and Management) and on rural driveways and farm entrances to minimise gravel migration and edge break at these locations.

Other concerns noted by the team included:

- Prevalence of uncontrolled intersections
- Prevalence of semi-permanent temporary speed limit signs that are not supported by an approved traffic management plan
- · Inconsistent use of hazard markers on rural roadside obstacles.

<sup>&</sup>lt;sup>7</sup> Refer to https://www.nzta.govt.nz/assets/consultation/draft-traffic-control-devices-manual/docs/TCD-manual-part-5-draft-June-2018.pdf



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Recommendations	We recommend that Council:	
	R5.1 Ensures ongoing full compliance with Waka Kotahi funding rules that require Road Safety Audits for renewal and improvement projects.	
	R5.2 Develops and implements a programme to upgrade rural road delineation, with a strong focus on curve warning, to ensure a safe and consistent driving environment during both day and night.	
	R5.3 Ensures the appropriate and compliant safety devices, are consistently installed at the sites of slips and dropouts.	
Suggestions	We suggest that Council:	
	S5.1 Considers sealing back unsealed road approaches to rural intersections.	
Far North District	R5.1 accepted - Council will be compliant from 2020/21.	
Council's comment	<b>R5.2</b> accepted - Council already has a programme underway 2020/21, utilising Road to Zero funding. Future works are subject to funding.	
	R5.3 accepted - Immediate implementation.	
	<b>S5.1</b> accepted - This will be considered but is subject to future funding.	

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## 3.0 APPENDICES

## APPENDIX A

## **Network Field Inspections**

#### Audit routes:





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## APPENDIX B

## **Sample of Audit Photos**



Highlights from the audit included (clockwise from top left) the Hokianga Ferry; cycle paths (eg Horeke Rd); dust suppression on unsealed roads; waterfall on Fern Flat Rd, the team, customer satisfying signs, managing LOS (eg Diggers Valley Rd) and the good standard of the unsealed network (eg Sandhills Rd).



Some of the challenges are (clockwise from top left) forestry traffic; channel clearing (eg Pawarenga Rd), coastal/low use roads (eg Te Karaka Rd), bridge approaches (eg Orakau Rd), inadequate drainage (eg Matawaia-Maromaku Rd) and unsealed intersection approaches (eg Horeke Rd / SH 12).



A key challenge to the network is resilience – slumps and dropouts are prevalent. An associated concern is the inconsistent and damaged safety/warning devices used to keep road users safe.



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# 5.2 WAKA KOTAHI NZ TRANSPORT AGENCY PROCEDURAL AUDIT OF FAR NORTH DISTRICT COUNCIL

File Number: A3201195

Author: Cushla Jordan, Asset Manager

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

## TAKE PŪRONGO / PURPOSE OF THE REPORT

To present to the Infrastructure Committee the findings of the Waka Kotahi NZ Transport Agency (Waka Kotahi) Procedural Audit of Far North District Council.

## WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Waka Kotahi NZ Transport Agency (Waka Kotahi) undertook a Procedural Audit of Far North District Council during November and December 2020.

## **TŪTOHUNGA / RECOMMENDATION**

That the Infrastructure Committee receive the report Waka Kotahi NZ Transport Agency Procedural Audit of Far North District Council.

## TĀHUHU KŌRERO / BACKGROUND

Under Section 95(1)(e)(ii) of the Land Transport Management Act 2003 Waka Kotahi is required to periodically undertake a Procedural Audit of Councils to provide assurance that Waka Kotahi's investment in Council's land transport programme is being well managed and is delivering value for money. Waka Kotahi also seeks assurance that the Council is appropriately managing risk associated with Waka Kotahi's investment and recommends improvements where appropriate.

## MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Waka Kotahi's Senior Investment Auditor undertook an investment audit over four days, 30 November to 3 December 2020.

The copy of the approved audit report detailing Waka Kotahi's findings and associated recommendations is provided as Attachment 1 to this agenda.

The Audit reports Executive Summary raises the following points:

- Council has sound financial management systems in place with clear trail between claims for funding assistance and the general ledger.
- There are strong links in place between the Transport and Finance sections and this is encouraged to continue to ensure deferred expenditure is captured and recognised within the three-year programme.
- Council manages the land transport programme for a Special Purpose Road on behalf of the Waitangi Trust. We reconciled three years claims made by the Trust.
- Transactions tested during the audit were all eligible for funding assistance and claims made by contractors as a direct result of the COVID-19 pandemic were valid, expenditure was reasonable and well documented.
- A review of the retentions account revealed a few outstanding retentions. These need to be investigated further to ensure they are still valid.
- Procurement processes are generally sound, but Council needs to ensure a qualified tender evaluator is used when required and notices of award meet Waka Kotahi procurement rules.

- Council procures significantly more contracts than other Approved Organisations of a similar size. We suggest Council considers value for money options when procuring suppliers for financially assisted activities.
- Council has a good understanding of road safety audit requirements and this area has improved significantly since the last audit in May 2018. However, audit reports were not always complete, and we recommend that decision tracking forms are included to address any safety concerns raised in the reports.
- Council has two conditions of approval registered in Transport Investment Online (TIO) which
  now appear outdated. We have asked the Waka Kotahi Investment Advisor to investigate and
  close out any conditions which have been met.

The last Procedural Audit was undertaken three years ago in May 2018 and the rating assessment of both audits are shown below. The format of the audit assessment has changed since 2018 and the new Assessment Rating Definitions are also shown below.

## **Audit Rating Assessment**

Subject Area		Rating Assessment 2018	Rating Assessment 2020
1	Previous Audit Issues	N/A	N/A
2	Financial Processes	Effective	Effective
3	Procurement Procedures	Some Improvement Needed	Some Improvement Needed
4	Contract Management	Effective	Some Improvement Needed
5	Professional Services	Effective	Effective
6	Waitangi Trust	Effective	N/A
7	Hokianga Ferry Service	Significant Improvement Needed	N/A
	Overall Rating	Some Improvement Needed	Some Improvement Needed

## **Assessment Rating Definitions**

The new Assessment ratings are defined below. These are slightly more complex than the 2018 assessment rating and include a more detailed rating system.

	Effective	Some Improvement Needed	Significant Improvement Needed	Unsatisfactory
Investment management	Effective systems, processes and management practices used.	Acceptable systems, processes and management practices but opportunities for improvement.	Systems, processes and management practices require improvement.	Inadequate systems, processes and management practices.
Compliance	Waka Kotahi and legislative requirements met.	Some omissions with Waka Kotahi requirements. No known breaches of legislative requirements.	Significant breaches of Waka Kotahi and/or legislative requirements.	Multiple and/or serious breaches of Waka Kotahi or legislative requirements.
Findings/ deficiencies	Opportunities for improvement may be identified for consideration.	Error and omission issues identified which need to be addressed.	Issues and/or breaches must be addressed, or on- going Waka Kotahi funding may be at risk.	Systemic and/or serious issues must be urgently addressed, or on- going Waka Kotahi funding will be at risk.

## **Assessment Findings**

The following recommendations were made by Waka Kotahi on significant issues from the Audit.

• S2.1 That Far North District Council investigates contract retentions older than three years to ensure that they are still valid

<u>Council Response</u> - Council agrees to investigate contract retentions older than three years and will implement these by 30 June 2021. The current process is that Council's Accounts Payable team at each month end send out the latest retentions report requesting staff to review and advise if any changes to the retention dates are to be made, if there are, these changes are reflected back in Techone.

 R3.2 Ensures there is a Qualified Proposal Evaluator on the tender evaluation team for all Waka Kotahi financially assisted contracts with an estimated value exceeding \$200,000

<u>Council Response</u> - Council will ensure that a tender evaluator or the Tender Chair must have the NZTA Evaluator Accreditation (therefore one resource within the TET) – as this is requirement by NZTA for any projects that are funded by NZTA.

To ensure this requirement is fulfilled this is to be identified when completing a procurement plan and FNDC will ensure the process is followed, therefore when we list the evaluators and the Chair within the procurement plan, it needs to be identified who within the team has the accreditation.

NZTA's comments that 'Council has procured a large number of contracts over the period audited (over 100) which is significantly more than other Approved Organisations of a similar size. We suggest Council considers value for money options to ensure this is still the Audit: Far North District Council REPORT NUMBER: RATPI -2019 PAGE 9 OF 12 most efficient way of procuring financially assisted activities. For example, this could include bundling similar scoped works such as low cost, low risk or varying existing contracts where appropriate'.

<u>Council Response</u> - There are opportunities to packaging contracts together although realising some resources have a preference for smaller sized suppliers to gain opportunities of delivering work for FNDC. As this increases the suppliers potential through development of capabilities

and track record – within our District, however there is a long term opportunity of creating / implementing panels, as to gain benefits, efficiencies, best value for money for both FNDC and our suppliers – this would be the best solution going forward

# PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications to Council.

## **ĀPITIHANGA / ATTACHMENTS**

1. Far North DC Audit Final Report - A3237355 🗓 🖺



## **INVESTMENT AUDIT REPORT**

## Procedural Audit of Far North District Council

## **Monitoring Investment Performance**

Report of the investment audit carried out under Section 95(1)(e)(ii) of the Land Transport Management Act 2003.

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Approved Organisation (AO):	Far North District Council
Waka Kotahi NZ Transport Agency Investment (2018 – 2021 NLTP):	\$66,015,400 (budgeted programme value)
Date of Investment Audit:	30th November – 3 <sup>rd</sup> December 2020
Auditor:	Tony Pinn
Report No:	RATPI – 2019

Prepared by:	JB1 2	
	Tony Pinn, Senior Investment Auditor	
	Guls-	
Approved by:	V-y-	2/03/2021

Yuliya Gultekin, Practice Manager Audit & Assurance

## DISCLAIMER

WHILE EVERY EFFORT HAS BEEN MADE TO ENSURE THE ACCURACY OF THIS REPORT, THE FINDINGS, OPINIONS, AND RECOMMENDATIONS ARE BASED ON AN EXAMINATION OF A SAMPLE ONLY AND MAY NOT ADDRESS ALL ISSUES EXISTING AT THE TIME OF THE AUDIT. THE REPORT IS MADE AVAILABLE STRICTLY ON THE BASIS THAT ANYONE RELYING ON IT DOES SO AT THEIR OWN RISK, THEREFORE READERS ARE ADVISED TO SEEK ADVICE ON SPECIFIC CONTENT.

REPORT NUMBER: RATPI -2019

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Date

## **EXECUTIVE SUMMARY**

Council has sound financial management systems in place with clear trail between claims for funding assistance and the general ledger. There are also strong links in place between the Transport and Finance sections and we encourage this to continue to ensure deferred expenditure is captured and recognised within the three-year programme.

Council manages the land transport programme for a Special Purpose Road on behalf of the Waitangi Trust. We reconciled three years claims made by the Trust.

Transactions tested during the audit were all eligible for funding assistance and claims made by contractors as a direct result of the COVID-19 pandemic were valid, expenditure was reasonable and well documented.

A review of the retentions account revealed a few outstanding retentions. These need to be investigated further to ensure they are still valid.

Procurement processes are generally sound, but Council needs to ensure a qualified tender evaluator is used when required and notices of award meet Waka Kotahi procurement rules. Council procures significantly more contracts than other Approved Organisations of a similar size. We suggest Council considers value for money options when procuring suppliers for financially assisted activities.

Council has a good understanding of road safety audit requirements and this area has improved significantly since the last audit in May 2018. However, audit reports were not always complete, and we recommend that decision tracking forms are included to address any safety concerns raised in the reports.

Council has two conditions of approval registered in Transport Investment Online (TIO) which now appear outdated. We have asked the Waka Kotahi Investment Advisor to investigate and close out any conditions which have been met.

## AUDIT RATING ASSESSMENT

	Effective	Rating Assessment*
1	Previous Audit Issues	N/A
2	Financial Processes	Effective
3	Procurement Procedures	Some Improvement Needed
4	Contract Management	Some Improvement Needed
5	Professional Services	Effective
Overall Rating		Some Improvement Needed

<sup>\*</sup> Please see Introduction for Rating Assessment Classification Definitions

Before being finalised this report was referred to Far North District Council for comment. Its responses are included in the body of the report.

REPORT NUMBER: RATPI -2019

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## RECOMMENDATIONS

The table below captures the audit recommendations. Agreed dates are provided for the implementation of recommendations by the approved organisation.

We rec	ommend that Far North District Council:	Implementation Date
R2.1	Investigates contract retentions older than three years to ensure that they are still valid.	30 June 2021
R3.1	Ensures tender notifications disclose the minimum requirements as set out in the Waka Kotahi Procurement Manual (section 5.5).	Effective Immediately
R3.2	Ensures there is a Qualified Proposal Evaluator on the tender evaluation team for all Waka Kotahi financially assisted contracts with an estimated value exceeding \$200,000.	Effective Immediately
R4.1	Completes decision tracking forms recording decisions made from concerns raised in road safety audit reports.	An indicative time frame for completion:  PMs to send all Safety Audits to NTA Safety Team by 1 March 2021  Depending on volumne, Safety team to review by 30 April 2021 at the latest  Client decisions to be provided by mid May 2021  Implementation of changes/safety interventions by 30 June 2021.
R4.2	Investigates the two conditions of approval registered in Transport Investment Online to ensure they are still current.	Cannot close out as it is the old LTP Online system. TIO Team are investigating and will close this out.

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## 1.0 INTRODUCTION

## 1.1. Audit Objective

The objective of this audit is to provide assurance that the Waka Kotahi NZ Transport Agency (Waka Kotahi) investment in Council's land transport programme is being well managed and delivering value for money. We also seek assurance that the Council is appropriately managing risk associated with the Waka Kotahi investment. We recommend improvements where appropriate.

## 1.2. Assessment Ratings Definitions

	Effective	Some Improvement Needed	Significant Improvement Needed	Unsatisfactory
Investment management	Effective systems, processes and management practices used.	Acceptable systems, processes and management practices but opportunities for improvement.	Systems, processes and management practices require improvement.	Inadequate systems, processes and management practices.
Compliance	Waka Kotahi and legislative requirements met.	Some omissions with Waka Kotahi requirements. No known breaches of legislative requirements.	Significant breaches of Waka Kotahi and/or legislative requirements.	Multiple and/or serious breaches of Waka Kotahi or legislative requirements.
Findings/ deficiencies	Opportunities for improvement may be identified for consideration.	Error and omission issues identified which need to be addressed.	Issues and/or breaches must be addressed, or on- going Waka Kotahi funding may be at risk.	Systemic and/or serious issues must be urgently addressed, or on- going Waka Kotahi funding will be at risk.

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## 2.0 ASSESSMENT FINDINGS

Our findings relating to each subject area are presented in the tables below. Where necessary, we have included recommendations and/or suggestions.

## 1. Previous Audit Issues There were two recommendations resulting from the May 2018 investment audit. They related to road safety audits and fare revenue protection on the Hokianga Ferry. Both recommendations were addressed. Far North District These recommendations have been addressed as follows: Council's comment 1. The Safety Team within the Northland Transportation Alliance (NTA) have made improvements with the Road Safety Audits for Far North by streamlining process across the Region; Council awarded the new Ferry Maintenance and Renewal contract to Fullers in 2020. The protection of the fare revenue has and will continue to be improved via a number of methods through the new Contract: Introduction of an electronic ticketing system - planned to be completed prior to 30 June 2021. Installation of CCTV on the vessel - planned to be installed prior to 30 June 2021 The introduction of 1 and 2 above will enable greater future visibility and auditing potential. Clarity of risk allocation has been improved - new in Contract. The security of cash and ticket storage in the deckhand's office door has been addressed with the installation of a keypad lock and pin.

\* \* \*

#### 2. Financial Processes

Effective

Claims for funding assistance for three years ended June 2020 were confirmed against general ledger expenditure records. The structure of the Land Transport Disbursement account provided a clear audit trail to claims. In the 2019/20 year, we noted expenditure in structures replacement and low cost, low risk was significantly underspent compared to Council's allocated funding. Council explained that work planned in these activities had been delayed. This area needs close management to ensure deferred expenditure is carried over and recognised within the three-year programme (ended June 2021).

With tight end of year close off times there is also a potential for late transactions not being claimed. We suggest a worksheet is created to reconcile the general ledger after close off to the final claim. This would also identify and ensure all eligible expenditure is captured and claimed.

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A sample of invoices and journals was selected for review from the 2019/20 year. All were eligible for financial assistance and correctly coded. We could not identify whether urban street cleaning was being claimed as this work is managed by a different area of Council. Waka Kotahi allows funding assistance at 30% if claimed under work category 113 Drainage Maintenance. We suggest this is investigated to identify if it meets Waka Kotahi requirements for funding assistance.

Retentions are posted as deferred Accounts Payable. We examined a report extracting those transactions relating to financially assisted contracts. All appeared reasonable, but some are now outdated (i.e. relate to 2015 - 2018 NLTP funding round). We recommend these are investigated and credited to financially assisted accounts if no longer valid.

Council manages the land transport programme for a Special Purpose Road on behalf of the Waitangi Trust. We reconciled three years claims made by the Trust. A sample of invoices was also included in our transaction testing. All expenditure tested was valid.

Recommendation	R2.1 That Far North District Council investigates contract retentions older than three years to ensure that they are still valid.
Suggestions	<ol> <li>That Council considers:</li> <li>Creating a worksheet reconciling final claims to its general ledger to ensure all eligible expenditure is claimed.</li> <li>Investigating urban street cleaning funding eligibility.</li> </ol>
Far North District Council's comment	Council provides the following comments to the recommendation above:  R2.1 - Council agrees to investigate contract retentions older than three years and will implement these by 30 June 2021.  The current process is that Council's Accounts Payable team at each
	month end send out the latest retentions report requesting staff to review and advise if any changes to the retention dates are to be made, if there are, these changes are reflected back in Techone.  Council provides the following comments to the suggestions made:
	<ol> <li>Council agrees to create a worksheet for reconciling final claims to its general ledger. This will be carried out in Claim 1 of the new Financial Year July 2021.</li> </ol>
	<b>2.</b> - Council will investigate the street cleaning funding and implement by 30 June 2021.

. . .

#### 3. Procurement Procedures

Some Improvement Needed

Council has an endorsed Procurement Strategy in place which covers the Northland Transport Alliance (NTA). This is made up of Whangarei, Kaipara and Far North District Councils and Northland Regional Council

Seven physical works contracts and one professional services contract were examined for compliance with the Waka Kotahi procurement requirements and Council's Procurement Strategy (refer appendix C for list of reviewed contracts).

All contracts complied, except for the following:

Contract 7 18 101 Roading Maintenance and Renewals FNDC South

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The letters of decline/acceptance gave all tenderers' names together with their submitted prices and scores even though there were only two tenderers. Knowledge of competitors' costs and non-price attribute scores could influence the successful tenderer's contract tender pricing in the future. This was relevant given the supplier quality premium calculated that Council was prepared to pay \$3.7M more for one tenderer over the other. We recommend tender notifications disclose only the minimum requirements as set out in the \*Waka Kotahi Procurement Manual (section 5.5 [p.72]).

#### Contract 7-20-104 West Coast Slip Remediation

For contracts with an estimated total value exceeding \$200,000, Approved Organisations must ensure that at least one member of the tender evaluation team is a qualified proposal evaluator. We could not identify a qualified proposal evaluator in this tender evaluation.

Contracts otherwise met all Waka Kotahi procurement requirements and was consistent with the endorsed Northern Transport Alliance Procurement Strategy.

Council has procured a large number of contracts over the period audited (over 100) which is significantly more than other Approved Organisations of a similar size. We suggest Council considers value for money options to ensure this is still the most efficient way of procuring financially assisted activities. For example, this could include bundling similar scoped works such as low cost, low risk or varying existing contracts where appropriate.

Recommendations	That Far North District Council: R3.1 Ensures tender notifications disclose the minimum requirements as set out in the Waka Kotahi Procurement Manual (section 5.5). R3.2 Ensures there is a Qualified Proposal Evaluator on the tender evaluation team for all Waka Kotahi financially assisted contracts with an estimated value exceeding \$200,000.
Suggestion	That Council considers value for money options when procuring financially assisted activities.
Far North District	Council provides the following comments:
Council's comment	Contract 7-18-101 Roading Maintenance and Renewals FNDC South
	This contract was let as part of a package of 5 maintenance contracts across the Northland Region. Letters of decline/acceptance for this contract were developed as a template across the package.
	Contract 7-18-101 Roading Maintenance and Renewals FNDC South
	Tender published on 22 January 2020 and closed on GETS on 26 February 2020, the RFT, contract was managed by Chris Liebert (Project / Contract Manager).
	Council provides the following comments to the recommendations above:
	R3.1 - Council agrees that if it receives less than three tender submissions it should ensure tender notifications only disclose the minimum requirements as set out in the Waka Kotahi Procurement Manual (section 5.5).
	R3.2 - Council will ensure that a tender evaluator or the Tender Chair must have the NZTA Evaluator Accreditation (therefore one resource within the TET) – as this is requirement by NZTA for any projects that are funded by NZTA.
	To ensure this requirement is fulfilled this is to be identified when completing a procurement plan and FNDC will ensure the process is followed, therefore when we list the evaluators and the Chair within the procurement plan, it needs to be identified who within the team has the accreditation.
	Council's response to NZTA's comments above that 'Council has procured a large number of contracts over the period audited (over 100) which is significantly more than other Approved Organisations of a similar size. We suggest Council considers value for money options to ensure this is still the

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most efficient way of procuring financially assisted activities. For example, this could include bundling similar scoped works such as low cost, low risk or varying existing contracts where appropriate'.

There are opportunities to packaging contracts together although realising some resources have a preference for smaller sized suppliers to gain opportunities of delivering work for FNDC. As this increases the suppliers potential through development of capabilities and track record – within our District, however there is a long term opportunity of creating / implementing panels, as to gain benefits, efficiencies, best value for money for both FNDC and our suppliers – this would be the best solution going forward.

\* \* \*

#### 4. Contract Management

Some Improvement Needed

We found evidence of regular meetings between Council staff and its contractors. All minutes were recorded together with follow up actions in contract files.

#### COVID-19 Claims

As a result of the COVID pandemic, New Zealand went into lockdown for four weeks commencing 25<sup>th</sup> March 2020. Two claims were made to Council as a result of this, one from the Southern area maintenance contractor covering additional cleaning costs and PPE, and one from the Hokianga Ferry operator claiming lost revenue of which they share a portion. Both claims appeared reasonable and were well documented.

#### Road Safety Audits

Council has a good understanding of road safety audit requirements and this area has improved significantly since the last audit in May 2018. We reviewed several road safety audit reports over a number of projects. We noted that most had been completed, although no decision tracking form was included or any evidence that the recommendations had been considered. We recommend this area is urgently addressed given the safety concerns raised in the reports.

#### Hokianga Ferry Contract

The previous audit report recommended that Council implements effective processes to protect fare revenue generated by the Hokianga Ferry service. Council subsequently carried out an internal audit of the revenue collection process in November 2018.

The audit found several areas to address, and these were actioned within the existing contract or when the new contract commenced in 2020.

#### Conditions of Approval

Funding that is approved subject to special conditions is recorded in Transport Investment Online (TIO).

Monitoring the status of conditions by Waka Kotahi is necessary to ensure funding is not released prior to sign-off if the conditions have not been met.

There were two outstanding conditions of approval recorded in TIO for Council at the time of the audit which appeared dated i.e. Mangamuka Road 2009/10 and Regional Development Forward Design Fees 2006. We recommend Council investigate these conditions and close these out where appropriate with the regional Waka Kotahi Investment Advisor.

Recommendations	That Far North District Council:					
	R4.1 Completes decision tracking forms recording decisions made from					
	concerns raised in road safety audit reports.					

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	R4.2 Investigates the two conditions of approval registered in Transport Investment Online to ensure they are still current.
Far North District Council's comment	Council acknowledges the comments made under the <u>Road Safety Audits</u> above. Further iterations of the Safety Audit process have been provided to the project managers. Reviews of incomplete Safety Audits will be undertaken, and documents/construction changes completed as funds are next available.
	Council provides the following comments to the recommendations above:
	R4.1 – Council agrees to complete decision tracking forms for road safety audits. The Project Management staff to provide copies of audits to the NTA safety team for input.
	R4.2 - Council has investigated and contacted Waka Kotahi regarding the two outstanding conditions of approval. Council was advised that these cannot be closed out easily as they are in the old LTP Online system. The Transport Investment Online (TIO) Team are investigating and will close these out in due course.

\* \* \*

#### 5. Professional Services

Effective

Professional services are procured internally through the NTA and services are sourced through a shared services business unit which draws from a pool of NTA staff.

Charges are based on uniform rates allocated to the various roles and agreed to by the four Northland Councils. The NTA is based in Whangarei and the testing of chargeable hours and rates is included as part of the Kaipara and Whangarei District Council's procedural audit programmes.

Far North District
Council's comment

Agree

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## 3.0 APPENDICES

#### APPENDIX A

## **Audit Programme**

- 1. Previous audit Procedural May 2018
- 2. Land Transport Disbursement Account
- 3. Final claims for 2017/18, 2018/19 and 2019/20
- 4. Transactions (accounts payable)
- 5. Retentions Account
- 6. Reconciliation between ledgers supporting final claim and the audited financial statements
- 7. Procurement Procedures
- 8. Contract Variations
- 9. Contract Management and Administration
- 10. Professional Services
- 11. Transport Investment On-line (TIO) Reporting
- 12. Other issues that may be raised during the audit
- 13. Close-out meeting

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## **APPENDIX B**

## **Contracts Audited**

Contract Number	Tenders Received	Date Let	Description	Contractor		
			Physical Works			
7 18 101	2	Jul 18	Roading Maintenance and Renewals FNDC South	Broad Spectrum	Estimate Let Price Final Cost	\$41.924M \$39.010M Ongoing
7 18 200	1	Jun 18	Otaua Road Bridge Replacement	United Civil	Estimate Let Price Final Cost	\$583,870 \$805,092 ongoing
7 19 187	1	Feb 20	Hokianga Ferry Service	Fullers	Estimate Let Price Final Cost	\$6.470M \$5.506M Ongoing
7 20 104	4	Mar 20	West Coast Road Slip Remediation	Kaitaia Contractors	Estimate Let Price Final Cost	\$354,200 \$274,965 Ongoing
7 20 196	4	Oct 18	Supply of LED Luminaries	Techlight	Estimate Let Price Final Cost	* \$286,927 ongoing
7 19 111	5	Oct 19	Mission Road Footpath Kerikeri	Recreational Services Ltd	Estimate Let Price Final Cost	\$131,785 \$138,228 ongoing
7 19 106	6	May 20	Kaitaia North Park Drive to Whangatane Drive	Tarmac	Estimate Let Price Final Cost	\$256,027 \$229,650 ongoing
			Professional Services			
Short Form Agreement	3 (Closed Contest)	Oct 18	Otaua Rd Bridge Design	Structural Sense ltd	Estimate Let Price Final Cost	\$25,000 \$27,380 ongoing

<sup>\*</sup>Estimates were based on unit rates for various types of luminaires. Whole of life costs were then calculated based on technical specifications submitted.

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# 5.3 FNDC NTA AND TRANSPORTATION ACTIVITY UPDATE FY 2020/2021 - TO 31 MARCH 2021

File Number: A3202853

Author: Calvin Thomas, Northland Transport Alliance Manager

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

## TAKE PÜRONGO / PURPOSE OF THE REPORT

The purpose of this paper is to provide the Far North District Council (FNDC) Infrastructure Committee with an update on Far North District Transportation activities delivered through the Northland Transportation Alliance (NTA) for the first nine months of the current financial year - 1<sup>st</sup> July 2020 – 31<sup>st</sup> March 2021.

## WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This briefing report is provided for the information of FNDC and a further update summarising the full 2020/2021 achievements and outcomes will be provided at the September 2021 Infrastructure Committee meeting.

## **TŪTOHUNGA / RECOMMENDATION**

That the Infrastructure Committee receive the report FNDC NTA and Transportation Activity Update FY 2020/2021 – to 31 March 2021

## TĀHUHU KŌRERO / BACKGROUND

The NTA is responsible for overseeing and managing the delivery of Transportation services for all Northland Councils (FNDC, Kaipara District Council, Northland Regional Council and Whangarei District Council).

Each quarter the NTA management team provide a summary report to the Alliance Leadership Group (NTA Governance) on activities and progress across the region. Information from that report pertaining to FNDC is included within this update.

## MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Updates are provided for the nine-month period of July 2020 to March 2021. Future briefing papers will provide similar information for the preceding quarter, aligning with existing Governance reporting provided to the Alliance Leadership Group.

# PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary provisions associated with this report.

## **ĀPITIHANGA / ATTACHMENTS**

1. Transportation Activity Update - June 2021 - A3202876 J

**Meeting:** FNDC Infrastructure Committee

Name of item: FNDC NTA and Transportation activity update

FY 2020/21 - Nine-month period to 31 March 21

Author: Calvin Thomas – NTA General Manager

Meeting Date: 16<sup>th</sup> June 2021

1.

## 1 Purpose

The purpose of this paper is to provide the FNDC Infrastructure Committee Members with an update on Far North District Transportation activities delivered through the Northland Transportation Alliance (NTA) for the first nine months of the current financial year ( $1^{st}$  July  $2020 - 31^{st}$  March 2021).

## 2 Background

The NTA is responsible for overseeing and managing the delivery of Transportation services for all Northland Councils (FNDC, KDC, NRC and WDC).

Each quarter the NTA Management team provide a summary report to the Alliance Leadership Group (NTA Governance) on activities and progress across the Region. Information from that report pertaining to Far North District Council is included within this update.

#### 3 Discussion

Updates are provided for both the wider NTA Organisation and specific FNDC transportation activities for the nine-month period of July 2020 to March 2021. Future briefing papers will provide similar information for the preceding quarter, aligning with existing Governance reporting provided to the Alliance Leadership Group.

## 3.1 NTA Deliverables, Vision and Values

In late 2020 the NTA Leadership Group and Management Team confirmed the following Organisational Strategic Deliverables:

- Industry Leader in Asset Management;
- Improve the reach of the public transport network;
- Deliver the Capital Works programme(s);
- Deliver the Maintenance programme(s);
- · Lift the quality of customer experience; and
- Prove a demonstrable improvement in the Northland Transport Network.

An NTA Cultural Working Group (CWG) was then established involving NTA staff representatives from each Council and functional team.

The purpose of the CWG was to lead the development of the NTA's Vision and Values, designed to support achievement of the Strategic Deliverables.

The NTA Vison and Values have now been confirmed and endorsed (by both NTA Staff and the Alliance Leadership Group). The embedding process for the Values & Behaviours has commenced through the nominations for monthly NTA staff awards being linked to demonstration of these Values & Behaviours. Each year there will be annual staff awards for each of the values along with an overall team award focused on the NTA Vision (to be awarded to the team who have encapsulated the ethos of the vision throughout the year).

## **NTA Vision**



#### NTA Values



**INTEGRITY** - We are honest in all we do, and we deliver with openness and transparency



**INNOVATION** - We are open and flexible in the ways we work to deliver a better transport network for Northland



**TEAM-WORK-** We work together as one to deliver better and safer transportation for the people of Northland



**RESPECT-** We acknowledge, understand and accept diversity while supporting and celebrating good ideas



**CUSTODIANS** - Developing and improving Northland's transportation network



**MANAAKITANGA** - Generosity and care for our people, our partners, our communities and our visitors.

#### 3.2 Financials

Average expenditure across the Region for "Business as Usual" activities in the nine months year to date was 63.9% of total budget (vs. 57.3% for same period of 2019/20). Actual NTA managed Regional transportation expenditure for the nine months year to date (\$97.632m) is up by 40% on the same period last year and already exceeds the total expenditure of the full 2019/20 financial year (\$93.3m).

FNDC year to date transportation delivered expenditure is approximately 63% greater than the comparable period last year as summarised in the table below.

	9	9 month expendit	ture (July - March)			Year on Year comparison		
		2019/20		2020/21	\$		%	
FNDC (BAU)	\$	22,810,713	\$	34,694,816	\$	11,884,104	52%	
FNDC (NTA Managed Ext. Funding)	\$	\$ -		2,423,073	\$	2,423,073	100%	
	\$ 22,810,713		\$	37,117,889	\$	14,307,176	63%	

\* 2020/21 total excludes a further \$5.35m External Funded works delivered through FNDC Projects team

With full resourcing of the functional based structure model in place, operational management and specialist staff are being utilised as intended to complete tasks across the three District Councils. This is evidenced through NTA timesheet data showing a stabilised percentage of

cross council charging:

2019/20 Full Year (July 19 -> June 20) 15.5%;

2020/21 Nine Months (July 20 -> March 21) 15.7%.

The following table demonstrates the percentage of hours attributed to each Council YTD remains relatively well aligned with each Council's portion of overall YTD NTA managed District Council expenditure.

NTA Managed District	YTD Expenditure		YTD % of	YTD NTA	YTD
Council Expenditure	(1st	July 20 - 31 Mar 21	Expenditure	Hours	Hours %
FNDC	\$	37,117,889.15	39.1%	24967.75	39.0%
KDC	\$	20,113,524.01	21.2%	14585.45	22.8%
WDC	\$	37,668,313.74	39.7%	24483.8	38.2%
Total	\$	94,899,726.90		64037	

FNDC's unsealed road expenditure is tracking well, with 77% of the total annual budget expended to the end of March 2021. The primary budget line items related to routine unsealed road maintenance are:

	Expenditure		enditure to		
FDC Unsealed Network activities	Budget		en	d March 21	% Complete
Unsealed Road Metalling	\$	2,880,000	\$	2,467,329	86%
Drainage Renewals *	\$	813,000	\$	527,286	65%
Unsealed Pavement Maintenance	\$	2,735,835	\$	2,013,438	74%
Routine Drainage Maintenance *	\$	1,384,022	\$	1,003,391	72%
	\$	7,812,857	\$	6,011,445	77%

<sup>\*</sup> Budget item(s) cover both sealed & unsealed networks

## 3.3 Operational Highlights

## **Asset Management & Strategy**

The final Regional Activity Management Plan (AMP) document, incorporating minor changes required by Waka Kotahi NZTA, and LTP adjustments to programmes by each Council, was completed by the end of January 2021 and has been made available on each Council's website.

The single AMP document is a strategic Business Case required by Waka Kotahi NZTA as part of the funding application for each Council. The AMP document is made up of a single Programme Business Case (defining the Problem), and the Detailed Business Case (specific funding requests for each Council's requested programme of works for 2021-24).

Some additional AMP Programme activities and improvement works may continue over the next few months but are likely to only impact the next version of the AMP document. Changes to the current final AMP document will only be required to be made if Waka Kotahi make

significant changes to the requested programmes as a result of the moderation process, or Council's make significant changes to their programmes as a result of LTP consultation.

Waka Kotahi are presently considering the final submissions for the Maintenance, Operations and Renewals Programmes (MO&R), with the following feedback provided by Waka Kotahi as part of the review:

"This AMP is assessed as an excellent example of a Strategic Case, Programme Business Case (PBC), Detailed Business Case. The in-depth analysis of: Demand and Growth, Problems Benefits and Consequences, Root Cause Analysis, Option development, Low Cost Low Risk (LCLR) etc. provide sound evidence that the Northland Network is being managed with sound asset management principles. (Holistic, Systematic, Systemic, Risk based, Optimal & Integrated.)

Section 4.17 State of the Network provides excellent modelling analysis and options assessment for the sealed pavement.

The PBC with; Root Cause analysis, Option Development and Assessment provide excellent evidence using PMRT and Peer Group comparison analysis and discussion.

The Principal Structures Engineer has reviewed the wc215 & 216 Programmes in depth with the AO consultant and made some suggestions to the programme which have been agreed.

NTA have been consistently diligent with completing and documenting the NZTA 2018/21 Funding conditions."

Any final submissions on the Council's Capital Improvements Programmes are to be submitted by 21st May and will be considered by Waka Kotahi in June. This will include the prioritisation process of major Regional projects by the Regional Transport Committee (RTC) following consideration of the Regional Land Transport Plan (RLTP) and Regional Public Transport Plan (RPTP) consultation feedback received. The RTC formally deliberated on the submissions on Tuesday 11 May 2021 with staff now making the necessary changes to both plans (RLTP & RPTP) and table these at the 9<sup>th</sup> June 2021 RTC meeting with a recommendation they be approved for forwarding to the Northland Regional Council for their approval for submission to Waka Kotahi by 30 June 2021.

Final approval of the NLTP programme will be considered by the Waka Kotahi Board by late August and the final approved NLTP is due to be published by early September 2021.

## **Development Applications (Transportation component)**

Over the past 18 months, the NTA have been become more actively involved in the assessment of consent applications with respect to transport and roading impacts and assessment of required consent conditions in this area.

With Northland being one of the fastest growing regions in New Zealand, the volume, size and complexity of developments to be reviewed has increased. Since October 2019 the volume of consents processed via the NTA Safety and Transportation team has increased by an average of 300-400%, as demonstrated in the graph below.



Figure 2 – Northland (NTA) volume of development applications - October 2019 to April 2021

To date the processing of the increasing volumes has been handled through contracting out a significant portion of application assessments to consultants, particularly for Development Engineering. As a result, there have been some inefficiencies, inconsistencies and workload issues, and much of our strategic planning for Traffic Engineer specifically has been stalled due to lack of resource internally, with these functions unable to be outsourced.

A resource assessment was completed in January 2021 where it was identified that considerable time is being spent by our current in-house Engineers in dealing with;

- Consents / Development Engineering
- Customer complaints systems (CRMs and RFS)
- District Plan and Policy Reviews

As a result of this review it was identified that engaging additional resources to enable bringing the delivery of these activities in-house will be more efficient and provide a more consistent level of service to Councils and our customers and in April 2021. As part of the wider NTA resource review, approval was given to proceed with recruitment of:

- A new role of **Senior Development Engineer Transportation** to specifically manage and process the transportation components of the Development Engineering process (consent application reviews and approvals);
- An additional **Graduate Transportation Engineer** to assist Development Engineering Team with increased workload requirements;

In conjunction with this recruitment two functional units will be created within the NTA Road Safety & Traffic Engineering Team being:

- 1. Road Safety & Traffic Engineer, and
- 2. Development Engineering.

Road Safety & Traffic Engineering will focus on the planned/strategic activities, whereas Development Engineering will focus on the reactive actives such as consents and customer enquiries. The scope of the Development Engineering unit and its associated resources is to include:

Pre-application meetings

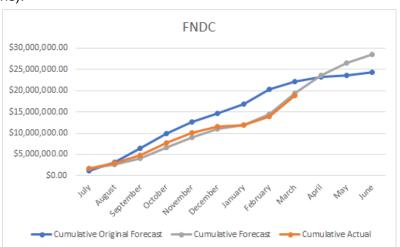
- Land Use & Subdivision Consent application reviews
  - Section 92 requests for further information
  - Conditions of consent
  - Hearings
- Engineering Standard reviews
- Input into District Plan & Policy Reviews
- Customer Enquiries (RFS & CRM)

Recruitment of these positions is about to commence with a targeted start date of 1<sup>st</sup> July aligning with the new financial year.

## **Capital Works & Procurement**

The Capital Works programme delivery risks are assessed and reported at an individual project level with monthly update reports provided for each Council with the information below summarising the status March 2021 status report. This programme summary & budgets includes the FNDC's externally funded projects where NTA is responsible for managing delivery (i.e. Redeployment footpaths).

FNDC Programme					
	\$30,081,6				
Budget	30				
	\$18,922,6				
Actual	94				
	\$28,510,9				
Forecast	96				
Carry-	\$1,570,63				
Over	3				



The original forecast was undertaken at the start of the financial year when information was limited. The reforecast has occurred several times aided with additional information such as contractors' programmes, with difference in revised forecast as a result.

Carry overs relate to:

- Historic emergency event funds no longer required;
- o Funds for future designs to be allocated once programme confirmed; and,
- Savings made from unsubsidised seal extension programme.

## **Seal Extension Programme update**

Excellent progress has been made completed the significant seal extension programme during the 2020/21 summer construction season.

Though a combination of Unsubsidised, Waka Kotahi subsidised and Tourism Infrastructure Fund (TIF) subsidised funding, 17 individual sites have been targeted, with 99% of a total of

approximately 13,000 metres of sealing extensions completed (the remaining 100m of the TIF funded Pungaere Road is scheduled to be completed prior to the end of the financial year). Details of the completed site locations and lengths is provided in the table below.

Site	Approx. Treatment	Status as @ end	% Completed	Comments	
Site	Length (m)	April 2021	76 Completed	Comments	
Sea	l Extension - Unsubsid	lised 2019/20 carry	over		
Porotu Rd (RP 0 - 1380)	1380	Completed	100%		
Puketi Rd (RP 0 - 1000)	1000	Completed	100%		
Seal Extension	n - Unsubsidised Origin	nal 2020/21 Dust st	rip programme		
Omanaia School Road, Omanaia (RP 0 - 180)	180	Completed	100%	Omanaia School	
Omanaia Road, Omanaia (RP 4375 - 4555)	180	Completed	100%	Te Piiti Marae	
Umawera School Road (RP 80 - 380)	300	Completed	100%	Umawera School	
Waima School Road (RP 40 - 340)	300	Completed	100%	Waima School	
Motukiore Rd, Okaihau (RP 40 - 340)	300	Completed	100%	Horeke School	
School Road, Mangamuka (RP 40 - 380)	340	Completed	100%	Mangamuka School	
School Road, Totara North (RP 0 - 300)	300	Completed	100%	Totara North School	
Parapara Toatoa Road, Taipa (RP 6450 - 6750)	300	Completed	100%	Ko Te Ahau Marae	
Parapara Road, Taipa (RP 250 - 550)	300	Completed	100%	Parapara Rd	
Seal Extension - Addittional Uns	ubsidised 2020/21 Du	st strip sites compl	eted within ori	· ·	
				Negotiated subsidy with Waka Kotahi for	
				section between SH10 and new dust strip	
Parapara Road, Taipa (RP 20 - 250)	230	Completed	100%	to be added	
Waihaha Road, Waikare (RP 600 - 900)	300	Completed	100%	Kura o Waikare	
Motukiore Road, Okaihau (RP 1090 - 1390)	300	Completed	100%	Mangungu Mission	
	Seal Extension - I		T		
Church Rd *	1940	Completed	100%		
Koropewa Rd *	1660	Completed	100%		
* Lengths and Budget as per BC - actual TBC following cor	npletion of detailed d	esign			
	Seal Extension	- TIF Funded	1		
Pungaere Rd	3700	In progress	98%	installed, rest sealed with road marking completed	
Total approximate length planned (m)	13,010				
Total approximate length completed to date (m)	12,910				
% of Sealing Completed	99%				

In addition, NTA staff and contractors have been supporting the construction and delivery of nearly 15km of PGF MBIE funded seal extensions across three specific Far North sites (details below). Preparation works have commenced on all sites with approximately 3800m of seal laid to date (Peria Road). The balance of sealing for these three sites is scheduled for the 2021/22 summer construction season, aligned with the funding contract timeframes.

	Seal Exte	ension - MBIE Funded	ı		
Peria Road	4800	In progress	85%	MBIE	1km left to seal. Agreed with that remaining sealing ned for summer 2021/2022
Ngapipito Road	5000	In progress	25%	Agree	ment construction in progress. ed with MBIE that sealing ned for summer 2021/2022
Ruapekapeka Road	5100	In progress	15%	neari comp a dve	21 pavement construction ng completion. Stage 2 design pleted and RFT prepared for rtising. Agreed with MBIE that ng planned for summer /2022
Total approximate length planned (m)	14,900.00				
Total approximate length completed to date (m)	3,800.00				
% of Sealing Completed	26%				

## MBIE Worker Redeployment programme – Transport items

All work associated with the original MBIE funded Te Tai Tokerau Worker Redeployment Funding (\$9.32m total / \$2.2m FNDC component) was completed in February 2021, with activities related to the additional WDC/FNDC Storm Damage funding continuing through until May 2021.

The table below provides a Regional summary of the Employment Outcomes at the peak of the programme:

	Total People Working	Previously Unemployed	Youth (15-24)	Macri	Pasifika	Women
Peak Employment (October)	293	98	72	126	25	50

In addition to exceeding the programme's employment objectives, significant opportunities for Northland's Local and Maori/Pasifika owned businesses as summarised below.

	Actual Value	% of total (\$9.32m)		
	of Work	Actual %	Target %	
Local Business (Total)	\$ 5,024,668	54%	40%	
Maori / Pasifika Business	\$ 1,373,066	15%	15%	

## **Maintenance & Operations**

Over the last five (5) months all the Regional Maintenance & Renewal Contracts have met the 90% compliance target, with the two FNDC contracts achieving >90% for all nine months of the current year. While a good result, there remains a concern that the performance scores do not reflect the actual condition of the roads, particularly the unsealed road networks.

Period	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21
FNDC North FH	91%	94%	96%	99%	99%	99%	98%	98%	98%
FNDC South BSL	98%	97%	94%	97%	96%	96%	91%	96%	96%
WDC North FH	98%	93%	88%	95%	99%	97%	96%	94%	99%
WDC South DWN	88%	86%	87%	86%	93%	93%	90%	95%	93%
KDC BSL	96%	97%	98%	92%	93%	98%	97%	94%	99%

The unsealed road network typically suffers deterioration over the dry summer months (i.e. corrugations and loose gravel roads) that are problematic to treat by grading when still dry. Nonetheless the requirement to meet response times remains a priority that all the Contractors are falling behind on. Non-Conformance Records (NCRs) have been issued where response times are behind, with payment penalties applied to the respective monthly claims. There are presently twelve (12) graders in operation on the FNDC network (7 x FH || 5 x Ventia).

The NTA is reviewing the data and weightings apportioned to the various activities for any opportunities to better align these to drive desired outcomes. It must be noted the majority of the 36 KMPs assessed are 'behavioural' measures, against Contract specifications, not actual physical road condition measures. Nonetheless there requires further analysis of the KPM calculations, with emphasis on ensuring confidence to extend the contracts beyond June 2022 is provided.

No major issues have been reported or observed relating to quality of workmanship and the NTA remain confident the Contractors will meet their achievement targets.

The 3rd Quarter summary for the FNDC MO&R Contracts is as follows:

FNDC North Area (Fulton Hogan):

- Very good progress initially completing 16.2km of unsealed road strengthening works, with 13.5km of the remaining program now underway;
- To date have completed 10.5km of a total of 11.5km Seal Extension projects with the three (3) short Marae and School dust strip seals now finished and only 1km of sealing to complete on Peria Rd (The remaining 1km to seal on the Peria Road PGF funded project has been agreed with MBIE for completion in the new Financial Year);
- The Resealing of the 33km of sealed network was completed earlier than forecast;
- The 4.8km Rehabilitation program, that had slipped slightly with design submissions, has all now been completed;
- All the Summer 2020/2021 Dust Suppressant sites met their expected useful life, with the ban on grading of dust suppressant sites is lifted on 1<sup>st</sup> April. No sites required a second application during the summer; and,
- Fulton Hogan has struggled to meet response times for unsealed road routine works, with resourcing stretched due to the major Seal Extension construction above although, with construction projects now coming to an end, additional resources are now being deployed in this area;

## FNDC South Area (Ventia)

- Ventia has deliberately left their unsealed road strengthening works until the autumn period in readiness for winter;
- o Completed 37km of Reseals and 3.2km of Rehabs on the sealed network;
- The five (5) short Marae and School dust strip seals were all completed before Christmas, with the Seal Extension Projects on Koropewa Rd (1.8km) and Pungaere Rd (3.6km) are 95% complete at the end of March 2021;
- The Ruapekapeka and Ngapipito PGF Seal Extensions are behind the originally forecast targets however are on track for completion next summer (with these extensions all agreed with MBIE).

## Hokianga Ferry

The new Hokianga Ferry Operations Contractor, Fullers Bay of Islands (FBOI), has demonstrated that they are well versed in managing this type of service, with improved level of responsiveness and diligence regarding compliance and safety.

Examples include replacing all life-jackets, new anchor, new navigation unit with wind meter,

new electronic ticketing and CCTV installed.

Revenue received from ticket sales for the 2020/21 financial year to date is approximately 30% higher compared to the same period for the previous two financial years. This significant increase in revenue is a result of a strong domestic tourism market which is an unexpected silver lining of the Covid-19 pandemic.

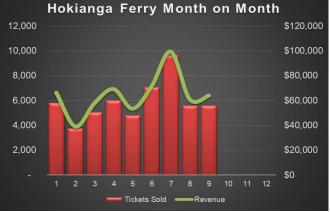


Fig. 1 Hokianga Ferry - Ticket sales & Revenue

#### **Customer Interactions**

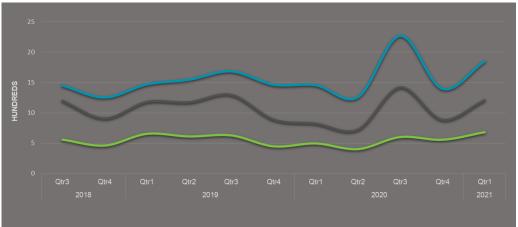
There remain challenges with the unsealed networks with significant dissatisfaction in customer surveys and this is also evidenced by the high volumes of complaints, particularly regarding the extent of corrugations in the dry summer period. There will be a significant

increase in unsealed road maintenance activities as the grader resources, that have been tied up with construction works, are freed up to attend the unsealed road maintenance needs.

The adjacent table shows how the level of Customer Interactions has trended at a pure volume level, since the inception of the revised maintenance contracts, for comparative quarter. Noting the end of 2019/20 quarter saw a reduction in interactions due to the COVID level 4 lockdown, FNDC interaction numbers have now returned to 2018/19 levels.

Third Quarter Comparisons							
District	2018/19	2019/20	2020/21				
Far North	1,180	823	1,209				
Kaipara	656	497	683				
Whangarei	1,469	1,455	1,850				
Total	3,305	2,775	3,742				

The chart below commences from the 1<sup>st</sup> July 2018 (commencement date of current Maintenance Contracts) with interaction numbers returning to a pre-pandemic normal level. The spike in July 2020 results from the significant weather event and a seasonal increase in the first quarter of 2021 is seen as a result of deteriorated unsealed road network conditions as the impact of dryer weather continues.



Key - FNDC (Grey) / KDC (Green) / WDC (Blue)

#### **Hokianga Ferry**

There was a total of five recorded Customer Interactions related to the Ferry Operations during the second and third Quarters of 2020/21 as detailed below:

Month	Details
October (0)	
November (1)	Compliant received from truck driver who had been left behind during the evening charter work. Resolved the following day after finding out there had been a miscommunication between the 'clippie' and driver at the time of boarding.
December (1)	Telephone complaint was received by the FGS in respect of inappropriate comments by a crew member onboard. Requested to put their complaint in writing but have not done so.
January (1)	A request from emergency services to run the service for additional hour through to 21.00 was received. This was due to a bush fire blocking the road into Rawene.
February (1)	Customer challenged the size and thickness of the paper stock which is used for the concession card.
March (1)	Complaint received related to shutting down of service due to Tsunami warning.

#### 4 Summary

This briefing report is provided for the information of FNDC Elected Members. A further update summarising the full 2020/21 achievements and outcomes will be provided at the September 2021 Infrastructure Committee meeting.

#### 5 Report Approval

Approved by:

Calvin Thomas

General Manager - Northland Transportation Alliance

21st May 2021

#### 5.4 ROAD EFFICIENCY GROUP (REG) FNDC ROADING REPORT 2019/2020

File Number: A3206312

Author: Cushla Jordan, Asset Manager

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this item is to present the Roading Efficiency Group (REG), Far North District Council Roading Report for 2019/2020 and discuss the outcomes leading into the development of the 2021/2031 Long Term Plan.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

To present the REG, Far North District Council Roading Report for 2019/2020.

#### **TŪTOHUNGA / RECOMMENDATION**

That the Infrastructure Committee receive the report Road Efficiency Group (REG) FNDC Roading Report 2019/2020.

#### TĀHUHU KŌRERO / BACKGROUND

REG has evolved from the Road Maintenance Task Force back in 2012 and plays a vital role in supporting the Transport sector capability.

REG has now published the second round of annual roading reports using individual performance results and evidence for each of the 67 Road Controlling Authorities, i.e. Councils.

Publishing the Road Controlling Authorities (RCA) reports are a significant step assisting us to collectively deliver better value in the Transport sector. These reports provide a national, objective picture of Transport investment and performance, collated into a single resource.

#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The Far North District Council's RCA report is shown in Attachment 1. The reports for Whangarei District Council (WDC) and Kaipara District Council (KDC) are shown for comparison purposes in Attachments 2 and 3.

REG has placed each Council in a national peer group based on Councils, with similar size and types of networks. Far North is in the Rural Districts Peer Group with councils like Kaipara, Wairoa, Selwyn, Ashburton Southland and Ruapehu.

WDC is in the Provincial Centres Peer Group.

The information provided in the reports are based on 2019/2020 data, and trends are shown for the period 2016-2020.

#### 4.1 Panel 1- Summary of key facts

- The attached reports are divided into panels of information. Panel 1 provides a summary of key facts about the Council from Statistics NZ and the MBIE Regional Economic Activity Reporting Tool.
- Valuation figures are the roading assets depreciated replacement cost (current value).
- Expenditure is the gross value invested in Roading (Council plus NZTA subsidy).

#### 4.2 Panel 2 – Activity Management

Assessment score of Council's 2018 AMP by REG and separately by NZTA.

Good (>2.25) Fit for Purpose (>1.5 to 2.25) Room for Improvement (<=1.5	5)
---	----

- Procurement score is based on a self-assessment by FNDC and is rated as Developing, as we are still looking for better outcomes.
- Quality of Data in FNDC's RAMM database <u>score has increased from 69% to 83%</u> resulting from our improvement programme.

#### 4.3 Panel 3 – Service Performance

 The Council's LTP/ Annual Plan LOS Mandatory Performance Measures from Council's Annual Reports.

#### 4.4 Panel 4 – Co-Investor Assurance

- Results of previous NZTA Audits of FNDC subsidised Roading Activity.
- Procedural Audit this audit focuses on ensuring Council is complying with Waka Kotahi NZTA financial requirements (2018).
- Technical Audit this audit focuses on what we do, how we do it and what results are achieved. (2016).

**Note** results from the recent 2020 audit are not yet included.

#### 4.5 Panel 5 – Delivery

- Council expenditure by Activity.
- Total expenditure per km compared to peer group.
- FNDC is higher than its peer group due to poor geology, lack of access to good quality materials, few quarries, poor subgrade conditions and higher forestry traffic.

#### 4.6 Panel 6 – Achievements

- Volume of Work completed compared to planned work (lane kms).
  - o Rehabilitations: low, a reduction in length due to higher costs
  - o Reseals: low, a reduction in length due to higher costs.
  - Road condition (sealed roads)
    - o Surface: stable
    - o Pavements: slight deterioration, average pavement age increasing
    - o Ride quality: (smoothness) stable

#### 4.7 Panel 7 – Safety

- Fatal and Serious Injuries reflecting Northland's very high accident rate.
- Personal risk = crash rate per 100M vehicle km travelled, (VKT), volume X road length.
   Result: higher compared to peer group
- Collective risk = crash density per 1,000 km, used to identify blackspots.
  - Result: higher compared to peer group
- Crash distribution = accidents on our different road classes, e.g. 20% of DSI's on 6% of the network, (Primary Collector roads), used to identify blackspots.

#### 4.8 Panel 8 - Network Availability and Accessibility

 Percentage of network not available to Class 1 and 50Max HPMV vehicles. Note this is a new measure.

#### 4.9 Panel 9 - Territorial Activity

- Population Growth (statistics)
- GDP by Industry (MBIE).

#### 4.10 Panel 10 - Network Physical Characteristics (trends)

- Total network length sealed and unsealed.
- Urban percentage by length.
- Cycleway network lengths.
- Number of bridges on network.

#### 4.11 Panel 11 - Road Network Use (trends)

- Vehicle kilometres travelled, (VKT) traffic volume X road length.
- Number of weight restricted bridges on the Network, (excluding 50 Max, and HPMV).
- Journey distribution = road trips (VKT) on the different classes of roads in the network. e.g. 25% of trips occur on 6% of the network (Primary Collector roads).

#### 4.12 Panel 12 - Public Transport

• Public transport (bus service) only data for WDC reported

#### Comparison 2019/20 to 2018/19 Results

Panel	Results 2018/2019	Results 2019/2020	Comments	
Panel 1- Summary of	64,600 population	6,600 population	Standard Council	
key facts		increase	statistics	
		6.8% increase in GDP		
Panel 2 – Activity	Data Quality score	83% REG	Asset management at	
Management	69%	assessment	expected standard	
Panel 3 – Service	2 KPI's of 5 achieved	2 KPI's of 5 achieved	Council's Annual Plan	
Performance		no change	targets	
Panel 4 – Co-Investor	2018 Financial Audit	No change	Note: results from the	
Assurance	2016 Technical Audit		recent 2020 Audit are	
			not yet included.	
Panel 5 – Delivery	Total expenditure	\$12,000/km	Reduced expenditure	
	\$14,000/km	47.2% of \$126.4M	reflecting impact of	
		delivered	COVID on program	
Panel 6 –	Improving Road	Less works completed	Reduced expenditure	
Achievements	condition trend	and road condition	reflecting impact of	
		stable	COVID on program	
Panel 7 – Safety	Fatal and Serious	Reducing trend in all	Results generally at	
	injuries – High	categories except	peer group average	
	compared to peers	cycling		
Panel 8 - Network		New measure 95.9%	Records the number	
Availability and		network availability	of bridges below	
Accessibility			capacity	
Panel 9 - Territorial	1,300 population	1,540 (2.4%) increase	Resident population	
Activity	growth	population growth	growth (5-year annual	
			average)	
Panel 10 - Network	2,508 kms	-7.4 Km (-0.3%)	Network length	
Physical		Growth plus loss of	reduction (5-year	
Characteristics		Mangakahia (SH15)	annual average)	
(trends)		and correction with		
		road lengths		
Panel 11 - Road	246 vkt	303M vkt represents a	Vehicle km's travelled	
Network Use (trends)		3.4% annual increase	on network (5-year	
			annual average)	

## PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications to Council.

#### **ĀPITIHANGA / ATTACHMENTS**

- 1. 2019-20-RCA-Report-Far-North-District-Council A3206549 4
- 2. 2019-20-RCA-Report-Whangarei-District-Council A3206550 🗓 🖺
- 3. 2019-20-RCA-Report-Kaipara-District-Council A3206551 🗓 🖺



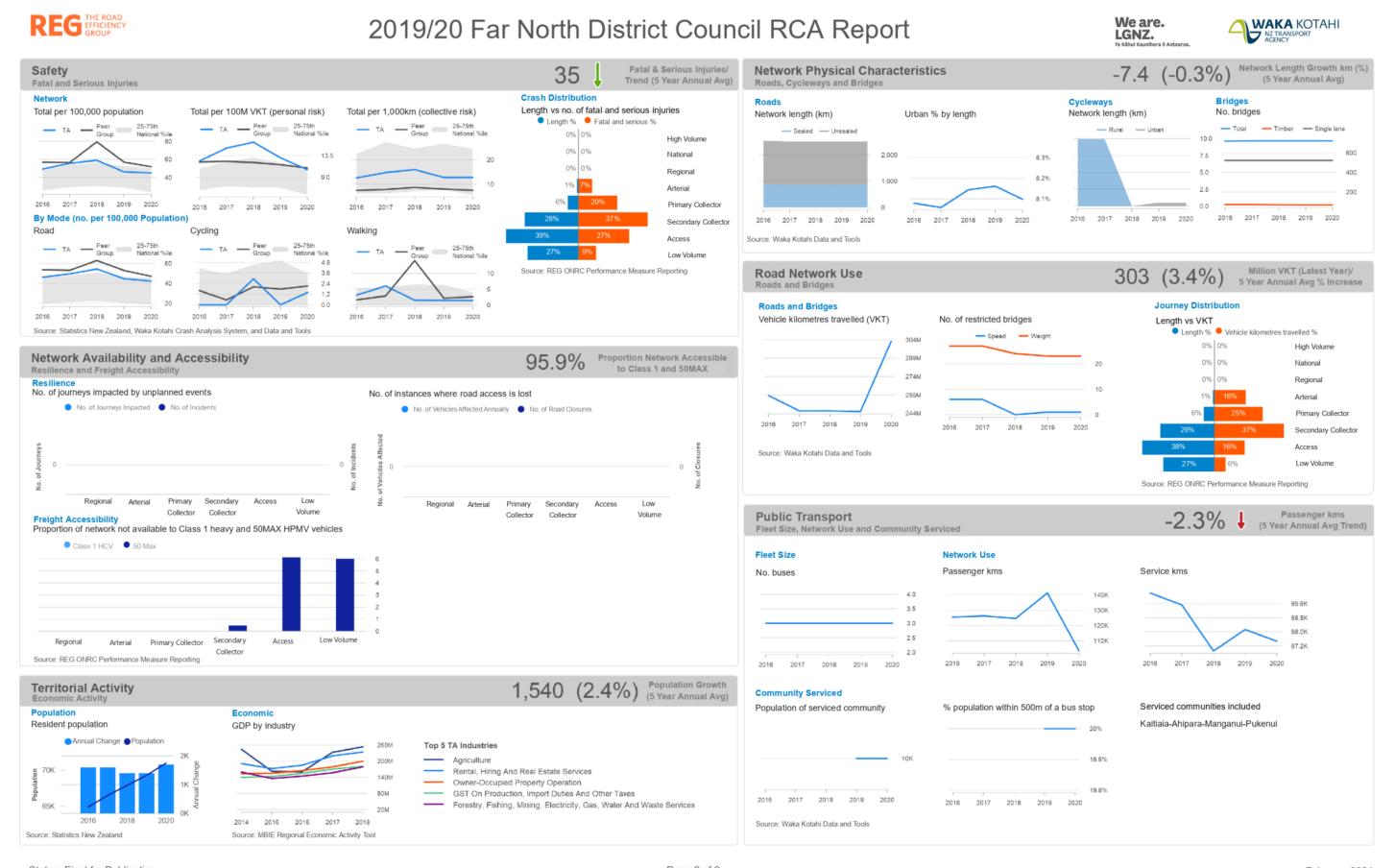
## 2019/20 Far North District Council RCA Report







Status: Final for Publication
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v2.0



Status: Final for Publication
Page 2 of 2
February 2021
v2.0



## 2019/20 Whangarei District Council RCA Report



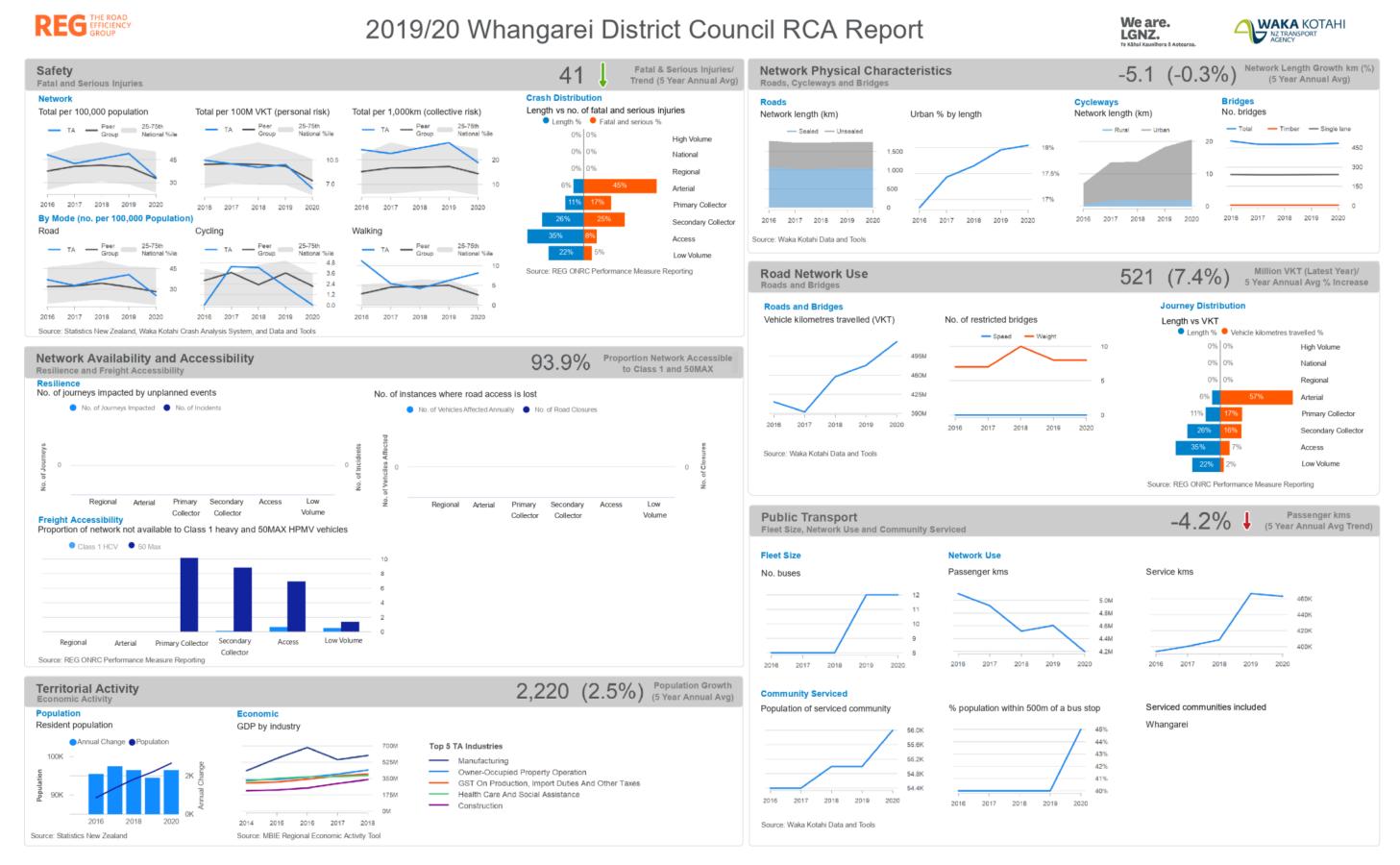




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v2.0



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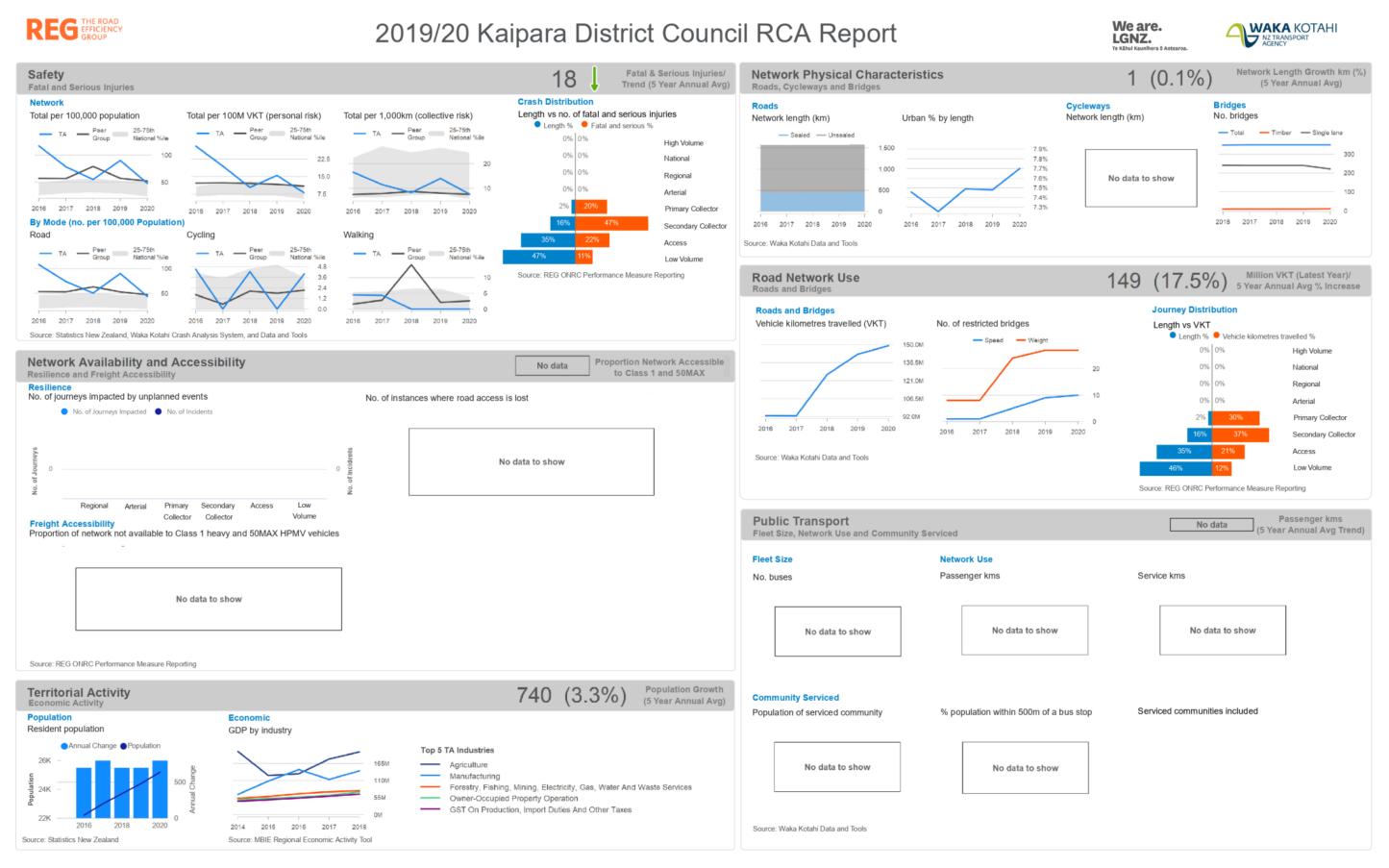
## 2019/20 Kaipara District Council RCA Report







Status: Final for Publication
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February 2021
v2.0



Status: Final for Publication Page 2 of 2 February 2021

#### 5.5 SLUDGE UPDATE

File Number: A3208723

Author: Helen Ronaldson, Manager - Asset Management and Infrastructure

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

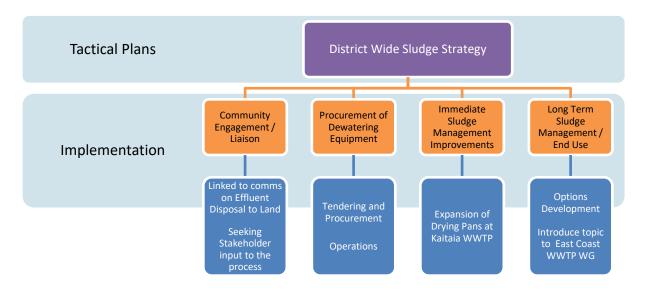
#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an update to the Infrastructure Committee of the planned and proposed activities on the topic of sludge.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

In order to progress the implementation of the Sludge Strategy prepared in early 2018, four tactical workstreams have been established. These will be concurrent activities running in parallel, while certain aspects of the strategy are also revisited to ensure its currency.

The tactical plan framework is depicted in the diagram below:



The following next steps are planned to support the overall strategy:

- Finalise engagement of Jacobs to revisit elements of the strategy.
- Prepare a plan for community and other stakeholder engagement on sludge management for the district.
- Continue the procurement of mechanical equipment for desludging of oxidation ponds and associated de-watering.
- Finalise engagement of Jacobs to investigate the potential of improvements of the Kaitaia drying pans and associated, sludge reuse opportunities.
- Continue options development for longer-term sludge management and end use with the first step being the establishment of a roadmap to a trial.
- Raise the potential of FNDC working with the community on the end use of sludge with the East Coast wastewater treatment plant (WWTP) working group.

#### **TŪTOHUNGA / RECOMMENDATION**

That the Infrastructure Committee receive the report Sludge Update.

#### TĀHUHU KŌRERO / BACKGROUND

In 2017 FNDC engaged CH2M (now Jacobs) Beca to develop a strategy for managing the biosolids from FNDC's 17 community sewerage schemes. The final biosolids strategy report was issued 31January 2018. It recommended that:

- Far North District Council's (FNDC) treatment ponds be de-sludged, using mobile dredges and dewatering equipment, to be owned and operated by FNDC and the Far North Waters Alliance Partners
- Waste activated sludge from the Russell, Kerikeri<sup>1</sup> and Hihi wastewater treatment plants WWTP's continue to be transported to the Kaitaia and Kaikohe WWTP's to allow further treatment and aging
- Two preferred end-use options (mine/quarry rehabilitation and vermicomposting) be investigated further

While some work has continued overriding priorities from various activities have slowed the progress on this topic. Following the tabling of the Electrocoagulation Wastewater Treatment information report to the February Infrastructure Committee an update on the wider topic of sludge was requested.

#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

At this time the overall strategy remains unchanged; however, we have requested Jacobs to review certain aspects of it including:

- Current technology advancements that may have been considered emerging at the time of writing the strategy but now could be proven, in trials or no longer considered viable.
- Any impact from regulatory changes including draft biosolids guidelines and Waste Minimisation Act update 2020.
- Revisiting the assumptions noted in the strategy based on upgrade plans for some of the treatment plants which were previously unknown i.e. Kaikohe, Kaitaia.

The tactical plan framework noted above has also been developed to pursue parallel workstreams of activity stemming from the strategy. These streams are described below:

#### **Community Engagement and Liaison**

In this workstream, consideration will be given to how we commence community engagement and liaison on sludge management for the district. Learnings from both the Taipa working group and what is being established for Hihi will be applied to a plan for this engagement. The approach to be taken for effluent disposal to land following the workshop planned for later in 2021 will also form part of the approach to be taken here.

#### Procurement of de-watering equipment

To progress the procurement of mechanical equipment for desludging of oxidation ponds and associated dewatering, the procurement plan for this purchase as outlined in the strategy document has been prepared. However as per the Long Term Plan (LTP) amendments, this spend has been deferred and will be re-visited with suppliers early in the FY2021/2022.

Due to the delay of this machinery de-sludging activity for Taipa and Rawene is expected to be underway at the time using the same method deployed previously via Far North Waters (FNW).

<sup>&</sup>lt;sup>1</sup> Please note that since the completion of the new Kerikeri WWTP, this sludge is no longer transported to Kaikohe

#### Immediate sludge management improvements

Jacobs is being engaged to commence the investigation into the potential further use of the Kaitaia drying pans and associated, sludge reuse opportunities.

While the sludge strategy is being reviewed and updated and long-term options for sludge management are investigated and then implemented, there remains a need to manage the current sludge inventory of the treatment plants in the region. The drying pans at Kaitaia WWTP provide a readily available means of providing for this, while not prohibiting the migration to a long-term sludge management strategy in the future.

There are two key components to this work:

- 1. Assessment of the capacity of the existing beds
  - a. Reviewed and determine if capacity is available immediately within the beds.
  - b. Consider whether the new draft guidelines for biosolids reuse open up new opportunities for reuse of the existing stabilised sludge.
  - c. Look for opportunities to increase capacity i.e. through removing stabilised sludge which could be beneficially reused for:
    - i. Landfill capping
    - ii. Quarry rehabilitation
    - iii. Use in parks/recreation areas for landscaping
  - d. Assess additional capacity against current sludge backlog to determine if the drying pans need to be expanded.
- 2. Expansion of the (if needed pending the outcomes of 1. above) to allow the current management option to be extended while the long-term solution is implemented
  - a. Look at potential development on the adjacent land within the Kaitaia WWTP designation.
  - b. Considered to be a relatively low-cost option compared with the longer-term sludge management options and would likely be able to be completed in a reasonably short time frame. It also avoids disposal to landfill, which is no longer a viable pathway.

#### Longer-term sludge end use and management

The preferred upgrade option for Kaitaia WWTP includes the decommissioning of the oxidation pond. It is planned to investigate the conversion of the oxidation pond into a sludge lagoon which could take the activated sludge from the mechanical plants across the district. This is thought to be the cheapest option available to treat the activated sludge.

Some options for the biosolids end use which will be explored during assessment work based on mechanical plants include the following:

- Landfill capping.
- Mine/quarry rehabilitation (requires engineering design to better understand associated costs).
- Onsite burial (monofil).
- Vermicomposting (non-viable for pond sludge).
- Production of fertilizer pellets similar to that done in New Plymouth.
- Production of fuel.

We will also consider if a pilot project or trial is possible for one of the districts to allow specific options for the biosolids end use to be explored. This will provide a clear plan sustainable re-use and local community benefits might include:

- Commercial entity / job creation.
- Beneficial reuse of sludge locally, minimising trucking and thus carbon generation.
- Minimising impacts to ratepayers.

## PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Financial requirements for each activity will be managed through existing operating budgets or LTP provisions.

#### **ĀPITIHANGA / ATTACHMENTS**

Nil

## 5.6 INFRASTRUCTURE AND ASSET MANAGEMENT (IAM) MONTHLY BUSINESS REPORT FOR APRIL 2021

File Number: A3208374

Author: Tania George, EA to GM - Infrastructure and Asset Management

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

#### TAKE PÜRONGO / PURPOSE OF THE REPORT

To present a summary of Infrastructure and Asset Management activity and information items.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Infrastructure and Asset Management Update provides an overview of Infrastructure and Asset Management activity for the period of April 2021.

#### **TŪTOHUNGA / RECOMMENDATION**

That the Infrastructure Committee receive the report Infrastructure and Asset Management (IAM) Monthly Business Report for April 2021.

#### TĀHUHU KŌRERO / BACKGROUND

This report presents a range of performance and interest items focussed around Council Infrastructure.

#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

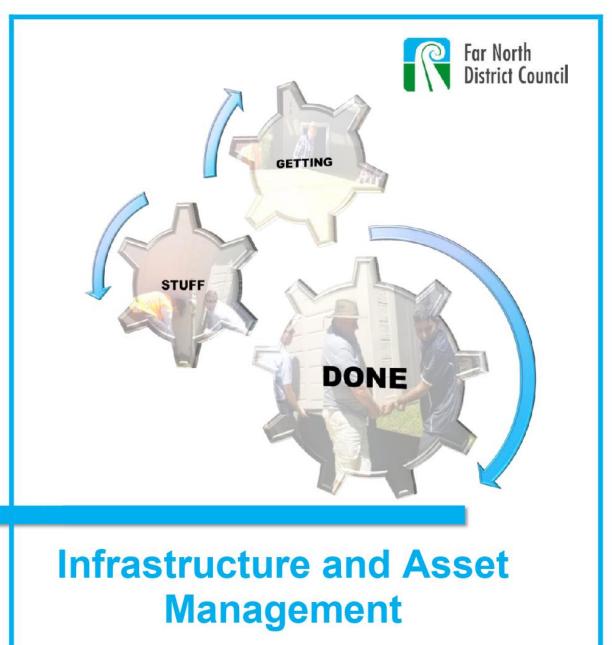
The information is attached in the form of a report.

## PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Nil

#### **ĀPITIHANGA / ATTACHMENTS**

1. Attachment 1: IAM Business Report as at 30 April 2021 FINAL - A3210510 🗓 🖺



**Monthly Business Report** 

**APRIL 2021** 

HE ARA TĀMATA CREATING GREAT PLACES Supporting our people

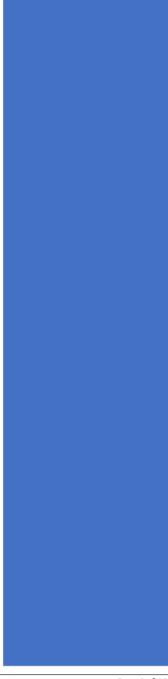


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#### **SUCCESSES**



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#### **DISTRICT FACILITIES**

Some fantastic feedback – check it out here.

#### **VENTIA**

Check out the Ventia report <u>here</u> – some great work and engagement with the public.

#### **FULTON HOGAN**

More good work by the team at Fulton Hogan.



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# CAPITAL SPEND ANALYSIS



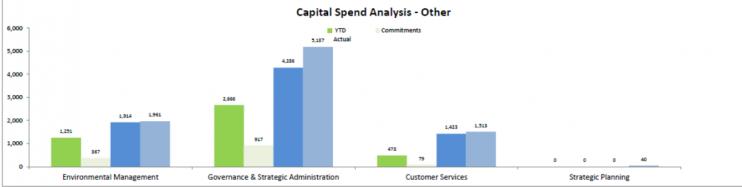
## Capital Spend Analysis as at 30-Apr-2021

	YTD (\$000's)			Full Year (\$000's)						
LTP Group	YTD Actual	Commitments	LTP Budget	Carry Forward Budget	Total Annual Budget	Actual vs Budget %	Total Annual Forecast	Actual vs Forecast %	Forecast vs Budget %	Forecast vs Budget Variance
District Facilities	6,768	5,434	13,072	4,031	17,103	39.6%	19,399	34.9%	113%	2,296
Stormwater	859	94	1,179	666	1,844	46.6%	1,243	69.1%	67%	(602)
Solid Waste	22	139	325	96	421	5.2%	395	5.6%	94%	(26)
Wastewater	4,626	2,231	4,936	6,760	11,696	39.6%	7,369	62.8%	63%	(4,327)
Water Supply	2,431	2,107	4,495	2,054	6,549	37.1%	10,550	23.0%	161%	4,001
Roading & Footpaths	32,777	25,143	37,388	7,974	45,362	72.3%	54,854	59.8%	121%	9,493
IAM Total	47,484	35,148	61,395	21,580	82,975	57.2%	93,810	50.6%	113%	10,834
Environmental Management	1,251	367	0	1,914	1,914	65.3%	1,961	63.8%	102%	47
Governance & Strategic Administration	2,666	917	2,334	1,952	4,286	62.2%	5,187	51.4%	121%	900
Customer Services	478	79	490	933	1,423	33.6%	1,513	31.6%	106%	90
Strategic Planning	0	0	0	0	0	0.0%	40	0.0%	0%	40
Other Total	4,395	1,363	2,824	4,800	7,623	57.6%	8,700	50.5%	114%	1,077
Total	51,878	36,511	64,219	26,380	90,599	57.3%	102,510	50.6%	113%	11,911

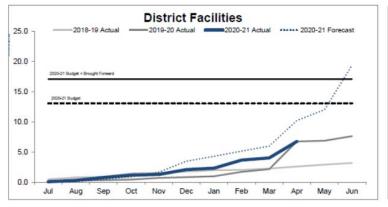
#### Comments:

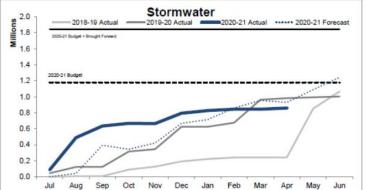
The 'Total Annual Forecast' is what is expected to be spent by 30 June 2021.

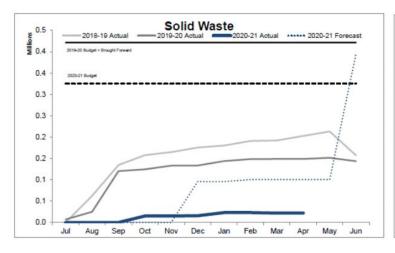


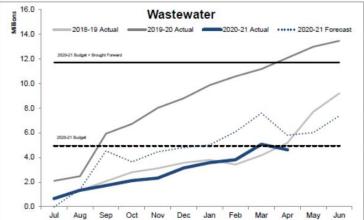


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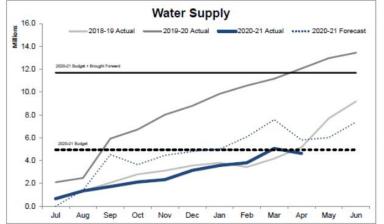


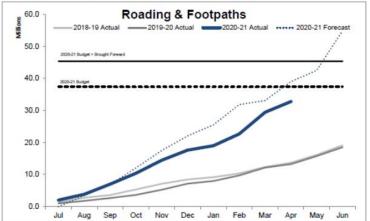






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#### **ROADING**

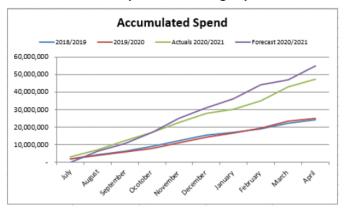
To maintain the District's roading network in a satisfactory condition and in accordance with national safety and engineering standards.

#### **EXECUTIVE SUMMARY**

Waka Kotahi are presently considering the final submissions for the Maintenance, Operations and Renewals Programmes (MO&R). Any final submissions on the Council's Capital Improvements Programmes are to be submitted by 21st May and will be considered by Waka Kotahi in June. This will include the prioritisation process of major Regional projects by the RTC following consideration of the RLTP consultation feedback received at a meeting scheduled for 11<sup>th</sup> May 2021. Final approval of the NLTP programme will be considered by the Waka Kotahi Board by late August and the final approved NLTP is due to be published by early September 2021.

As shown in the graph below, transport works delivery continues to track well, with expenditure to the end of April (\$47.5m) nearly double that of the same period in each of the last two financial years, with \$4.6m of work completed and invoiced in April.

Full Year Comparison - Roading Expenditure



After a spike in Resource Consent applications requiring transportation team input in March, application numbers dropped down to 28 in April (vs. 12 month rolling average of 36) allowing the team to clear some backlog with 48 applications responded to.

Fullers (Hokianga Ferry Operator) have completed the implementation of both their Electronic Ticketing system on the service and the installation of CCTV on the vessel.

The overall number of Customer Interactions (CIs) has reduced by over 14% compared to March with over half of this reduction directly attributable to improved communication and education with the FNDC call centre. The planned workshop with the NTA/FNDC Maintenance & Customer Team members focussing on CIs and customer responsiveness was held on Thursday 15th April focussing on completeness of communication with the customer (when requested) and targeted improvement in response timeframes.

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#### 2021/24 AMP DEVELOPMENT PROGRESS

Waka Kotahi are presently considering the final submissions for the Maintenance, Operations and Renewals Programmes (MO&R), with the following feedback provided by Waka Kotahi as part of their review:

"This AMP is assessed as an excellent example of a Strategic Case, Programme Business Case (PBC), Detailed Business Case.

The in-depth analysis of: Demand and Growth, Problems Benefits and Consequences, Root Cause Analysis, Option development, Low Cost Low Risk (LCLR) etc. provide sound evidence that the Northland Network is being managed with sound asset management principles. (Holistic, Systematic, Systemic, Risk based, Optimal & Integrated.)

Section 4.17 State of the Network provides excellent modelling analysis and options assessment for the sealed pavement.

The PBC with; Root Cause analysis, Option Development and Assessment provide excellent evidence using PMRT and Peer Group comparison analysis and discussion.

The Principal Structures Engineer has reviewed the wc215 & 216 Programmes in depth with the AO consultant and made some suggestions to the programme which have been agreed.

NTA have been consistently diligent with completing and documenting the NZTA 2018/21 Funding conditions."

Any final submissions on the Council's Capital Improvements Programmes are to be submitted by 21st May and will be considered by Waka Kotahi in June. This will include the prioritisation process of major Regional projects by the RTC following consideration of the RLTP consultation feedback received.

Final approval of the NLTP programme will be considered by the Waka Kotahi Board by late August and the final approved NLTP is due to be published by early September 2021.

## DEVELOPMENT OF THE DRAFT REGIONAL LAND TRANSPORT PLAN 2021/2027 (RLTP) and REGIONAL PUBLIC TRANSPORT PLAN (RPTP)

The Regional Transport Committee will formally deliberate on the submissions on Tuesday 11th May 2021.

On competition of this process, staff will make the necessary changes to both Plans and table these at the June 2021 RTC meeting with a recommendation they be approved for forwarding to the Northland Regional Council for their approval for submission to Waka Kotahi by 30 June 2021.

#### CENTRAL GOVERNMENT POLICY SUBMISSIONS

While there were no Central Government submissions in the past month, Waka Kotahi NZTA have formally announced the commencement of a significant speed limit review consultation process for several sections of Northland State Highways.

For more information and to subscribe to updates follow this link.

## MBIE WORKER REDEPLOYMENT PROGRAMME (ORIGINAL \$2.2M + \$2M STORM VARIATION)

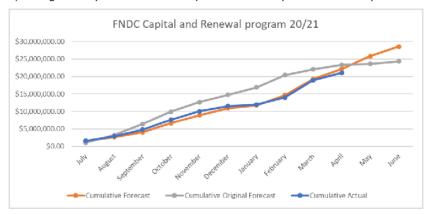
As reported in February most of the original programme is now complete. Work on the roading, parks and flood mitigation work covered by the \$2m storm funding component continues through until the end of May 2021.

A final project summary report summarising all completed funding works and related social procurement objective achievements is to be produced on completion of the remaining activities (end of June 2021).

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#### FNDC TRANSPORT CAPITAL PROGRAMME DELIVERY

With two months remaining in this financial year, delivery of the capital works programme remains on track with forecast, and significantly ahead of the same period in the two previous financial years.



#### Projects started in April

Category	Sub activity	Location
341 - Low-Cost Low Risk	Lighting	Various District Roads
341 - Low-Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Horeke Rd to Cemetery 294-330
341 - Low-Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Kohukohu Road Manning to Marriner
New Footpaths - Unsubsidised	New Footpath	Kaikohe-Hokianga Ward: Kohukohu Road Manning to Marriner

#### Projects due to start in May

Category	Sub activity	Location
140 - Minor Events	Resilience	Waikare Road - various locations
341 - Low-Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Kaikohe Footpath - Taheke Road to Orrs Road eastbound
341 - Low-Cost Low Risk	New Footpath	BOI-Whangaroa Ward: Te Taipui Rd to Matauri Bay School Link
341 - Low-Cost Low Risk	Resilience	Powell Road RP209
341 - Low-Cost Low Risk	Resilience	Powell Road RP92-169

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#### **Significant Projects**

Council	Category	Sub- activity	Location	% Complete	Monthly	Next month planned activities
FNDC	341 - Low- Cost Low Risk	Bridge	Otaua Road M28 N28	93%	As-builts and Ramm data done and received Practical Defects Completion	
FNDC	341 - Low- Cost Low Risk	New Footpath	Te Hiku Ward: Donald Ln to WINZ on N Park Drive	100%	Complete	Complete
FNDC	341 - Low- Cost Low Risk	Resilience	Panguru Road	97%	Complete	Complete but some minor defects to be addressed
FNDC	341 - Low- Cost Low Risk	Safety	Route 1 Kaitaia- Ahipara (Kaitaia Awaroa Rd)	86%	Complete	Complete
FNDC	341 - Low- Cost Low Risk	Safety	Kaitaia-Awaroa Rd RP3200	100% Complete Complete		Complete
FNDC	341 - Low- Cost Low Risk	Safety	Kaitaia-Awaroa Rd RP5690	100%	Complete	Complete
FNDC	341 - Low- Cost Low Risk	Safety	Route 7 Matauri Bay Loop Roads	100%	Complete	Complete
FNDC	341 - Low- Cost Low Risk	Safety	Route 5 Taipa- Kaitaia (Oruru Rd, Fairburn Rd & Peria Rd)	100%	Complete	Complete
FNDC	341 - Low- Cost Low Risk	Safety	Route 4 Kerikeri- Okaihau (Wiroa Rd, Waiare Rd, Wehirua Rd & Kerikeri Rd)	100%	Complete	Complete
FNDC	341 - Low- Cost Low Risk	Safety	Route 2 Puketona Junc- Ohaewai (Te AhuAhu & Old Bay Roads)	100%	Complete	Complete
FNDC	341 - Low- Cost Low Risk	Safety	Okaihau Triangle between SH1, SH10 and the Mungamuka's	60%	Signages manufacturing and construction/installation are underway (95% completed). Road markings are being constructed. Inspections for Practical Completion are underway.	Complete all sign installation and road marking work

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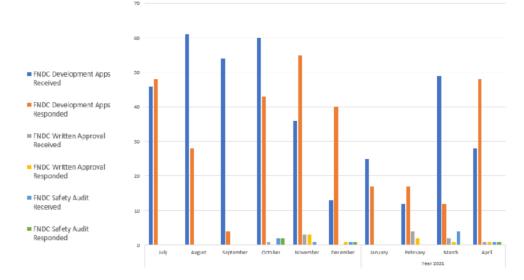
#### **DEVELOPMENT APPLICATIONS (Transportation)**

After March's lift in application numbers (49 vs. 12 month rolling average of 36), April's application numbers reduced to 28 allowing the team to focus on processing a significantly higher number of responses than previous months (48).

Recruitment activities are to commence in late May for a new Senior Development Engineer (Transportation) and Graduate Engineer to further improve service quality and timeframes in this area.

		FNDC						
		Develo	pment Apps	Writte	n Approval	Safety Audit		
		Received	Responded	Received	Responded	Received	Responde	
	Octob er	0	0	0	0	0	0	
Year 2019	November .	12	2	0	0	0	0	
	December 1	4	12	0	0	0	0	
	January	13	4	0	0	0	0	
	February	17	8	0	0	0	0	
	March	24	34	0	0	1	1	
	April	17	16	2	1	0	0	
	May	34	31	2	3	0	0	
Year 2020	June	28	24	2	2	0	0	
1ea1 2020	Ju ly	46	48	0	0	0	0	
	August	61	28	0	0	0	0	
	September	54	4	0	0	0	0	
	Octob er	60	43	1	0	2	2	
	November .	36	55	3	3	1	0	
	December	13	40	0	1	1	1	
	January	25	17	0	0	0	0	
	February	12	17	4	2	0	0	
	March	49	12	2	1	4	0	
	April	28	48	1	1	1	1	

FNDC Development Applications (Transportation)



#### HOKIANGA FERRY (KOHU RA TUARUA)

Fullers (the Operator) have completed the implementation of their Electronic Ticketing system on the service and the installation of CCTV on the vessel.

Fullers have reported that in general the traveling public's attitude to compliance with the requirement to wear a face covering on public transport continues to be poor under alert level 1.

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There have been two occurrences of theft of cash (ticket takings) and tickets from the safe on board the vessel. One on the 16<sup>th</sup> March from and the other over Easter. An investigation into the issue is underway and a police report has been filed by the operator.

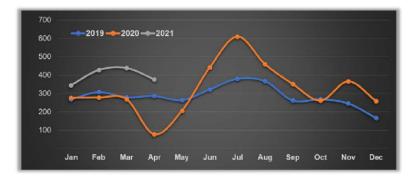
#### UTILITY SERVICES - CAR (Corridor Access Request) & TMP (Traffic Management Plan)

- UFB2
  - o Haruru Falls area has almost been completed and reinstatement is well underway.
  - o Russell will be starting shortly.
- UFB 2+
  - Opua is well underway and has been handed over in Rangitane and Okiato.
  - o Rawene will be the next main area and Waipapa will also be completed shortly.
- Fibre Connections
  - o Now started in Paihia, and are ongoing still in all other townships
- Street Light Contract
  - o Kerikeri Road drilling work is underway.
- Sewer Upgrade
  - o Klinac Lane and Waipapa is well underway with most of the drilling work completed.
- Roundabouts
  - Waipapa pavement work & all concrete work is completed. Grass berms will start shortly. The bridge beams have been installed to the new bridge on Mill Lane.
  - o Puketona is nearing completion.
  - o Kawakawa is nearing completion.
  - o Kaitaia on SH 1 is complete.

#### THE CUSTOMER EXPERIENCE

#### **Request for Service**

The overall number of Customer Interactions (CIs) has reduced by over 14%, month on month. More than half of this reduction directly attributable to improved communication and education with the call centre to address the previously reported issue related to the number of CIs received for the 'Roading Correspondence' category was being artificially inflated due to unsurety of where responsibility lay. Effectively, CIs were being allocated to the NTA when, following further investigation, it was established that the asset or issue in need of attention should be dealt with by others.



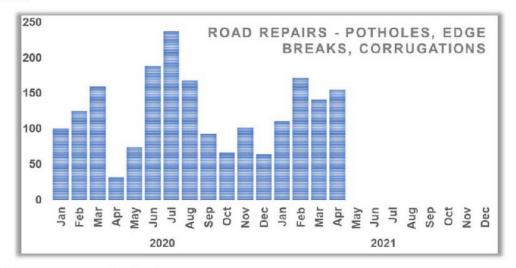
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The planned workshop with the NTA/FNDC Maintenance & Customer Team members focussing on CIs and customer responsiveness was held on Thursday 15<sup>th</sup> April. As part of this review, external contractor contractual obligations were identified and reaffirmed.

The individual Network Supervisors will ensure this is closely monitored and added as a formal agenda item to the monthly contract meetings with similar principles to be followed internally. The focus has two main points:

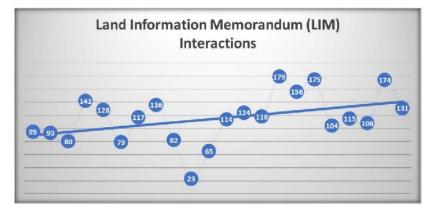
- · Completeness of communication with the customer, when requested
- · Targeted improvement in response timeframes

The year on year overall result for April was never predicted to be as low as last year, given the lockdown at the time. However, numbers do appear to be stabilising back to previous years for the category with the greatest number of interactions.



#### Land Information Memorandum (LIM)

While this has been a quieter month compared to March, it was still the 7<sup>th</sup> busiest since July 2019. It is also worth noting that, with three public holidays, this month only had 19 working (processing) days.



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#### **EXECUTIVE SUMMARY**

## PROJECT DELIVERY

A steady and productive month with projects awarded ready for construction early in 2021.

Managing delivery of the capital works programme (new works and renewals) as defined by the Long-

Green	Strong probability the project will be delivered on time, within budget and with acceptable quality.
Amber	Good probability the project will be delivered on time, within budget and with acceptable quality. Schedule, budget, resource or other changes may be needed.
Red	Probable that the project will NOT be delivered with acceptable quality without changes to schedule, budget, resources and/or scope

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Project Name: Southern Animal Shelter	Project ID: 261012
---------------------------------------	--------------------

#### Project Phase: Design

Status Item	Current Status	Prior Status	Summary	
Overall Project Status	Green	Green	Final Design received, building consent lodged.	
Scope	Green	Green	Scope confirmed	
Schedule	Green	Green	Schedule confirmed	
Cost	Amber	Amber	Final cost and QS to be confirmed	
Project Risk	Amber	Amber	Weather, contractor availability, material availability, Covid-19	

#### Monthly Summary:

Detailed design, engineering plans and reports received and building consent lodged, Quantity surveyor engaged, Resource Consent application on hold for Traffic Impact Assessment Report, NRC discharge consent approved.

Key Project Risks	Mitigation of Risk	
Funding	Ensure detailed planning is carried out to capture all detail require, learnings from Construction of Northern Animal Shelter is an advantage in making sure all aspects are captured	
Non-compliance	Current structures non-compliant, existing building to be demolished and new kennels to be constructed to comply with Animal Welfare Acts.	

Key Project Milestones	Expected	Status	Comment
Confirm concept plan	End September	On track	Concept Plan Confirmed
Final Design	Mid December	Delayed	Final Design Confirmed, Building Consent Lodged
Tender Award	Mid-June 2021	Delayed	Tender award expected July 201
Construction	Mid to Late July 2021	Delayed	Construction expected August 2021

#### Project Budget Status

Approved Budget	Actual Spend to Date	Forecast Total Spend
\$1,443,489.00	\$90,036.45	\$1443,489.00

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Project Name: Northern Animal Shelter	Project ID: 261011
---------------------------------------	--------------------

#### **Project Phase: Construction**

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	Construction underway
Scope	Green	Green	Scope confirmed.
Schedule	Green	Green	Project program confirmed.
Cost	Green	Green	Cost confirmed and approved
Project Risk	Green	Green	Weather, contractor availability, material and time delays due to Covid-19.

#### **Monthly Summary:**

Concreted passageway and post footings, prepped the carwash slab and laid the blockwork ready to pour in May, prepped the kennels cannel drains ready to pour, fitted the wall wrap to the exterior walls and fitted the window tape, fitted roofing, flashings and spouting in place, fitted 95% of the wall cladding to admin building, fitted all metalwork items to both buildings, fitted the aluminium windows in place on-site. Metalbilt door ready to fit, All electrical prewires complete to both buildings, Hyvac units and ducting being place, Lined the truss walls to the admin kennel area, started lining the villaboard passage linings, fitted all the timber ceiling battens in place, prepped the rear covered way paving/paths ready to pour.

Key Project Risks	Mitigation of Risk
Funding	Strict financial management. Funding no longer a risk due to MBIE funding
Tender	No longer a risk Awarded to KPH Construction Limited

Key Project Milestones	Expected	Status	Comment
Tender award	Late September	Awarded	Awarded to KPH Construction
Construction	Currently under construction	On Track	

#### **Project Budget Status**

Approved Budget	Actual Spend to Date	Forecast Total Spend	
\$1,470,989.00	Construction: \$1,126,739.67  Project Management Time, Professional Fees, & BC Fees: \$33,739.25	\$1,470,989.00	

Project Name: TIF Toilets Project ID: 141539, 141537, 141538, 141581

## Project Phase: Design/Consents/Construction

Status Item	Current Status	Prior Status	Summary
	Green	Green	Mitimiti: Construction is completed at Mitimiti & CCC achieved; Toilet is Operational
'	Green	Amber	Opononi: Construction has been completed and we are just working through CCC before facility is handed over to Operations
Overall Project Status	Amber	Amber	<b>Waitangi:</b> Building Consent is approved; Resource consent is granted; this time-consuming process has caused considerable delays to programme.
	Green	Amber	<b>Haruru Falls:</b> Construction of prefabricated build is well underway. Once site blessing is completed, we can move forward with services and then delivery and installation.
Scope	Green	Green	Waitangi: Scope is clear and approved by Stakeholders  Mitimiti: Construction complete.  Opononi: Scope is clear and defined.  Haruru: Scope is clear and defined. We are taking power feed from pump station back to site to run pump.
Schedule	Amber	Green	Projects currently tracking behind programme due to consultation and legal agreement delays. An extension of time has been granted from MBIE until Dec 2021, COVID 19 has also played its part in the programme delays.
Cost	Green	Green	Mitimiti completed within budget, Opononi will follow suit. Haruru Falls pricing is in line with budgets. Waitangi has not yet been out to market, but QS shows we have a shortfall, but we may have savings at other sites which can be re-allocated to Waitangi
Project Risk	Amber	Green	Covid 19 will cause large delays to all programmes of work which have already been delayed due to legalising access to all sights.  These projects will not be completed in the timeframes initially set out and there is no opportunity to bring them inline, so we have accepted this and asked for funding extensions.

#### Monthly Summary:

- Haruru Prefabricated Toilet has been constructed and is in the curing phase in the factory. Supply of timber for rafters has caused delays in final factory build phase
- Waitangi Toilet Building Consent & Resource Consent, Archaeological Authority are all approved. Best form of market approach is being finalised while we source funding shortfall
- Opononi construction completed, CCC underway

Key Project Risks		Mitigation of Risk			
Covid 19 Lockdown will lead to programme delays.			Accept & Monitor.		
Waitangi Toilet - Budget			Budget shortfall may be able to be address with savings from other TIF Toilet builds		
Waitangi Toilet – Schedule – Iwi Engagem	ent		Accept delays but look at po	ossible Direct /	Award of Contract to meet deadlines
Waitangi Toilet – Service Connections			Water & Power costs out of	fline with QS,	further budget implications
Key Project Milestones	Expected		Status		Comment
Waitangi Toilet – Iwi Engagement	July 2020		Completed		Archaeological Authority now approved by Heritage NZ
Opononi Construction	October 2020/ Feb 2021		Met – Late Start (November) & finish (May 2021)		Construction Completed
Haruru – Prefab installation	May 2021		Tracking behind schedule		Supply chain disruption – Timber products
Project Budget Status	Project Budget Status				
Approved Budget Actual Sp		Actual Spe	pend to Date Forecast Total Spend		Forecast Total Spend
\$1,045,688 (combined) \$647,9		,971.25 \$1,045,000 (combined)		\$1,045,000 (combined)	

## Project Name: Kawakawa WTP Health & Safety Compliance

**Project ID: 571140** 

## Project Phase: Close out

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	Completed.
Scope	Green	Green	
Schedule	Green	Green	
Cost	Green	Green	Estimated final cost \$205K. Budget \$220K
Project Risk	Green	Amber	

## Monthly Summary:

The H&S compliance audit was brought forward by a month and took place during April 2021.

The WTP is now compliant with the H&S at Work (Hazardous Substances) Regulations 2017 and the Location Compliance Certificate has been issued.



JAN 2018





APR 2021

Key Project Risks	Mitigation of Risk
Impact of Covid 19 on project schedule	Closed
Delays with material supply during lock down	Closed
Limited number of resources allowed to work on site during lock down.	Closed
Possible increase in cost of materials	Closed
Delay in completing BC works – CCC not issued	Closed
Change in Test Certifier – change in scope	Closed
Impact on water supply when commissioning new equipment into service	Closed
New PLC upgrade – delay in completing the electrical works and switch over	Closed
Chemical deliveries – decanting area does not meet IXOM requirements	Closed

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Key Project Milestones	Expected		Status		Comment
Compliance Audit	Dec 19		Completed		
Order chemical tanks	April 2020		Completed		
Install chemical tanks	May 2020		Completed		
Chlorine room fit out	June 2020		Completed		
Electrical fit out	July 2020		Completed		
Issuing of Location certificate	Sep 2020		Completed April 2021		
Project Budget Status					
Approved Budget		Actual Spend to Date			Forecast Total Spend
\$220,000		\$202	202,897		\$205,000

#### Project Name: Kaitaia Water - Sweetwater Bore and Pipeline

Project ID: WAP0256

#### **Project Phase: Concept Stage**

Status Item	Current Status	Prior Status	Summary	
Overall Project Status	Amber	Amber	Physical Works contract awarding has been delayed due to the legal process status. The process will likely not be concluded by end of June as previously advised. The current strategy is to award the Preferred Route in two Separable Portions with a decision on northern preferred route by end of July. Additional work will be undertaken on the different route options to understand the cost and time implications.	
Scope	Amber	Green	Scope might change depending on the final route under investigation	
Schedule	Red	Red	Delay in procurement award due to Easements not being secured has increased as commercial negotiations have not be successful. A formal process is underway that will delay award.	
Cost	Amber	Green	Current tender construction costs are within budget allowance however delay to award and alternative routing will impact the costs and phasing of spend resulting in a decrease in spend this FY.	
Project Risk	Amber	Amber	Property and Easements are subject to commercial negotiations and Potential redesign to appease landowner if appeal to district court is in favour of landowner.	

#### **Monthly Summary:**

The risk profile for the legal process has changed and will likely not be concluded by end of June as previously advised. The current strategy is to award the Preferred Route in two Separable Portions with a decision on the northern preferred route by end of July. Additional work is required on the various options to understand the cost and time implications. Other property agreements are progressing, it will not be possible to resolve some easements until the route with Elbury Holdings has been agreed.

Actions for the project are:

- Engage ASAP with Brereton and Elbury Holdings on whether the northern route is still acceptable to them.
- Update the cost and timeframes for the preferred route and northern route. This should also include a commentary on the procurement implications and risks.
- Property assessment on the Hawthorne Geddes route.
- WSP to provide an OOS for a detailed design of the northern route.
- WSP to provide an OOS for a concept design for the Hawthorne Geddes route.
- Stellar to undertake a review of the submitted tender programme by Ventia.
- Management conformance of the contract.
- Investigation to be done on the backwash ability at exiting Kaitaia Water Treatment Plant.
- Blessing of site. Invitation was sent for the 14<sup>th</sup> of May but has been postponed until further notice.
- Ecologist inspection that is required on site prior to start of construction.
- Top Energy to start with electricity project.
- Property Group to reengage with the Panthers and Brereton's.
- The estimated delay to contract award has increased. If award happened by end of May 2021, it would have resulted in a 26-week delay to contract award.

Key Project Risks			Mitigation of Risk
There is a risk that easement negotiations delay the award of contract.			Continued focus to project team to resolve  Meeting with landowners with Elected Members  Formal process using Local Government Act
There is a risk of significant adverse media coverage should the obligation not be delivered and there is not enough water of drinking water standard quality to meet demand.			Prepare media plan and key messaging
There is a risk of another lockdown during the construction programme			Request contractor mitigation as part of procurement Pricing Schedule allowance for level changing and stand down
Project Timeline			Delay in contract awarding will delay project completion. Plan is to have infrastructure in place by summer 2022.
Project Costs			Time delay and alternative route option will delay project costs.
Key Project Milestones	Expected	Status	Comment
Design contract award	29/11/19	Complete	
Design complete	31/07/20 Complete		Close out of comments ongoing
Commence PW procurement June 2020 Complete		Complete	
Award PW contract	Nov 2020	Further delayed	Estimated 31/04

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Alternative route design for separable portion	End of July 2021	Awaiting offer of service	WSP given instruction on 1:	1 May 2021.
ractical completion September 2022		Delayed	To be revised however delay to contract award will likely increase this to beginning of 2022.	
Project Budget Status				
Approved Budget		Actual Spend to Date		Forecast Total Spend
Finance to provide		Finance	to provide	Finance to provide

#### **Project Name: Kerikeri WWTP & Reticulation**

#### **Project Phase: WWTP Construction**

Status Item	Current Status	Prior Status	Summary
			Plant - The plant is operational, and all documents were handed over to Far North Waters. In process getting quotes for all the Health and Safety and Operational issues.
Overall Project Status	Green	Amber	The reticulation project is nearing completion and received a total of 244 signed off letters to date by end of April 2021 (From the 314 low pressure sewer connections and 16 gravity connections). United Civil has submitted the delay claim and in process to be evaluated. On track to have the physical work completed by end of May 2021. Attending to the remaining problematic connection sites.
Scope	Green	Green	Scope creep from design issues due to awarding contract without "IFC" drawings, is managed and the HAZOP has been revised for the new site and is completed.
Schedule	Green	Amber	Physical construction is completed. Defects and Liability period until October 2021.
Cost	Red	Amber	Reticulation – United Civil submitted delay claim on 08 April 2021 and are being evaluated. Further supporting documentation have been requested.
Project Risk	Amber	Amber	Schedule extensions and cost increases are managed as stated above.  Official handover of Plant to Far North Waters was done, with only Asset Data Register outstanding. Unforeseen operational issues were picked up by Far North Waters during operation from December 2020 until now which are being assess. A final list with costs and a risk register are being prepared to determine the proposed way forward.  Delay claim and additional VO's to be managed. Cost management the biggest Risk.

#### **Monthly Summary:**

Plant - The plant is operational and all documents were handed over to Far North Waters. Quotes have been received for all the Health and Safety and Operational issues but waiting for formal submission by FNW/Broadspectrum to the project team. The plant is being monitored by Far North Waters and Mott MacDonald. The plant has been performing well and producing compliant effluent from a biological aspect. In order to ensure the plant continues to produce compliant effluent, the following key steps needs to be followed:

- Continue regular sampling of the influent, effluent pre-UV and final effluent post-UV.
- Continue on-site testing as this will keep the operators informed on the plants performance on a day-to-day basis, especially in the case there is a delay in receiving official results from the laboratory.
- Samples analysed for TSS and UVT% whenever E. coli tests are done. This will help with troubleshooting should the E. coli results start approaching consent limit exceedances.
- It is recommended that a 7-day performance test be undertaken, preferably by the UV supplier, to demonstrate that the UV system is performing as per the specification.
- Influent sludge to the dewatering plant and dewatered cake should continue to be monitored for flow rate and sampled for % dry solids. Polymer consumption should also be recorded. This information should be used to optimise the dewatering process in consultation with IXOM and Sindico.

**Reticulation** - The reticulation project is nearing completion and we have received a total of 244 signed off letters to date (From the 314 low pressure sewer connections and 16 gravity connections). United Civil has submitted the delay claim and are being evaluated. On track to have the physical work completed by May 2021. Attending to the remaining 8 problematic stands.

## Key work completed during April 2021

## **Treatment Plant**

- Attending to Defects;
- Ongoing attending to safety and operational issues raised by Far North Waters.

## Design

- OOS was submitted by Mott MacDonald for updating of Asset Data Sheet and the appointment was made by the Asset Management Department of FNDC; and
- Updating as built drawings and clarifying queries.

## Commissioning

- Ongoing testing and analysis of results; and
- Ongoing monitoring of the performance of the Treatment Plant by Mott MacDonald until July 2021.

## General

- Fence issue and Top Energy Easement investigation;
- Land and easement agreements by Law North. Awaiting valuation of land portion; and
- Top Energy Easement Agreement change drafted.

## Reticulation

- Approximately 320 Properties connected to date. 244 signed off property letters received;
- As Builts Surveyor full time on site;
- Top soiling and finishing off and obtaining signed off sheets of remaining properties;

## Design

- Attending by Mott MacDonald to queries; and

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- Variations to design.

#### General

- Information sheet and invoicing to all landowners;
- Evaluation of rates by ETC ongoing;
- Ongoing responding to queries from landowners and RFS's; and
- Easements required for some variations.

Main activities planned on the Treatment Plant for May 2021 are to capture the Asset Data Register and finalising the quotes for the Defects and the safety and operational issues raised by Far North Waters. Also submission of the As-Builts to FNDC.

Work will continue by United Civil with the cutting over of the house connections with an estimated completion by end of May 2021 and close out of projects by June/July 2021. Decommissioning of the existing treatment facility in Shepherd Road is scheduled for 2021 and planning will commence after funds are secured and committed. The existing Plant was shut down at the end of December 2020. Focus will be getting the information from the contractor:

- UCC to provide the following:
  - o As Builts
  - o Asset Record and Data sheets
  - o Warranties/Guarantees
  - o Pressure sewer system commissioning certificates form the suppliers
  - o CoC and electrical safety certificates
  - o O & M manuals
  - o Photographic Records

Key Project Risks		Mitigation of Risk			
Reverse sensitivity around new WWTP and infrastructure	,	Assess design odour control efficiency during operations			
Design changes increase schedule and cost		Facilitate alignment betwee	Facilitate alignment between design and construction		
Managing stakeholder expectations		Communicating of timeframes ongoing through monthly newsletters and direct communications by staff and Project Manager. RFS from community are ongoing.			
Commissioning Phase 6 - Unforeseen and results not beir	ng achieved	1	cors that will require adjustments or additions. Meeting scheduled stpones until all works are costed with a completed Risk Register.		
Covid-19 level changes		Far North Waters ready to in	mplement any level changes.		
Cost Management of Reticulation Contract		Delay claim and variation orders			
Project to be capitalised		Getting the necessary as builts and asset data from contractors to capitalise project in time for rates adjustments of 1 July 2021.			
Key Project Milestones Expected		Status	Comment		
Asset Data Register update and capitalising of Project	Asset Data Register update and capitalising of Project 31/05/20		Mott MacDonald and Stellar Project to complete Asset Data sheet for Plant. UCC to submit Asset Data for Reticulation project.		
Practical Completion of Kerikeri WW reticulation and Close Out 31/05/21		Pending	First and second stage completed. Stage 3 started in December 2020 and will continue until May 2021.		
Decommission existing Kerikeri WWTP	tbc	Pending	Budget to be confirmed.		
Project Budget Status					
Approved Budget		Actual Spend to Date	Forecast Total Spend		
Finance to provide		Finance to provide	Finance to provide		

## Project Name: Monument Hill Deep Bore Project

## Project Phase: Stage 2 Drilling - Construction

Status Item	Current Status	Prior Status	Summary
Overall			The drilling of the production bore that started in December 2020 and was completed on 24 February 2020. Test pumping was performed in March 2021. The data from the test pumping is now being analysed to determine the sustainable (long term safe) yield of the bore, and the effects of pumping on the shallow aquifer and springs. The report from Williamson Water and Land Advisory (WWLA) is now only expected in May 2021. The outcome of the report will determine the fate of stage 3.
Project Status	Green	Green	Stage 1: Bore Design and Quality Testing (Complete)
511111			Stage 2: Sustainable Yield Assessment & Consenting to provide a sustainable supply of highly secure potable water for the Kaikohe community (In progress)
			Stage 3: Reticulation and Electrical Design
			The physical works for stage 2 scope is confirmed. The outcome of stage 2 and testing will determine the fate of stage 3.
Scope	Green	Green	(Will only be done if test results in Stage 2 are satisfactory). The physical works for stage 3 will entail installing a pump and laying a trenched pipe to connect to the Monument Hill Water Treatment Plant. Electrical upgrades at the water treatment plant and public infrastructure will be required. Scope to be determined.
			The physical works for stage 2 scope is confirmed. The outcome of stage 2 and testing will determine the fate of stage 3.
Schedule	Amber	Amber	(Will only be done if test results in Stage 2 are satisfactory). The physical works for stage 3 will entail installing a pump and laying a trenched pipe to connect to the Monument Hill Water Treatment Plant. Electrical upgrades at the water treatment plant and public infrastructure will be required. Scope to be determined.
Cost	Green	Green	Project on budget.
			Landowner agreements to be finalised.
Project Risk	Amber	Green	Initial results indicating delivery of bore is not as per the design expectations.
Misk			Impact of Bore on groundwater might restrict project. Waikotihe Trust relationship to be monitored.

#### Monthly Summary:

#### Construction

- De establishment of contractor.

#### Design

- Analysing of test results and writing of report by WWLA.

## Genera

- Waikotihe Trust relationship and consent to be managed - obtain the Trust consent to proceed with the project.

## Key activities planned for May 2021:

## **Construction Works**

- Clearing and Site Reinstatement to original conditions.

## Design

- Evaluation of outcome of testing;
- Planning the way forward and project scope; and
- Consenting process planning stage.

## General

- Agreement with Landowner to be managed by FNDC legal team; and
- Waikotihe Trust relationship and consent to be managed obtain the Trust consent to proceed with the project

Key Project Risks	Mitiga	Mitigation of Risk			
Land Stakeholder Engagement and Approval	-	agreement with Landowner to be managed by FNDC legal team. Waikotihe Trust relationship and consent to be managed - obtain the rust consent to proceed with the project.			
Water Quantity		the sustainable yield from new bore to be determined. The outline design suggests that a daily volume of over 800m3/day is chievable. The above is to be determined/confirmed. Initial test results after the development of the bore indicated much lower than hat.			
Water Quality		Williamson Water and Land Advisory performed water quality tests on exploratory bore and did not smell and was clear. The dissolved iron concentrations were identified as a water quality risk and needs to conform to DWSNZ standards.			
Existing Water Treatment Plant	Possib	Possible amendment to existing Water Treatment Plan and electrical requirements to new setup remains a cost and timing risk.			
Key Project Milestones		Expected	Status	Comment	
Analysis of test results and report	alysis of test results and report End of May 2021		Pending	WWLA has experienced delays to finalise report. In progress and latest	

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			submission is end of May 2021.	
Close out and Reporting	30 April 2021	Pending	WWLA is busy with analysing and reporting. McMillan Drilling to deestablish and reinstate area to original condition	
Resource Consent preparation and application	8 to 12 weeks (22 September 2021)	Awaiting outcome of Stage 2 testing	On the assumption that it will be a Non- Notified application. Delayed by two months as a results of test report.	
Further milestones to be determined after outcome of testing				

Project Budget Status			
Approved Budget	Actual Spend to Date	Forecast Total Spend	
\$1 180 000	\$190 383.60	\$1 180 000	

## Project Name: Paihia WWTP Upgrade

## Project Phase: Planning and Design – Regress due to Chemical Dosing Requirements

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	Construction is 100% complete. All requirements have been met and Completion Certificate has been issued.  Chemical dosing requirements have been confirmed, project is in design phase
Scope	Green	Amber	WSP have been engaged to carry out the design and technical specification
Schedule	Green	Red	The initial target was to have design completed in Jan 2021 however further testing was required to the end of Feb to confirm seasonal coverage. A scope has now been confirmed with new milestones established identified below
Cost	Green	Amber	Project is currently within budget
Project Risk	Amber	Red	Plant is compliant

#### Monthly Summary:

All defects and requirements have been met with Contract close out completed and Completion Certificate issued for Contract 7/18/500.

Design consultant has been engaged for the dosing requirements.

#### Accomplishments:

- Contract 7/18/500 Close out
- Engagement of Consultant for Design

\$6,478,069.71

• Design 60% Complete

## Expected Accomplishments:

- HAZOP Completed.
- Design Completed.
- Supply specification Completed

Key Project Risks	Mitigation of Risk
Alkalinity Adjustment.	To be completed as a separate project  This has been foregone due to requirements from chemical dosing.
Land Stakeholder Engagement and Approval (Tangata Whenua).	Continuous engagement and involvement
Change Management.	Maintain weekly reporting and filing system.
Meeting Enforcement Order Conditions Non- Conformance realised	Monitor progress, continuously assess changes and impact to delivery, and apply for extension if required.  Manual chemical dosing required in the short term to bring the plant back into compliant levels.

Key Project Milestones	Expected	Status	Comment
Issuing of Completion Certificate	23-Mar-21	Met	All requirements met.
Engage Design Consultant	25-Mar-21	Late	Issued 1-Apr-21
Design Completion	27-May-21	Underway	Currently tracking on time
Supply Procurement Completed	24-Jun-21	Ongoing	Supply of Dosing Units
Installation Procurement Completed	17-Jun-21	Ongoing	Installation of Dosing Units
Completion Alkalinity Adjustment	9-Sep-21	Ongoing	Currently tracking on time

\$5,782,256.13

# Project Budget Status Approved Budget Actual Spend to Date

Forecast Total Spend
\$6.478.069.71

## Project Name: Opononi New Water Source - Smoothy Road Bore

Project ID: 571008

## Project Phase: Pre-Implementation of Stage 2

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	All physical work and preparation of the SO Plan identifying the land to be acquired by Council are completed. The formal plan has been lodged with LINZ for approval. The formal acquisition of the land area through the Gazettal process is still outstanding.
Scope	Green	Green	No changes in scope.
Schedule	Green	Green	Completed
Cost	Green	Green	Cost of project did not exceed budget.
Project Risk	Green	Green	None

#### Monthly Summary:

All physical work is completed on project. The only outstanding items are:

- Title to the land acquired from the landowner is to be obtained by way of gazettal; and
- Compensation to the landowner

Hokianga Holdings Limited, Top Energy and Council have signed the sale and purchase and easements/maintenance agreements, and the Survey Office Plan was approved at LINZ. Property Group submitted the formal acquisition of the land area.

Asset Data to be compiled and recorder by FNDC Asset Management team

Asset Data to be complied and recorder by FNDC Asset Management team.						
Key Project Risks				Mitigation of Risk		
Maintenance of Top Energy lines by FNDC				nt damages to overhead lines.		
		Follow up with project team	and manager			
Expected		Status		Comment		
30/05/21		In progress		Awaiting info from Ventia		
30/06/21		In progress Submitted, awaiting approval		Submitted, awaiting approval		
Approved Budget				Forecast Total Spend		
\$946,665			Finance to provide			
	Expected 30/05/21	Expected  30/05/21  30/06/21  Actual Spe	Mitigation of Risk  Tree line needs to be maint  Follow up with project team  Expected Status  30/05/21 In progress	Mitigation of Risk  Tree line needs to be maintained to prever Follow up with project team and manager  Expected Status  30/05/21 In progress  30/06/21 In progress  Actual Spend to Date		

#### **Project Name: BOI Sports Complex**

#### **Project Phase: Concept Stage**

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	The planning stage and design stage is underway. From here the project will move into delivery stages, focussing on a staged design delivery and targeting early construction activities which can be commenced as a priority.
Scope	Green	Green	To manage the development and delivery of a Waipapa Sport Hub on the land acquired. The development must meet stakeholder, community, and sporting code requirements.
Schedule	Amber	Amber	Currently the project is tracking slightly behind the original programme, this is due previously mentioned delays some further planning delays.  Pre application meeting with Council indicated the need for a Notified Resource Consent. Notified Resource Consents take around four to six months to process, depending on the complexity, significance and the level of contention involved. This will impact the overall programme, as Building consent cannot be obtained until RC has been approved.  Additional Specialist Reports is required as part of the Notified Resource Consent applications.
Cost	Green	Green	The project is running within budget.
Project Risk	Amber	Amber	<ul> <li>Resource Consent processing times</li> <li>NTA approvals</li> <li>Any changes to approved concept layout would be a risk to the project.</li> <li>Meeting procurement objectives results in a longer procurement process.</li> </ul>

#### **Monthly Summary:**

**Key Project Risks** 

**Building Consent** 

Physical works for the improvements around the SH10 junction started. Once the tree felling was completed, it was discovered that the main Fiber cable running from Auckland to Kaitaia, a 200 Copper cable runs directly within the roots swell of the tree roots that needs to be removed. The roots cannot be removed without damage to the cable. The cables need to be relocated. Chorus is busy doing a costing quote. This is delaying the SH10 works progress.

After comments from the pre-application meeting, the concept layout was adapted to address some concerns from NTA. The new layout was presented to the working group and FNDC and accepted as the final layout.

Mitigation of Risk

Haigh Workman & NZTMS is busy finalizing concept design for Resource Consent purposes. Architect underway with concept design.

Noise Assessment Report & Ecologist Report received. Lighting design is underway, and the Lighting Assessment Report is expected in May.

Aiming to submit the Resource Consent application end May / beginning June.

Key work completed in the month of April 2021:

- Acceptance of the new revised concept layout
- Start of the Architectural concept design
- Receipt of the Noise Assessment Report
- Receipt of the Ecologist Report

Potential Notifiable Resource Consent			Value Engineering during design			
Design decisions			Continues communication with role-players and getting sign-offs in time			
Covid or natural disaster (Civil	defence emergency) disruptions		Adaptable Business Continuity plans			
Market capacity to deliver			Procurement pla	nning		
Community Engagement			Agreement of a \	Norking Group to steer matters		
Downstream Impact – Ongoing	g future operation costs		Value Engineering during design			
Supply Chain – getting services	and materials needed		Early procurement			
Programme Governance – Con	flict of Interest		Set up Mitigation Plans			
Key Project Milestones	Expected	Status		Comment		
Initiation	03/08/2020	Completed				
Resource Consent Jun 2021 – Sep 2021 Planning				Pre-app meeting held. S92 items identified. RC will be notified consent		
Concept Design Jan 2021 Ongoing						
Developed Design	Jul – Jul 2021 Underway					
Detailed Design	Jul – Sep 2021					

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BC application can only be submitted once RC has been approved

Nov 2021

Procurement	Dec 2021				
Project Budget Status					
Approved Budget		Actual Spend to Date		Forecast Total Spend	
\$11M		\$5M – Land acquisitio \$0.02M - Design fees		\$11M	

## **Project Name: Kerikeri Domain Revitalisation**

## **Project Phase: Concept Stage**

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	The community and working groups agreed on the initial scope of work for the current funding grants.  This has been captured on a concept layout plan for the area and works can commence to ensure detailing of the scope and approach to physical works is efficient.
Scope	Green	Green	Scope has been agreed by key stakeholder groups and has been developed into a concept layout plan that speaks back to the master plan for the reserve.  The various elements identified in the concept layout design will then be designed and executed.
Schedule	Amber	Amber	Currently the project is tracking slightly behind the original programme, this is due to sign off from stakeholder groups for scope, originally planned in September and only completed in January 2021.  The detailed design of the Basketball Court and Skatepark led to the works requiring a Resource consent for the volume of earth works, total impermeable surface coverage and lighting.  Resource Consent. Resource Consent application will be submitted end May. Demolition of existing will only start once Resource Consent approval has been received. Landscape, shared path & play space design planning will start in May.
Cost	Green	Green	The Project is currently within budget
Project Risk	Amber	Amber	<ul> <li>Resource Consent processing time</li> <li>Wintertime earthworks</li> <li>Major changes to the concept layout plan would be a risk to the project.</li> <li>Meeting procurement objectives results in a longer procurement process.</li> </ul>

#### Monthly Summary:

Detailed design for the Basketball court, surrounding footpath and Skatepark near completion. Engineering design for drainage and Stormwater for Resource Consent application is being finalised and engineering input received with regards to civil and services connections.

Procurement of the demolition of the existing Basketball Court and skatepark will be done once RC has been submitted.

A live survey is underway for input into the proposed play space. Survey closes on the 2md May 2021.

Landscape designer procurement has started.

Key Project Risks			Mitigation of Risk		
Resource Consent processing times		Pre-application meeting has been scheduled prior to lodgement.			
Market capacity to deliver			Procurement planning		
Community Engagement - Community but they didn't want it in the first place	y in is KEY, the	community might argue	Agreement of a Working Group to steer matters		
Downstream Impact – Ongoing future ope	eration costs		Value Engineering during de	esign	
Supply Chain – getting services and mater	ials needed		Early procurement		
Programme Governance – Conflict of Interest			Set up Mitigation Plans		
Key Project Milestones	Key Project Milestones Expected		Status		Comment
Initiation		03/08/2020	Completed		
Community Scoping		Aug- Jan 2021	Completed		Workshop held
Developed Design		Feb - Apr 2021	Completed	:d	
Detailed Design		May – Jul 2021	Underway	Underway	
Procurement		Jan - Aug 2021	Ongoing		
Construction Jun - Oct 20		Jun - Oct 2021			
Project Budget Status					
Approved Budget Acto		Actual Spe	pend to Date		Forecast Total Spend
\$ 3M	\$ 3M \$ ON				\$ 3M

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## Project Name: Freese Park Coastal Erosion – Design and Consenting

## **Project Phase: Options Assessment**

,							
Status Item	Current Status	Prior Status	Summary				
Overall Project Status	Green	Green	<ul> <li>Investigations are complete:         <ul> <li>Drone survey undertaken and output has been received.</li> <li>Geotechnical investigations undertaken and output has been received.</li> </ul> </li> <li>Preliminary Planning Assessment has been completed. This included investigation into the compliance of existing structures.</li> <li>Consultation Strategy/Plan in draft.</li> <li>Coastal Process and Erosion Assessment has been finalized.</li> <li>Options Assessment has been completed in draft and the outcome of this assessment has been issued in a report to Council (due to be presented at the May Council Meeting).</li> <li>Project on hold until we receive Council approval to proceed to public consultation based on the proposed design concepts. Awaiting May Council meeting.</li> </ul>				
Scope	Green	Green	No changes in scope				
Schedule	Amber	Amber	Project on hold – awaiting outcome of May Council meeting				
Cost	Green	Green	No impact on project costs to-date				
Project Risk	Green	Green	As per below				
Monthly Summ	•	ld for 6 wee	eks while awaiting a Council meeting to approve approach to consultation.				
Key Project Risl	ke		Mitigation of Risk				

Key Project Risks	Mitigation of Risk
Integrated erosion management solution cannot be agreed upon	Early and clear consultation with key stakeholders including owners of properties bordering the public spaces.
COVID lockdowns result in delays to project	Build contingency into programme

Key Project Milestones	Expected	Status	Comment
Presentation to Council of work to date including options considered and proposed consultation strategy.	Mid May	On hold	No comment

## Project Budget Status

Approved Budget	Actual Spend to Date	Forecast Total Spend		
\$199,404	\$77,959	\$199,404		

#### TOURISM INFRASTRUCTURE FUND

#### August 2019 Applications:

	Project	Status	Notes
1a	Waipapa Toilet Capacity Upgrade (Soakage Field)	Approved with Funding Agreement	Construction has started and completion is due in May 2021.
1b	Waitangi Jetty Toilet Capacity Upgrade (BOI Yacht Club)	Approved with Funding Agreement	The new extension block has been completed. A local supplier has submitted a comprehensive and well-priced proposal to complete the conversion of the old block. They are currently undertaking SiteWise qualification. Construction is anticipated to be completed next month.
2	Pungaere Road Seal Extension	Approved with Funding Agreement	Works onsite has progressed well with completion of the full Pavement overlay and stabilisation throughout the 3.5km length of the site. The sealing of 3.3km of the total 3.5km site was completed in April, with the 100m section at the stock underpass to be sealed once the stock underpass is completed, and the 100m remaining at the intersection with Waiare Road to be sealed once conditions allow (Pavement moisture content is within compliance. Roadmarking has been completed over 1.1km of the site with the remainder of the site will to fully Road-marked in early May. The installation of the final cross-road culverts and discharge outlets to address long standing discharge issues was completed in April, with additional outlet structures and culvert headwalls to be installed in May now sealing has been completed. The sealing of 95% of the road was completed by 29th April 2021, with only 5% of the preparation and sealing remaining, along with various ancillary works to complete the project.
3	Cable Bay Carparks	Approved with Funding Agreement	Agreement has the construction phase scheduled in the next financial year. A local designer has been approached to schedule the design process. Design is scheduled to be completed in July with procurement taking place in August and will be aligned with the Te Hiku PGF project to maximise productivity and local economic benefits.
4	Taipa Beach Pohutukawa Protection	Completed	Remedial work completed.
5	Paihia Beach Toilet Enhancement (Outdoor Shower/Drainage)	Completed	Drainage issue resolved and shower installation is now complete.
6	Stone Store Lighting	Approved with Funding Agreement	A contractor has been appointed to deliver the electrical services and work is scheduled to begin in July. Final Design is underway.
7	Freedom Camping Operational Plan Study Grant	Approved with Funding Agreement	Infrastructure requirements being priced, and final report drafting is under peer review.
8	District Boat Ramp Operational Plan Study Grant	Approved with Funding Agreement	Final report completed. Next step is to go to the infrastructure committee scheduled 5 <sup>th</sup> May 2021.

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August	August 2019 TIF Funding				
Project	:	Community	FNDC	MBIE	Total
1a	Waipapa Toilet Capacity Upgrade (Soakage Field)		\$120,000	\$254,600	\$424,600
1b	Waitangi Jetty Toilet Capacity Upgrade (BOI Yacht Club)	\$50,000	\$120,000	\$254,000	3424,000
2	Pungaere Road Seal Extension		\$793,584	\$793,584	\$1,587,168
3	Cable Bay Carparks		\$238,136	\$238,136	\$476,272
4	Taipa Beach Pohutukawa Protection		\$8,000	\$8,000	\$16,000
5	Paihia Beach Toilet Enhancement (Outdoor Shower/Drainage)		\$14,300	\$14,300	\$28,600
6	Stone Store Lighting		\$13,750	\$13,750	\$27,500
7	Freedom Camping Operational Plan Study Grant		\$37,500	\$37,500	\$75,000
8	District Boat Ramp Operational Plan Study Grant		\$37,500	\$37,500	\$75,000
	Totals	\$50,000	\$1,262,770	\$1,397,370	\$2,710,140

#### Round 5 March 2020 TIF Applications

Note: Round 5 which had been postponed due to Covid-19 was reopened at short notice with a closing date of 29 April 2021.

#### Applications have been submitted for the following projects:

Proje	Project		FNDC	MBIE	Total
1	SMART CITIES: Smart Lighting (Wi-Fi)	2021/22	\$93,153	\$93,153	\$186,306
2	SMART CITIES: Smart Bins	2021/22	\$53,763	\$ 53,762	\$107,525
3	Lake Manuwai Toilet	2021/22	\$86,840	\$86,840	\$173,680
4	Te Paki Stream Toilets	2021/22	\$128,150	\$128,150	\$256,300
5	Cape Reinga Road (Te Paki i-Site) Dump Station	2021/22	\$57,750	\$57,750	\$115,500
6	Sealing of Bayly Road (Waitangi Mountain Bike Park)	2021/22	\$222,750	\$222,750	\$445,500
		Totals	\$642,406	\$642,406	\$1,284,811

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#### NEW CONNECTIONS AND FNDC CONSENT REVIEW

Activity		April 2021	YTD '21	YTD '20	
Applications for new Water and Wastewater connections		10	82	87	10 requests to connect to Council water and wastewater services were received in April 2021. Year to date Council has received 82 applications (compared to 87 last year)
FNDC Resource Consent Applications Reviewed by IAM	All	33	470	285	IAM's development engineer and consents technician review all consents and provide comment on how to minimise/mitigate impacts on Council infrastructure.
LIMs Assessed	All	146	1668	1149	IAM's consents technician input into Land Information Memorandums by completing soil reports and assessing development contributions.

# ENGINEERING STANDARDS

The Far North District Council (FNDC)
Engineering Standards (ES) sets out the processes and standards that are expected to be followed and met whenever any development project or Engineering work is undertaken within the District. The ES recognizes that the District Council and other network operators will become the owners and operators of roads and other infrastructure, which are created and vested in the land development process.

#### **EXECUTIVE SUMMARY**

The FNDC New Engineering Standards (ES) is developed from WDC draft engineering standards.

**Status**: The FNDC ES is currently in a Working Draft version 0.3 state and will go out for public consultation between 17 May 2021 – 14 June 2021.

**Milestones:** Version 0.4 (RMA Clause 35) and version 0.5 (Final) is milestone to be reached. A presentation on the ES will be held at the practitioners meeting in Kaitaia on 28 May 2021.

#### Key issues on the draft ES:

- Limited resources available due to competing priorities to progress the ES to the final state.
- Some District reference documentation e.g., policies, manuals and processes that feeds into the Draft ES are either in draft state, expired or have yet to be published.
- The ES could potentially increase operations and maintenance cost.

#### **Document**

Link: Engineering Standards Far North District Council (fndc.govt.nz)

#### **ES Table of Content**

- Chapter 1 General.
- Chapter 2 Chapter 2: Site Development Suitability (Geotechnical and Natural Hazards).
- Chapter 3 Transportation.
- Chapter 4 Stormwater and Drainage.
- Chapter 5 Wastewater.
- Chapter 6 Water Supply and Reticulation.
- Chapter 7 Public Spaces and Landscape Development Works.
- Chapter 8 Electricity, Telecommunications and Gas.
- Appendices

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#### INTRODUCTION

The Far North District Council Draft Engineering Standards (ES) has been significantly updated since the 2009 version. The Draft ES has been developed from the Whangarei District Council Draft ES together with other changes tailored with respect to the Far North. The Far North Developers serves as the audience for the new FNDC ES. Intensive integration with internal FNDC departments, Far North Waters, Northland Transport Alliance, Practitioners, The Public, Northland Regional Council and Disability Action Group is required to successfully progress the new FNDC ES to a Final state.

#### The FNDC ES scope is as follows:

- Requirements for the assessment and reporting of site suitability and for the design and control of
- Future roads and infrastructure (including accessways) associated with land development, subdivision and road improvements/upgrades within the District.
- Requirements for design and construction of stormwater conveyance systems.
- Gravity and/or pumped (including Pressure Sewer) wastewater reticulation networks to be vested to Council. Private wastewater reticulation systems that are to discharge into a Council wastewater reticulation system. Private wastewater networks and on-site treatment and disposal systems.
- Requirements for design and construction of all extensions and connections to the District Council's water reticulation system.
- Minimum requirements (and some best-practice examples) for the design and construction of landscaping development works for land development and subdivision on reserves and streetscapes.
- Requirements for network utilities that are not owned or managed by the District Council: electricity, telecommunications/data and gas.

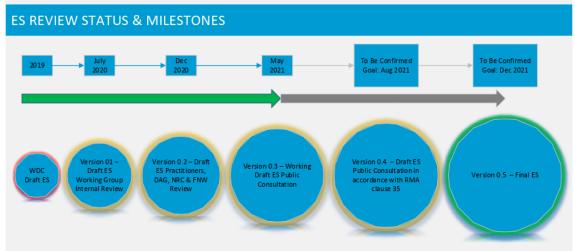


Figure 1 Key Milestone Flowchart

Date Finalized	Version	Comment
2019	WDC Draft ES	Adopted WDC Draft ES
July 2020	Issue 0.1	Draft ES – June 2020 version was produced. Document was review by FNDC internal working group and external consultant. Actions was recorded based on the review feedback.

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Dec 2020	Issue 0.2	Draft ES – Dec 2020 version was produced. FNDC ES Review was handed to IAM Engineering Team. The Draft ES was sent for review to the Far North practitioners, FNW, FNDC internal, Disability Action Group and NRC. Actions was recorded based on the review feedback.
May 2021	Issue 0.3	Working Draft ES – May 2021 version is produced. The Working Draft ES will be sent out for public consultation. The Working Draft ES will be available to the public on the FNDC website. Review period is between 17 May – 14 June 2021.

**Note:** The Engineering Standards will be incorporated by reference in the proposed district plan. Making available a working draft allows for ongoing exchanges and refinement designed to maximise the integration of the technical document with the new district plan provisions.

A future step (Version 0.4) in the continuous improvement process will involve public notification of the Engineering Standards as 'material to be incorporated by reference' in the proposed district plan. This will take place in accordance with the provisions of Clause 35 of Schedule 1 of the Resource Management Act 1991 and will invite comments on the final draft version of the Engineering Standards. This step will take place prior to the statutory notification of the proposed District plan and will ensure that there is public awareness of this opportunity for comment and further refinement.

28 May 2021	Issue 0.3	IAM Engineering Team will provide a presentation at the practitioner meeting in Kaitaia RSA, 12 Matthews Ave, Kaitaia on the Draft Engineering Standards. A discussion session will be held after all presentations.
To be confirmed. Goal Aug 2021	Issue 0.4	Draft ES – May 2021 version is produced. The Draft ES will be sent out for public consultation in accordance with the provisions of Clause 35 of Schedule 1 of the Resource Management Act 1991. Review period to be confirmed.
To be confirmed. Goal Aug 2021	Issue 0.5	Final FNDC ES

#### **ES SCOPE OF WORK**

#### Remaining Actions



Issues: References that are in draft, expired or do not exist within FNDC

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Item	Reference	Description
1	1.4.5 Quality Assurance and Quality Control. 1.6.5.5 Testing. 5.1.4.3 District Council Documents. 4.1.4.3 District Council Documents. 6.1.4.3 District Council Documents	QA/QC Manual 2010.
2	1.5.1.3 The Role of the IQP & Throughout the document.	Independent Qualified Person (IQP) Assessment Process
3	1.6.5.1 Health and Safety	Health and Safety Policy, Contractors Health and Safety Handbook and H&S002 Potential Site-Specific Hazards Associated with the Project.
4	1.1.4.3 District Council Documents	H&S006 - Office Workplace Health and Safety Inspection Form
5	1.1.4.3 District Council Documents	Policy #0074 - Uncompleted Works Bond
6	2.1.3.3 District Council Documents.	Good ground guidance document not finalised
7	2.1.3.3 District Council Documents. 2.2.2.2 Reference Documents.	Acid Sulphate Soil Planning Policy Basic Guide 2015.
8	2.1.3.3 District Council Documents	Land Hazard Maps
9	2.1.3.3 District Council Documents	Land Instability Maps
10	2.1.3.3 District Council Documents	Policy #0129 - Stabilisation Systems for Land Development
11	2.1.3.3 District Council Documents. 2.2.2.2 Reference Documents.	Coastal Structure Plan - Slope Instability Hazard Potential and Effluent Disposal Potential:
12	2.1.3.3 District Council Documents. 2.2.2.2 Reference Documents. 4.1.4.3 District Council Documents	Stormwater catchment management plans.
13	4.1.4.3 District Council Documents	Approved Materials List - Public Spaces and Landscape Works
14	4.1.4.3 District Council Documents. 5.1.4.3 District Council Documents	Approved Materials List - Wastewater and Stormwater
15	5.1.4.1 Statutory	FNDC Trade Waste Bylaw 2009.
16	5.1.4.3 District Council Documents. 6.1.4.3 District Council Documents	Standard for Wastewater Pumping Station Electrical Engineering Systems
17	6.2.12.4 Backflow Prevention	Backflow Prevention Policy and Code of Practice
18	6.1.4.3 District Council Documents	Approved Materials List - Water Services
19	6.1.4.3 District Council Documents	Specification for Installation of Watermains
20	6.1.4.3 District Council Documents	Specification for the Installation of Service Connections
21	6.1.4.3 District Council Documents. 6.1.7.1 Work on Existing Water Mains. 6.3.1. Licensed and Registered Contractors	Specification for Registered and Licensed Contractors for Water Supply. The FNDC Hygiene Code of Practice for All Personnel working on the Water Production and Distribution System is in draft state and last worked on in 2004.
22	6.1.4.3 District Council Documents.	FNDC new water bylaw
23	7.1.4.3 Other Relevant Documents	Development contribution policy
24	7.1.4.3 Other Relevant Documents	Fencing contribution policy

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Other Iss	Other Issues				
Item	Reference	Description			
25	1.4.2 Developer's Representative	The Developer shall nominate a specialist representative to liaise with the District Council, who should be a licensed cadastral surveyor, resource management/planning consultant, or chartered professional engineer, suitably experienced in all phases of resource consent, and available for site visits within 24 hours of being so requested by the District Council. A suitably qualified and experienced person in a related field may be nominated subject to acceptance by the District Council.			
26	1.4.4 a Insurance	High Public Liability Insurance is proposed.			
27	3.2.6. Road Classifications and Design Criteria	Road classifications could change due to the One Network Road Classification			
28	3.1.5. Reference Documents	NTA Website under construction			
29	Table 4.2 Minimum Design Summary	Attenuation to 80% of pre-development flow is required when the developer Discharge to a natural flow and secondary flow path, Direct nuisance to other property and people, Discharge to council stormwater and roading network where identified downstream flooding exists.			
30	Throughout the document	FNDC previously advised developers that TP 10 is not a FNDC excepted design document. This document is referenced throughout the Draft ES.			
31	5.1.7. Connection to Existing Wastewater Scheme	Area of Benefit is not available to the public			
32	7.2.6.1 Introduction	1.2m grass berm is added to the road corridor and trees planted in 25m c/c spacing that will increase operational and maintenance cost.			
33	Working Draft ES - May 2021	$\label{thm:correlation} \textbf{Correlation between District Plan and the New Engineering Standards}.$			

## PROGRAMME DARWIN

#### **EXECUTIVE SUMMARY**

Program Darwin continues to advance albeit at a moderate rate. No significant change in status. Technology workstream will submit a revised SoW, data cleansing is continuing but timelines remain uncertain. Lead identified for Lifecycle workstream. Reset session scheduled for 21 May 2021 to align understanding and set a common forward direction for Darwin

To lead best practice enterprise asset

Mā te kimi ka kite, Mā te kite ka mōhio, Mā te mōhio ka mārama

Seek and discover. Discover and know. Know and become enlightened.

Learning is a journey. It starts with a conscious effort to seek knowledge. Upon seeking, you will surely discover a brand new thing or see a familiar object in a totally new light. Eventually, the things you know will lead you to become wise beyond your years. Seek. Discover.

Know. Be enlightened.



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#### □ PROGRAMME VISION

Vision: Leading best practice enterprise asset management in NZ.

Mission: Lifting the understanding and delivery of asset management across the organisation.

#### ← STATUS INDICATORS Overall No significant change in status. Technology workstream will submit a revised SoW, data cleansing is continuing but timelines remain uncertain. Lead identified for Lifecycle workstream. Reset session scheduled for 21 May 2021 to align understanding and set a common forward direction for Darwin. Benefits No change; remains the basis of performance framework for 2022. Capability Challenges remain with project delivery resourcing across the project team, including asset SME's, IT project support and supply chain capacity to support project inputs. Leadership Programme leadership has been strengthened with the appointment of a permanent Manager Asset Management & Infrastructure Planning to foster greater integration and task prioritisation and the appointment of the Programme Manager – EAM. Budget Currently appears within forecast but actual spent and staff claims against budgets remain under investigation. 2022 and follow-on year budgets yet to be defined. Roadmap Revised timelines, deliverables and expectations detailed in November update to Elected Members are unrealistic. The Reset session will provide guidance as to a revised Roadmap. The velocity at which data cleansing is being performed remains an issue. Risk A number of variables, resourcing, budget, rate of delivery etc. still plaque the programme. Also, the uncertainty surrounding proposed water reforms.

←STATE OF PLAY				
Last Month	Next Month(s)			
<b>Programme:</b> Candidate for Lifecycle Workstream Lead identified.	<b>Programme:</b> Map out the programme of work for Stages 1 and 2 (2022) and provide focus to accelerate asset condition assessment piece of work.			
<ul> <li>Technology W/S-1: Data cleaning against IPS business rules for Dataset-2 in progress, and refinement of business processes continuing.</li> <li>Lifecycle W/S-2: None.</li> <li>Transformation W/S-3: None.</li> <li>Stakeholder W/S-4: Continued engagement with all data supply chain partners e.g., Far North Waters on system requirements.</li> </ul>	<ul> <li>Technology W/S-1: Revise the SoW to ensure organizational expectations are met once Phase 1 (a &amp; b) are delivered.</li> <li>Lifecycle W/S-2: Condition assessments to continue and accelerate.</li> <li>Transformation W/S-3: Workshop to be held after Reset session.</li> <li>Stakeholder W/S-4: Continued engagement with all data supply chain partners e.g., Far North Waters on system requirements.</li> </ul>			

← PROGRAMME WORKSTREAMS				
Name	Туре	Status	Programme Comment	
1-TECHNOLOGY: Integrated Asset Management System (IPS)	Project		Full operational use of IPS Suite will only be possible once all the data loads have been migrated (optimistically December 2021), and the system has been fully configured (towards the end of 2023). The status will be updated to reflect the updated schedule once the AMS project manager has agreed to the revised timeline. The team is experiencing delays within the data cleaning process.	
<b>2-LIFECYCLE:</b> Asset Life Cycle, Processes, Condition Assessment, Data & Analytics	Operational		No budgetary changes, the planned LAMP pilot is not expected to be ready by June 2021. Currently, the completion of a pilot LAMP is projected to be delivered December 2023. Condition surveys are being delayed ensuring the process and tooling for the capturing of field data will provide for an efficient process, correct asset fields and accurate data. WinCan is being proposed as a potential solution to address these requirements.	
<b>3-TRANSFORMATION:</b> Roles & Responsibilities, People & Culture	Improvement		Initial survey completed (Field Force). Original transformational plan will not be pursued as Toney McCartney (PraCxus) has stepped away from the programme. A new plan to be developed by Helen R and Bonnee H.	
<b>4-STAKEHOLDERS:</b> Upwards, Downwards, Outwards & Sideways	Improvement		Engagement program yet to be initiated. Communications Framework to be reinvigorated.	

←PROGRAMME MILESTONES								
Milestone	Baseline Date	Actual Date	Status	Comment				
Identify Stage completed	NA	30/11/2019		Programme plan agreed for Phase 1a will not deliver on Council's business requirements without adding Phase 1b; Stages 2 & 3 delivery plans to be workshopped with the stakeholder group over the coming months.				
Define Stage completed	31/03/202 0	1/02/2021		Operational demands on project resources along with discovered issues relating to data and data access have delayed progress until availability of condition data and working system environment.				

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Execute Stage completed	30/06/202 1	30/06/2023	Delivery date extended to reflect the adaptation necessary once the team begins with condition data importing & manipulation.
Product Review Stage completed	30/06/202	31/12/2023	Project & workstream delivery will be staggered to ensure each value release builds on prior releases over 2022-2023. The reduction in condition budget may foil the delivery of a fully mature system by June 2022.

<b>←</b> TC	← TOP PROGRAMME CHALLENGES											
Ref #	Explanation & Cause	Priority	Action Required	Owner	Date Raised							
5	Operational commitments impede staff availability to participate in workshops or contribute to Darwin, resulting in sub-optimal progress.	1	Some improvement in the outlook with additional resourcing coming on board. Still expect this issue to prevail throughout the life of the programme.	PrgM – EAM GM – IAM	May 2020							

<b>←</b> TC	← TOP PROGRAMME RISKS										
Ref #	Description	Probability	Impact	Trend of Risk Rating	Mitigations	Owner	Review Date				
11	Program resourcing constrains may lead to an adjusted risk profile.	Possible	Major	Stable	Status report and mitigation framework presented. Full programme lifecycle update by November 2020.	PrgM – EAM	Apr 2021				
14	Investigation into budget management have identified some potential issues with coding of time.	Probable	Significant	Stable	Changes to budget allocation still being worked through.	PrgM – EAM	Apr 2021				
15	Water reform investigations/negotiations impact both progress and willingness to advance program.	Possible	Major	Stable	Programme leadership commitment and organisational information governance committee oversight.	PrgM – EAM	Apr 2021				

← PRO	← PROGRAMME FINANCIALS								
	Approved Budget	Spend to Date	Forecast Cost to Complete	Commentary					
Capex				Darwin does not currently have a budget. Costs appear to reflect against the budgets allocated to respective projects. Investigation is ongoing.					
Орех				Budget spent to be planned out once new condition assessment project manager is appointed.					
Totals				-					

# INFRASTRUCTURE PLANNING

Policy making and integrated planning.

Managing consents which authorise
activities essential to the services Council
provide.

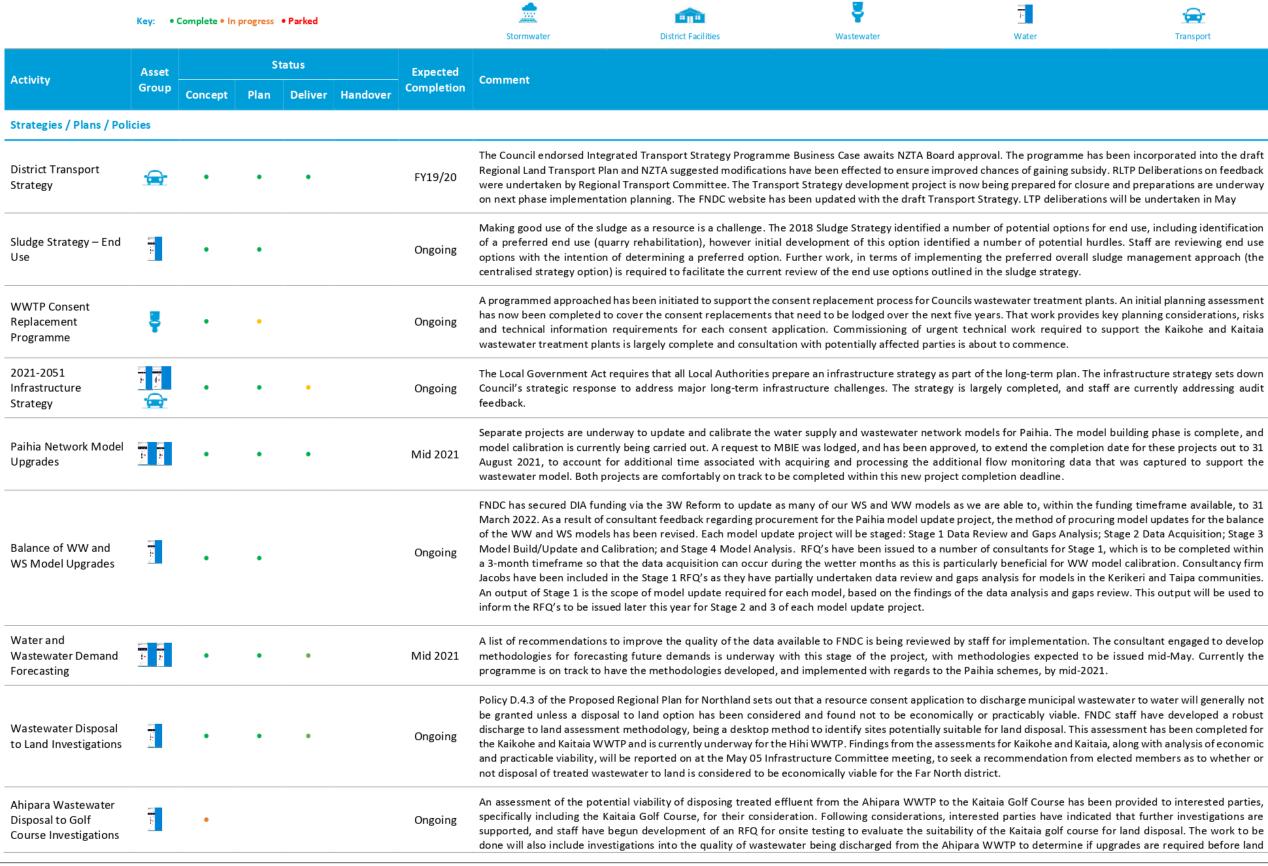
The following provides an overview of the current priorities on the Infrastructure Planning Team's work programme. This includes planning projects, collaboration and engagement activities and key consent applications and renewals.

#### **EXECUTIVE SUMMARY**

In the month of April, the Infrastructure Planning team progressed work on several key projects:

- The recently issued resource consent required working group (WG) consisting of senior council staff, Ngati Kahu hapu and community representatives to be established.
   The group met for the first time in March and will meet monthly over the next year.
- The 2021-2051 Infrastructure Strategy is largely completed, and staff are currently addressing audit feedback.
- Wastewater land disposal assessments for Kaitaia and Kaikohe are to be taken before the infrastructure committee on May 5<sup>th</sup>. Staff will be asking for support in the economic viability of land disposal.
- Infrastructure planning continue to work with Strategic Planning and Policy team on key pieces of work including:
  - Parking policy and bylaw
  - Water supply bylaw review
- Staff continue to work on project to develop methodologies to undertake inhouse the task of forecasting future demands that will be placed on our water and wastewater schemes.

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	Key: •	Complete • In	n progress	• Parked			Stormwater	District Facilities	Wastewater	i- Water	Transport
A saladas	Asset	Status		tatus	us Exped						
Activity	Group	Concept	Plan	Deliver	Handover	Completion	Comment				
							disposal can be implemen	ted.			
Parking Policy and Bylaw		•	•			June 2022	bylaw project is underwar timeline impact on delive for interested and affecte	y with significant research underta ry of the bylaw by 17 June 2022. <i>H</i>	wed and will be automatically revoke aken in-house. The Project Brief has A Project Plan will be developed to e eam will help facilitate this essential May	been modified to address risk as stablish the programme of consu	sociated with policy development Itation and engagement activities
Consent Applications	/Authorisa	ations									
Kaikohe WWTP Renewal		•				August 2021	treated wastewater into t reduced to improve wate upgrade. The preferred u	he Wairoro Stream. The existing c r quality and to meet appropriate pgrade option has been identified	the urban areas of Kaikohe and Ng onsent expires 30 November 2021. e environmental standards. To achie d along with high level costs for input Senior staff attended a Hauauru Takiv	It is known that the nutrient leve eve this, it is likely that the treat t into the LTP. The study on land	Is in the discharge will need to be ment plant will need a significant disposal feasibility which includes
Kaitaia WWTP Renewal	Ş	•				August 2021	consent will be lodged wi Current work underway in	th the NRC prior to 30 August 202	ne urban areas of Kaitaia. The existin 1. The preferred upgrade option ha he tradewaste discharge from JNL, t will be completed in early June.	s been identified along with high	level costs for input into the LTP.
Taipa seawall/hard protection structure	<b>and</b>	•				June 2022		l begin engagement with tangata	ver, has been identified as requiring a whenua to firstly enable the desi	•	-
Motutangi Drainage District Concession application		•	•	•		ТВС	continued requests for up that the concession appli application and it is under	odates no information was provide cation would be approved (or ot	ould be peer reviewed and then be seed until recently. In late August staf therwise) by the new manager. The nternal legal opinion on the drainage the concession application.	f were advised DOC had a new O e change in management has re	perations Manager in Kaitaia and quired a complete review of the
Kawakawa WTP groundwater reassessment	<del>(-</del>	•				August 2021	water treatment plant. To correlation between the a Covid travel restrictions h	ne initial assessment has shown th equifer and the Tirohanga stream) ave delayed the hydrologist's site	relation between groundwater levels lat the current information on the co but has recommended some next st visit however a recommendation and le prioritised so that the amended co	onnectivity is likely to be correct ( eps, including aquifer tests to pro d proposal for further aquifer tes	i.e., there is a high degree of ovide a complete assessment. ting is expected before May
Southern Animal Shelter		•	•			April 2021	Resource consents from be	ooth NRC and FNDC are required t	to construct the new southern anima	al shelter. Applications have bee	en lodged and are currently being
Temporary Southern Animal Shelter		•	•	•		June 2021	•		s been made to authorise the temp d be limited notified. The submission	•	-
East Coast / Taipa WWTP WG		•	•	•	•	March 2021	established. The group m disposing of treated wast	et in April and will continue to me ewater (including land disposal op	roup (WG) consisting of senior cou set monthly over the next year. The tions) and to provide a report to NRO 23 whether or not Council, it is comn	first milestone to be achieved by C with the best practicable option	the WG is to assess the options for (BPO) by 1 September 2022. If the

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Activity	Comment						
Collaboration and Engageme	Collaboration and Engagement						
Parking policy and bylaw	A collaboration project with the Strategic Planning and Policy department is underway to write a district-wide parking policy and associated bylaw. The need for a parking policy is clear having been identified throughout the Integrated Transport Strategy and Plan. The current Parking and Traffic Control Bylaw was not reviewed and will be automatically revoked on 17 June 2022.						
Disability Action Group	The team remain actively engaged with the Disability Action Group. Recent activity includes confirming to the group that their engagement in the Integrated Transport Strategy has led to the inclusion of several projects and activities in the transport programme which will address the lack of facilities and services for people with disabilities. For example, we are working closely with NRC to expand the Total Mobility scheme into the Far North. Our engagement with the group is providing valuable insight into matters that need to be included in the new Engineering Standards.						
Regional Council	The Transport team are active members in the Regional Land Transport Plan working group with a key objective to ensure that the Far North Transport Strategy and Programme are fully incorporated and fairly represented alongside our neighbouring Districts in the RLTP. We were part of the team that road showed and promoted public interest in the RLTP around the region in March. Deliberations on feedback will be undertaken in April and be reported to the Regional Transport Committee for deliberation in May.						
Water Supply Bylaw	FNDC's current Water Supply Bylaw is due to be revoked on 16 October 2021; SPP staff, with support from IAM staff, continue to work on revising the content of this necessary bylaw, including seeking input from relevant internal users of the current bylaw. Key content of the revised bylaw will enable FNDC to implement water restrictions on water supply schemes, in preparation for or times of drought.						
On-site water storage options paper	On-site water storage has been suggested as a possible solution to improve the resilience of the district's water supply schemes. SPP staff, with support from IAM staff, drafted a briefing paper for the Strategy and Policy Committee meeting held on 09 February, which set out relevant work undertaken by FNDC regarding on-site water storage, and summarised the current stance of other local councils regarding the potential for on-site water storage to improve water supply resilience. This briefing paper is intended to be followed up later in 2021 with a workshop with Elected Members, and an in-depth report that analyses the problem of water supply resilience and will include consideration of on-site water storage, along with other options, to improve resilience of FNDC's water supply schemes. IAM staff support will be integral to the drafting of the follow-up report, with the completion of work streams described above, such as the demand forecasting work, required to inform the in-depth report on water supply resilience. Due to work prioritisation within the SPP team, it is understood that this work is not currently being progressed by SPP.						
Web platforms for WWTPs and associated projects	Alongside SPP's engagement team, webpages are being developed for each WWTP. The webpages will include an explanation of the type of treatment that occurs at each WWTP and any associated projects, for example consent renewal projects and treatment upgrades.						

# INFRASTRUCTURE COMPLIANCE

Oversee regulatory compliance for assets and infrastructure; lead and manage response plans in the event of enforcement action; assist teams around obligations in relation to the Resource Management Act.

The following provides an overview of infrastructure compliance with NRC issued resource consents including current abatement notices.

### **EXECUTIVE SUMMARY**

#### Whāia e koe te iti kahurangi ki te tūohu koe, me he maunga teitei

Pursue excellence – should you stumble, let it be to a lofty mountain

The primary goal of the Compliance function within IAMs is to identify requirements and goals from a risk compliance and assurance perspective. It is also to provide sound expert advice and oversight with regards to risk mitigation and potential opportunities. Regulatory compliance, changes and adaptation are significant and a top priority. Guided by Far North District Council's values, this function's overarching goal is to use science, data, legislative requirements, and Mātauranga Māori to support decision making, to build transparency and trust and to create collective wisdom when addressing present and future risks to the organisation's Infrastructure and Assets.

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## WATER SAFETY PLANS PROJECT

The Water Services Bill 2020 continues to progress through the select committee stage, and the subsequent establishment of *Taumata Arowai* the Water Services Regulator.

Along with review of Council's Water Treatment and Supply Bylaw's there is continued emphasis for the FNDC Asset Compliance Team to meet the milestones in development of the updated Water Safety Plans.

In the last month the work has concentrated on preliminary stages in refining Council's Drinking Water Framework following the Ministry of Health Guidelines for Management of Water Safety Plans.

### FNDC DRINKING WATER FRAMEWORK

Following the guidelines within the Ministry of Health: Handbook for Preparing a Water Safety Plan (May 2019) a dedicated council DWF framework overall approach is being managed.

WSP Preparation											
Components	Subcomponents	Progr	ess thr	ough W	SP pre	paratio	n –	$\rightarrow$	Comp	leted	NSP
	1.1 Relationship of WSP to organisational policy and strategy										
1 Commitment to drinking water quality management	1.2 Engaging stakeholders										
·	1.3 Engaging community					1.2, 7.1					
	2.1 Water supply system description and analysis										
2 Assessment of the drinking-water supply system	2.2 Assessment of water quality data				,						
	2.3 Hazards and hazardous event identification and risk assessment			2.1, 2.2							
3 Preventive measures for drinking-water quality	3.1 Assessment of existing preventive measures and multiple barriers				21						
management	3.2 Identification of additional preventive measures					3.1					
	4.1 Operational procedures						21, 2.3, 3.1				
4 O	4.2 Operational monitoring and inspection							3.1, 4.1			
Operational procedures	4.3 Critical control points								3.1, 4.2, 9.2		
	4.4 Corrective actions							3.1,4.1, 81			
	5.1 Drinking-water quality monitoring										
5 Verification monitoring programme	5.2 Consumer satisfaction										
	5.3 Short-term evaluation results							5.1, 5.2			
6 Improvement plan	6.1 Drinking-water quality management Improvement plan						23, 8.1, 3.2, 4.1				
7 Management of incidents and emergencies	7.1 incident and emergency response plans				2.3						
	8.1 Management of documentation and records										
8 Documenting and reporting	8.2 Reporting										
	9.1 Investigative studies								2.8, 4.4, 7.1		
9 Investigations	9.2 Validation of equipment, processes and practice								2.1,41		
	10.1 Long-term evaluation of results								4.2, 5.1, 5.2		
10 Oversight review and continual improvement	10.2 Audit of drinking-water quality management										
	10.3 Review by senior leadership										

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The table below summarises the sections that have been completed. The workstream is at an early phase stage.

No.	FNDC Drinking Water Framework Section	WSP Handbook Section
1.	Commitment to drinking water quality management	1.1, 1.2, 1.3
8.	Management of incidents and emergencies	7.1
9.	Investigations	9.1,9.2
10.	Documentation and reporting	8.1, 8.2
11.	Oversight, review and continual improvement	10.1, 10.2, 10.3

Further ongoing workstreams are progressing as listed below:

### Drinking Water Safety Plans Framework Policy

· The framework policy is going before IAM Risk Committee for review and approval

## Drinking Water Drinking Water Transgression Response Plan

• This document is complete and ready for review and agreement with FNDC and FNW.

#### Monument Hill

- The Operating and Maintenance O&M manual for Monument Hill water treatment plant.
- This document requires some additional inputs and confirmation by FNDC and FNW.

## List of Standard Operating Procedures

 Review of list of district wide (general) SOPs which has been compiled in the creation of the Monument Hill plan.

### Drinking Water Supply Management System

• Document Register - this tracks the status of each of the documents

#### FISH PASSAGE PROJECT

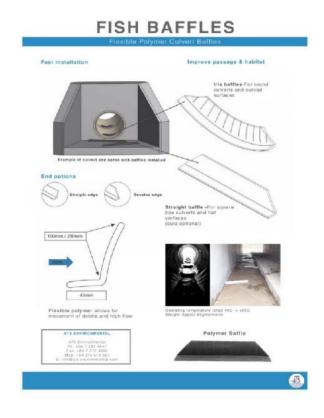
The IAM Compliance Team is pleased to report that fish passage improvements have been completed at Stoney Creek (near Taipa). In due course, a follow up fish numbers survey will be carried out to gauge effectiveness. This is a continuing compliance activity related to improvements at freshwater sources.

Flexible baffles have been installed in all 5 culvert pipes within the ford at Stoney Creek. This creates a deeper, more complex water flow for native fish to navigate through the structure. The picture attached shows the same water flow coming into the culverts but



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demonstrates the difference in depth, speed and complexity of flow that now occurs inside the pipes. This will assist the upstream migration of native fish. Flexible rubber ramps and mussel rope have also been attached at the culvert outlets to alleviate any perch at low water flows.



## DRINKING WATER STANDARDS - Monitoring strategy and Risk Reporting

Taumata Arowai's recent DRAFT 'Drinking Water Supply Operational Compliance Rules' <u>DRAFT drinking</u> <u>water supply Operational Compliance Rules (dia.govt.nz)</u> has set out the requirements that drinking water suppliers must meet to demonstrate that they are not exceeding the maximum acceptable values (MAV) for microbiological, organic, inorganic, cyanotoxin and radiological determinands which are set out in the 'New Zealand Drinking Water Standards 2005 (revised 2018) effective 1st March2019'. A determinand is a constituent or property of the water that is determined, or estimated, in a sample. The National Environmental Standard uses the term 'determinand' rather than 'contaminant' because it has a specific and narrower meaning, as defined in the Resource Management Act (1991).

These rules set out minimum compliance requirements for the supply of drinking water, and suppliers are advised that undertaking further measures depending on water supply circumstances and risks may be prudent.

Some of the marked differences within Taumata Arowai's Compliance Rules include:

- · Focus on source water monitoring.
- On-line continuous monitoring at treatment plants post reservoir.
- · Daily monitoring of conductivity, temperature, pH and turbidity
- Weekly monitoring of Dissolved organics
- Monthly monitoring of E.coli and disinfection
- Monthly reporting to Taumata Arowai as opposed to the current quarterly reporting to the Drinking Water Assessor
- · Calibrations of online analyses monthly rather than quarterly

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Surface water takes requiring 4 log treatments.

In anticipation for these regulatory changes, continued discussions are being held between Far North Waters and FNDC, with regards to capturing the entire picture and as to the amendments in Drinking water Standards. Further updates will be provided monthly.

#### WATER MONITORING SOFTWARE

Linked to the programme of works under the Crown's Three Waters reform package is the adoption of a water monitoring software. Data (and in particular good quality data) is driving the water industry. As we know, data requirements are on the increase with changing legislation and a higher interest from our communities: to demonstrate compliance, to demonstrate performance, to plan and to reduce risk. It is not uncommon that for a council such as FNDC, the typical handling in excess of 30,000 points of manual data points and tens of millions of SCADA data points are taken in each year.

When looking to the future of data management, FNDC posed the following basic questions: what data is needed, where is that data coming from, where does it need to go, what is the quality of the data, what is the chain of custody for that data, how is that data managed, what happens to legacy data, what systems are needed for today's data and how to make provision for future data requirements?

In order to achieve the objective of improving overall efficiency, transparency, reliability and to align with strategic fit, FNDC's data set has been categorised into two priorities:

- 1. Compliance Data: FNDC has an unambiguous and statutory responsibility to record.
- 2. Operational Data: used to verify that plant and processes are operating as designed, to inform planning and other decision-making, and to optimise over time.

The business case for the adoption of the water monitoring software is in its' final stages.

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## **Summary of Abatement Notices**

Abatement notices are one of the significant risks identified to Far North District Council (FNDC). FNDC currently has 6 outstanding abatement notices due to non-compliance with resource consent conditions for district infrastructure issued by Northland Regional Council (NRC). Strong and collaborative engagement with Northland Regional Council (NRC) and our Far North Waters Alliance (FNW) partners has been our focus in addressing present non-compliance and other risk profiles within the Three Waters space.

Location	Asset	Asse Type	Non-Compliance	Action Underway
	Mangonui Handrail	<u>a*10</u>	<ul> <li>The abatement notice was issued in May 2018</li> <li>Erection of a safety rail on the Mangonui boardwalk required</li> </ul>	As agreed by Northland Regional Council, 80m of handrail was installed in September 2018 in high-risk area. A Resource Consent issued for boardwalk improvements. Initiations to cancel the existing abatement notice are actioned in early 2021.
Gentre  Mangonui  Handrail  Kerikeri WWTP	Kaitaia Recovery Centre	<b>^</b>	The abatement notice issued Nov 2018 Stormwater runoff from bins at site may contaminate waterway	The Interceptor / oil separator has been installed. A meeting has been arranged with the Infrastructure Compliance Lead and the Northern Monitoring Officer to arrange an inspection of the separator.
Kaitaia WW Network  Ahipara WWTP X2  Kerikeri Sports Complex  Kerikeri Sports Complex  Russell WWTP	Opononi WWTP	######################################	The abatement notice was issued in Apr 2016 due to the plant evidencing non-compliance with the E. coli limits.	The preferred upgrade strategy which derived from the 'Issues and Options' report was: chemically assisted solids removal, UV disinfection, with an external ammonia removal package, including the maintenance of harbour discharge. This upgrade strategy has supported the resource consent renewal application and has been put forward in the Long-Term Plan.
Kaikohe Opononi	Kaitaia WW Network		The abatement notice was issued in April 2016 due to unconsented network overflows  Unconsented network overflows	Screens have been installed at the overflow location and programme of work is underway to reduce frequency of overflows. An Action Plan has been created to prioritise the creation of a Leak Detection Plan as a result of the planned zonal monitoring.
WWIP	Kerikeri WWTP (application to cancel after 18 December)	<del>II</del>	The abatement notice was issued in July 2020 due to a non- compliance with the wastewater discharge criteria.	A full update on the WWTP performance and request to withdraw the current abatement notice was given to the NRC Monitoring Officer on 12 March demonstrating continual compliance.

# WATER AND WASTEWATER RMA COMPLIANCE REPORT – MARCH 2021

Ciar	Asset		April Status	Communit
Sites	Group	Compliant	Detail	- Comment
Kaitaia	6-	•	Compliant	
Kaikohe	8 - 2 -	•	Compliant	
Kawakawa	6-	•	Compliant	
Kerikeri	6-	•	Compliant	
Okaihau	<u> </u>	•	Compliant	
Opononi	<u> </u>	•	Compliant	
Paihia	<b>d</b> -	•	Compliant	
Rawene	4-	•	Compliant	
Russell	ģ- -	•	Compliant	
Ahipara		•	Condition 10 Condition 2	An analysis and recommendation report of the inter stage testing has been commissioned and sent to NRC
Hihi	P	•	Compliant	<ul> <li>The project to upgrade plant is in its initiation phase.</li> <li>DWF Status: Compliant</li> </ul>
Kaeo	Ş	•	Compliant	
Kaikohe	<b>2</b>	•	Compliant	
Kaitaia	ę	•	Compliant	<ul> <li>A zonal metering program for Kaitaia has been scheduled for this financial year. This zonal monitoring will identify all catchments where leaks are present. All 7 chambers have been installed and there is a final step with regards to the monitoring system used to complete the install.</li> <li>DWF Status: Compliant</li> </ul>
Kawakawa		•	Compliant	
Kerikeri	7	•	Compliant	DWF Status: Compliant
Kohukohu		•	Compliant	DWF Status: Compliant
Opononi	T.	•	Condition 19 - TAN, E.Coli	<ul> <li>An issues and options report has been commissioned by FNW Process Engineer and will be sent to NRC upon completion.</li> <li>DWF Status: Compliant</li> </ul>

Infrastructure Committee Meeting Agenda

Sites	Asset		April Status	Comment
Sites	Group Compliant Detail		Detail	Comment
Paihia	Ē	•	Condition 9 – NH4 – N Condition 13 - pH	<ul> <li>A performance and report and long-term solution proposal has been finalised which has now been sent to Far North District Council Asset Management and Project Delivery for approval. Further update will be provided in March's report.</li> <li>In the short term, the planned daily chemical dosing began on 6 November demonstrating compliance.</li> <li>DWF Status: Compliant</li> </ul>
Rawene	Į.	•	Compliant	DWF Status: Compliant
Rangiputa	<u> </u>	•	Compliant	DWF Status: Compliant
Russell	<u>.</u>	•	Condition 9 - infiltration efficiency report Condition 8 - land instability report	<ul> <li>Infiltration efficiency and land stability reports commissioned and will be sent to NRC upon completion.</li> </ul>
Taipa	į.	•	Condition 2	<ul> <li>Resource Consent issued on 8 March</li> <li>DWF Status: Compliant</li> </ul>
Whatuwhiwhi	Ŧ	•	Condition 8 – Total Suspended Solids	<ul> <li>To assist in the mitigation of TSS (algae biomass), FNW and FNDC are in discussions with regards to prioritising desludging.</li> <li>DWF Status: Compliant</li> </ul>

1. TAN - Total ammoniacal nitrogen

2. TN – Total nitrogen

3. DO – Dissolved oxygen

4. TSS – Total suspended solids

5. BOD – Biological oxygen demand

6. MAV – Maximum acceptable values

7. THM - Trihalomethanes

8. TP – Total Phosphates







# ASSET MANAGEMENT

Assets need to be planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery for current and future generations.

The following provides an overview of key projects and deliverables the Asset Management Team are working towards. These are being delivered in conjunction with 'business as usual' work such as RFS's, operational matters and minor projects.

### **EXECUTIVE SUMMARY**

April has seen continuation of the key projects previously noted:

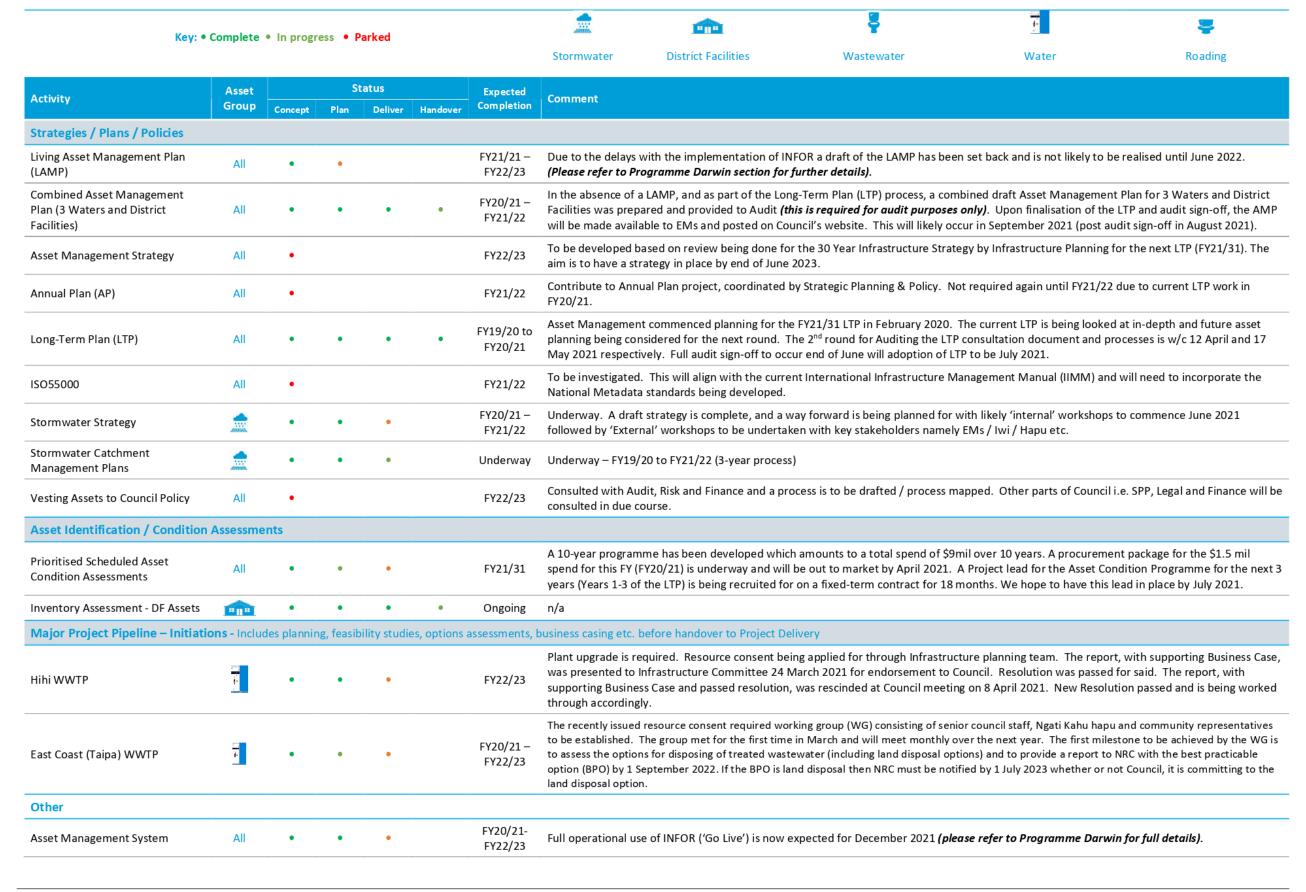
- Finalising the 3 Waters and District Facilities LTP for the consultation period
- Final audit queries for the Combined Asset Management Plan (AMP) for 3 Waters and District Facilities (required for Audit purposes)
- Data migration for the implementation of the new Asset Management System (AMS) - IPS (INFOR)
- Final scopes for the FY20/21 Capital Works Programme and planning for FY21/22
- Asset Condition Assessment programme for FY21/22

The Procurement plan for the FY20/21 3 Waters Condition Assessment Plan was completed and approved. This data will feed into Programme Darwin and work is underway as to how that happens from both storage and usage of data perspectives.

The final LTP deliberations workshop is taking place on 13<sup>th</sup> May and with that will be the finalisation of the 16 months of effort and asset planning for the 3 Waters and District Facilities Capital programme for LTP. This has been a monumental task and one which Asset Management are proud of.

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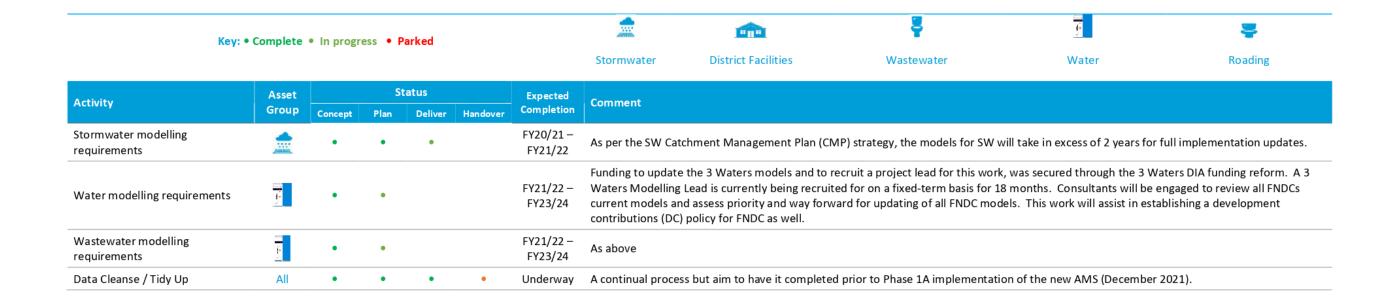
Infrastructure Committee Meeting Agenda



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16 June 2021

Infrastructure Committee Meeting Agenda



# DISTRICT FACILITIES

Maintain Council parks, reserves, cemeteries, owned community and operated buildings, Housing for the Elderly, public toilets, town maintenance, contracted swimming pools and Solid Waste in accord with policy, strategy and legislation.

## **EXECUTIVE SUMMARY**

- Another busy month for the District Facilities staff. A replacement for the Technical Officer position is yet to be filled although the position has been advertised three times.
- Work progresses to ensure the MBIE Flood funding received is spent and work programme completed by 31 May 2021.
- Increasing number of illegal dumping issues continue to be received.
- The application to transfer the Rolands Wood Trust and fund from Council to the Friends of Roland's Wood Trust has been approved by the High Court.
- The Kaitiaki Rangers programme, funded via MBIE: TIF
  Responsible Camping envelope has ended and again, by all
  accounts has been another hugely successful campaign.
  Positive comments from all areas where the programme
  was rolled out esp. at the new locations of Russell and
  Kawakawa.

### Positive Feedback – April

Verbal comments thanking staff involved with the 2020-21 Kaitiaki Rangers for securing funding so the programme could include the locations of Russell and Kawakawa.

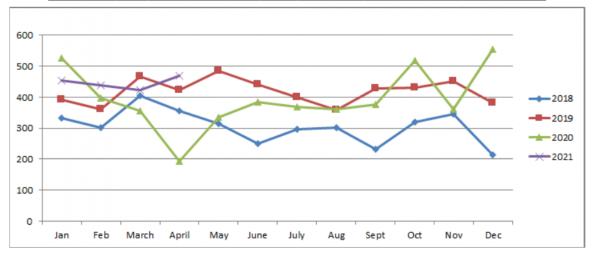
An email from the recently resigned Chair of the Friends of Rolands Wood Trust for pursuing the matter to the High Court so the Trust can now take responsibility and care of Rolands Wood, Kerikeri.

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## **CUSTOMER EXPERIENCE PROGRAMME**

RFS numbers continue to be high for District Facilities. These figures do not include CE or Mayoral RFS's.

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2018	332	302	406	355	314	251	296	301	231	320	346	214	3688
2019	392	360	466	423	486	440	401	359	428	431	451	381	5081
2020	527	396	355	193	336	385	370	360	377	519	361	555	4734
2021	455	439	422	470									1786



District Facilities – Monthly RFS numbers

## **HEALTH AND SAFETY UPDATES**

### **Recreational Services**

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	April '21	May '20	June '20	July '20	Aug '20	Sept '20	Oct '20	Nov '20	Dec '20
Near Miss	0	0	0	0	0	0	0	0	0	0	1	0
Vehicle / machinery near miss	1	3	0	1	0	3	0	0	3	0		0
Non-serious harm	2	1	1	0	4	1	0	0	0	2	1	0
Serious harm	0	0	0	0	0	0	0	0	0	0		0
Vehicle / Machinery accident	0	1	0	0	0	1	0	0	0	0		0

### Machinery - Other:

While water blasting pavements in Kerikeri the brass swivel joint on the reel shattered into 3 pieces and flew approximately 15 meters in different directions. Luckily no one was injured and no damage to shop windows

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**OCS** (Cleaning contractor for Council buildings)

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	April '21	May '21	June '21	July '21	Aug '21	Sept '21	Oct '21	Nov '21	Dec '21
Near Miss	0	1	0	0								
Vehicle / machinery near miss	0	0	0	0								
Non-serious harm	0	0	0	0								
Serious harm	0	0	0	0								
Vehicle / Machinery accident	0	0	0	0								

## Waste Management (Southern RTS and CRC's)

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	April '21	May '20	June '20	July '20	Aug '20	Sept '20	Oct '20	Nov '20	Dec '20
Near Miss	0	0	0	0	0	0	0	1	0	0	0	0
Non-serious harm	0	1	0	1	0	0	4	0	0	0	0	0
Serious harm	0	0	0	0	0	0	0	0	0	0	0	0
LTI	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle / Machinery accident	0	0	0	0	0	0	0	0	0	0	0	0

### Non-serious harm:

 A number of 'night visitors' have been reported with people entering premises to pick over waste. Fence repairs completed.

## Northland Waste (Northern RTS and CRC's)

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	Apr '21	May '20	June '20	July '20	Aug '20	Sept '20	Oct '20	Nov '20	Dec '20
Near Miss	0	0	0	0	0	0	0	1	0	0	0	0
Non-serious harm	2	1	1	4	1	3	3	0	0	2	1	0
Serious harm	0	0	0	0	0	0	0	0	0	0	0	0
LTI	0	0	1	1	0	0	0	0	0	0	0	0
Vehicle / Machinery accident	1	0	0	0	0	0	0	2	1	0	0	0

## Non-serious harm:

- Taipa theft of 8 bins, fence was cut to gain access. Fence has been repaired.
- Kohukohu theft of full saw dust bin.
- Property damage to closing roller door, the door had unraveled repair required.
- Broadwood customer complaint regarding Community Recycling Centre operator.

LTI

Staff member dislocated hip (second time) while picking up a shovel load of litter they had swept up.

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## Ventia / Broadspectrum (Russell RTS and landfill)

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	Apr '21	May '20	June '20	July '20	Aug '20	Sep '20	Oct '20	Nov '20	Dec '20
Near Miss	0	0	0	0	0	0	0	0	0	0	0	0
Non-serious harm	0	0	0	0	0	0	0	0	0	0	0	0
Serious harm	0	0	0	0	0	0	0	0	0	0	0	0
LTI	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle / Machinery accident	0	0	0	0	0	0	0	0	0	0	0	0

## **CBEC Eco Solutions** (Waste Education Contract)

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	Apr '21	May '20	June '20	July '20	Aug '20	Sep '20	Oct '20	Nov '20	Dec '20
Near Miss	0	0	0	0	0	0	0	0	0	0	0	0
Non-serious harm	0	0	0	0	0	0	0	0	0	0	0	0
Serious harm	0	0	0	0	0	0	0	0	0	0	0	0
LTI	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle / Machinery accident	0	0	0	0	0	0	0	0	0	0	0	0

## **HAPORI AQUATICS (Swimming Pools)**

Kerikeri Pool: No incidents to report this month

Accident Type	Oct '20	Nov '20	Dec '20	Jan '21	Feb '21	Mar '21	Apr '21
Near miss	0	0	0	0	0	0	0
Non serious harm	0	3	6	1	3	2	0
Serious harm	0	0	0	0	0	0	0
LTI	0	0	0	0	0	0	0
Vehicle / Machinery accident	0	0	0	0	0	0	0
Incident only	0	0	0	2	0	2	0

Kaitaia Pool: No incidents to report this month

Accident Type	Oct '20	Nov '20	Dec '20	Jan '21	Feb '21	Mar'21	Apr '21
Near miss	0	0	3	0	0	0	0
Non serious harm	0	0	0	0	0	1	0
Serious harm	0	0	0	0	0	0	0

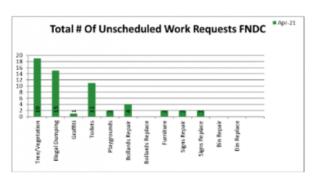
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Accident Type	Oct '20	Nov '20	Dec '20	Jan '21	Feb '21	Mar'21	Apr '21
LTI	0	0	0	0	0	0	0
Vehicle / Machinery accident	0	0	0	0	0	0	0
Incident Only	0	0	0	3	1	5	0

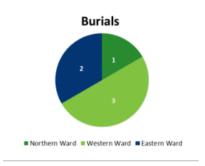
Kaikohe Pool: No incidents to report this month

Accident Type	Oct '20	Nov '20	Dec '20	Jan '21	Feb '21	Mar '21	Apr '21
Near miss	NA	0	1	0	0	0	0
Non serious harm	NA	1	0	0	0	0	0
Serious harm	NA	0	0	0	0	0	0
LTI	NA	0	0	0	0	0	0
Vehicle / Machinery accident	NA	0	0	0	0	0	0
Incident Only	NA	0	0	0	0	0	0

## **RECREATIONAL SERVICES**



Number of unscheduled works requested by FNDC



Number of burials at Council public cemeteries

## **RSL Internal Audits**

LOCATION	Jan '21	Feb '21	March '21	April '21	May '21	June ′21	July '21	Comment
Mowing	100		97.7	98				
Edging	100		100	99.4				
Gardens	100		98.6	99.1				
Playgrounds	100		100	99.4				
Town maintenance	91.7		98.8	97.2				
Toilet maintenance	98.7		96.4	96.8				

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LOCATION	Jan '21	Feb '21	March '21	April '21	May '21	June '21	July '21	Comment
Cemeteries								
Furniture	100		100	99.4				
TOTAL INTERNAL	97.9		98.6	98.3				

## **Council Audit of RSL**

2020-21	Jan '21	Feb '21	Mar '21	April '21	May '20	June '20	July '20	Aug '20	Sep '20	Oct '20	Nov '20	Dec '20
Met	16	8	8	11	6	4	14	NC	16	10	6	0
Not met	0	1	0	0	2	1	2	NC	0	2	0	0
Non-performance Notice	0	0	0	0	0	1	0	0	0	0	0	0

April 21 AUDIT DETAILS	Met	Not met	Non- performance notice	Not met / comments
Reserve mowing	3	0	0	Kent Bay, Whangaroa, Ratcliffe Bay
Edge control	3	0	0	Kent Bay, Ratcliffe Bay, Whangaroa
Playground	0	0	0	
Cemetery	0	0	0	
Toilets	6	0	0	Whangaroa, Lilly Pond, Ratcliffe Bay, Matauri Bay, Tauranga Bay, Taupo Bay
Litter and Town Maintenance	0	0	0	
CONTRACT AUDIT		,		
Unscheduled	0	0	0	
Contract	12	0	0	
TOTAL	12	0	0	

Internal audits achieved this month

## PARKS AND RESERVES

## **Doubtless Bay**

The signage requested following the Coroner's report concerning Mr Renata's death in January 2018 have been finalised. Signs will be erected at Cable Bay, Coopers and Taipa Beach.

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#### **PLAYGROUNDS**

Following a playground inspection, many of the playgrounds around the District are due to have a top-up of softfall throughout May.

#### TREE MANAGEMENT

#### Wildling Pine Removal Program

Wilding pine removal a joint initiative involving FNDC, NRC & DOC continues across the District e.g.:

- Ramp Rd, Karikari scheduled to start on or around 8 June in the reserve behind the public toilets
- Russell and Bay of Islands a scope is currently being prepared by NRC in conjunction with Council identifying
  pines that should be removed on Council owned land.

#### Redwoods, Kerikeri

An additional report to the BOI-Whangaroa Community Board will be presented to their June meeting. The arborists report's to date continue to identify the impact neighbouring development is having on the trees.

#### Moreton Bay Fig, The Strand, Russell

A report to the BOI-Whangaroa Community Board concerning the health of the Moreton Bay Fig will be presented to their June meeting. The report includes information from Arborlab who assessed that, using the Quantified Tree Risk Assessment (QTRA) framework, the most likely failure event within the identified risk analysis timeframe, has an Annual Risk of Harm (AROH) of 'Broadly Acceptable'.

#### **Palms**

Increasing concerns continue to be presented to Council regarding the palms in Cannon Drive, Fairway Drive, Blue Marlin Drive and the Kerikeri CBD. A cost to remove as much of the fronds as possible, without damaging the palms has been received and work will start late May, early June. It is proposed these works will be carried out annually.

Work and costings will also be considered palms located on the berm at Bayside Drive, Mangonui, in Centennial Park, Kaitaia, around Paihia and in the western ward.

It is envisaged such works will be carried out on an annual basis until such time as a decision is made concerning the future of these palms and whether they are to be maintained or removed.

### **CEMETERIES**

#### Kaitaia Cemetery

Issues with new plots sinking, due to heavy rainfall. RSL are aware of this issue over the winter months and are quick to react once they have been advised.

## **PUBLIC TOILETS**

#### Klinac Lane, Waipapa

Project work continues to separate the Klinac Lane toilets from the private RCG Body Corp (Mitre 10) system. This should alleviate the pressures experienced every peak season with the influx of visitors and shoppers.

#### Stone Store Public Toilets, Koropiro Pa Walkway - Kerikeri

Portaloos are still in place while DoC decide what they need to do at this site.

## General

All public toilets continue to display COVID QR codes.

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#### **ENCROACHMENTS**

#### Te Hue Bay, Russell

The boat has now been removed from the reserve and the encroachment issue fully addressed.



Te Hue Bay, Russell – illegal structures have been removed

### Cable Bay, Mangonui

A letter has been sent to the new owners of Driftwood Lodge advising them they have until December 2021 to remove offending structures, esp. those that give the public the impression that they are entering and / or on private property.

#### General

Encroachment issues continue to be received and investigated however due to other priorities and staff capacity, some matters are not being investigated as quickly as expected.

## 2020/21 MBIE RESPONSIBLE CAMPING FUND

The 2020/21 season has ended with many positive comments received.

The final MBIE report will highlight key findings and comments from the Rangers concerned. Feedback to date includes the need to continue this programme and to extend it to the western area, esp. Omapere / Opononi and Taupo / Tauranga Bay, if MBIE decide to continue with funding Responsible Camping initiatives.

# 2020/21 MBIE FLOOD FUND

All physical works MUST be completed by 31 May 2021. As such, an update on the projects District Facilities are managing is as follows:

Ward	Location	Comments	End of April:	
North	Kaka Street, Ahipara -	Initial works completed.	Before	After
	ramp	Additional works will be addressed as part of BAU as ongoing deterioration is expected each time there is a considerable weather event.		
North	Puckey Ave, Kaitaia Pensioner Village	The previous chip sealed driveway has been resealed.	Before	After
	rensioner village	Works completed including lifting areas where low lying flooding issues previously presented.		
North	Ahipara - foreshore road near toilets	Archaeological assessment complete public toilets.	d and report received. RSL to start on repairs to	the seawall immediately around the Foreshore
North	Kaitaia Cemetery	Repairs to the internal road has been completed.	Before	After
North	Hihi Beach	Removal of trees on the Hihi coastline that fell during the 2020 storm, has been completed with a second round of spraying, planting and mulching to be done.		
East	Kaeo car park	Work onto reseal the car park was de	elayed. At this time of writing this report, the wo	rk had started.
East	Te Wahapu	Works to stabilise and improve the walkways after the 2020 weather events have been completed.		
East	Seaview lookout, Paihia	Track surface and drainage improvements completed. Signage required before project is completed.		

Ward	Location	Comments	End of April:						
East	Kawakawa bowling club access	The driveway was affected by surface water flooding and in places washed out.  Base preparation underway and chip-seal scheduled for 24 May.							
East	Opua-Paihia walkways	Shell dusting complete and rock stab	ilisation works underway.						
East	Jacks Bay walking track	Coastal erosion issues addressed							
East	Paihia Beach	Beach cleaned up and remedial work carried out as needed – project completed.							
East	Pah Road, Kerikeri	Works started to rectify issues with t	he end of cul-de-sac that has not been properly formed.						
East	Wharau Road, Kerikeri	This project was pulled due to issues	with the proposed works and timeline constraints.						
East	Moerewa Illegal dumping clean-up	Work to clear the overgrowth and re This project has been handed back to The level of asbestos contamination	n empty section located between Otiria Road & Ranfurly Street, Moerewa.  /ork to clear the overgrowth and remove rubbish / uncovered asbestos.  his project has been handed back to the Roading Team to continue.  the level of asbestos contamination has been determined and savings from other MBIE Flood Funding projects have been transferred to this project to cover on-going decontamination costs.						
East	Kaeo Service Centre	from the hill, around the Service Cen	ues at the rear of the service centre, from further up the hill. Stormwater comes rushing down tre building, bringing silt onto the footpath etc.  In delayed due to supplier issues. Drainage works assessed and scheduled for starting 17 May. his project may require reassessing.						
West	Omapere and Opononi foreshore	Fencing at Freese Park, Omapere has been completed. Other sections of fence started with posts & railings. Block/rock placement work scheduled from 17 May.							
East	Moerewa Community Recycling Centre	Completed re-metalling of area wash	ned away in 2020 weather events.						
North	Ahipara Refuse Transfer Station	Completed re-metalling of area wash	ned away in 2020 weather events.						
West	Pawarenga Community Recycling Centre	Completed re-metalling of area wash	ned away in 2020 weather events.						
East	Totara North Community Recycling Centre	Completed re-metalling of area wash	ned away in 2020 weather events.						

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#### SOLID WASTE

#### Waitangi Community Recycling Centre

The TB3 Trust has signed a lease that enables the establishment of a community recycling centre on the Trust's land in Waitangi. Waste Management has signed a contract variation covering the rates to operate the site. The proposal is with Council management awaiting the final approval.

#### Range of plastics accepted at FNDC sites

Plastic markets continue to be volatile, and it is hard to determine what markets for products are available and will continue to be available.

Staff have been in contact Plastics NZ's regarding their circular economy for plastics programme. This programme is funded through the Waste Minimisation Fund. One of Plastics NZ's workstreams is facilitation of nationwide working groups to help connect our national systems for different material streams. Essentially, they try to connect collectors of waste plastic with NZ manufacturers who want to buy the product.

Markets for #5 plastic seem to be stabilising and we are investigating accepting theses at Council facilities. On the other hand, markets for Coloured PET have collapsed and our contractors are currently stockpiling this material.

### Ahipara Landfill closure

The Ahipara landfill closure plan identified an old section of the landfill that was inadequately capped when it was completed over 30 years ago. The recapping work required the stripping of topsoil then the compacting of imported clay. This work has now been completed. The next step is to engage a surveyor to map the final contours.

## ECOSOLUTIONS WASTE MINIMISATION EDUCATION - APRIL NEWSLETTER

Schools; 12 lessons taught and 29 hours of school support.

Kerikeri Primary School has been busy revamping their worm farm and working on a garden bed for rongoa made of upcycled materials.

Kerikeri Kindy kids did a treasure hunt and discovered what is rubbish and what is recycling; they then learnt about reusing making wetbags from old tents.

Whangaroa college and Tekamura o Hohepa engaged with litterless lunches and made their own beeswax wraps.

Kerikeri Preschool learnt about rubbish and recycling and kids engaged with setting up their worm farm and learnt how to look after it.

Oruaiti was awarded their Silver WasteWise award which provided a great opportunity to check their systems. Their worm farm needed help as the worms were dying off. There is great hope for the new

Taipa Area School (TAS) got back to basics on recycling with the juniors (Y1–Y4) and are interested in reuse and resources lessons in term 2.

worms as children are to be trained as worm farmers in term 2

TAS is keen on rewarding and acknowledging lunchtime waste warriors and we have been invited to talk and promote this initiative at assembly in term 2.

Mangonui School have been busy upgrading their knowledge on worm farming and are looking into extending their systems. They are also increasing their lunchtime litter picking which has tremendous positive impacts as there is less and less litter to be picked.

Riverkids did a regular river clean up with Riverkids - picked up 2.5 bags of litter and sorted it into recycling and re use. The kids were excited to re-use the fishing line that we picked up for hanging art.



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Kaikohe West school did their WasteWise audit and discovered that better signage will help people put things in the right bin. This will help improve them even further.

A new resource was developed which is electronically available for schools to use on Microplastics.

EcoSolutions has been working hard with all schools that are part of the lunch in schools programme to ensure that the waste is being diverted from landfill.

They have been offed advice, support and education to schools and





providers about the sustainability of single use options used for lunches and how to deal with compostable packaging. We have also been working with providers on reusable options.

This ranges from conversations with principals and admin staff at Kaeo Primary, Whangaroa College, Kaikohe West schools to emails to all participating schools offering services and advice towards more sustainable practices.,

#### Communities

- Whangaroa Teaching gardens are planning a composing workshop to get the local community involved in gardening and composting.
- Waimamaku had a beach clean-up and the Waimamaku community centre has a beeswax wrap workshop as well
  as a composting workshop.
- Opua did a community clean up and clothing was diverted form landfill by the "Paihia Swap Don't Shop" clothing swap.
- A facebook post was created on plastic in teabags which got more then 2K hits.
- Clothing rescue in Kaitaia diverted more than 1 tonne of fabric from landfill this month.
- EcoSolutions is working on collaboration with Kaitiaki o Tokerau do community workshop on waste minimisation and on collaboration with local Kura.
- A Hugelkulture workshop worm tower workshop as held in Paihia with a focus on composting and repurposing.





## Businesses

Businesses have been approached and conversations have been had about waste reduction as a business practice with a look into participating as an ecostar business. Flying Fish in Paihia, T Café & Bakery, Bouquets on Broadway in

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Kaikohe, Community Law in Kaikohe, Unichem Pharmacy in Kawakawa and Circle D construction have been met with.

Waitangi national Trust had support with their recycling systems and signage.

Hardy's Kerikeri, Kaitaia Budgeting Service and FNEC budgeting all had their waste audit done. Hardy's achieved Gold ecostar status, the others are still awaiting their results.

#### **Event organizers**

Nga Purapura festival had great waste diversion this year 95% of waste diverted form landfill, signalling great practices to our tamariki and showcasing that celebrations do not have to cost the earth. The event was well visited despite adverse weather conditions. The event organisers were supported with a waste management plan, training of volunteers, stall holder information, composting follow up and signage and support on the day.

Pompalliers Children's festival received recycling system support and the Anzac Day celebrations in Kaeo Memorial Hall had support with their recycling systems set-up for the weekend.

### LITTER INFRINGEMENT ACTION

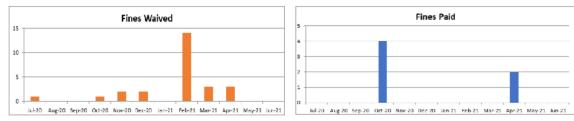
#### April actions:

Offence Date	Offence Type	Status	Balance	Location Details
28/11/2020	Deposited litter in/on a public place \$250 20-120L	2 <sup>nd</sup> Notice	\$250	On Street: Totara North road, Kaeo LOCATION: Community Recycling Centre Gate
02/02/2021	Deposited litter in/on a public place \$250 20-120L	2 <sup>nd</sup> Notice	\$250	On Street Taupo Bay Road, Mangonui. LOCATION: SH 10 Intersection Mangonui
03/02/2021	Deposited litter in/on a public place \$250 20-120L	Completed (Exemptions)	\$0	On Street: Larmer Road, Kaitaia LOCATION: SH1 Intersection
24/03/22021	Deposited litter in/on a public place \$250 20-120L	1 <sup>st</sup> Notice	\$250	ON Street: Rangitane Road, Kerikeri LOCATION: Redcliffes road Intersection
24/03/22021	Deposited litter in/on a public place \$250 20-120L	Completed (Receipting)	\$0	ON Street: Rangitane Road, Kerikeri LOCATION: Redcliffes road Intersection
24/03/22021	Deposited litter in/on a public place \$250 20-120L	1 <sup>st</sup> Notice	\$250	ON Street: Rangitane Road, Kerikeri LOCATION: Redcliffes road Intersection
26/01/22021	Deposited litter in/on a public place \$250 20-120L	1 <sup>st</sup> Notice	\$250	ON Street: Rangitane Road, Kerikeri LOCATION: Redcliffes road Intersection
03/02/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	ON STREET: Ruaroa Road, Kaitaia. LOCATION SH1 Intersection
03/02/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	ON STREET: Kaitaia-Awaroa Road, Herekino. LOCATION Herekino Refuse Transfer Station



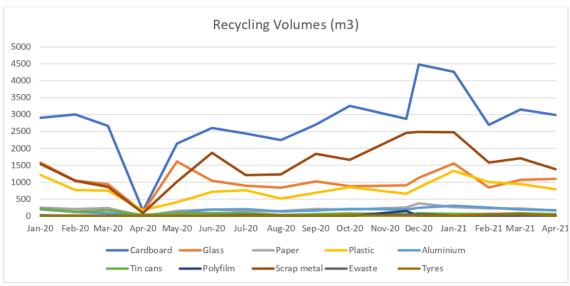


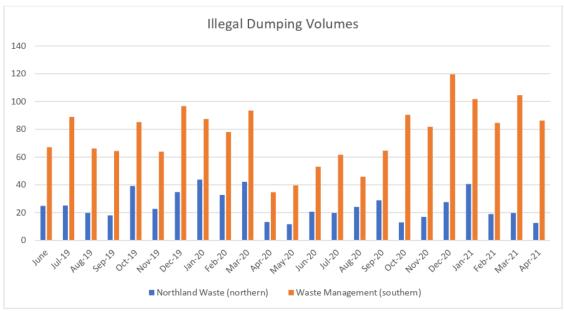
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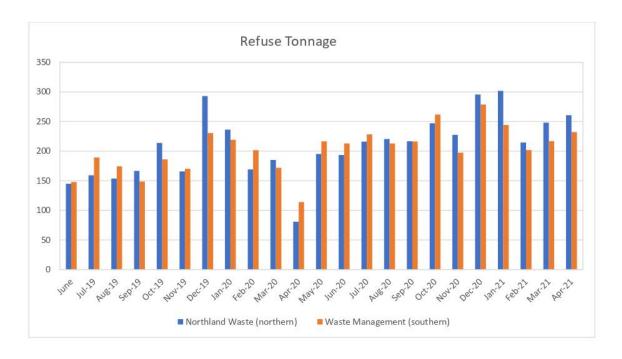
Discussions continue with the Compliance and Monitoring Team regarding the process for customer services when a member of the public phones or writes to dispute the infringement.

### SOLID WASTE STATS





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## **SWIMMING POOLS**



Kaitaia Pool

The pools are now closed for the winter season and the Winterisation maintenance planning has begun. A credit note has been received from Hapori for the \$6900.00 re an issue with a COVID-19 invoice.

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#### Kerikeri Pool

A quote of nearly \$8000 was received for investigations into the leaks at the Kerikeri pool. Consideration needs to be given as to how much we are prepared to spend investigating the leak and balance it against the cost of water.

Hapori have also had additional conversations with other pool contractors and it is felt that rather than laying out this cost for investigations, which may not be conclusive, it is worth systematically addressing the areas which are most likely to be causing the leak(s).

The dive pool is due to be painted and the valves need servicing, both are scheduled maintenance items and should reduce water loss if not eliminate it.

It is also worth considering installing meters on the inlets to each of the three pools to help identify the areas of concern, especially as there may be leaks elsewhere such as toilet / shower blocks.

This would be an expensive exercise, the Kaikohe check meter cost \$2110 + GST.

Outstanding maintenance issues:

- Power socket not working on fence at end of main pool required for vacuuming pool deemed unsafe.
- Roller door to Chemical shed requires new door. We would consider this to be a chattel of the facility and not
  an operating cost. Staff have gone through the whole season with this H&S issue.
- Girls toilet door still waiting to be fixed or replaced. H&S issue

## Kaikohe Pool

A leak continues at the Kaikohe Pool - both within the pool structure and also to the waste valve. It is hoped that funds can be found to service theses valves and address the condition of the pool shell. As for the Kerikeri pool, a quote of nearly \$8000 was received for investigations into the leaks. It is probable that the leak is in one or all of three areas, the pool shell, the sparges at the bottom of the pool and the waste valve which is known to have a leak.

As the pool is ageing and repairs will be required more frequently, decisions need to be made about the on-going operation and associated costs. At the beginning of the season it was decided to take a short-term approach to the pool maintenance as the future of the pool is unknown.

It was noted that there was space allocated for a pool facility as part of the proposed Lindvart Park development plan.

An agreement is being progressed by the Council and Northland College which provide a clearer division of maintenance responsibilities between the two parties.

Outstanding maintenance issues:

- Valve on waste pipe not fully shutting.
- Awaiting quote from Far North Pools Limited and Stonecraft to re seal expansion joints and paint pool. Effort is being made to source a third quote.

#### Kaitaia Pool

Security remains an issue at the site because of its isolated position. There have been several break-ins where valuables have been taken but one of the main issues of concern is youths swimming unattended at night and the safety risk it poses. Locks have been replaced and repairs have been made to the alarm system. Additional security options being considered include additional patrols or a remotely monitored security camera. A remote video link to the police station was costed and has proved to be very expensive.

Maintenance works carried out this month

- A new chlorine pump has been installed and the loan returned to the supplier.
- Flood lights not working, electrician made safe and has one of eight working. Another floodlight has crashed to the ground, brackets completely rusted away. This should be addressed as part of the security assessment

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## ATTENDANCE NUMBERS

## KAITAIA SWIMMING POOL

	Oct	Nov	Dec	Jan '21	Feb	March	April
Entries	182	577	787	1404	456	165	51
Concessions	144	541	845	984	371	339	57
Under 5s	48	169	340	383	153	60	6
Supers (Gold Card)	1	58	51	83	27	48	8
Spectators	80	196	421	502	229	158	19
Lane Hire	8	26	0	10	3	51	0
Events		482	362	0	0	1287	0
Schools	93	381	1029	0	1204	1418	75
Total	556	2430	3835	3283	2420	3526	216

## KERIKERI SWIMMING POOL

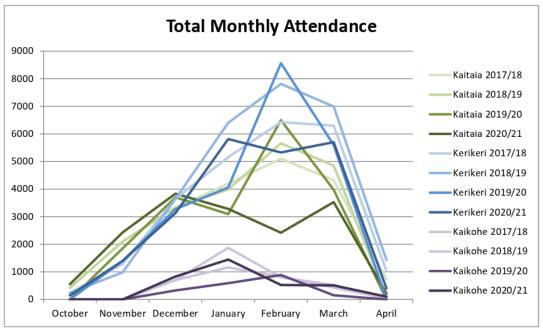
	Oct	Nov	Dec	Jan '21	Feb	March	April
Entries	36	221	865	1696	581	191	0
Concessions	62	587	1206	2362	953	403	3
Under 5s	10	71	234	599	225	55	0
Supers (Gold Card)	13	106	133	312	164	88	3
Spectators	27	329	535	784	1421	1229	0
Lane Hire		85	160	62	296	169	0
Events			0	0	0	0	0
Schools			0	0	2004	3564	397
Total	148	1399	3133	5815	5331	5699	403

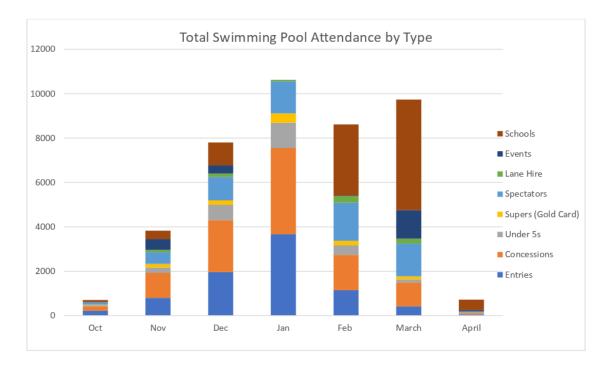
## KAIKOHE SWIMMING POOL

	Oct	Nov	Dec	Jan '21	Feb	March	April
Entries			310	572	104	59	0
Concessions			290	537	270	326	4
Under 5s			116	159	53	30	4
Supers (Gold Card)			18	25	15	4	0
Spectators			99	155	68	93	35
Lane Hire			0	0	1	0	0

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	Oct	Nov	Dec	Jan '21	Feb	March	April
Events			0	0	22	0	58
Schools			0	0	0	0	0
Total			833	1448	527	512	101





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## POOL REVENUE (exclusive of GST)

## KAITAIA SWIMMING POOL - Income

Month	nth Oct Nov		Dec	Jan '21	Feb	March	April
Gate	\$347.82	\$3,272.00	\$4,451.00	\$6,142.59	\$1,885.22	\$760.87	\$193.00
Pool Hire	\$330.00	\$3,725.00	\$4,545.00		\$4,301.09	\$6,459.78	\$221.74
Shop	\$18.20	\$205.60	\$319.00	\$386.52	\$132.17	\$62.61	\$3.00
TOTAL	\$696.02	\$7,202.60	\$9,315.00	\$6,529.11	\$6,318.48	\$7,283.26	\$417.74

### KERIKERI SWIMMING POOL - income

Month	Month Oct N		Dec	Jan '21	Feb	March	April
Gate	Gate \$268.00 \$2,323.00		\$5,575.00	\$8,598.26	\$3,028.70	\$950.43	\$0.00
Pool Hire	<b>Pool Hire</b> \$0.00 \$622.50 \$96		\$963.75	\$135.00	\$3,795.65	\$5,830.43	\$960.87
Shop	\$0.00	\$54.00	\$83.00	\$137.00	\$23.47	\$18.26	\$0.00
TOTAL	\$0.00	\$2,999.50	\$6,621.75	\$8,870.26	\$6,847.82	\$6,799.12	\$960.87

## KAIKOHE SWIMMING POOL - income

Month	Month Oct Nov Dec		Dec	Jan '21	Feb	March	April
Gate	\$0.00	0.00 \$0.00 1,517.00		2,376.00 862.61		345.22	0.00
Pool Hire	re \$0.00 \$0.00 \$0.00		\$0.00	147.83	0.00	591.30	
Shop	\$0.00	\$0.00	12.00	18.26	7.83	0.00	0.00
TOTAL	\$0.00	\$0.00	1,529.00	2,394.77	1,010.44	\$345.22	\$591.30

## TOTAL SWIMMING POOL INCOME

Month	Oct	Nov	Dec	Jan '21	Feb	March	April
TOTAL	\$696.02	\$10,202.10	\$17,465.75	\$17,794.14	\$14,176.74	\$14,427.60	\$1,969.91

## COMMUNITY / COUNCIL FACILITIES

## **OCS** Audits

LOCATION	Nov '20	Dec '20	Jan '21	Feb '21	March '21	April '21	May '21	June '21	July '21	Comment
Kaikohe Headquarters - Lockwood	96.7	96.9	97.4	97.4	96.1	97.0				
Kaikohe Headquarters – Annex and upstairs	96.7	96.9	97.3	96.8	95.1	96.1				

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LOCATION	Nov '20	Dec '20	Jan '21	Feb '21	March ′21	April '21	May ′21	June '21	July '21	Comment
Kaikohe Headquarters – Publications	96.7	96.9	92.1	97.5	97.1	97.0				
John Butler Centre – Level 2	97.6	97.6	97.5	98.1	97.2	96.7				
John Butler Centre – Level 1	98.2	97.6	98.2	98.2	97.2	97.9				
John Butler Centre – Ground floor	97.3	97.5	98.1	98.0	97.47	96.0				
Rawene Service Centre	3/M	NA	NA	97.6	NA	97.0				
Kaeo Service Centre and Library	3/M	NA	98.2	97.4	NA	NA				
Procter Library	96.6	97.4	97.3	96.1	96.0	96.8				
Paihia Library	96.3	96.5	96.4	97.0	NA	96.3				
Kaikohe Library	3/M	91.9	94.3	91.9	97.1	96.0				
Bay of Islands Information Centre	96.9	97.4	95.9	NA	NA	96.1				
Hokianga Information Centre	3/M	98.0	NA	97.8	NA	96.8				

## HOUSING FOR THE ELDERLY

Council own and maintain 147 Housing for the Elderly Units at 12 locations within the district. Unit information is as follows:

		Jan-21	Feb-21	Mar-21	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
# units vacated (received for refurbishing)				3	1	3	1	0	1	2	2	0	0
	Northern:			Oxford St, Puckey Ave		Awanui, Oxford Street	Awanui		Puckey		Kohukohu		
	Western:			Kaikohe		Rawene				Kaikohe, Rawene	Omapere		
	Eastern:												
# unit refurbishments progressing		7	8	8	4	4	7	7	6	7	6	8	8
	Northern:	Awanui (2), Oxford St	Awanui (2), Oxford St	Awanui (2), Oxford St			Awanui, Oxford St	Awanui (2), Oxford St	Awanui (2),Oxford St	Awanui (2), Oxford St, Puokey	Awanui (2), Oxford St, Puckey	Awanui (2), Oxford St, Kohukohu	Awanui (2), Oxford St, Kohukohu
	Western:	Rawene, Kaikohe (2), Omapere	Waima, Rawene, Kaikohe (2), Omapere	Waima, Rawene, Kaikohe (2), Omapere	Waima Kaikohe (2)	Waima Kaikohe (2)	Kaikohe Rawene, Waima	Kaikohe (2), Rawene	Kaikohe (2)	Kaikohe (3)	Rawene, Kaikohe	Rawene, Kaikohe, Omapere	Rawene, Kaikohe (2), Omapere
	Eastern:				Kawakawa	Kawakawa	Kawakawa	Kawakawa	Kawakawa				
_		0	1	1	0	0	0	1	1	1	3	0	0
# units completed (returned for tenanting)	Northern:			Ahipara							Puckey		
	Western:		Kohukohu					Waima	Rawene		Kaikohe (2)		
	Eastern:									Kawakawa			

## COUNCIL / COMMUNITY BUILDINGS

## Raihara Storage, Kaikohe

The lease over this facility has been extended to 30 June 2021 to provide time to remove all items currently stored inside including a number of IT and CDEM items.

#### BWOF

Next month, we will be adding a table that shows what buildings require a BWOF and the status of the warrant.

## Rawene Campus

Work continues to handover responsibilities to the Trust in terms of giving effect to the signed lease.

# LEASES / AGREEMENTS

1-May	To do / on hold	Applicant	District Facilities	Legalisation Services	Negotiating	Ready for signing
ern			Opononi Statue Agreement	JAN '20: Opononi Bowling Club Lease (new)	JAN '21: RAD Lease - contact had and areas that need addressing to be progressed	
Western			JAN '21 Northland College - Swimming Pool MOU (renew) progressing	JAN '20: Hokianga Coastguard Lease (new)	JAN '21 Rawene Campus Lease with Te Puna o Kupenuku	
				JAN '20: Hokianga Treks		
Eastern	Kerikeri College - Swimming Pool MOU (review)		OCT '20 Cherry Park House - discussions underway to consider future structure of management committees (involves SP&P)	OCT '20: Roland's Wood - signed agreement received from FORWT.  Matter will proceed to the High Court to change over the Trust Deed.	ONGOING: Walls Bay	JAN ' 21: Whangaroa public toilet water supply agreement with the marina being negotiated.
	NOV '20: Te Hue Bay Agreement to permit a picnic area and slipway to remain in place for use by the public. On hold until the new year.	FEB '21: Russell Tennis Club - contacted by Club - discussing need for a formal arrangement	AUG '19: Kawakawa Memorial Library Hall Lease (renewal?)	FEB '21: Kerikeri Croquet Club - request to renew lease		<b>Feb'21</b> Vision Kerikeri. Volunteer agreement signed by Vision Kerikeri. Awaiting signature by Council
	NOV '20: Waipapa public toilet agreement (on hold)		APR '21: Russell Sports Trust Lease (renewal) New Contact indicates they are now happy to sign lease.	ONGOING: Kerikeri Sports Complex Lease (Hold)		
	NOV '20: Paihia Village Green Market: on hold due to the impact of COVID and no cruise ship visits.			Investigation:  * Tauranga Bay - water easement Agreement (new due to expiry)		
	NOV '20 Cherry Park House - discussions underway with EM's and staff to look at a future structure of management committees			MAR '21 Russell St Johns & Medical centre - looking for location for garage.		
	FEB '20: Look at extending land lease of Recreational Vehicle Effluent Dump Station from Licensor Melia Investment Ltd. Expires 30/06/2021			MAR '21 Russell Hall and Toilets. Work in progress to establish power supply and water responsibilities		
				APR '21 Paihia Waitangi Kindergarten lease renewal. Site visit and application complete.		
Northern	DEC '20: Te Hiku Sports Hub land lease	JAN '20: Hihi Community Centre Lease (new)	ON HOLD (June): Kaitaia Saturday Market Agreement (on hold)	JAN '20: St Johns Ambulance Ahipara Lease (renewal)	DEC '20: FENZ Karikari 28 Maitai Bay Road (Ena)	FEB '21: APRI - Unahi Wharf Agreement: a few more adjustments needed
	<b>DEC '20:</b> Mangonui Netball Club. Request to issue a new lease received however relates to the Te Hiku Sports Hub development (meeting to be held)		JAN '20: Te Kao - public toilet Agreement (new)	JAN '20: Te Kohanga Reo o Houhora Lease (new)	JAN '21: Waiotaraire Reserve - public toilet water supply agreement is progressing	
				<b>FEB '20:</b> Tumanako o Kaitaia Kohanga Reo Trust (new)	FEB '21: Kaitaia Plunket Lease - negotiations around removal of old buildings before lease can be terminated	
				March '21: Omaitai Waka Ama Club. Start to look at extending temporary use of Taipa point		

1-May	To do / on hold	Applicant	District Facilities	Legalisation Services	Negotiating	Ready for signing
				JAN '20: Hihi Community Centre Lease (new)		
				APR '21 Te Rarawa Rugby Football Club Inc. Lease renewal and inclusion of netball, tennis and basketball courts.		
<u>.</u>	Far North Holdings - property agreement					
Othe	SP&P to do: * Paihia Village Green Management Plan					

# PROVINCIAL GROWTH FUND (PGF) ROADING

#### **EXECUTIVE SUMMARY**

In August of 2020 MBIE granted \$20.7 million to undertake works on three strategic roads in the Far North District. The projects are split in two, with Peria Road and Ngapipito Road combined into one package (Priority 1 Roads) and Ruapekapeka Road being the other. Planning commenced immediately, with early site investigation and testing setting the projects up for the best outcomes from the start.

All three projects are being delivered with a staged programme; design for initial stages will allow earlier construction, with design of subsequent sections continuing concurrently. Early enabling works have set the project teams up well to achieve construction deadlines.

Four of the five sections have been sealed on Peria road, with section five sealing now being held until after winter.

Both Ruapekapeka and Ngapipito Roads are well underway with earthworks and drainage complete on Ruapekapeka Road (stage 1), and clearing, earthworks and drainage underway on Ngapipito Road. Pavement overlay work will continue into winter in preparation for the final stabilising and sealing early in the nest construction season.

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#### SUMMARY - April

#### **Priority 1 Routes**

Peria Road

Peria Road is a 6.3km seal extension and associated works. It is being delivered through the existing NTA North Area Road Maintenance Contract by Fulton Hogan.

Good progress has continued on Peria Road. Section four (of 5) is now sealed. The final rock walls in Section five have been completed. The aggregate overlay in Section Five was undertaken this month, to half of the overlay depth, with the remaining material to placed, stabilised and sealed after winter.

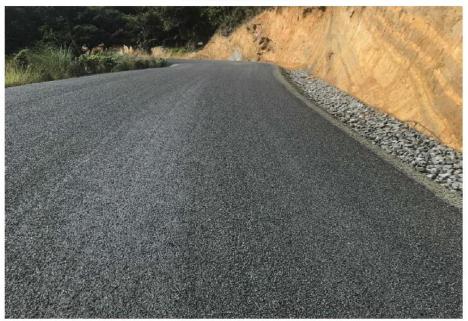
Plan for May... Next month's activities for Peria Road will focus on closing and protecting the dump sites before winter and look at starting the guardrail works where possible.



Overlay in progress at Peria on Section 5



Sealing at Peria on Section 4



Final seal at Peria on Section 4

#### Ngapipito Road

Ngapipito Road is a 5km seal extension and associated works. It is being delivered through the existing NTA South Area Road Maintenance Contract by Ventia.

Pavement and geometric design has been completed. The construction delivery of the seal extension has been split into four 1.25km sections, with staging of works on each section ideally allowing multiple sections to be in constructed at once (once clearing/earthworks on section one have been completed, that crew can move to section two and so on). Clearing, earthworks and survey/set-out has been completed on the full length. Drainage and culvert upgrades will continue as weather allows.

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Next month's activities for Ngapipito Road will focus on pavement construction for Sections 1 and 2, and drainage/earthworks on the latter sections.

Clearing, earthworks and pavement construction will continue over winter as weather allows, with surfacing programmed for next season (by December 2021).



Ngapipito Road clearing/earthworks and survey/set-out completed on sections  $1\ \&\ 2$ 

#### Bridge upgrades

The design is 90% complete for the strengthening works and is on track to start physical works in August, with completion of work by December 2021.

#### Ruapekapeka

#### Stage 1

Stage 1 sealing has been postponed to early next season due to further delays experienced with the fibre optic cable relocation works and the aggregate supply/quality issues. A variation to the MBIE funding agreement has been approved.

Earthworks on the unsealed portion beyond the proposed end of seal (British memorial to Hayes Road) will recommence in May after the fibre cable has been relocated. The seal extension section will have the subbase aggregate overlayed and compacted, and the final stabilising and sealing will be delayed until early next construction season.

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Ruapekapeka Road Stage 1 pavement construction

#### Stage 2

Detailed design for Ruapekapeka Road Stage 2 (bridge to Monument Road) is complete, with a peer review recently completed on the geotechnical and structural aspects of the design. The State Highway intersection improvements design is complete, with on-going liaison with the Ruapekapeka Trust for their inclusion of the intersection Pou.

Next month's activities for Ruapekapeka Road Stage 2 will focus on the tender documentation complete and out to market, with the completion targeted for next construction season.

The proposed delivery mechanism for Stage 2 is to utilise the NZTA Northland Delivery Framework (NDF) Lot 2 Suppliers, via a closed tender for construction. The design for Stage 2, including the proposed retaining walls below the Pa site and the SH1 intersection improvements are complete, with some minor improvements and changes to the design expected as we work through the consultation with the Trust.

#### PROGRAMME OVERVIEW

#### **Priority 1 Routes**

A variation has been agreed with MBIE regarding the completion dates to milestones for the Priority 1 Roads; Design capacity in the local market meant that there was a delay at design stage for Ngapipito Road. This had a direct impact on the construction start date and due to the restriction on physical works over the winter season, an extension was agreed upon.

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▶ Priority 1 Roads Programme Milestones			
Deliverable	Original Completion Date	Variation Completion Date	Status
<ul> <li>Funding Agreement executed by both parties.</li> <li>Investigation and design underway.</li> <li>Stage 1 construction underway. Enabling works (vegetation clearing, earthworks, widening and drainage) commenced before 1 September 2020.</li> </ul>	August 2020	Achieved	
<ul><li>ECI agreement in place</li><li>Stage 1 investigation and design complete</li></ul>	30 September 2020	Achieved	
<ul><li>Stage 2 design complete</li><li>Stage 2 construction underway</li></ul>	31 December 2020	15 March 2021 - Achieved	
Stage 2 construction complete	31 March 2021	30 November 2021	
<ul> <li>Final completion of surfacing MSQA reporting and monitoring paperwork</li> </ul>	30 June 2021	30 December 2021	

#### Ruapekapeka Road

The delivery milestones required to achieve the dates set out in the funding applications were very tight. While we accelerated as many of the processes as we could, and identified innovative delivery methods, delays with consenting and consultation with the Ruapekapeka Trust meant that the programme had started to slip. MBIE were consulted with as soon as this became obvious and issued a minor variation to the contract agreement that pushed completion out to December 2021.

The reason for the 6-month extension is due to the fact that we cannot undertake any earthworks, road pavement and sealing work during winter months, so Stage 2 works will have to be undertaken in the early part of the next construction season.

► Ruapekapeka Road Programme Milestones			
Deliverable	Original Completion Date	Variation Completion Date	Status
<ul><li>Funding Agreement executed by both parties</li><li>Investigation and design underway</li></ul>	August 2020	Achieved	
<ul> <li>ECI agreement in place</li> <li>Stage 1 investigation and design complete</li> <li>Stage 1 construction underway. Enabling works (vegetation clearing, earthworks, widening and drainage) commenced before 1 September 2020.</li> </ul>	30 September 2020	Achieved	

NOTE: Major earthworks for Stage 1 construction have been unable to start due to delays with consenting and archaeological authority requirements. The programme was already tight and this will put us a month

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behind, which will have a knock-on effect on the completion date.			
<ul> <li>Stage 2 design complete</li> <li>Stage 2 construction underway</li> <li>MSQA reporting and monitoring paperwork</li> </ul>	31 December 2020	28 February 2021	
<ul><li>Stage 1 construction complete</li><li>MSQA reporting and monitoring paperwork</li></ul>	31 December 2020	30 October 2021	
<ul><li>Stage 2 construction complete</li><li>MSQA reporting and monitoring paperwork</li></ul>	31 March 2021	30 November 2021	
<ul><li>Final completion of surfacing</li><li>MSQA reporting and monitoring paperwork</li></ul>	30 June 2021	30 December 2021	

## FINANCIAL OVERVIEW

► Strategic Roads Road			
Contract	Paid to Date	Status	
Northern Edge	\$20,126	Ongoing	
Hoskin Civil	\$83,775	Ongoing	
Northern Civil	\$3,995	Complete	
WSP	\$180,091	Complete	
Ventia (previously Broadspectrum)	\$246,258	Ongoing	
Fulton Hogan	\$4,783,238	Ongoing	
Rawene Consultants	\$802	Complete	
BCI Media Group	\$2,501		
April Claim		\$958,017	
Total Claimed to date		\$5,320,789	

▶ Ruapeka peka Road		
Contract	Paid to Date	Status
Northern Edge	\$10,438	Ongoing
Hoskin Civil	\$105,247	Ongoing
Northern Civil	\$4,240	Ongoing
Williamson Water	\$8,672	Ongoing
WSP	\$30,451	Complete
Geometria Ltd	\$6,391	Ongoing
Top Energy	\$1,100	Ongoing
Ventia (previously Broadspectrum)	\$547,867	Ongoing
Haigh Workman	\$129,500	Ongoing
Rawene Consultants	\$195	
BCI Media Group	\$1,250	
April Claim		\$66,006
Total Claimed to date		\$845,355

#### **KEY RISKS AND OPPORTUNITIES**

The following risks have been identified and are being actively managed:

For Ruapekapeka, the initial engineers estimate based on the submitted design for stage 2 works,
exceeds the budget allocation, largely due to the proposed retaining wall structures required to
achieve road width adjacent to (below) the Pa site. We have engaged WSP to peer review the design
and identify any 'value engineering' opportunities. This has been raised with MBIE representatives,
with early discussions on potential funding reallocation from 'Priority 1 Roads Project'.

#### STAKEHOLDER COMMUNICATION

 $Council\ have\ released\ a\ number\ of\ media\ updates\ for\ Peria,\ Ngapipito\ Road\ and\ Ruape kapeka\ Road.$ 

In the case of Ruapekapeka Road, there are a significant number of stakeholders involved with the scope of work near the Ruapekapeka Pā site and the proposed intersection improvements with respect to safety and tourism at State Highway 1. We continue to work closely with Te Ruapekapeka Pa Trust and have fortnightly meetings with representatives from the Trust.

Partners and stakeholders involved in these projects include;

- Iwi/Hapu Ngāti Hine, Ngāti Hau, Ngāti Manu and Te Kāpiti
- Te Ruapekapeka Trust

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- DOC
- Geometra (Archaeological Specialists)
- Heritage NZ
- NZTA
- NRC
- Affected landowners

All stakeholders and affected parties are in full support of this project. Te Ruapekapeka Trust also have funds approved to develop the Pā site and enhance the entrance to Ruapekapeka Road with a proposed Pou and Waharoa near the intersection of State Highway 1, so it is critical that we work closely together on these projects.

A hui was held on 1st April with representatives from Te Ruapekapeka Trust, NZTA and FNDC Project Management Team to discuss the design of the Pou proposed for the SH1 intersection. The proposed concept is very exciting and we will share this detail in the near future.

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# TE HIKU O TE IKA REVIATLISATION

#### **EXECUTIVE SUMMARY**

The \$7M Te Hiku Revitalisation Project has been funded by the Shovel Ready Infrastructure Projects. This fund aims to provide an immediate boost to industries who have been greatly impacted by COVID-19.

This project consists of multiple smaller projects, including new shared paths, cultural art structures, playground and park improvements, streetscape works in Kaitaia, Awanui and Ahipara.

Overall, the project aims to provide:

- An immediate extra demand for design services for local / national consultants and surveyors, all of whom are facing reduced workloads due to Covid-19.
- Local suppliers concrete plants, quarries for aggregate material, building materials merchants, native wood for carving, local eco-sourced plants, design and signage suppliers for the info plaques and art pieces in the streetscapes and along the shared paths.
- A substantial portion of work in terms of size and cultural significance for the local iwi in the area, artists and carvers – Maori employment from local Iwi and apprentice artists and carvers.
- A wide range of construction work suiting local contractors and supply chains, local contractors are encouraged to employ unskilled workers to upskill – concrete layers, labour for plantings, labour to establish recreation equipment within open spaces, machinery operators, new apprentice concrete layers, engineering and designers for specific design of the cycle trail location etc.
- Continuity of work for council technical staff.

This scope of works has been funded with the expectation that the project be completed by June 2022.

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#### SUMMARY - April

This project is largely being delivered by the community and guided by a local Project Working Group. Due to the reporting, programming and procurement requirements, it will be overseen by Kevin Hoskin, on behalf of FNDC. The reporting associated with Shovel Ready projects will be similar to that required for Provincial Growth Fund projects, although there is a greater level of detail required on a monthly basis for Shovel Ready Projects, to show progress against social outcomes and local economic benefits etc.

The Dalmatian Alleyway is the first part of the Te Hiku project that was largely completed during the month of April. The "Dally Alley" has been a huge attraction already as hundreds of locals have wandered down to enjoy the images depicting the past of our gumdiggers, both of Maori & Dalmatian descent. There are hundreds of positive comments posted on facebook about what a difference it has made to the street already.

The planter boxes were planted in the grapes that were grown by the Dalmatians and oioi grasses seen up in the gumfields. The hand carved signs by Kauri Unearthed were installed. We are just waiting on the installation of the steel gumdigger to erect as well as a resurfacing of the alleyway itself. With the improvements made on the walls, it has shown up the need to improve the surface of the alleyway to complete the project. While people have wandered down the alleyway, the judder bars were a trip hazard so these have now been removed.

The CEO, Shaun Clarke, Mayor Carter, Councillors Foy, Collard and Tepania wandered down to check out the progress after the LTP hearings in Kaitaia.









The second alleyway is starting to take shape now that the artists have made a start on their blank canvases for the last part of April. The artists who are new suppliers to FNDC had a slight delay on their starting dates

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while waiting for their health and safety plans to be approved and for invoiced deposits to cover their initial paint purchases.



Dorothy Kilgour creating her beach scene on a nearby wall



Sylvie Haines working on her Te Hiku coastline with the west coast up one wall and the east coast down the other. 20 Beaches within 20 minutes is the theme for this alleyway and nearby walls

The extension of the Foreshore footpath to the shared 2.2m pathway has been done in collaboration with the Project Manager already assigned to the FNDC footpath and contractors Fulton Hogan. The Te Hiku project has requested the widening of the paths including natural curves to be incorporated in the shaping. The difference in cost is being covered from the Revitalisation project funds. We have also worked closely with

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the Ahipara Surf Life Saving Club to ensure their viewing area is not compromised.





The contract to lay 23 concrete foundations for the furniture ordered, has been awarded to a small Maori owned business, OTO Contractors. OTO Contractors will begin this work in mid-May. An additional contract has been awarded in April to install the 16 x bird seats in a way that mentoring and collaboration can be achieved. A well-established Tier 2 contractor, Stonecraft Construction will be mentoring Procrete, a relatively new Maori owned concrete business to ensure they meet the health and safety requirements and have advice and guidance in pricing/quoting. We are all looking forward to the positive outcomes of this relationship that all parties have agreed to.

#### PROGRAMME OVERVIEW

The current programme aligns closely with the deliverables specified in the project agreements shown in the following table.

The deliverables for Payment #1 were achieved, unlocking the first claim value of \$3.5m in November. Deliverables for 30 April 2021 have been largely achieved with detailed plans for the final design of pumptracks and playgrounds still in progress. We have not spent the initial upfront payment of \$3.5M, so no claim is due for this milestone.

▶ Te Hiku O te Ika			
Deliverable	Completion Date	Status	
The agreement executed by both parties. Project is 'shovel ready'	30/10/2020		
<ul> <li>Surveying, detailed plans and preparation for works at Ahipara, Awanui and Kaitaia. Recipient to provide evidence to the Ministry that the previous instalment has been spent.</li> </ul>	28/02/2021		

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▶ Te Hiku O te Ika			
Deliverable	Completion Date	Status	
<ul> <li>Awanui carpark &amp; playground underway     Recipient to provide evidence to the Ministry that the previous     instalment has been spent and that the consent has been granted.</li> </ul>	30/05/2021		
<ul> <li>Kaitaia Town square and market square complete     Streetscaping completed Ahipara, Awanui and Kaitaia     Pump park completed in Kaitaia and Ahipara     Recipient to provide evidence to the Ministry that the previous     instalment has been spent.</li> </ul>	31/08/2021		
<ul> <li>Awanui carpark and playground completed         Ahipara carpark and playground completed         Cultural Art erected         Awanui Jetty completed         Ahipara walkways completed     </li> </ul>	30/11/2021		
All works completed and project finishes	30/06/2022		

# **BROADER OUTCOMES**

This project is all about achieving Broader Outcomes for the Far North community, with aims for specific outcomes detailed in the following section. The project team have spent a significant amount of time undertaking consultation prior to the project starting to understand and manage expectations. There are also regular updates in the local newspaper.

#### Social Procurement

One of the biggest drivers for this project is achieving social procurement outcomes. All companies and individuals engaged to date are Northland based, and are predominantly from the Far North. The project is still governed by FNDC's procurement policies, and threshold values for supplier selection are adhered to.

Continued management of social procurement processes will ensure these outcomes are achieved.

#### Local Iwi partnerships

The project working group includes local Kaumatua who liaise with local Iwi for creation of cultural art installations. Regular fortnightly meetings are now in place to keep abreast of progress for all gateways.

#### Upskilling the local workforce

FNDC and the project team have set up an initiative to assist local, smaller contractors achieve Sitewise accreditation who don't currently meet this prequalification criteria. To date, 31 contractors have registered for this assistance. In addition to allowing them to work on this project, this accreditation will prequalify them for future continued work with FNDC. Through this process these contractors will be upskilled specifically in the Health and Safety at Work Act and their systems and processes will improve, resulting in safer workplaces.

As a continuation to this, contractors unfamiliar with FNDCs reporting and financial requirements will be coached to ensure their systems support timely payment of claims and accurate reporting.

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# CIVIL DEFENSE EMERGENCY MANAGEMENT

Providing leadership in reducing risk, being ready for, responding to and recovering from emergencies.

recovering from emergencies.

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#### NATIONAL EMERGENCY MANGMENT AGENCY

The National Emergency Management Agency has announced the appointment of Gary Knowles as its new Deputy Chief Executive, Emergency Management.

Garv was a member of the New Zealand Police for 42 years and worked in a variety of operational and leadership roles in emergency management, intelligence, criminal investigations, and senior commands in New Zealand and internationally

In 2012 Gary was appointed to District Commander for the Canterbury Police District, where he led a team of 1,000 — the second biggest policing district in New Zealand. Gary started his new role with NEMA on Monday 22 March.

On 5 March, the National Emergency Management Agency (NEMA) National Coordination Centre (NCC), which was already activated to support the response to the COVID-19 resurgence in Auckland, pivoted to manage the multiple earthquake events that resulted in tsunami warnings

cancellation of the threat from the M8.1 Kermadec earthquake.



and advisories. A M7.3 East Cape earthquake at 2.27am triggered the first tsunami warning for a Land and Marine threat which passed at 6am. At 6.41am, a M7.4 earthquake near the Kermadec Islands then

triggered a tsunami advisory for a Beach and Marine threat. Whilst the earlier advisory was still in

effect, a M8.1 earthquake struck again near the Kermadec Islands at 8.28am. This triggered a new tsunami warning for a Land and Marine threat for several areas of north-eastern New Zealand. The tsunami waves from all three earthquakes were detected on the New Zealand DART buoy network, GNS Science reported that the New Zealand DART buoy network greatly assisted the

Tsunami Expert Panel with reducing the forecasting uncertainties and enabled a much quicker

CDEM Groups and national agencies activated in response. The NEMA National Controller held teleconferences with CDEM Group controllers at regular intervals throughout the event to ensure effective coordination, consistency in response, and direct access to GNS Science advice.

NEMA issued an initial Emergency Mobile Alert (EMA) to the areas requiring evacuation (i.e. those areas that were under Land threat). Some CDEM Groups later followed with their own EMA messages; some expanded the target areas for evacuations and others issued alerts for areas that were under Beach and Marine threat. Affected communities evacuated for a number of hours and were allowed to return from 1:15pm when the warning was downgraded to a Beach and Marine threat before being cancelled at 3:45pm. There was no damage on land reported.

The NCC was stood down for both the COVID-19 resurgence and the tsunami response at 5pm on 5 March. NEMA is in the process of conducting an internal review of the response to the three tsunami events. NEMA's review process will include discussion with GNS and the CDEM Groups.

#### NORTHLAND CDEM GROUP

Work continues with the review of the Northland CDEM Group Plan. In line with the Directors Guideline for Emergency Management Groups, an across agency and stakeholders' workshop with 25 attendees was held on 31 March to work through key aspects of the plan including a full review of the northland risk hazardscape. Recommendations from this workshop will be incorporated into the revised plan.

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- A multi-agency debrief was held on 24 March 2021 to consider opportunities for improvement after
  the 5th March Kermadec earthquake and tsunami warning and affecting Northlands coastal
  communities. As a result of this debrief, all agency groups were asked to implement the
  opportunities for improvement as identified within their own organisations. A debrief report will be
  included in the agenda for next scheduled Civil Defence Emergency Management Group meeting.
- Civil Defence Officers have received several requests across Northland from communities including Marae, schools and Kura for assistance with emergency planning after Kermadec tsunami warning and evacuation. CDEM Officers have since attended community meetings at Karikari Peninsula, Russell, Taipa, Coopers Beach Lake Ohia and the Kaitaia Primary School SLT to support local communities to improve their preparedness for such events.
- The bi-annual tsunami alarm test was carried out on Sunday 4th March. To date three alarms in the FNDC coastal areas have been identified as requiring maintenance or replacement. One alarm located at Te Ngaere was reported as being vandalised and damaged beyond repair during the Kermadec tsunami evacuation. As the owner of the alarms, information pertaining to the offending has been passed on to the Far North District Council to follow up with councils legal team for potential cost recovery. The estimated replacement cost will be \$4-5K.

#### WARNINGS AND ADVISORIES

- A National Advisory was issued at 02:40 05 March 2021 as a result of a magnitude 7.3 earthquake
  off the EAST CAPE of New Zealand. After assessing the earthquake parameters, the National
  Emergency Management Agency and GNS Science determined there was no tsunami risk to
  Northland but issued a LAND AND MARINE WARNING for the East Coast of the North Island from
  CAPE RUNAWAY to TOLAGA BAY.
- A second National Advisory was Issued at 07:29 05 March 2021 following a magnitude 7.4
  earthquake near KERMADEC ISLANDS at 2021-03-05 6:41 AM. A LAND and MARINE threat was
  issued for the EAST COAST of the NORTH ISLAND from the BAY of ISLANDS to WHANGAREI.
- A third National Advisory was issued at 08:45 05 March 2021 following a magnitude 8.1 earthquake
  north-east of New Zealand near KERMADEC ISLANDS REGION affecting the East Coast of the North
  Island from the BAY OF ISLANDS to WHANGAREI, from MATATA to TOLAGA BAY including
  Whakatane and Opotiki including GREAT BARRIER ISLAND. This was escalated to a National Warning
  at 9:45am 05 March 2021 and included the North Cape and almost the entire New Zealand coastline.
  This warning resulted in immediate evacuation to high ground for all Northland coastal communities.

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# **Tsunami Forecast Map**



Earthquake details: M8.1 Kermadec Earthquake #2 Time of earthquake: 08:28 NZDT 05/03/2021 Map issued at: 09:35 NZDT 05/03/2021

#### NOTE:

- The stated threat levels may apply to any one of the series of waves generated by the event and not necessarily to the first wave. The first wave is not always the largest or highest and waves are likely to continue for many hours.
- The threat levels suggest the largest wave at any coastal point inside the zone. Wave heights will vary within a zone.
- The amplitudes do not include the tidal state (sea level) at the time the wave reaches the shore.
- The estimate is for the maximum expected wave amplitude at shore. Run-up can be up to twice as high on steep slopes onshore near the coast i.e. a wave measuring 5m at shore can run-up as high as 10m on-land near the shore.
- 5. The expected wave amplitudes (crest to sea level) at the shore are likely to be different to measurements given in PTWC bulletins. PTWC measurements are taken at sea level gauges in the open ocean or at coastal points off-shore from New Zealand. NEMA information represents the official threat estimates.

faximum expected mplitude at shore	Threat definition
<0.3m	No threat
0.3–1m	Beach & Marine Threat (including harbours, estuaries and small boats)
1-3m	
3-5m	
5-8m	Land & Marine Threat
>8m	

Tsunami forecast map issued at 0935 hours showing affected area and expected amplitudes at the relative coastal areas across New Zealand.

# **APPENDICES**



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TE TAI TOKERAU

WORKER

REDEPLOYMENT

PACKAGE –

MONTHLY

REPORT



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Location and Region:	Te Tai Tokerau\Northland
Contracted Amount:	\$9.32 million (Original) + \$4 million (Storm Variation)
Report Date:	For the month ending 31st March 2021
Programme Outcomes:	<ul> <li>prioritise the employment of local workers displaced by the COVID economic crisis;</li> <li>occur at pace, time being critical; and</li> <li>assist in meeting the social procurement objectives agreed between the parties</li> </ul>

## 1. Project Updates

Provide description and analysis of actual against planned progress of each Project Element to show that the Project is occurring at pace.

#### **Completion Date Risk**

Provide description and analysis of actual against planned progress of each Project Element to show that the Project is occurring at pace.

With most Funded activities completed in February 2021, the April report includes updates only for the following remaining three in progress items:

- 9. Kaipara District Council Parks Vegetation clearance & clean ups Kai Iwi Lakes & Pou Tu o Te Rangi
- 16. WDC Storm Response works
- 17. FNDC Storm Response works

Pro	oject Element	Details of progress	
1.	Removal of self-seeded roadside trees	Funding item complete.	
2.	Roading sightline improvements and vegetation clearance	Funding item complete.	
3.	Roadside litter collection and clean-up	Funding item complete.	
4.	Removal of known Roadside hazardous trees	Funding item complete.	
5.	Removal of self-seeded roadside trees	Funding item complete.	
6.	Roadside litter collection and clean-up	Funding item complete.	
7.	Spot Spraying Noxious Weeds	Funding item complete.	
8.	Sight Rail Improvements (3# districts)	Funding item complete.	
9.	Kaipara District Council Parks - Vegetation clearance & clean ups - Kai Iwi Lakes & Pou Tu o Te Rangi	Work continued on this item in April with the remaining outstanding activity below scheduled to be completed in May:  Mangawhai Community Park - Reinstatement of shared tracks/walkways partially completed. This was programmed for completion in February, however due to extenuating circumstances completion is now programmed for May.	

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10. WDC Parks - Vegetation clearance & clean ups	Funding item complete.
11. FNDC Parks - Vegetation clearance & clean ups	Funding item complete.
12. NRC - Rivers & Beaches Vegetation clearance & clean ups	Funding item complete.
<ol> <li>Tikipunga cycle trail - Stage 1 - (Totara Parklands to Whg. Falls)</li> </ol>	Funding item complete.
<ol> <li>New Footpaths (3# districts) missing links in existing urban network</li> </ol>	Funding item complete.
15. Accelerated Unsealed network grading program	Funding item complete.
16. WDC Storm Response works	Remining WDC Storm Response scope activities were completed in April.

						Monthly Progress						
Work Type	(	Original Total	Re	vised Forecast	E	xpenditure	% Complete	Comments				
Stormwater, Waste & Drainage	\$	569,808.98	\$	523,465.93	\$	523,465.93	100%	Work Completed				
Parks	\$	780,941.25	\$	827,571.77	\$	898,288.39	109%	All works associated with available funding has now been completed				
Roading - Priority 1 & 2	\$	650,333.99	\$	648,962.30	\$	652,743.23	101%	All works associated with available funding has now been completed				
	\$	2,001,084.22	\$	2,000,000.00	\$	2,074,497.55	104%					

<sup>\*</sup>Full activity expenditure shown above - overspend above \$2m funding limit covered by WDC funding.

17. FNDC Storm Response works Storm Response scope activities have continued, with completion on track for revised timeline of end-May 2021.

55% of total \$2m identified works has been completed & invoiced as at 30th April 2021.

Work Type	Original Total	Moerewa component	Revised Forecast	Completed Value	% Complete	Comments
Morewa Initial Clean Up (retrospective)	\$ 77,073.06	\$ 77,073.06	\$ 77,073.06	\$ 77,073.06	100%	Retrospective works - fully complete
BSL Districtwide Flood Response (retrospective)	\$ 113,779.06	\$ -	\$ 113,779.06	\$ 113,779.06	100%	Retrospective works - fully complete
Flood Protection Works	\$ 351,906.78	\$179,435.00	\$ 351,906.78	\$ 124,674.00	35%	Work continues - on track for completion by end May 2021
Parks	\$ 545,000.00	\$ 31,435.00	\$ 560,074.78	\$ 160,576.83	29%	Invoicing yet to be received from contractors 3 of 17 tasks fully complete with remainder in progress. Completion targeted by end May 2021
Roading - Moerewa Specific	\$ 50,101.25	\$ 50,101.25	\$ 50,101.25	\$ 50,101.25	100%	All Moerewa specific items completed
Roading - General	\$ 949,528.63	\$ 2,626.88	\$ 946,822.92	\$ 570,461.99	60%	193 tasks completed to date. Work continues with completion targeted by end May 2021
	\$ 2,087,388.78	\$340,671.19	\$2,099,757.85	\$ 1,096,666.19	55%	

<sup>\*</sup>Expenditure will be managed across funding lines to contain within \$2m funding limit.

#### 2. Redeployment Outcomes

2.1 Please complete the following table for the number of people working to deliver the project in the current reporting period.

Project Element	Total People Working	Prev Unemployed	Aged 15-24	Māori	Pasifika	Women	Job type • Full-time • Part-Time • Contractor
Item 9. Vegetation clearance and clean ups – Kai Iwi Lakes & Pou Tu o Te Rangi	6	3	2	4	0	1	4 x Part-time Working on Elements of the Project.
TOTAL	6	3	2	4	0	1	As above

Note – As activities now reach completion the number of staff engaged on the programme are reducing, noting that where possible previously unemployed workers who were engaged through the programme are being retained for alternate works where possible.

2.2 Complete the following total jobs table, showing total current employed, previously employed and expected future jobs in the project.

Current jobs	People previously but no longer employed on the project	Expected jobs in the future
6	287	Nil

2.3 Provide any additional narrative to explain the table or give other relevant information.

#### **KDC Parks:**

Throughout April six (6) people continued to be employed as part of the current stages of works. The month saw the works in the Mangawhai Community Park continue with the reinstatement of pathways and walking tracks.

Of the 6 employed in April, the majority will be redeployed to other works outside of this project, with 3 of the workers re-establishing to complete elements such as follow up pest plant treatment, remediation and reinstatement works.

Further works are to be undertaken through to May 2021 to fully complete elements of this works package. It is expected that there will be up to 10 people employed through to completion of elements of this work package.

#### 3. Supplier Diversity Outcomes

Please complete the following table for the number and value of each direct or sub-contract awarded to local, Māori and/or Pasifika-owned businesses during the current reporting period.

Two existing (previously reported) local contractor engagements continued in April:

- Waterway Specialists \$20,000 work in April
- Asset Construction Ltd \$\$40,000 in April

Total engagement to date:

- Total **Local business** supplier engagement reported to date = \$5,024,668 (54% of total)
- Total Maori/Pasifika business supplier engagement reported to date = \$1,373,066 (15% of total)

#### 4. Social Procurement Objectives

 ${\it Please provide details of achievements to date against your agreed social procurement objectives.}$ 

No further updates in March - all reported previously.

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## 5. Financials

Eleven milestone payment totalling \$12,771,201 have been claimed from MBIE to date. (note – processing of the April invoice of \$171,802.50 excl. GST was delayed – sent to MBIE on Monday  $10_{th}$  May 2021)

A final reconciliation of expenditure for the completed funding items following receipt of any remaining trailing contractor invoices and will be provided in the final project completion report (June 2021).

Project Element		eceived from PGF to date		Actual Project enditure to Date	Notes
Removal of self seeded roadside trees	\$	300,000.00			
Roading sightline improvements and vegetation clearance		460,000.00	\$	1,260,000.00	Works completed
3. Roadside litter collection and clean-up	\$	500,000.00			
4. Removal of known Road side hazardous trees	\$	1,800,000.00	\$	1,804,059.23	Works completed
5. Removal of self-seeded roadside trees	\$	870,000.00	\$	1,019,765.39	Works completed
6. Roadside litter collection and clean-up	\$	470,000.00	\$	463,901.22	Works completed
7. Spot Spraying Noxious Weeds	\$	250,000.00	\$	292,260.64	Warks completed
8. Sight Rail Improvements (3# districts)	\$	200,000.00	\$	147,548.84	Works completed
9. Kaipara District Council Parks - Vegetation clearance & clean ups - Kai lwi Lakes & Pou Tu o Te Rangi	\$	1,528,197.50	\$	1,483,995.00	The works were planned for completion by the end of February 2021, however due to retrospective consent requirements, COVID alert level changes, weather and peak usage of park facilities, agreement was reached with MBIE to extend the completion of the works through to May 2021.
10.Whangarei District Council Parks - Vegetation clearance & clean ups		200,000.00	Ś	600 000 00	Works completed
<ol> <li>Tikipunga cycle trail - Stage 1 (Totara Parklands to Whangarei Falls)</li> </ol>	\$	400,000.00	٦	600,000.00	works completed
11.Far North District Council Parks - Vegetation clearance & clean ups	\$	200,000.00	\$	205,572.66	Works completed
12.Northland Regional Council - Rivers & Beaches Vegetation clearance & clean ups	\$	200,000.00	\$	200,000.00	Works completed
14.New Footpaths (3# districts) missing links in existing urban network	\$	1,500,000.00	\$	1,470,135.00	Primary construction works completed
15.Accelerated Unsealed network grading program	\$	370,000.00	\$	195,507.68	
16.WDC Flood Damage repairs	\$	1,900,000.33	\$	2,000,000.00	All works complete - expenditure reported at ma. \$2m / actual expenditure to date of \$2.074m with overspend covered by WDC funding
17.FNDC Flood Damage repairs	\$	1,623,003.53	\$	1,096,666.19	Delays in Contractor invoicing for Parks component resulting in understated finacial progress. Works on track for completion by end- May 2021
otal	5	12,771,201.36	5	12,239,411.85	

# 6. Forward Work Programme

Outline forward work to be completed in the next month (not required in the Final Report)

Project Element	Outline of Planned Work (for next month)
1. Removal of self-seeded roadside trees	Funding Item now completed.
2. Roading sightline improvements and vegetation clearance	Funding Item now completed.
3. Roadside litter collection and clean-up	Funding Item now completed.
4. Removal of known Roadside hazardous trees	Funding Item now completed.
5. Removal of self-seeded roadside trees	Funding Item now completed.
6. Roadside litter collection and clean-up	Funding Item now completed.
7. Spot Spraying Noxious Weeds	Funding Item now completed.
8. Sight Rail Improvements (3# districts)	Funding Item now completed.
Kaipara District Council Parks - Vegetation clearance     & clean ups - Kai Iwi Lakes & Pou Tu o Te Rangi	Mangawhai Community Park – Completion of reinstatement, selected planting & vegetation, groundwork preparation for shared pathway.
10. Whangarei District Council Parks - Vegetation clearance & clean ups	Funding Item now completed.
11. Far North District Council Parks - Vegetation clearance & clean ups	Funding Item now completed.
12. Northland Regional Council - Rivers & Beaches Vegetation clearance & clean ups	Funding Item now completed.
13. Tikipunga cycle trail - Stage 1 (Totara Parklands to Whangarei Falls)	Funding Item now completed.
14. New Footpaths (3# districts) - missing links in existing urban network	Funding Item now completed.
15. Accelerated Unsealed network grading program	Funding Item now completed.
16. WDC Storm Response	Funding Item now completed.
17. FNDC Storm Response	Continuation of remaining outstanding works identified in scope document provided to MBIE.

# 7. Risks/Issues/Opportunities

(Any risks and/or issues arising or expected to arise, costs and mitigation)

Funding Item(s)	Risks / Issues	Magnitude / Likelihood	Mitigation
All	Failure to complete works within revised Contracted timeframes	High / Low	Risk predominantly mitigated with MBIE approval of Contract Variation to extend Completion timeframe to new Completion date of 28/02/2021.
All	Changes to Covid-19 Alert Levels	Severe / Moderate	Work programmes to be adapted to suit restrictions where possible.  Contractor risk control plans in place

#### 8. Communications

Nil to report for April.



FNDC 20/21
CAPTIAL AND
RENEWAL
PROGRAMME
UPDATED



# APRIL UPDATE

Category	Sub-activity	Location	% Complete	Monthly Update	Next month planned activities	Risk	Risk Comments
125 - Footpath Maintenance	Footpath Renewal	Te Hiku Ward: Refer RAMM for list of sites.	62%	In construction	In construction	3	
125 - Footpath Maintenance	Footpath Renewal	BOI-Whangaroa Ward: Refer RAMM for list of sites.	100%	In construction	Continue construction	3	
125 - Footpath Maintenance	Footpath Renewal	Kaikohe-Hokianga Ward: Refer RAMM for list of sites.	46%	Construction of Parnell Footpath postponed to May as contractor plans to complete additional works around Opononi area before mobilizing to Rawene (Parnell Street).	Continue construction	3	
140 - Minor Events	General Maintenance	Iwitaua Road RP 14005	100%	Complete	n/a	3	
140 - Minor Events	General Maintenance	Paponga Rd RP8886 Slip Remediation	96%	Complete	Complete	3	
140 - Minor Events	Resilience	Waikare Road - various locations	0%	Work re-scheduled to start early May 2021	Commence construction	3	
141 - Emergency Works	Resilience	West Coast Rd RP 9563	29%	Construction complete. Independent geotechnical peer review almost complete. Additional investigations resulting from peer review being scoped.	Complete independent geotechnical peer review and commission additional geotechnical investigations.	3	
141 - Emergency Works	Resilience	Fairburn Rd	100%	Complete	Complete	3	
141 - Emergency Works	Resilience	Diggers Valley Rd	100%	Complete	Complete	3	
141 - Emergency Works	Resilience	Wharekawa Rd RP 3552	100%	Complete	Complete	3	
141 - Emergency Works	Resilience	PLACEHOLDER	#DIV/0!	n/a	n/a	1	\$180,456 of budget made surplus in March 2021 as projects constructed within budget.
212 - Sealed Road Resurfacing	Sealing Chip seal	South Region (CS - 37.99km)	93%	Chip sealing complete	chipseal compete end of March, small AC job in Waitangi late May	3	
212 - Sealed Road Resurfacing	Sealing Chip seal	North region (CS - 31.4km, TAC - 0.632km)	88%	100% complete with exception of one site (Fairburn Road)	complete	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Rehab design and investigation	0%	Seeking approval to award testing contract to recommended supplier	Commence testing for next seasons rehabs	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Pawarenga Road	81%	site 1, Installation of guardrails completed in April. Site 2/3 final marking completed April	Site 1 completed, snag list audit to do. Site 2/3 fence reinstatement followed by post completion snag list.	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Waimatenui/Mataraua Road	66%	site sealed 3rd May	seal entrances, road signs, line marking, drainage	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Okaihau Road	101%	Complete	Practical completion and snag walk-over to be completed	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Horeke Road	101%	Completed.	Practical completion and snag walk-over to be completed	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Broadwood road	115%	Site complete - Snag list walk-over completed in January and forwarded to Contractor for action Items now completed.	Final defects walkover to be completed prior to end of DL period.	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Purerua Road	109%	complete	Complete	3	

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Category	Sub-activity	Location	% Complete	Monthly Update	Next month planned activities	Risk	Risk Comments
214 - Sealed Road pavement rehabilitation	Rehabs	Pungaere Road	120%	complete	DLP period	3	
214 - Sealed Road pavement rehabilitation	Rehabs	Contract management fixed cost.	83%	n/a	n/a	2	
215 - Structures Component Replacement	Bridge	General Bridge maintenance	72%	Physical works progressing well with close to 80 sites of 105 were completed.	Continue with physical works on major work site.	3	
215 - Structures Component Replacement	Bridge	Scour protection across the network	92%	Commence physical works with close to 70 sites of 125 were completed.	Continue with physical works which includes major work site.	3	
215 - Structures Component Replacement	Bridge	Heavy Bridge Maintenance (Nth & Sth)	100%	Defects liability period for South. Scope for North 19/20 contract has been added to this year's General Bridge Contract 20/21.	Defects liability period for South.	3	
215 - Structures Component Replacement	Bridge	Scour protection (North and South)	100%	Defects liability period	Defects liability period	3	
215 - Structures Component Replacement	Bridge	Matai Bay Road Bridge C03	40%	Site investigation and options report.	Detailed design & documentation forecasted to be deliver on April.	3	
215 - Structures Component Replacement	Bridge	Hihi Road Bridge F07	48%	Investigation and design in progress	Continue with Investigation and design	3	
215 - Structures Component Replacement	Bridge	Puhata road	0%	Matawherohia removed from project and added to Heavy bridge renewal works	Continue with Puhata designs	3	
215 - Structures Component Replacement	Bridge	Contingency for any overruns and testing, designing for next FY	0%			3	
215 - Structures Component Replacement	Bridge	Grove Road Bridge M28	48%	Tender Documents ready for next financial year's tendering.	Tender Documents ready for next financial year's tendering.	3	
215 - Structures Component Replacement	Bridge	Churtons Road Bridge C13	0%	Investigation and design in progress	Continue with Investigation and design	3	
215 - Structures Component Replacement	Bridge	Kaitaia Awaroa road bridge D42	48%	Site investigation and options report.	Detailed design & documentation forecasted to be deliver on April.	3	
215 - Structures Component Replacement	Bridge	Kaitaia Awaroa road bridge D47	16%	Site investigation and options report.	Detailed design & documentation forecasted to be deliver on April.	3	
215 - Structures Component Replacement	Bridge	Kenana Road Culvert E94	0%	Site investigation and options report done. Physical Works moved to 22/23 as per latest FWP.	Site investigation and options report done. Physical Works moved to 22/23 as per latest FWP.	3	
324 - Road Improvements	Lighting	District wide	97%	Complete	Complete	3	
341 - Low Cost Low Risk	Asso Improvements	Northern & Southern Area: Associated improvements on 2020/21 pavement rehabilitation sites	76%	Works in Progress	Works in Progress	3	
341 - Low Cost Low Risk	Bridge	Otaua Road M28 N28	93%	As-builts and Ramm data done and received Practical Completion	Defects liability period	3	
341 - Low Cost Low Risk	Bridge	West Coast Road G01	58%	Commence at site and off- site superstructure construction ongoing.	On-site activities on-hold due to Top Energy not issuing close proximity permit.	1	On-going Panguru flood mitigation project adjacent to the bridge. 2.) Likely not going to be completed this financial year due to Top Energy issue.
341 - Low Cost Low Risk	Bridge	Puhata Road Bridge D50 Replacement	49%	Investigation and design in progress	Continue with Investigation and design	3	

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Category	Sub-activity	Location	% Complete	Monthly Update	Next month planned activities	Risk	Risk Comments
341 - Low Cost Low Risk	Bridge	Quarry Road (Awanui) Culvert B13 Replacement	48%	Investigation and design in progress	Continue with Investigation and design	3	
341 - Low Cost Low Risk	Bridge	WekaWeka Road Culvert J18 Replacement	48%	Investigation and design in progress	Continue with Investigation and design	3	
341 - Low Cost Low Risk	Bridge	Kaitaia-Awaroa Road Culvert D41 Replacement	38%	Site investigation and options report.	Detailed design & documentation forecasted to be deliver on April.	3	
341 - Low Cost Low Risk	Cycleways	Keith Kent 20/21 & 21/22 projects. Ped & Cycle Traffic Calming Improvements	33%			2	No updates provided from safety team
341 - Low Cost Low Risk	Future designs	PLACEHOLDER for advance design of 21/22 projects	0%	Programme to be supplied	Programme to be supplied	1	Awaiting project brief
341 - Low Cost Low Risk	Lighting	Various District Roads	5%	Construction started (in Kerikeri)	Continue construction	2	Contractor behind program
341 - Low Cost Low Risk	New Footpath	North Park Drive - Whangatane Drive, Kaitaia	100%	Complete.	Complete	3	
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: Foreshore Rd - Tasman Heights to Toilets	22%	Construction commenced Apr 21	Continue construction	2	Emerging risk: Scope increase to include externally funded improvements as directed by council may impact ability to complete works package by end June.
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: Foreshore Road - Toilets to Panorama Ln	0%	Construction commenced Apr 21	Continue construction	2	Emerging risk: Scope increase to include externally funded improvements as directed by council may impact ability to complete works package by end June.
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: SH1 Harbour View Rd to private access	10%	Construction commenced Apr 21	Continue construction	2	Emerging risk: Scope increase to include externally funded improvements as directed by council may impact ability to complete works package by end June.
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: Donald Ln to WINZ on N Park Drive	0%	Completed	Complete	3	
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: Kaitaia - SH1 Matthews Avenue	0%	Completed	Complete	3	Footpath budgets not set for individual projects in FNDC system and are currently being updated by Ajay. Costs to be journaled from parent code once fndc budgets are updated.
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: Mill Bay Rd to Rangikapiti Rd	100%	Construction deferred as agreed with CB.	Progress advance design	1	Project deferred beyond 2020/21 programme as tender price significantly exceeds budget. Deferral endorsed by Te Hiku CB in 26 Jan meeting.
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: Kaitaia - Dominion Road	0%	Construction commenced Apr 21	Complete construction	3	
341 - Low Cost Low Risk	New Footpath	Te Hiku Ward: Mill Bay Rd Rangikapiti Rd to Richmond Rd link	100%	Construction deferred as agreed with CB.	Progress advance design	1	Project deferred beyond 2020/21 programme as tender price significantly exceeds budget. Deferral endorsed by Te Hiku CB in 26 Jan meeting.
341 - Low Cost Low Risk	New Footpath	BOI-Whangaroa Ward: Length of Pa Road	82%	Construction in progress but not completed this month as programmed due to delay in material supply.	Continue construction	3	
341 - Low Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Horeke Rd to Cemetery 294-330	4%	Construction commenced.	Continue construction	3	
341 - Low Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Taumataiwi St Opononi	225%	Complete	Complete	3	Footpath budgets not set for individual projects in FNDC system and are currently being updated by Ajay. Costs to be journaled from parent code once fndc budgets are updated.
341 - Low Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Kohukohu Road Manning to Marriner	9%	Construction phase started but Council chose to halt to respond to resident concerns.	Recommence construction once council confirm resident concerns are addressed and instruction to proceed given.	2	Ability to deliver project is dependent on timely approval from council to recommence construction.
341 - Low Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Kaikohe Footpath - Taheke Road to Orrs Road eastbound	16%	Construction could not commence as programmed due to delay to locate service by	Commence construction	3	

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Category	Sub-activity	Location	% Complete	Monthly Update	Next month planned activities	Risk	Risk Comments
				Chorus. Contractor has provided another crew to help meet construction package programme completion.			
341 - Low Cost Low Risk	New Footpath	BOI-Whangaroa Ward: Te Taipui Rd to Matauri Bay School Link	18%	Construction could not commence as programmed due to delay to locate service by Chorus. Contractor has provided another crew to help meet construction package programme completion.	Commence construction	3	
341 - Low Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Lake Road 91 to 95	0%	In construction	Complete construction	3	
341 - Low Cost Low Risk	New Footpath	Kaikohe-Hokianga Ward: Opononi Footpath - Waianga Place	104%	In construction	Complete construction	3	
341 - Low Cost Low Risk	New Footpath	BOI-Whangaroa Ward: Ped Bridge near Main St Bridge	1%	Started the bridge location planning and consultation with utilities owners such as North Power and Telecom. Safety audit commissioned.	Continue site investigation, location consultation, and the bridge design	3	Design is expected to be complete by June. Thus, the project delivery will start next fiscal year 2021-2022
341 - Low Cost Low Risk	New Footpath	BOI-Whangaroa Ward: SH11 Kaipatiki Rd to York Rd	60%	Design is close to complete. NTC was issued to Ventia (maintenance contractor) for construction phase briefing.	Finalizing the design and construction cost, and starting preparation for the construction to start in June	2	Delivery may extend in to next fiscal year
341 - Low Cost Low Risk	Pedestrian Improvements	Hobson Ave Ped Crossing	6%			3	Project added to programme November 2020 for delivery through safety team. Updates pending.
341 - Low Cost Low Risk	Resilience	West Coast Rd RP16005	102%	Complete	Complete	3	
341 - Low Cost Low Risk	Resilience	Taupo Bay Road RP 8816 & 9169	92%	Complete	Complete	3	
341 - Low Cost Low Risk	Resilience	Mangamuka Road RP 7845 & 8387	96%	Completed	Complete	3	
341 - Low Cost Low Risk	Resilience	Kaitaia Awaroa 26991 (c/o from 19/20 currently in construction)	61%	Construction largely complete some defects still to be resolved	Construction largely complete some defects still to be resolved	3	
341 - Low Cost Low Risk	Resilience	Wainui Road RP 7200	91%	Complete	Complete	3	
341 - Low Cost Low Risk	Resilience	Panguru Road	97%	Complete	Complete but some minor defects to be addressed	3	
341 - Low Cost Low Risk	Resilience	Wharekawa Rd RP 3633	92%	Complete	Complete	3	
341 - Low Cost Low Risk	Resilience	Long Beach Road RP 294	88%	Complete	Complete	3	
341 - Low Cost Low Risk	Resilience	Waikare Road - mitigation contract	79%	Construction completed on original scope. More sites confirmed and work to recommence.	In construction	3	
341 - Low Cost Low Risk	Resilience	Powell Road RP209	31%	Peer review of design and Tender Evaluation almost complete.	Start construction.	2	Delivery may extend in to next fiscal year
341 - Low Cost Low Risk	Resilience	Sullivans Road	101%	Construction completed. Design complete for additional safety and storm water measures. Negotiation with Tarmac to undertake the additional safety measures.	Sign a contract with Tarmac and start construction of additional safety measures.	3	
341 - Low Cost Low Risk	Resilience	Powell Road RP92-169	6%	Engage maintenance contractor (FH) to price and programme pavement reinstatement	Start construction.	3	

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Category	Sub-activity	Location	% Complete	Monthly Update	Next month planned activities	Risk	Risk Comments
341 - Low Cost Low Risk	Resilience	Beach Road RO400	29%	Additional site investigation completed	Finalize Detailed Design May/ June	3	Design is expected to be complete by June. Thus, the project delivery will start next fiscal year 2021-2022
341 - Low Cost Low Risk	Resilience	Aucks Road RP2016	42%	Additional site investigation completed	Finalize Detailed Design May/ June	3	Design is expected to be complete by June. Thus, the project delivery will start next fiscal year 2021-2022
341 - Low Cost Low Risk	Safety	Keith Kent 20/21 & 21/22 projects. Audible Tactile Profile/Structural Road Markings (HRRR WC341)	41%	Ventia on site - works on- going	On-going construction at various sites	3	
341 - Low Cost Low Risk	Safety	Keith Kent 20/21 & 21/22 projects. Roadside Barriers (Guardrails) and Associated Improvements	16%	Coastline on site - works on-going	On-going construction at various sites	3	Contractor behind programme establishing on site but has provided assurance that has sufficient resources on site to complete works.
341 - Low Cost Low Risk	Safety	Route 1 Kaitaia-Ahipara (Kaitaia Awaroa Rd)	86%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Kaitaia-Awaroa Rd RP3200	100%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Kaitaia-Awaroa Rd RP5690	100%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Route 7 Matauri Bay Loop Roads	120%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Route 5 Taipa-Kaitaia (Oruru Rd, Fairburn Rd & Peria Rd)	101%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Route 4 Kerikeri-Okaihau (Wiroa Rd, Waiare Rd, Wehirua Rd & Kerikeri Rd)	67%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Long Beach Road improvement	100%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Route 2 Puketona Junc- Ohaewai (Te AhuAhu & Old Bay Roads)	74%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Panorama Ln Improvements	100%	Complete	Complete	3	
341 - Low Cost Low Risk	Safety	Intersection Upgrade Access Road	#DIV/0!	n/a	n/a	1	Carry-over from 2019/20. Redistribute funds.
341 - Low Cost Low Risk	Safety	Okaihau Triangle between SH1, SH10 and the Mungamuka's	60%	Signages manufacturing and construction/ installation are underway (95% completed). Road markings are being constructed. Inspections for Practical Completion are underway.	Complete all sign installation and road marking work	3	
341 - Low Cost Low Risk	Safety	OPEX including SNP & SPI Project Management	90%			3	Project added to programme November 2020 for delivery through safety team. Updates pending.
341 - Low Cost Low Risk	Seal Extension - Subsidised	Church Rd RP 13317 - 15017	64%	Final sealing and linemarking completed in April.	Confirmation of decision for safety audit items and installation of any items as required. To be followed by post completion snag list audit.	3	Site now complete - noted Logging operation in progress on side road within site, may pose some stress to new sealed surface - monitor
341 - Low Cost Low Risk	Seal Extension - Subsidised	Koropewa Rd RP 15 - 1833	88%	Sealing of site completed in April	Line-marking, final shoulder trimming, guardrail installation and some minor tidy up works, followed by post completion snag list audit to be completed in May.	3	Sealing of site completed - risk to site considered low
341 - Low Cost Low Risk	Sealing Chip seal	Parapara Rd 0-250	0%	Updates to be supplied by NTA Maintenance team	Updates to be supplied by NTA Maintenance team	3	
Cycle Trail Unsubsidised	Cycleways	Pou Herenga Tai Cycle Trail NZ Heritage	166%	Reporting challenges in finalizing the locations to install Pou to FNDC's Roading manager.	Finalising the locations to install Pou	2	Ongoing delays on hapu agreeing location to install Pou is impacting programme. Hence risk of non-delivery this financial year.

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Category	Sub-activity	Location	% Complete	Monthly Update	Next month planned activities	Risk	Risk Comments
				Following up with the contractor to install Pou.			
Footpath Renewal Unsubsidised	Footpath Renewal	SH12 Opononi	86%	In construction	In Construction	3	
New Footpaths - Unsubsidised	New Footpath	Te Hiku Ward: Foreshore Rd - Tasman Heights to Toilets	7%	Construction commenced Apr 21	Continue construction	2	Emerging risk: Scope increase to include externally funded improvements as directed by council may impact ability to complete works package by end June.
New Footpaths - Unsubsidised	New Footpath	Kaikohe-Hokianga Ward:Placeholder - Community Board to advise	0%			1	CB have chosen not to spend this surplus. Surplus may be used for overspend on other CB footpath projects.
New Footpaths - Unsubsidised	New Footpath	Kaikohe-Hokianga Ward: Kohukohu Road Manning to Marriner	0%	Construction phase started but Council chose to halt to respond to resident concerns.	Recommence construction once council confirm resident concerns are addressed and instruction to proceed given.	2	Ability to deliver project is dependent on timely approval from council to recommence construction.
New Footpaths - Unsubsidised	New Footpath	Long Beach Road footpath corner to carpark-Russell	100%	Complete	Complete	3	
New Footpaths - Unsubsidised	New Footpath	BOI-Whangaroa Ward: SH11 Kaipatiki Rd to York Rd	0%	Design is close to complete. NTC was issued to Ventia (maintenance contractor) for construction phase briefing.	Finalizing the design and construction cost, and starting preparation for the construction to start in June	2	Delivery may extend in to next fiscal year
Redeployment Package	New Footpath	Te Hiku Ward: Donald Ln to WINZ on N Park Drive	17%	Completed	Complete	3	
Redeployment Package	New Footpath	Te Hiku Ward: Foreshore Road, Taipa	118%	Complete	Complete	3	
Redeployment Package	New Footpath	Te Hiku Ward: Point Road, Taipa	164%	Complete	Complete	3	
Redeployment Package	New Footpath	Te Hiku Ward: Mamaru Road	137%	Complete	Complete	3	
Redeployment Package	New Footpath	Kaikohe-Hokianga Ward: Kaikohe Footpath Signal Stn Rd, Omapere	75%	Complete	Issue PCC and complete required MSQA Documentations	3	
Redeployment Package	New Footpath	BOI-Whangaroa Ward: Length of Blacks Road	100%	Complete	Defects period ends Oct 2021	3	
Resilience - Unsubsidised	Resilience	Panguru Road	47%	In construction	In construction	2	Unlikely to fully complete project this fy due to dependencies on separate bridge improvement project which is currently being constructed but delayed. Accordingly, safety barrier and pavement tie-in to the bridge likely to be deferred to next fy.
Seal Extension - Unsubsidised	Seal Extension	Balance of carry-over amount from 19/20	0%			2	
Seal Extension - Unsubsidised	Seal Extension	Pungaere Road	69%	Sealing of site completed in April	Completion of driveway and intersection sealing (subject to conditions). Completion of linemarking and signs installation. Completion of drainage improvements (minor top up of RIP RAP, and culvert outfall protection works). Installation of additional (offline) shoulder support and guardrails. Completion of drainage and pavement at Stock underpass (once underpass is complete)	3	DRAINAGE: The site had some historic drainage discharge issues, however an acceptable solution was agreed with the affected landowner and improvements have now largely been completed. STOCK UNDERPASS: The construction of a stock underpass at RP9625 and is being managed by the property owner, the construction of this is expected in May/June with completion of this section of (100m) of pavement and associated drainage to follow.
Seal Extension - Unsubsidised	Seal Extension	Porotu Rd RP 0 - 1380	79%	Site complete	Rectification of driveway gradients and completion of post completion snag list close out	3	Sealing of site completed - risk to site considered low
Seal Extension - Unsubsidised	Seal Extension	Puketi Rd RP 0 - 1000	74%	Site complete	Close out completion of minor snag list items.	3	Note: Culvert issues above site need to be addressed to prevent future damage to the seal extension site (Culvert upgrade works required as part of maintenance)

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Category	Sub-activity	Location	% Complete	Monthly Update	Next month planned activities	Risk	Risk Comments
Special 100% FAR	New Footpath	Tau Henare Drive - Waitangi Trust	81%	Complete	Defects period ends Sep 2021	3	
Special 100% FAR	Sealing Chip seal	Additional funding from Waitangi Trust for Tau Henare Drive (south region)	69%	program 80% complete	chipseal complete, small AC job in Waitangi late May	3	
Walking Facilities - Unsubsidised	New Footpath	Contingency	96%	Contingency for New Footpaths programme. Cost exceeded budget for Signal Station Road and additional budget was used from Walking Facilities (\$56,273.5 has been paid for additional cost for the Road)	Refer Signal Station Road updates	3	

VENTIA –
CONTRACT
7/18/101 ROAD
MAINTENANCE
AND RENEWALS MONTHLY
REPORT



# **EXECUTIVE SUMMARY**

April signalled the end of the summer construction season with some colder weather on its way. Ventia Puketona had another big month with two more to go until the end of financial year.

Two pedestrian safety projects were completed on Hobson Ave and Kerikeri Rd (outside Hunting and Fishing) with both receiving a lot of great comments from the public and businesses nearby. Our footpath team also completed the remaining renewals work out in Omapere and are heading into Rawene for May.

In April we completed the sealing on Koropewa Rd and Pungaere Rd seal extensions, remaining works include headwalls, driveway entrances, line marking and guardrail works. Both sites are looking super with once again positive feedback for Council and us Contractors. In May our pavement crews will start to switch from seal extensions to the heavy metalling programme with 3 crews working through the list until the end of June.

The annual network remark was completed in April and our culvert flushing round commenced late in the month with this programme due to be completed in June.

Our routine crews were kept busy and are all on top of their respective fields with the seasons changing.

Happy Reading 🕹

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### WORK PROGRAMME

A total of 1916 individual work items were completed throughout the month of April which 1219 were routine find and fix issues, 434 were cyclic or part of annual rounds, 169 were programmed works, 24 were renewals/capital projects, and 70 were callouts or emergency response works.

May 2021 forward works programme has been submitted in RAMM.

### ROUTINE WORKS COMPLETED

Routine maintenance activities completed in March:

- 88 sealed potholes repaired
- 2908 unsealed potholes repaired
- 211 km of unsealed roads graded equating to 26% of the total unsealed network.

# DRAINAGE MAINTENANCE AND RENEWALS

Drainage maintenance activities completed in March:

- 273 Culvert ends cleared
- 983m of heavy water tabling
- 58m of light water tabling
- 73m Culvert pipes replaced/new

Hautapu Rd - Culvert Flushing

# ROUTINE INSPECTION REPORT

**Sealed** - There are currently 0 sealed inspections running overdue.

Unsealed - There are currently 0 un-sealed inspections running overdue.

Drainage - There are currently 45 drainage inspections running overdue.

# ORDERED WORKS

- 106m² of footpath replacement/renewal were completed in April.
- Hobson Ave and Hunting and Fishing pedestrian crossings along with the last of the Omapere State Highway footpath works were ticked off the list in April. In May the team moves onto Rawene.

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Callaghans Rd (Maromaku-Towai) – Scouring repairs



Hobson Ave – Brand New Pedestrian Crossing in progress



Ngawha Springs Rd - Scouring repairs



Orakau Rd - Maintenance Metalling

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### ROAD FURNITURE ACTIVITY

- · 55 new signs installed or replaced (damaged or missing)
- 6 signposts replaced/new
- 35 signs re-re-erected or straightened
- 7 signs/posts cleaned

#### **STRUCTURES**

Waimate North Bridge repairs were completed in April with minor repairs booked for Waitangi Bridge in early May.

#### RESEALS/REMARKING

A huge season of reseals was completed in April with Hone Heke Rd being the last site completed in the first week of the School Holidays, good timing with School drop offs not on! With over 42km sealed, nearly double last season, the network has had a good birthday. There are two asphalt resurfacing sites to complete in late May in Waitangi.

The network remark has been completed with a few safety and parking jobs left to complete marking for in May.

#### PAVEMENT REHABILITATIONS

### Seal Extensions

### Koropewa Rd - RP15 - 1833

Physical Works – Site has been sealed with linemarking booked for next week. Guardrail and headwall installation will complete this project in May.

#### Pungaere Rd - RP8820 - 12410

Physical Works – Full 3.6km of seal extension received seal in April, with some inclement weather for a few weeks right at the wrong time we managed to keep calm and ended up with some beautiful late April sealing conditions to complete the job. Site work left to complete includes – Guardrail, signs and linemarking on some sections.

# Ngapipito Rd – RP3500 - 8435

Physical Works – Water tabling, drainage, and earthworks in progress. Dig outs and pavement overlay commencing in May.

Target Completion - 15/10/21





Pungaere Rd - Sealing and after photo

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#### Ruapekapeka Rd - RP4500 - 5800

With Pungaere Rd getting caught in weather for two weeks Ruapekapeka Rd was delayed as a result. Work on the overlay to prepare the road for stabilising post winter to commence this week and be completed by 15/5/21.

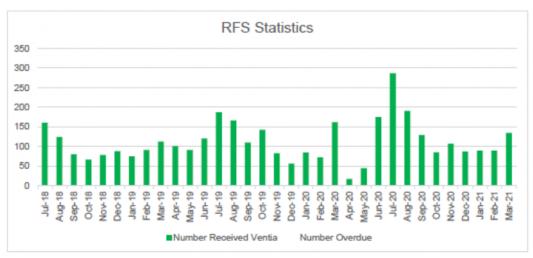
Next year's rehabilitation site list was received on 3/5/21 with advanced discussions being held with WSP OPUS to commence test pits and site investigations. Sites are – Ngawha Springs Rd, Kings Rd, Kerikeri Rd and Waikare Rd.

#### ROAD ACCIDENT REPORT

No road accidents to report this month.

### CUSTOMER SERVICE ISSUES/COMPLAINTS

RFS statistics for March were available at the time of this report. Ventia received 134 service requests during March and had 0 overdue. The below graph shows the number of RFS's received by our branch each month during the NTA contract and any overdue.



# COMPLIMENTS

We received the following compliments in April

Hi Jamie

Hope things have been going well for you.

Ventia has been doing the prep for sealing Koropewa Rd, Waipapa recently. I'm on the corner and have a second entry into my place from Koropewa that I need to use for larger service vehicles. The crossing is basically compacted dirt and got quite munted with different activities happening there, culvert works, parking etc. I didn't complain as I'm not that sort of guy but did hold out hope it might be left a bit more useable.

Yesterday the sealing happened and they freshened up the crossing at the same time, even levelling it off with a bit of metal, it looks great, better than ever! I didn't know who to thank so I thought I'd start with you, so, THANKS VERY MUCH FOR ALL YOUR TEAMS EFFORTS.

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I'm sure those living on Koropewa will also enjoy the absence of potholes forming after heavy rain now its sealed too. I'll certainly enjoy getting less dust!

Thanks again

Cheers

Bruce

Vegetation Team Leader

Top Energy Group

In April Kerikeri Inlet Rd was resealed and received a lot of bad press before the job had been swept. We received many calls and RFS and explained to them that the corrugations are part of a reseal construction from time to time. It depends on what speed environment, time of year and vehicle behaviour. Once swept the site was looking great and even some people took time out to reply saying humble pie has been eaten.

#### **RAMM ISSUES**

Several issues with Pocket RAMM throughout the month, where users could not add multimedia to dispatch and tablets crashing. This caused many hours of unproductivity for Pocket users while fix was applied by RAMM support.

We also noticed some inspections that had previously been closed off opened again days later. This causes some inspections to run past their due date. Council was informed who forwarded the issue to GHD to investigate.

### **HEALTH AND SAFETY**

No lost time injuries in April. A summary of near misses and incident reports is included below.

ID	Hazard ID	Date of Hazard ID			Status
BRS-HAZ40614	Hazard ID - Puketona	09-Apr-2021	Puketona	Ventia Operator was following a vehicle that was driving erratically, slow then fast,	Closed
				overtaking in dangerous spots.	
BRS-HAZ40615	Hazard ID - Puketona	15-Apr-2021	Puketona	Loader was parked overnight in a stockpile area adjacent to SH10, to be used again the	Closed
				following morning for a sealing job. When crew arrived at 7:30am to use the loader the	
				batteries had been removed overnight.	
BRS-HAZ40617	Hazard ID - Puketona	14-Apr-2021		Temp worker received a bee sting on right forearm while walking from private vehicle to	Closed
				the Ventia office upon arrival at work.	
BRS-HAZ40704	Hazard ID - Puketona	20-Apr-2021	Puketona	Wheel nut indicators are missing on some wheels on some items of medium and heavy	Open
		·		plant such as double axle transport trailers and trucks.	
BRS-HAZ40764	Hazard ID - Puketona	23-Apr-2021	Puketona	2 x portaloo located in the carpark without isolation controls in place - potential for	Closed
				personnel exiting from the portaleo to be contacted by a reversing vehicle	
BRS-HAZ40883	Hazard ID - Puketona	22-Apr-2021	Puketona	Finished works on site for day, 13ton excavator was being parked up for the day	Closed
				awaiting transport.	
				Member of the public appeared and verbally berated Ventia staff member in the pilot	
				vehicle about the excavator being on the sealed road and the potential damage from the	
				tracks.	

In April we had a safe for life day involving Puketona, Kaipara and the Whangarei branches of Ventia. The main theme of the day was "what's my why" – what makes us want to go home safe each day. Take 5 and look out for each other when working.



Branch Toolbox - Held Tuesday 20/4/21

# **ENVIRONMENT**

In April we had no notifiable incidents to report.

# ANNUAL ROUTINE ACTIVITY ACHIEVEMENT

Routine and cyclic rounds start at the financial year.

Biennial Painting of All Rails 0% completed
Biennial Parapet Painting of Bridges 0% completed
Annual Cleaning of EMP's 0% completed
Annual Sucking of All Sumps 4% completed

Biannual sweeping 68% completed – first round
Urban Vegetation Spraying 0% completed – second round
Rural Vegetation Spraying 5% completed – second round

# COMMUNITY ENGAGEMENT

In April while out in Omapere we noticed that the Fire Stations entranceway had a large lip to the road from the existing footpath. While replacing the footpath either side of the entranceway the team prepared and asphalted the lip as a thank you to the volunteers.



Omapere Fire Station - Asphalt tie in

A new baby arrived in our fleet this month. A brand new Hino 700 that will tow our bottom dumper/transport trailer and brand new 26000 litre bitumen trailer that is due to arrive in October.



New Toy - Hino 700

FULTON HOGAN NORTH AREA
MAINTENANCE
NETWORK
CONTRACT
7/18/100
MONTHLY
REPORT



# REHABS

- Pawarenga Road Complete
- Church Road Seal Extension Complete

Programmed Task:	Status:	Due Date:	Completed:
FWP Confirmation	Complete.	31/03/2020	23/06/2020
Investigation & Testing	Complete.	14/08/2020 (NTC) 15/11/2020 (NTA Advised)	09/12/2020
Drawings	Complete.	30/09/2020 (NTC)	11/02/2020
Design	Complete.	30/09/2020 (NTC)	21/12/2020
Schedule of Prices	Complete.		17/12/2020
Safety Audit	Complete.	26/02/2021	26/02/2020

# COMPLETED THIS WEEK

Day	Programmed Task	Comment	
Monday	Prep for seal.	As planned.	
Tuesday	Prep for seal.	As planned.	
Wednesday	Prep for seal.	As planned.	
Thursday	Prep for seal.	As planned.	
Friday	Public Holiday		

# PROGRAMMED FOR NEXT WEEK

Day	Task	Comment
Monday	Public Holiday	
Tuesday	Prep for seal.	
Wednesday	Prep for seal.	
Thursday	Prep for seal. Testing Booked. Seal driveways.	
Friday	Prep for seal. Seal carriageway.	

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# **GENERAL COMMENTS**

Wet weather on site this week has delayed progress of preparing the remainder of the site for seal.

If weather allows next week, the remainder of the site will be prepared for seal. Testing and seal is booked for later next week, but will be weather dependent.

The final site tidy up, and 'snag list', will be completed next week, ready for disestablishment.







Figure 2: Section One seal

Programmed Task:	Status:	Due Date:	Completed:
FWP Confirmation	Complete.	31/03/2020	23/06/2020
Investigation & Testing	Complete.	14/08/2020 (NTC) 15/11/2020 (NTA Advised)	09/12/2020
Drawings	Complete.	30/09/2020 (NTC)	11/02/2020
Design	Complete.	30/09/2020 (NTC)	21/12/2020
Schedule of Prices	Complete.		17/12/2020
Safety Audit	Complete.	26/02/2021	26/02/2020

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# COMPLETED THIS WEEK

Day	Programmed Task	Comment
Monday	Public Holiday	
Tuesday	Prep for seal.	Struggled to get slurry completed due to higher than usual temperatures and windy site. Second water cart booked to help
Wednesday	Prep for seal.	Full slurry by 2pm. Allowed to dry back before drag broom following day.
Thursday	Prep for seal. Remove shoulder and rip rap swale Testing Booked. Seal driveways.	Testing all passed. Driveways sealed as planned. Shoulder constructed opposite Dykin Road is high risk and steeper than desired. Likely to fail in future.
Friday	Seal carriageway. Tri shoulders and tidy culvert inlets	Pavement all sealed.

# PROGRAMMED FOR NEXT WEEK

Day	Task	Comment
Monday	Tidy up site - swales, culverts, install edge markers, remove survey set out etc	
Tuesday		
Wednesday	Sweep seal and mark out for line marking	
Thursday	Complete line marking	
Friday		

# **GENERAL COMMENTS**

Entire pavement sealed. Great job by all involved. A very nice looking seal extension. Final tidy up next week before full disestablishment.

# HEALTH AND SAFETY / OFI's / FNDC SITE VISITS

Туре	Detail	Follow up
Service strike	Digging out imported granular fill from a shoulder opposite Dykin Road, clipped the telecom cable in the bottom of Swale. Cable was ducted but not covered with timber. Did not follow FH protocols by scanning before we dig. Assumed no services in fill given we have placed it all there.	always following Fulton Hogan

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Figure 3: Section two sea





Figure 4: Great compaction all the way to edge of shoulde

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# PERIA ROAD SEAL EXTENSION



# Far North District Council Church Road Seal Extension



Report No.21 for week ending 28<sup>th</sup> March 2021

Program Task:	Status:	Due Date:	Completed:
Site confirmation in FWP		31/03/2020	02/07/2020 (NTC)
Investigation and Testing:	FH Commenced 16/07/2020	FNDC to supply by 14/08/2020 (NTC)	FH Completed 15/09/2020
Drawings: Section One Section Two Section Three Section Four Section Five	Complete. Complete. Complete. Complete. Complete.	30/09/2020 (NTC) 01/11/2020 21/11/2020 12/12/2020 15/01/2020 3/01/2020	Issued 31/10/2020. Issued 23/11/2020. Issued 16/12/2020. Issued 22/01/2020. Issued 22/02/2020.
Pavement Design:	Complete.	30/09/2020 (NTC)	Issued 29/10/2020.
Schedule of Prices:	Complete.	20/11/2020	Issued 24/11/2020.
Safety Audit: Section One Section Two Section Three Section Four Section Five	Complete Complete Complete Complete Complete Complete		7/12/2020 7/12/2020 09/02/2020 09/02/2020 02/03/2020

# Completed this week

Day	Programmed Task	Comment
Monday	Overlay Section Four Drainage Section Five Clearing Section Five	Excavators Rained off.
Tuesday	Bridge Undercuts Section Five Drainage Section Five Clearing Section Five	As planned.
Wednesday	Bridge Undercuts Section Five Drainage Section Five Clearing Section Five	Pavement digout instead of Bridge undercut.
Thursday	Bridge Undercuts Section Five Drainage Section Five	As planned.

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	Clearing Section Five	
Friday	Public Holiday	

# Programmed for next week

Day	Task	Comment
Monday	Public Holiday	
Tuesday	Stabilise Section Four Bridge Undercuts Section Five Headwalls Section Five Clearing Section Five Complete Tip Site Section Four	
Wednesday	Prep Section Four for Seal Bridge Undercuts Section Five Headwalls Section Five Rock walls Section Five Complete Tip Site Section Four	
Thursday	Prep Section Four for Seal Bridge Undercuts Section Five Rock walls Section Five Complete Tip Site Section Four	
Friday	Prep Section Four for Seal Bridge Undercuts Section Five Rock walls Section Five Complete Tip Site Section Four	

# **General Comments**

This week most of the clearing was completed in Section Five and bridge and pavement undercuts were progressed in Section Five.

Next week Section Four will be stabilised, tip sites will be tidied up and completed in Section Four, bridge undercuts will be predominantly completed in Section Five, and the last of the excavator work, including rock walls, will commence in Section Five.



Figure 4: Section Five Clearing



Figure 5: Section Five Bridge Undercut



Figure 6: Section Five Bridge Undercut



Figure 7: Section Five Pavement undercut

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Figure 8: Section Five Bridge undercut

Figure q: Section Five Bridge Undercut



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# Far North District Council Peria Road Seal Extension



Report No.31 for week ending 11th April 2021

Program Task:	Status:	Due Date:	Completed:
Site confirmation in FWP		31/03/2020	02/07/2020 (NTC)
Investigation and Testing:	FH Commenced 16/07/2020	FNDC to supply by 14/08/2020 (NTC)	FH Completed 15/09/2020
Drawings: Section One Section Two Section Three Section Four Section Five	Complete. Complete. Complete. Complete. Complete. Complete.	30/09/2020 (NTC) 01/11/2020 21/11/2020 12/12/2020 15/01/2020 3/01/2020	Issued 31/10/2020. Issued 23/11/2020. Issued 16/12/2020. Issued 22/01/2020. Issued 22/02/2020.
Pavement Design:	Complete.	30/09/2020 (NTC)	Issued 29/10/2020.
Schedule of Prices:	Complete.	20/11/2020	Issued 24/11/2020.
Safety Audit: Section One Section Two Section Three Section Four Section Five	Complete Complete Complete Complete Complete		7/12/2020 7/12/2020 09/02/2020 09/02/2020 02/03/2020

# Completed this week

Day Programmed Task		Comment	
Monday	Public Holiday		
Tuesday	Stabilise Section Four Bridge Undercuts Section Five Headwalls Section Five Clearing Section Five Complete Tip Site Section Four	As planned.	
Wednesday	Prep Section Four for Seal Bridge Undercuts Section Five Headwalls Section Five Rock walls Section Five Complete Tip Site Section Four	As planned. Rock walls not started, excavator in tip site.	
Thursday	Prep Section Four for Seal Bridge Undercuts Section Five Rock walls Section Five Complete Tip Site Section Four	As planned. Rock walls not started, excavator in tip site.	

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Friday	Prep Section Four for Seal Bridge Undercuts Section Five Rock walls Section Five Complete Tip Site Section Four	As planned. Rock walls not started, excavator in tip site.
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# Programmed for next week

Day	Task	Comment
Monday	Prep Section Four for Seal Bridge Undercuts Section Five Complete Tip Sites Section Four	
Tuesday	Prep Section Four for Seal Bridge Undercuts Section Five Complete Tip Sites Section Four	
Wednesday	Prep Section Four for Seal Rockwalls Section Five Complete Tip Sites Section Four	
Thursday	Prep Section Four for Seal Rockwalls Section Five Complete Tip Sites Section Four	
Friday	Prep Section Four for Seal Rockwalls Section Five Complete Tip Sites Section Four	

# **General Comments**

This week Section 4 was stabilised and bridge undercuts continued in Section 5. One tip site was completed in Section 4, and another continued to take Cut to Waste from the bridge undercuts.

Next week all tip sites will be completed in Section 4, Section 4 will continue to be prepped for seal, Bridge Undercuts will be completed in Section 5, and rock wall construction will start in Section 5. Work on the final tip site in Section 5 will also commence.











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Figure 16: Section Four Tip Site Tidy Up

Figure 17: Section Four Seal Pre











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# Far North District Council Peria Road Seal Extension



Report No.32 for week ending 16th April 2021

# Investigation, Testing and Design

Program Task:	Status:	Due Date:	Completed:
Site confirmation in FWP		31/03/2020	02/07/2020 (NTC)
Investigation and Testing:	FH Commenced 16/07/2020	FNDC to supply by 14/08/2020 (NTC)	FH Completed 15/09/2020
Drawings: Section One Section Two Section Three Section Four Section Five	Complete. Complete. Complete. Complete. Complete.	30/09/2020 (NTC) 01/11/2020 21/11/2020 12/12/2020 15/01/2020 3/01/2020	Issued 31/10/2020. Issued 23/11/2020. Issued 16/12/2020. Issued 22/01/2020. Issued 22/02/2020.
Pavement Design:	Complete.	30/09/2020 (NTC)	Issued 29/10/2020.
Schedule of Prices:	Complete.	20/11/2020	Issued 24/11/2020.
Safety Audit: Section One Section Two Section Three Section Four Section Five	Complete Complete Complete Complete		7/12/2020 7/12/2020 09/02/2020 09/02/2020 02/03/2020

# Completed this week

Day	Programmed Task	Comment
Monday	Prep Section Four for Seal Bridge Undercuts Section Five Complete Tip Sites Section Four	As planned.
Tuesday	Prep Section Four for Seal Bridge Undercuts Section Five Complete Tip Sites Section Four	As planned.
Wednesday	Prep Section Four for Seal Rockwalls Section Five Complete Tip Sites Section Four	Rockwalls not started. Slips from recent rain cleared.
Thursday	Prep Section Four for Seal Rockwalls Section Five Complete Tip Sites Section Four	Rockwalls not started. Slips from recent rain cleared.
Friday	Prep Section Four for Seal Rockwalls Section Five	Rockwalls not started. Tip Site tidy up in Section 5 started.

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Complete Tip S	Sites Sect	ion Four	
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# Programmed for next week

Day	Task	Comment
Monday	Seal Section 4 Section 5 Tip Site Tidy up	
Tuesday	Seal Section 4 Driveways Section 5 Shoulder Undercuts Section 5 Tip Site Tidy up	
Wednesday	Section 5 Shoulder Undercuts Rock walls Section Five Section 5 Tip Site Tidy up	
Thursday	Section 5 Pavement Overlay Rock walls Section Five Section 5 Tip Site Tidy up	
Friday	Section 5 Pavement Overlay Rock walls Section Five Section 5 Tip Site Tidy up	

# **General Comments**

This week Section 4 was prepared for seal, with Nuke Testing successfully completed on Friday. Bridge undercuts were completed in Section 5 on Tuesday, and the final tidy up of tip sites in Section 4 was completed by Thursday. Small slips throughout Sections 4 and 5 were cleared this week, after the site received 98mm of rain over the weekend.

Next week, Section 4 will be sealed on Monday, Section 5 shoulder undercuts will commence on Tuesday, and the final excavator work in Section 5 will be started. The overlay in Section 5 will also commence next week.





Figure 22: Section Four Drag Brooming





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Figure 25: Section Four Storm Damage

Figure 26: Section Four Storm Damage



Figure 27. Section Five Bridge Undercat

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# Far North District Council Peria Road Seal Extension



Report No.33 for week ending 25th April 2021

# Investigation, Testing and Design

Program Task:	Status:	Due Date:	Completed:
Site confirmation in FWP		31/03/2020	02/07/2020 (NTC)
Investigation and Testing:	FH Commenced 16/07/2020	FNDC to supply by 14/08/2020 (NTC)	FH Completed 15/09/2020
Drawings: Section One Section Two Section Three Section Four Section Five Pavement Design:	Complete. Complete. Complete. Complete. Complete. Complete.	30/09/2020 (NTC) 01/11/2020 21/11/2020 12/12/2020 15/01/2020 3/01/2020 30/09/2020 (NTC)	Issued 31/10/2020. Issued 23/11/2020. Issued 16/12/2020. Issued 22/01/2020. Issued 22/02/2020. Issued 29/10/2020.
Schedule of Prices:	Complete.	20/11/2020	Issued 24/11/2020.
Safety Audit: Section One Section Two Section Three Section Four Section Five	Complete Complete Complete Complete Complete Complete		7/12/2020 7/12/2020 09/02/2020 09/02/2020 02/03/2020

# Completed this week

Day	Programmed Task	Comment
Monday	Seal Section 4 Section 5 Tip Site Tidy up	As planned.
Tuesday	Seal Section 4 Driveways Section 5 Shoulder Undercuts Section 5 Tip Site Tidy up	Seal and excavators rained off.
Wednesday	Section 5 Shoulder Undercuts Rock walls Section Five Section 5 Tip Site Tidy up	Excavator rained off.
Thursday	Section 5 Pavement Overlay Rock walls Section Five Section 5 Tip Site Tidy up	Excavators both in Tip site.
Friday	Section 5 Pavement Overlay Rock walls Section Five Section 5 Tip Site Tidy up	Excavators both in Tip site.

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# Programmed for next week

Day	Task	Comment
Monday	Section 5 Pavement Overlay Section 5 Tip Site Tidy up	
Tuesday	Section 5 Pavement Overlay Section 5 Tip Site Tidy up	
Wednesday	Section 5 Pavement Overlay Section 5 Tip Site Tidy up Section 5 Rockwalls	
Thursday	Section 5 Pavement Overlay Section 5 Tip Site Tidy up Section 5 Rockwalls	
Friday	Section 5 Pavement Overlay Section 5 Tip Site Tidy up Section 5 Rockwalls	

# **General Comments**

This week Section 4 was sealed, driveways were unable to be sealed due to wet weather on Tuesday. Shoulder undercuts have been completed in Section 5 this week, and the pavement overlay has commenced. Excavators have worked this week when possible, starting the tidy up of the final tip site.

Next week the overlay will continue, with the metal to be run in to half the overlay depth, with the remainder to be placed after winter. The tip site work will continue next week, and rock work will commence after the tip site, to make the most of any fine weather.



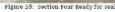




Figure 20: Section Four Ready for sea

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Figure 35: Section 4 Seal Comple

# Unsealed Maintenance 800km

- Grading 288 km
- Potholes 926 ea
- Maintenance Metal 1684 m3
- Envelope Mowing 103km

# Sealed Maintenance

- Potholes 27 ea
- Edge break 1.6m
- Berm mowing 199km

### Drainage

• Routine Maintenance 112 ea



Figure 36: Section 4 Seal complete

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### **HEALTH & SAFETY**

No injuries this month.

Туре	# during period	# to date	Days since last incident
Lost time injury (LTI)	0	2	231
Medical Treatment Case (MTC)	0	0	1038
First Aid Injury (FAI)	0	0	1038

# **QUALITY AND TRAINING**

#### Environmental non-compliance notices issued

Nil non-compliances to report.

#### Notice to Contractor issued

- NTC 65 West Coast Rd Section C
- NTC 67 P17 Specification Reminder
- NTC 68 West Coast Rd RP 9.01
- NTC 69 DLM 2018/19 Reseals
- NTC 70 Pawarenga Road Rehab Instruction to Lay Pavement
- NTC 71 FNDC Nth 2021-2022 Rehabs

#### Training

• Inductions for Subcontractors.

# RAMM Issue for the month

Nil

#### **FEEDBACK**

22 April 2021

Location: Waiotehue Road, Kaitaia

Customer has called in to say a very big contractor who mowed the sides of their road. She mentioned that he has done a wonderful job.

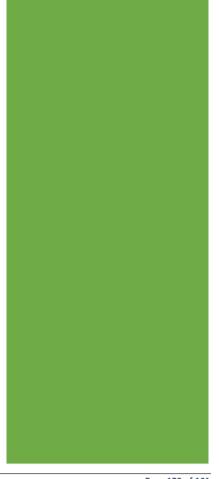
# **MAY PROGRAMME**

The maintenance activities programmed for May 2021 relate to routine sealed and unsealed maintenance activities such as grading, sealed and unsealed potholes, unsealed road metaling etc.

- The Pawarenga Road Pavement Rehabilitation: Run in metal for Section 1
- Peria Rd: Run in remainder of metal for section 5.
- West Coast Rd Road Raising Contract: Seal and complete.

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WAKA KOTAHI NZ
TRANSPORT
AGENCY NORTHLAND
ACTIVITY UPDATE



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Activity	2018-21 NLTP	Completion	Progress	Commentary	
State highway maintenance,	\$75.40M	100%	Green	Waka Kotahi has completed the works deferred due to COVID19.	
operations and renewals				Our finalised programme is 110 lane km's and to date we have completed 112 km. Rehab and SCRIM sites completed.	
Low Cost / Low Risk	\$5.3M	95%	Green	Whangarei District Council	
				Resilience: SH1 Otanga Flats subsidence repairs – completed.	
				Far North District Council Projects	
				Resilience projects: SH1 Otiria Flood Mitigation physical works near completion; SH10 Bushpoint works completed.	
				Safety projects: Moerewa Pedestrian Safety raised platform pedestrian crossing awaiting final costings so we can start Physical Works. Kaeo Pedestrian Safety installation completed.	
				Walking and Cycling Projects: SH11 Haruru Falls Design – Final design completed and contract about to be awarded.	
				SH12 Omapere to Opononi 3km – Following review Waka Kotahi require design to enable drainage and stormwater installation through township.	
				SH1 Kawakawa Pedestrian Crossing – A preliminary design has been completed for a raised platform. Working with FNDC Innovative Streets Project team.	
				SH1/North Road (Kaitaia) intersection pavement works have been completed. Works continue for footpath realignment and kerb replacement.	
				Kaipara District Council Projects	
				Resilience: SH12 Oparakau Slip – Building 2 small retaining walls that are scheduled to be completed before year end.	
				SH12 Signs & Delineation West of Maungaturoto complete	
				Other	
				Four projects are to be delivered this financial year with signage targeting safety on SH15, SH11, SH10 and SH1 Cape Reinga.	
				Mangamuka Gorge: Work is progressing, but the Gorge remains closed (due to slips from the July 2020 storm). All the downhill piles are now completed at the main Slip 8. Anchors are being installed and final drainage etc in preparation for pavement works. Last minor slip works to start next week and on track to opening for light vehicles on Queens Birthday weekend and project completion at end of June, weather permitting.	
				SH1 Mangamuka Gorge   NZ Transport Agency	
SH1: Dome Valley Safety	\$31.7M	Late-2021	Green	Work continues in stages 3 and 5, either side of the Dome peak. This work is planned to be complete late 2021.	
Improvements				SH1 Dome Valley   NZ Transport Agency	
Northland speed review		2021	Green	Waka Kotahi is continuing its review of speeds in Northland, and is currently in the engagement phase of its review of nine corridors across Northland. From 3 May – 14 June Waka Kotahi is actively seeking feedback from local Northland communities to help inform this review.	
				SH10 Awanui to Kaingaroa speed review – Waka Kotahi is finalising the technical aspects of this review, including safety improvements at the Kareponia marae and Mahimaru marae, to help inform its final decision on the proposed speed limits.	
				Speed Review Locations   NZ Transport Agency	
SH1 Whangārei to Te Hana		Late –	Green	Following significant project development work, Waka Kotahi has recently completed a baseline exercise to provide updated information and a	
- Whangārei to Port Marsden Highway - NZ Upgrade Programme		2027/8		stronger basis for decision-making to Ministers around the scope, cost and schedule of each project within the NZ Upgrade Programme, including Whangarei to Port Marsden Highway. This information has now been provided to the Ministers of Transport and Infrastructure following the completion of the baseline exercise, and Waka Kotahi is awaiting decisions from the Government.	
- Port Marsden Highway to Te				Geotech investigations, site walkovers, survey and environmental monitoring are underway.	
Hana				The preferred option will be confirmed by late-2021, through the development of the Single Stage Business Case (SSBC).	

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Activity	2018-21 NLTP	Completion	Progress	Commentary	
				Lodgement of Notice of Requirement and resource consents is currently programmed for early-2022, with construction programmed to commence in late-2023/24.  The Port Marsden Highway to Te Hana section is not funded by the NZ Upgrade Programme and therefore funding is required to complete the SSBC.	
				Whangarei to Te Hana   NZ Transport Agency    Whangarei to Port Marsden Highway	
SH1 Whangārei to Wellsford Standard Safety Intervention (Road to Zero)	\$4M	Underway	Green	Pre-implementation underway for Central (Port Marsden Highway to Schultz Road) and Southern (Piroa Stream Bridge to Wellsford). Some light construction (rumble strips etc) will commence from mid-2021, with main construction expected to commence mid-2022 (subject to funding and approvals).  SH1 Whangarei to Wellsford   NZ Transport Agency	
SH1 Warkworth to Wellsford		Route protection	Green	On 25 March Auckland Council granted resource consents, subject to conditions, for the Warkworth to Wellsford project. Council has also recommended Waka Kotahi confirm the Warkworth to Wellsford Notice of Requirement (NoR) which will complete the route protection phase for this project and provide long term certainty to the adjacent communities. Waka Kotahi does not anticipate any works on the corridor commencing this decade.	
				The finalisation of the NoR decision and appeal time frames will potentially extend through to June 2021.  SH1 Warkworth to Wellsford	
SH1 Loop Road Safety improvements	\$48.76M	Early 2022	Amber	Road works at Loop Road will pause in May as Waka Kotahi NZ Transport Agency awaits confirmation of the preferred corridor for the Whangārei to Port Marsden Highway four-lane upgrade later this year.	
				Additional design time is required prior to constructing the proposed two-lane bridge for the Loop Road project to ensure the design and location of the bridge can be incorporated into the four-lane upgrade.	
				The Loop Road intersection will continue to operate as a single lane roundabout until a bridge over Otaika Stream is constructed to take the additional southbound lane.	
				Consent hearing for the dual-lane scheme (additional southbound lane and new bridge) was held in March and Council's decision on resource consents, and recommendation of NoR decision, is pending.	
				SH1 Loop Road Safety Improvements   NZ Transport Agency	
SH10 Kaeo bridge	\$32.6M	Late 2022	Amber	Additional funding has been confirmed. Negotiations with contractors are continuing before construction can commence.	
				Kaeo Bridge   NZ Transport Agency	
SH10 Waipapa corridor improvements	\$24.5M	Early 2021	Green	Most works (roundabout, SH10, Waipapa Road and Skippers Lane) for this project are complete. We are working with local hapū on cultural design elements. Construction of a bridge over the Whiriwhiritoa Stream is nearing completion. Work is progressing on the new carpark at the end of Waipapa Loop Road. Completion date for this project is scheduled for June 2021.	
				SH10 Waipapa Corridor Improvements   NZ Transport Agency	
SH1/11 Kawakawa intersection improvements (NZ Upgrade Programme)	\$6M	Mid 2021	Green	Traffic flowing through operating roundabout. Construction of retaining wall making good progress, with manufacture of carved panels underway. Other cultural design elements (pou, kōhatu) have been discussed and planned with local iwi.	
SH10/11 Puketona Junction intersection improvements (NZ Upgrade Programme)	\$15M	Mid 2021	Green	Roundabout now operating. Majority of asphalting has been completed. We are working with local hapū on cultural design elements. Construction scheduled for completion by May 2021.	
SH12 Rawene Road intersection improvements (NZ Upgrade Programme)	\$0.5M	May 2021	Green	Construction of safety improvement in progress.	

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# 3 WATERS OPERATIONS

Water, wastewater and storm water in alliance with Far North Waters. To enable an integrated and flexible approach to Water Management

# **EXECUTIVE SUMMARY**

- During the month of April, Far North Waters experienced no LTIs or MTIs, and is currently operating with 1,311 days LTI free.
- 414 requests for service (RFS) call outs in April, down from 427 in March, and up from 328 in February.
- New organisation structure is in place since mid-April, with a dedicated team for Water & Wastewater Process in charge of the Treatment plants, a team for Operations & Maintenance, including Wastewater complex assets (pump stations) and a team for Water reticulation.
- There is a new way of reporting our RFS Alliance KPIs in a new format

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#### **OPERATIONS & MAINTENANCE**

- Following an electrical shock incident in March at Pump Station 13, Mangonui, all Pump Stations along the East Coast have been reviewed and a plan for upgrade has been shared with FNDC.
- Lonely Valley Pump Station investigation is complete, report sent to FNDC for review.
- Cemetery Rawene leak repaired on the main water line.
- In Paihia, before ANZAC weekend large water leak was repaired at Joyces Road reinstatement and the
  following day at Puketona Rd/Haruru Falls intersection there was a significant leak. These were both
  due to damage by the optic fibre contractor.

### WATER & WASTEWATER PROCESS

- Russell Monitoring Bores access to the 52 bores in the 34 Ha block forest is resolved. Robotech has
  been on site to redesign the driveway. A new vehicle for easy access has been ordered and should be on
  site by mid-May. Pond is in very poor condition and replacement/repair request has been submitted to
  FNDC. The grease line on the decant swivel has come loose and needs reattaching scheduled
  beginning of May.
- Okaihau WTP new bore need to monitor for manganese and a request has been, raised with FNDC to design additional inlet works to remove the manganese.
- Wairoro Dam (Kaikohe Taraire Hill) has algal bloom outside of DWS criteria. Cleaning is scheduled mid-May.
- Kaitaia WWTP weed in the ponds #3 odour complaints resolved with nontoxic chemicals.
- Kaitaia Sweetwater Bore #1 mobile treatment unit decommissioned by Watercare mid of April

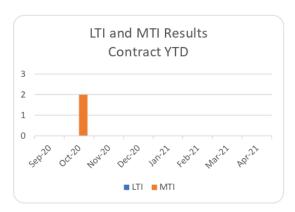
### **HEALTH AND SAFETY**

- Risks and Opportunities
  - o Risk Wellbeing of staff members physical health
  - o Risk Mobile plant and vehicles VOCs
  - o Risk Non-electrical workers accessing electrical cabinets toolbox meetings

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### Key Activities:

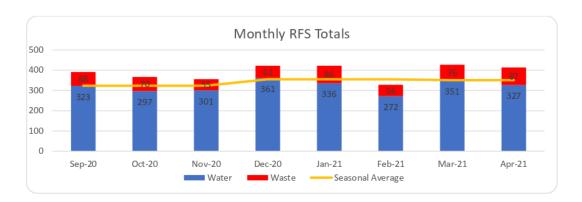
- HSE Field staff meeting scheduled 08th April
- Regional HSE meeting scheduled 27th April
- Hep A&B vaccination program (blood tests - Ongoing)



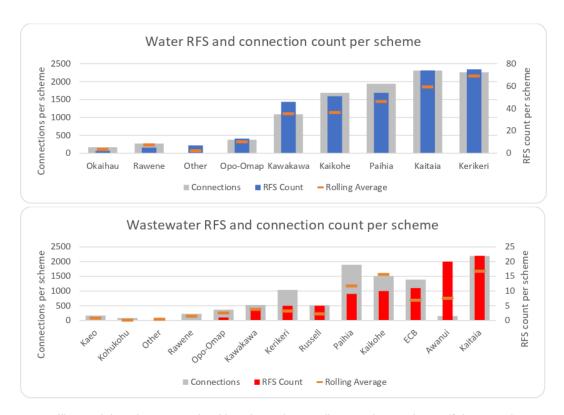
Incident ID	Incident Date	Incident Type	Severity	Description
BRS- INC189308	28/Apr/2021	Close Call		While lifting pump from manhole, the galvanised chain snapped, and the pump dropped to the bottom of the well.
BRS- INC189158	19/Apr/2021	Non-Work Related	Low 4	Non-work-related injury aggravated at work
BRS- INC189077	13/Apr/2021	Security		External single door of an unmonitored consignment storeroom forced open by unknown intruder. Exact time of incident unknown.
BRS- INC188976	06/Apr/2021	Asset Strike		Digging sewer line in bush and hit 50 pair telecom cable. Cable was not marked and was located directly above power.

# **CUSTOMERS**

The request for service (RFS) total for April was 414, down from 427 in March. The total for April 2020 was 199, and April 2019 was 293.



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New Calling Cards have been created and have been given to all FNW to leave at homes if the owner is not present or contactable.



### **PROJECTS**

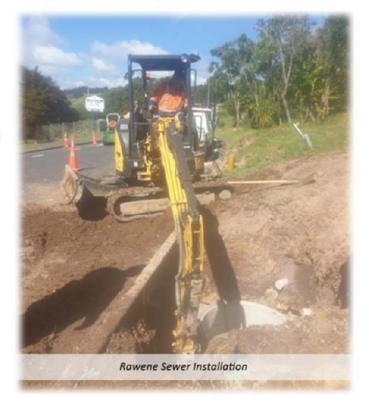
- The current focus is to continue to complete the work in hand by the end of June 2021, including Stormwater work.
- Pricing is underway for the changes to the Kaitaia Plant in preparation of the new waterline from the Sweetwater Bore.
- A program has been developed for the 2020-2021 schedule of work with a value of \$2,219,516.00.
   Other work will be required to meet targets.

#### **Current focus:**

• Kaitaia Te Maire Avenue – pressure testing to complete and claim issues to resolve

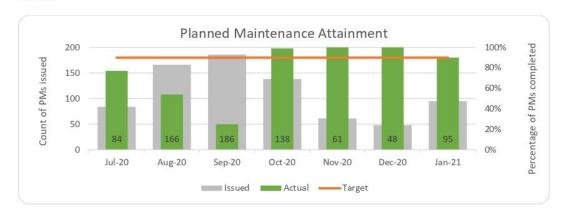
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- · Pump station upgrades four remaining pump stations to be upgraded
- Waipapa laterals
- Kawakawa Creek repairs
- Kaitaia Zonal Meters
- · Water meter replacements
- Valve Inspections
- Kaitaia and Opononi: Location Compliance Certification (LCC) is on going
- Taraire Hills Bund replacement



ASSETS

Planned Maintenance for the month of April was completed. More detailed reporting to be included next month.



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# COMPLIANCE

			Apri				
Sites	Asset Group	Abatement Issued	Abatement Resolved	Compliant	Detail	Comment	
Ahipara	ş			•	Condition 10 - Faecal Coliforms Condition 2	<ul> <li>An analysis and recommendation report of the inter stage testing has been commissioned and sent to NRC.</li> </ul>	
Kaikohe	\$			•	Condition 7(h) - E.coli		
Opononi	<b>.</b>			•	Condition 19 - TAN, E.Coli	<ul> <li>An issues and options report is being commissioned by FNW Process Engineer and will be sent to NRC upon completion.</li> <li>DWF Status: Compliant</li> </ul>	
Russell	\$				Condition 9 – infiltration efficiency report Condition 8 – land instability	<ul> <li>Infiltration efficiency and land stability reports commissioned and will be sent to NRC upon completion.</li> </ul>	
Whatuwhiwhi	7			•	Condition 8 – TSS	<ul> <li>To assist in the mitigation of TSS (algae biomass), FNW and FNDC are in discussions with regards to prioritising desludging.</li> <li>DWF Status: Compliant</li> </ul>	
1. TAN - Total ammo	niacal nitrogei		- Biological oxyge				

- 2. TN Total nitrogen
- 3. DO Dissolved oxygen
- 4. TSS Total suspended solids
- 6. MAV Maximum acceptable values
- 7. THM Trihalomethanes 8. TP Total Phosphates

# FAR NORTH WATERS NEW ORGANISATIONAL CHART

As of April 2021.



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# DIA REPORT

DIA - FNDC Report	Date Range: April 2021	Report Ran: 5/05/2021 17:30
Sewerage Overflows Attend / Resolve KPI DIA/LTP/Alliance	Water Urgent A	Attend/Resolve KPI DIA/LTP/Alliance
Total Sewerage Overflow Submissions	"W	ater-Urgent" Submissions
10 Median Attend Time (Hours) DIA 6 (22a) LTP 3.1.3 TARGET <= 2hrs 0.87 Median Resolve Time (Hours) DIA 7 (22b) LTP 3.1.3 TARGET <= 4hrs 2.28	1 Median Attend Time (Hours) DIA 3a (30a) LTP 2.1.3 Target <= 2hrs 0.02 Median Resolve Time (Hours) DIA 3b (30b) LTP 2.1. Target <= 4hrs 1.13	
Sewerage Overflows Attend / Resolve KPI % LTP/Alliance		
Attend KPI Met (%) LTP 3.1.5 Target >= 95%		
90		
Resolve KPI Met (%) LTP 3.1.5 Target >= 95%		
90		
Sewerage Non-Urgent Attend/Resolve KPI Alliance	Water N	on-Urgent Attend/Resolve KPI DIA/LTP/Alliance
Total "Sewer Non-Urgent" Submissions	"Wate	er Non-Urgent" Submissions
26 Sewer Non-Urgent Median Attend Time (Hours) Target <= 24hrs 2.14 Sewer Non-Urgent Median Resolve Time (Hours) Target <= 48hrs 3.95		104 d Time (Hours) DIA 3c (30c) LTP 2.1.3 Target <= 48hrs 25.03 e Time (Hours) DIA 3d (30d) LTP 2.1.3 Target <= 72hrs 30.38
Dry Weather Overflows per 1000 Connections DIA/LTP/Alliance	Water Oth	ner - Water Connections Alliance
No of Dry Weather Overflows	"Water Oth	ner" Submission Connections Only
O Dry Weather Overflows per 1000 Connections DIA a (20) LTP 3.1.1 Target <= 12/annum O Sewerage Customer Satisfaction KPI		2 esolve Time (Hours) Connections Only Target <= 24hrs 219.31 er Satisfaction (Quality/Continunity of
DIA/LTP/Alliance	14/	Supply) DIA/LTP
No of Sewerage Faults/Complaints  39  Complaints per 1000 Connections DIA 8 (23) LTP 3.1.4  Target <= 150/annum  3.36  RFSs Processed in Perios	Total Water Q	16 uality/Continuity Faults 16 uality Faults per 1000 DIA 4 LTP 2.1.4 Target <=100/annum 1.57 pard Filter
	294	

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# 6 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

# **RESOLUTION TO EXCLUDE THE PUBLIC**

# **RECOMMENDATION**

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

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
6.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
6.2 - Proposed Paihia Water Treatment Plant Public Works Act Process	s48(1)(d) - the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation where a right of appeal lies to any court or tribunal against the final decision of the Council in these proceedings	s48(1)(d) - the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation where a right of appeal lies to any court or tribunal against the final decision of the Council in these proceedings

- 7 KARAKIA WHAKAMUTUNGA CLOSING PRAYER
- 8 TE KAPINGA HUI / MEETING CLOSE