



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Infrastructure Committee Meeting**

**Wednesday, 13 October 2021**

**Time: 1.00 pm**

**Location: Virtually via Microsoft Teams**

**Membership:**

Chairperson Felicity Foy - Chairperson  
Mayor John Carter  
Deputy Mayor Ann Court  
Cr Dave Collard  
Cr Rachel Smith  
Cr Kelly Stratford  
Cr John Vujcich  
Member Mike Edmonds  
Member Adele Gardner

	<b>Authorising Body</b>	Mayor/Council
	<b>Status</b>	Standing Committee
<b>COUNCIL COMMITTEE</b>	<b>Title</b>	Infrastructure Committee Terms of Reference
	<b>Approval Date</b>	7 May 2020
	<b>Responsible Officer</b>	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

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**

<b>Name</b>	<b>Responsibility (i.e. Chairperson etc)</b>	<b>Declaration of Interests</b>	<b>Nature of Potential Interest</b>	<b>Member's Proposed Management Plan</b>
<b>Hon John Carter QSO</b>	Board Member of the Local Government Protection Programme	Board Member of the Local Government Protection Program		
	Carter Family Trust			
<b>Felicity Foy (Chair)</b>	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			
<b>Felicity Foy - Partner</b>	Director of Coastline Plumbing NZ Limited			
	Friends with some FNDC employees			
<b>Deputy Mayor Ann Court (Deputy)</b>	Waipapa Business Association	Member		Case by case
	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 pre-determined!	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

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
<b>Ann Court - Partner</b>	Warren Pattinson Limited	Director	Building Company. FNDC is a regulator	Remain at arm's length
	Air NZ	Shareholder	None	None
	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.
<b>David Collard</b>	Snapper Bonanza 2011 Limited	45% Shareholder and Director		
	Trustee of Te Ahu Charitable Trust	Council delegate to this board		
<b>Mate Radich</b>	No form received			
<b>Rachel Smith</b>	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		
<b>Rachel Smith (Partner)</b>	Property Owner.	Kerikeri.		
	Friends who work at Far North District Council.			
	Kerikeri Cruising Club.	Subscription Member.		
	Vision Kerikeri	Financial Member		
	Town and General Groundcare Limited	Director, Shareholder		
<b>Kelly Stratford</b>	KS Bookkeeping and Administration	Business Owner, provides bookkeeping, 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

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Karetu School	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	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 matters 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 Iwi 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



Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
				should there appear to be one
<b>Kelly Stratford - Partner</b>	Chef and Barista	Opua Store	None perceived	
	Māori title land – Moerewa	Shareholder	None perceived	If there was a conflict of interest, I would step aside from decision making
<b>John Vujcich</b>	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
<b>Mike Edmonds</b>	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
<b>Adele Gardner</b>	N/A - FNDC Honorarium			
	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.			

<b>Name</b>	<b>Responsibility (i.e. Chairperson etc)</b>	<b>Declaration of Interests</b>	<b>Nature of Potential Interest</b>	<b>Member's Proposed Management Plan</b>
<b>Partner of Adele Gardner</b>	N/A as Retired			

**Far North District Council**  
**Infrastructure Committee Meeting**  
**will be held virtually via Microsoft Teams on:**  
**Wednesday 13 October 2021 at 1.00 pm**

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**Te Paeroa Mahi / Order of Business**

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## **1 KARAKIA TIMATANGA – OPENING PRAYER**

WE ASK THAT THROUGH COUNCIL DISCUSSIONS AND DECISIONS THE REPRESENTATIVES WE HAVE ELECTED MAY GOVERN THE FAR NORTH DISTRICT WITH IMAGINATION, SKILL AND WISDOM TO ACHIEVE A FAIRER AND MORE UNITED COMMUNITY THAT ENHANCES THE WELLBEING OF OUR DISTRICT AND SOLVES THE DISTRICT'S PROBLEMS EFFICIENTLY AND EFFECTIVELY.

## **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.

## **4 CONFIRMATION OF PREVIOUS MINUTES**

### **4.1 CONFIRMATION OF PREVIOUS MINUTES**

**File Number:** A3052566

**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 8 September 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. 2021-09-08 Infrastructure Committee Minutes - A3376938** [↓](#) 

**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 <a href="#">Council's Significance and Engagement Policy</a>	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 VIRTUALLY VIA MICROSOFT TEAMS  
ON WEDNESDAY, 8 SEPTEMBER 2021 AT 9.30 AM**

**PRESENT:** Chairperson Felicity Foy, Mayor John Carter (HWTM), Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich, Member Mike Edmonds, Member Adele Gardner

**IN ATTENDANCE:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

Cr. Rachel Smith opened the meeting with a karakia.

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

Note: Crs Collard and Stratford gave apologies for early departure to attend the virtual CDEM meeting.

**3 NGĀ TONO KŌRERO / DEPUTATION**

Nil

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3344081, pages 14 - 19 refers.

**RESOLUTION 2021/26**

Moved: Chairperson Felicity Foy

Seconded: Cr Rachel Smith

**That the Infrastructure Committee confirm that the minutes of the Infrastructure Committee 21 July 2021, be confirmed as a true and correct record.**

In Favour: Cr Felicity Foy, Mayor John Carter, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich, Member Mike Edmonds and Member Adele Gardner

Against: Nil

**CARRIED**



## 5 INFORMATION REPORTS

### 5.1 INFRASTRUCTURE AND ASSET MANAGEMENT (IAM) MONTHLY BUSINESS REPORT

Agenda item 5.1 document number A3303725, pages 20 - 355 refers.

#### **RESOLUTION 2021/27**

Moved: Chairperson Felicity Foy

Seconded: Cr John Vujcich

**That the Infrastructure Committee:**

- a) **uplift the report Infrastructure and Asset Management (IAM) Monthly Business Report for May 2021; and,**
- b) **receive the report Infrastructure and Asset Management (IAM) Monthly Business Report for July 2021.**

In Favour: Cr Felicity Foy, Mayor John Carter, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich, Member Mike Edmonds and Member Adele Gardner

Against: Nil

**CARRIED**

### 5.2 FNDC / NTA TRANSPORTATION ACTIVITY UPDATE AND TE TAI TOKERAU WORKER REDEPLOYMENT PACKAGE CLOSE-OUT REPORT

Agenda item 5.2 document number A3338412, pages 356 - 378 refers.

#### **RESOLUTION 2021/28**

Moved: Chairperson Felicity Foy

Seconded: Cr John Vujcich

**That the Infrastructure Committee receive the report - FNDC / NTA Transportation Activity Update and Te Tai Tokerau Worker Redeployment Package Close-out Report.**

In Favour: Cr Felicity Foy, Mayor John Carter, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr John Vujcich, Member Mike Edmonds and Member Adele Gardner

Against: Nil

**CARRIED**

At 10:40 am, Cr Kelly Stratford left the meeting.

## 6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

Cr. Rachel Smith closed with a karakia.

## 7 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 10:51 am.

The minutes of this meeting will be confirmed at the Infrastructure Committee meeting held on 13 October 2021.

.....  
**CHAIRPERSON**

## 5 INFORMATION REPORTS

### 5.1 AGREED PROCESS FOR ACQUIRING LAND

**File Number:** A3299025

**Author:** Tania Steen, Property Officer

**Authoriser:** William J Taylor MBE, General Manager - Corporate Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to explain the process and benefits of acquiring land using the Public Works Act 1981 (PWA).

#### WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

To follow the Public Works Act 1981 process for all land acquisitions.

#### TŪTOHUNGA / RECOMMENDATION

That the Infrastructure Committee note that staff will the use of the Public Works Act 1981 process for all land and property acquisition.

#### TĀHUHU KŌRERO / BACKGROUND

From time-to-time Council needs to purchase land or property. The way this happens is currently ad-hoc which can cause unintended issues, both for the vendor and Council.

To ensure that we have a more structured approach, staff have been reviewing the Public Works Act 1981 (PWA) process.

There is a common misconception that the PWA process is only used where land or property is purchased by compulsion. This is not the case. The PWA provides a process that can be followed in all cases.

The Public Works Act 1981 (PWA) is the statutory authority under which a local authority can acquire land for public work and this process can be found on the LINZ website at the following address:

<https://www.linz.govt.nz/crown-property/acquisition-and-disposal-land/public-works/landowners>

The PWA provides powers of entry onto land for survey or investigation purposes and there should be a written agreement giving reasonable notice prior to entry.

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

The LINZ booklet, "Landowners' Rights When Crown Requires Your Land for a Public Work", informs landowners of their rights in the negotiations to acquire land for a public work. (Landowners are given a copy of this booklet)

Land can be acquired for public work, under the PWA, by Agreement or Compulsory Acquisition.

Land acquisition identified	Negotiations commence	A notice of desire is agreed by LINZ – S18 PWA	Formal negotiations – minimum 3-month period	Agreement to acquire by negotiation fails	Minister signs notice of intention to take land S23	Recommendation to the Governor General takes land by proclamation S26
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Council will always aim to acquire land by agreement and, for this reason, early engagement with landowners is seen as the optimal way to build relationships and enhance negotiations.

Early engagement with the landowners is the most prudent and effective way to negotiate a land purchase by Agreement and by following the standard process identified in the LINZ document provides a safe and secure process for all parties.

Entry to the land is necessary to undertake the required due diligence and this forms part of the negotiation phase

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

This process ensures the landowner is fairly compensated and purchase by agreement is more likely.

The landowner shall be left in a no better or worse position than they were before the public work commenced, meaning landowners will not be deprived of their land without fair compensation, but will not be compensated so as to make a profit from the public work.

Compulsory Acquisition is only exercised after all reasonable efforts to negotiate the sale and purchase of land in good faith have been made.

Landowners are compensated for land acquired or taken under the PWA. The general principle of compensation is that the landowner will be left in no better or worse position than before the land was acquired. Compensation is not limited to the market value of the land. It may include compensation for additional losses such as:

Circumstance	Entitlement
If the land being acquired includes the home you live in and the Crown wants you to give vacant possession of your property	Additional compensation of up to \$50,000. This is made up of: <ul style="list-style-type: none"> <li>\$35,000 if you give up occupation on the agreed date; and</li> <li>\$10,000 if an agreement is negotiated and signed within six months from the start of negotiations; and</li> <li>a further \$5,000 at the Minister's discretion based on your personal circumstances.</li> </ul>
Additional compensation if land acquired does not include your home	Additional compensation at the rate of 10% of the value of the land acquired is payable, from a minimum of \$250 to a maximum of \$25,000 provided you give up occupation of the land on the agreed date.
Household removal costs	You are entitled to claim the cost of moving your household goods. There are some limitations depending on the distance to your new home. You should discuss your moving plans with the accredited supplier before hiring a moving company.
Business and/or residential tenant removal costs	Any business or residential tenants that have to give up occupation are entitled to have their reasonable removal expenses paid by the Crown. You should discuss any business and/or tenant removal costs with the accredited supplier before agreeing to costs.
Business losses	If you have a business on the land being acquired, you may be entitled to have that business relocated. You can also claim for business loss resulting from the business relocation including loss of actual profits and business goodwill and any loss from having to close your business temporarily while moving.

Circumstance	Entitlement
	<p>If your business is not relocated but is still affected by the construction of the public work, you can seek compensation for any loss incurred.</p> <p>If you need to engage an accountant or lawyer to help you prepare your claim for compensation, the reasonable cost you incur for this advice may be reimbursed. We suggest you discuss this with the accredited supplier.</p>
Damage to land	If your land is damaged during the construction of the public work you can seek compensation for that damage, or have your land restored to its previous state.
Disturbance	<p>You can claim compensation for any reasonable expenses and any losses (such as temporary stock fencing) that are a direct result of the acquisition of your land. Some of these payments are referred to in the PWA as "disturbance" to your land.</p> <p>It is important that you keep a detailed record of all communications and detailed records of any expenses you may have incurred and any losses you may have suffered, as these costs may be recoverable as part of your claim for compensation.</p> <p>(note, if your costs are increased by your actions or by your failure to act reasonably - you will not be entitled to compensation for these costs).</p>
Accessibility improvements	If you have permanent improvements on your land that improve accessibility for a person with disabilities and that have not been included in the land valuation, you can be compensated for these costs.
Other professional costs	<p>If you want to get other professional or expert advice, you should discuss this first with the accredited supplier.</p> <p>This will help prevent any later dispute over whether the advice was necessary, or the cost of obtaining the advice was reasonable.</p> <p>Once discussed and agreed, you can submit invoices for other professional or expert advice to the accredited supplier at any time during the acquisition process.</p>

Once a position has been arrived at, either by negotiation or compulsion, Council approval would be sought prior to formalising the purchase of any land or property.

## ĀPITI HANGA / ATTACHMENTS

Nil

## **5.2 INFRASTRUCTURE AND ASSET MANAGEMENT (IAM) MONTHLY BUSINESS REPORT FOR AUGUST 2021**

**File Number:** A3402703

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

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

### **TAKE PŪRONGO / 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 August 2021.

### **TŪTOHUNGA / RECOMMENDATION**

**That the Infrastructure Committee receive the report Infrastructure and Asset Management (IAM) Monthly Business Report for August 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**

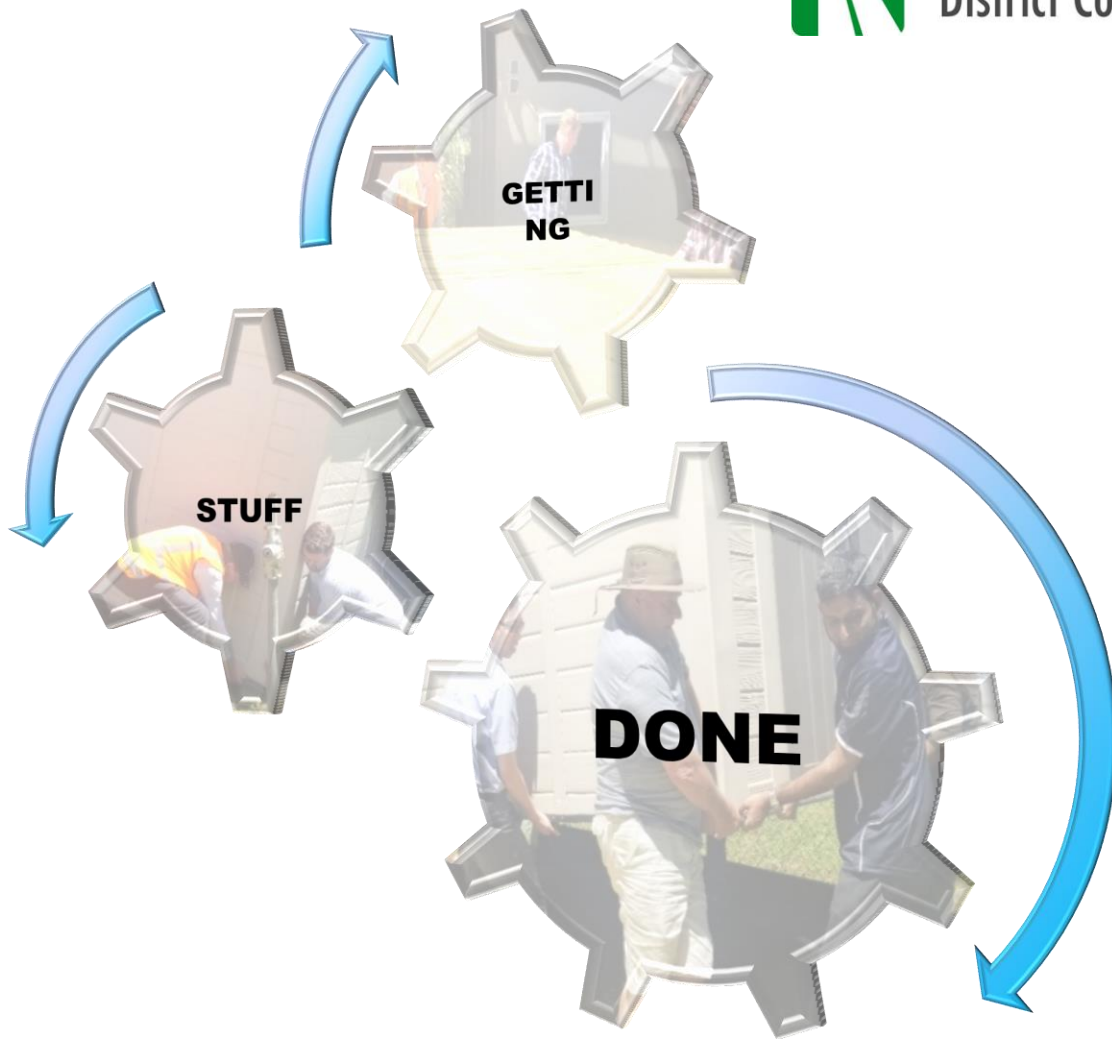
The information is attached in the form of a report.

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

Nil.

### **ĀPITIHINGA / ATTACHMENTS**

- 1. Attachment 1 - IAM Business Report as at 31 August 2021 - A3402701** [↓](#) 



# Infrastructure and Asset Management

## Monthly Business Report

AUGUST 2021

HE ARA TĀMATA  
CREATING GREAT PLACES  
*Supporting our people*

# IAM

## Infrastructure & Asset Management

### Project Delivery

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

### 3 Waters

Water, wastewater and storm water in alliance with Far North Waters. To enable an integrated and flexible approach to Water Management.

### 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.

### 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.

### Customer Experience

IAM customers, we listen to their responses, and action their feedback in a timely manner.

# Getting Stuff Done

### Roading

Maintaining the District's roading network in a satisfactory condition and in accordance with national safety and engineering standards in alliance with NTA.

### Infrastructure Planning

Policy making and integrated planning. Managing consents which authorise activities essential to the services Council provide.

### 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.

### Civil Defence

Providing leadership in reducing risk, being ready for, responding to and recovering from emergencies.

### Programme Darwin

To lead best practice enterprise asset management in New Zealand.





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## SUCCESSES



### DISTRICT FACILITIES

Some fantastic feedback – check it out [here](#).

### VENTIA

Check out the Ventia report [here](#) – some great work and engagement with the public.

### FULTON HOGAN

More good work by the team at [Fulton Hogan](#).

## CAPITAL SPEND ANALYSIS

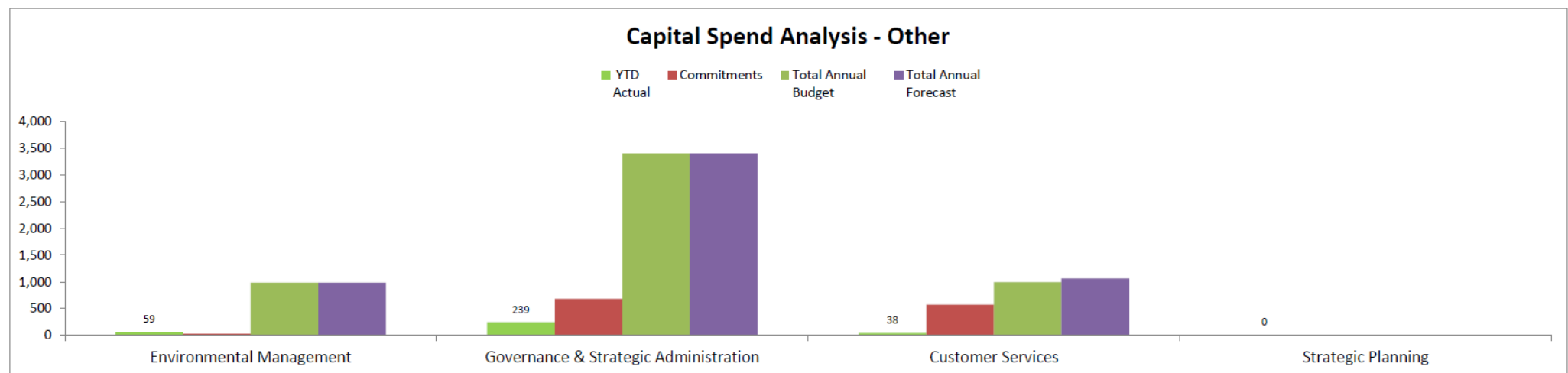
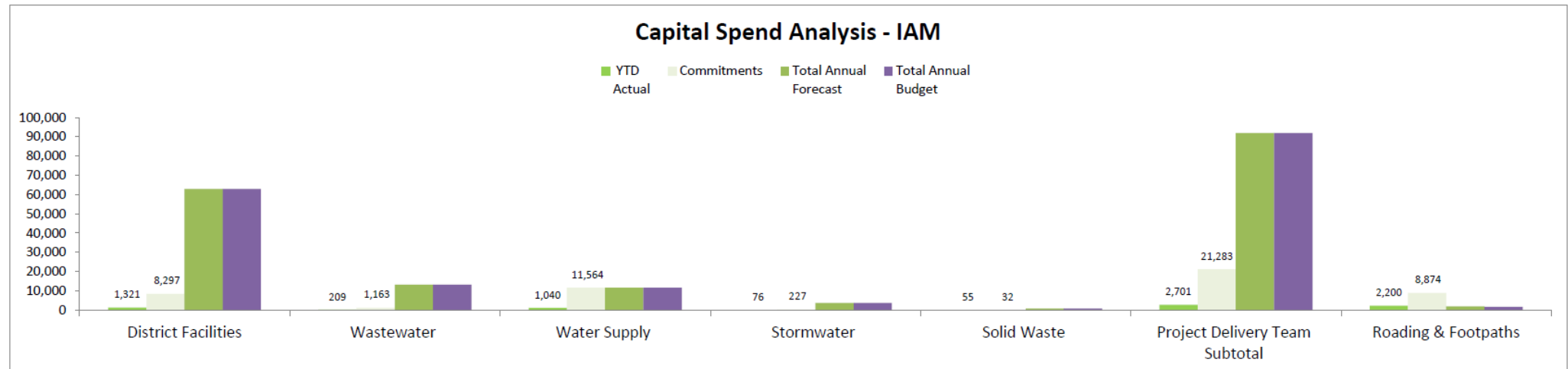
as at 31-Aug-2021

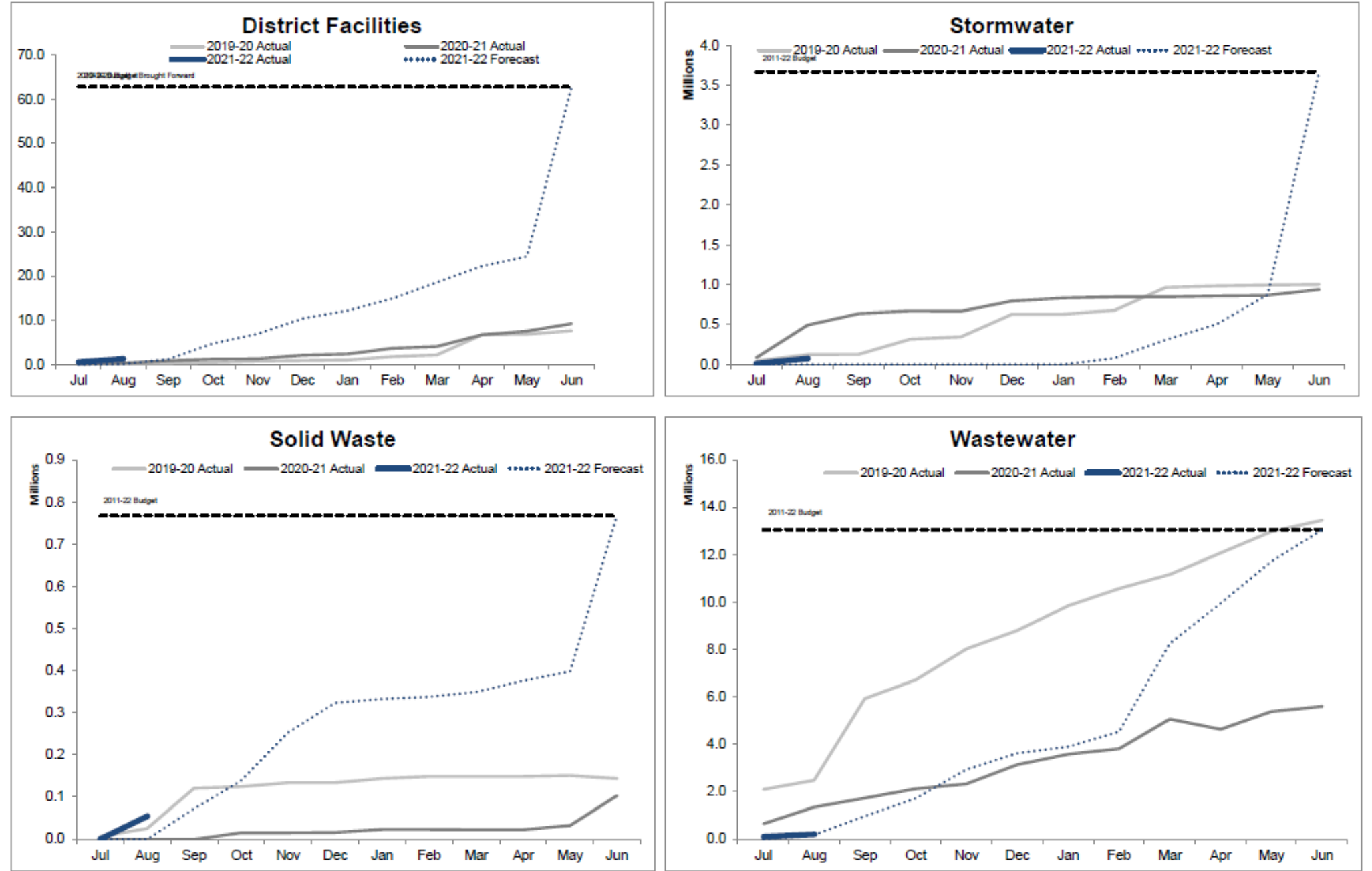
	YTD (\$000's)		Full Year (\$000's)							
LTP Group	YTD Actual	Commitments	LTP Budget	Carry Forward Budget	Total Annual Budget	Actual vs Budget %	Total Annual Forecast	Actual vs Forecast %	Forecast vs Budget %	Forecast vs Budget Variance
District Facilities	506	3,649	18,730	0	18,730	2.7%	18,730	2.7%	100%	0
Wastewater	209	1,163	13,047	0	13,047	1.6%	13,047	1.6%	100%	0
Water Supply	156	1,085	6,722	0	6,722	2.3%	6,722	2.3%	100%	0
Stormwater	76	227	3,672	0	3,672	2.1%	3,672	2.1%	100%	0
Solid Waste	55	32	767	0	767	7.1%	767	7.1%	100%	0
<b>Project Delivery Team Subtotal</b>	<b>1,002</b>	<b>6,156</b>	<b>42,937</b>	<b>0</b>	<b>42,937</b>	<b>2.3%</b>	<b>42,937</b>	<b>2.3%</b>	<b>100%</b>	<b>0</b>
Roading & Footpaths	1,443	3,372	1,700	0	1,700	84.9%	1,750	82.5%	103%	50
<b>IAM Total</b>	<b>2,445</b>	<b>9,528</b>	<b>44,637</b>	<b>0</b>	<b>44,637</b>	<b>5.5%</b>	<b>44,687</b>	<b>5.5%</b>	<b>100%</b>	<b>50</b>
Environmental Management	46	8	28	0	28	165.5%	28	165.5%	100%	0
Governance & Strategic Administration	239	679	3,407	0	3,407	7.0%	3,407	7.0%	100%	0
Customer Services	38	573	993	0	993	3.8%	1,062	3.6%	107%	68
Strategic Planning	0	0	0	0	0	0.0%	0	0.0%	0%	0
<b>Other Total</b>	<b>323</b>	<b>1,260</b>	<b>4,428</b>	<b>0</b>	<b>4,428</b>	<b>7.3%</b>	<b>4,496</b>	<b>7.2%</b>	<b>102%</b>	<b>68</b>
<b>Sub Total</b>	<b>2,768</b>	<b>10,787</b>	<b>49,065</b>	<b>0</b>	<b>49,065</b>	<b>5.6%</b>	<b>49,183</b>	<b>5.6%</b>	<b>100%</b>	<b>118</b>
<b>DIA Projects</b>										
Water Supply	885	10,479	4,852	0	4,852	18.2%	4,852	18.2%	100%	0
Wastewater	0	0	0	0	0	0.0%	0	0.0%	0%	0
Stormwater	0	0	0	0	0	0.0%	0	0.0%	0%	0
<b>Total DIA Projects</b>	<b>885</b>	<b>10,479</b>	<b>4,852</b>	<b>0</b>	<b>4,852</b>	<b>18.2%</b>	<b>4,852</b>	<b>18.2%</b>	<b>100%</b>	<b>0</b>
<b>ESEO Projects</b>										
District Facilities	815	4,648	44,086	0	44,086	1.8%	44,086	1.8%	100%	0
Environmental Management	13	17	953	0	953	1.3%	953	1.3%	100%	0
Roading & Footpaths	757	5,502	0	0	0	0.0%	0	0.0%	0%	0
<b>Total ESEO Projects</b>	<b>1,584</b>	<b>10,168</b>	<b>45,040</b>	<b>0</b>	<b>45,040</b>	<b>3.5%</b>	<b>45,040</b>	<b>3.5%</b>	<b>100%</b>	<b>0</b>
<b>Total</b>	<b>5,237</b>	<b>31,434</b>	<b>98,957</b>	<b>0</b>	<b>98,957</b>	<b>5.3%</b>	<b>99,075</b>	<b>5.3%</b>	<b>100%</b>	<b>118</b>

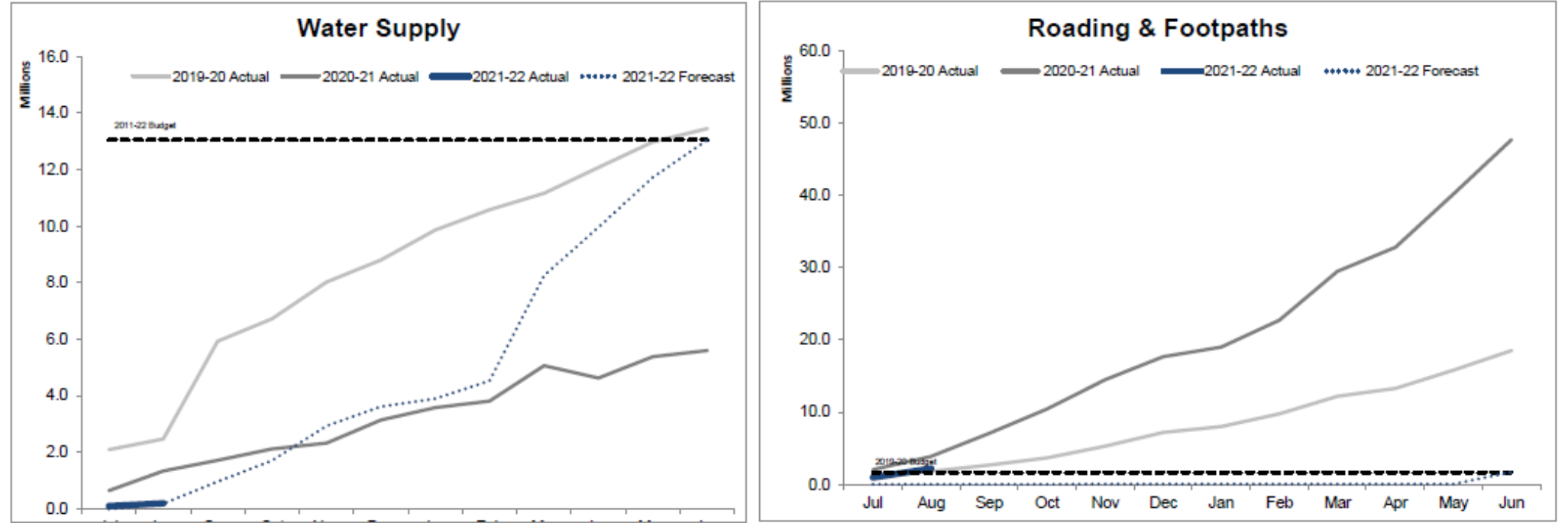
**Comments:**

The 'Total Annual Forecast' is what is expected to be spent by 30 June 2022.

The above completion % are based solely on the actual spend to 31 August 2021







## TRANSPORTATION

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

### EXECUTIVE SUMMARY

Final approval of the NLTP programme was considered by the Waka Kotahi Board in late August and the final approved NLTP announced by the Minister of Transport on Tuesday 7<sup>th</sup> September 2021. Staff are presently reviewing the details of funding approvals and compiling a paper outlining funding outcomes and associated recommendations will be provided to Council (October) for consideration.

The volume of Development Applications received by the Road Safety and Traffic Planning team increased in August (51 vs. 12 month rolling average of 37). A new Senior Development Engineer (Transportation) has been recruited and commences in mid-October.

With NLTF subsidies and budgets confirmed in early September the Capital Works team are now beginning to work through the process of confirming details and project delivery timings of activities approved within the 3-year (2021/24) delivery programme.

August Maintenance Achievement volumes were reduced in several areas through August due to Level 4 lockdown restrictions being in place for part of the month, with only essential maintenance activities to maintain network serviceability allowed to continue during the Level 4 period.

As a result of the Level 4 lockdown restrictions during August, Vehicle and Passenger numbers dropped to approximately 50% of typical August numbers, with fare collection suspended during Alert Levels 4 and 3 due the associated risks of direct passenger contact associated with cash collection.

Customer Interaction numbers were down by 46% on the previous month which is believed to primarily be a result of the national move to alert Level four (AL4) in the middle of the month. This reduction in numbers was also seen in the highest category of RFS (*Potholes, Edge Breaks, Corrugations*).

### 2021/24 AMP DEVELOPMENT PROGRESS

Final approval of the NLTP programme was considered by the Waka Kotahi Board in late August and the final approved NLTP announced by the Minister of Transport on Tuesday 7<sup>th</sup> September 2021. Aligned with this timing:

- The confirmation and details of the Maintenance Operations and Renewals (MO&R), Road Safety Promotion, Low Cost Low Risk (projects under \$2M) and Major Improvement Works (projects over \$2M) was confirmed and released.
- A paper outlining funding outcomes and associated recommendations will be provided to Council (October) for consideration following staff assessment the approved programme.

*Update (September) – finalised budgets have subsequently been released and approved funding for Maintenance Operations and Renewals (MO&R) is greater than what was indicated by Waka Kotahi in May 2021. While approved funding remains less than the originally submitted bid, staff are now confident the confirmed funding levels allow for a continuation of maintaining Levels of Service and, in specific areas, the opportunity to implement targeted improvement strategies and interventions.*

### CENTRAL GOVERNMENT POLICY SUBMISSIONS

No Central Government Policies related to Transport are presently requiring review.

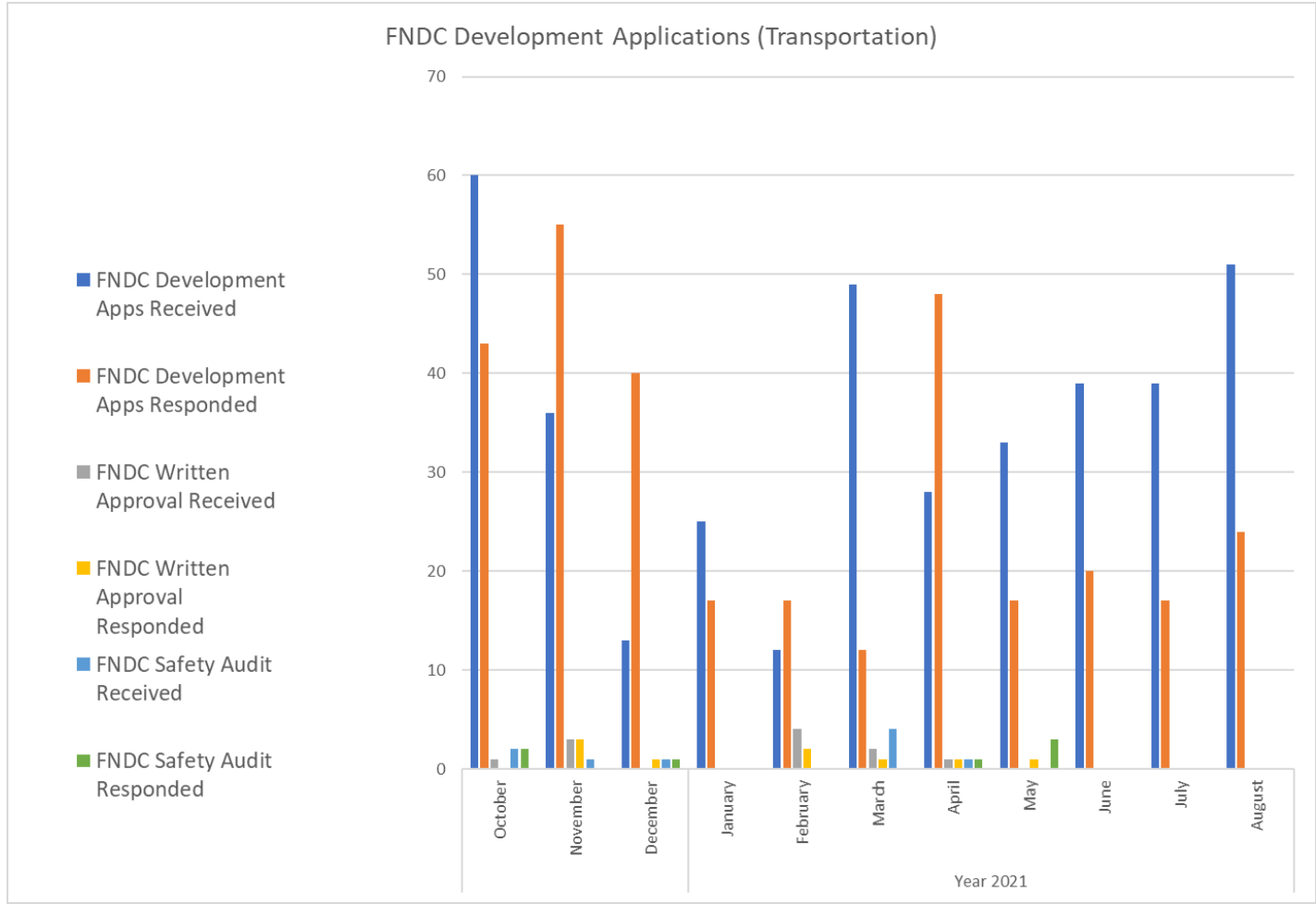
## DEVELOPMENT APPLICATIONS (Transportation)

The below table & graph provides information on the volumes of development applications received for transportation assessment. August's application numbers (51) increased significantly compared with previous months, and although well above the 12-month rolling average of 37 is reflective of a similar increase in August 2021. The Road Safety and Traffic Planning Team processed almost half of the applications (24) received in the month, with Covid lockdown disruptions and staffing changes impacting on processing in the latter half of the month.

- The Senior Development Engineer (Transportation) role has been filled and will commence in mid-October.
- The Graduate Engineer commenced work on August 9<sup>th</sup>.

		FNDC					
		Development Apps		Written Approval		Safety Audit	
		Received	Responded	Received	Responded	Received	Responded
Year 2020	October	60	43	1	0	2	2
	November	36	55	3	3	1	0
	December	13	40	0	1	1	1
Year 2021	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
	May	33	17	0	1	0	3
	June	39	20	0	0	0	0
	July	39	17	0	0	0	0
	August	51	24	0	0	0	0
		695	521	17	15	10	8





## FNDC TRANSPORT CAPITAL PROGRAMME DELIVERY

With funding uncertainty in July and August the Capital Works team have focussed on completion of remaining 2020/21 works and planning known / confirmed activities for the 2021/22 programme.

As a result of NLTF subsidies and budgets being confirmed in early September, the Capital Works team will now be beginning to work through the process of confirming details and project delivery timings of activities approved within the 3 year (2021/24) delivery programme.

Full programme reporting and forecasting will re-commence in quarter 2 of this financial year, following confirmation of the programme based on approved funding.

### FNDC Significant Projects

Category	Location	% Complete	Monthly Status Update	Next months expected status
322 Replacement of Bridge Structures	West Coast Road	65%	Construction underway	Construction underway
341 LCLR - Cycleways	SH11 Kaipatiki Road to York Road	100%	Construction practically complete.	Defects management
341 LCLR - Resilience	Powell Road RP209	1%	Construction on hold due to Covid supply chain interruptions.	Construction underway
Resilience - Unsubsidised	Panguru Road	100%	Construction practically complete	Defects management
341 LCLR - Safety	Various – Guardrail installations	100%	Construction practically complete	Defects management
Cycle Facilities - Unsubsidised	Pou Herenga Tai Cycle Trail NZ Heritage	0%	Project on hold while stakeholders agree Pou installation locations.	Project on hold while stakeholders agree Pou installation locations.
341 LCLR - Lighting	Various District roads	100%	Construction practically complete	Defects management
Walking Facilities - Unsubsidised	Footpath Loop Te Ahu - Te Hiku Sports Hub	0%	Physical works contract Tendering underway (extended during Covid lockdown)	Contract award / approval



## FNDC TRANSPORT MAINTENANCE & OPERATIONS PROGRAMME

Claim validation and processing timeframes have been refined to now allow maintenance achievement data to be reported for the previous month, with August 2021 data provided below.

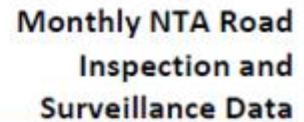
Key points to note include:

- August volumes reduced in several areas through August due to Level 4 lockdown restrictions being in place for part of the month, with only essential maintenance activities to maintain network serviceability allowed to continue during the Level 4 period.
- Good km length grading achievement across both July and August, with over 1000km of grading completed across the network in the first two months of the financial year.
- Unsealed road gravel volumes above monthly averages in August in both contract areas.
- Unsealed road pothole repairs remain high across the District (as expected in onset of wet winter conditions) with sealed road pothole numbers also increasing to above normal monthly averages in August.
- Roadside drainage clearance continues to be a focus in Northern Area with the increase in quantities achieved for June continuing through July and August, while volumes increased in Southern area in August, helping improve network resilience through winter.
- Sealed road repairs were understandably low with this activity not actively programmed because cold, wet conditions reduce quality and effectiveness of chip seal repairs.

## AUGUST MAINTENANCE ACHIEVEMENT TABLES

North 21					South 22				
Northern Area Far North District Council					Southern Area Far North District Council				
Road Length 427.31 sealed 832.98 unsealed					Road Length 466.41 sealed 780.79 unsealed				
Mthly Average					Mthly Average				
Activity Description	Prev mth	This mth	Prev 36 Months	FYTD	Activity Description	Prev mth	This mth	Prev 36 Months	FYTD
Unsealed Maintenance Gravel (cum)	1616.00	2755.00	2446.28	4371.00	Unsealed Maintenance Gravel (cum)	936.00	2585.00	1843.42	3521.00
Unsealed Compacted Gravel (cum)	0.00	0.00	1021.94	0.00	Unsealed Compacted Gravel (cum)	0.00	21116.00	1187.64	21116.00
Unsealed Road Grading (km)	329.13	148.72	242.33	477.85	Unsealed Road Grading (km)	230.88	301.45	198.87	532.33
Wet Roll and Grade (km)	0.00	0.00	0.85	0.00	Wet Roll and Grade (km)	0.00	0.00	3.12	0.00
Unsealed Road Potholes (ea)	3911.00	994.00	1067.42	4905.00	Unsealed Road Potholes (ea)	1842.00	2702.00	1505.31	4544.00
Sealed Road Potholes (ea)	165.00	219.00	118.00	384.00	Sealed Road Potholes (ea)	96.00	287.00	193.36	383.00
Sealed Road edgebreak (m)	2.00	16.00	204.42	18.00	Sealed Road edgebreak (m)	7.00	33.00	150.56	40.00
Sealed Road Pavement Repairs (sqm)	809.00	0.00	1405.36	809.00	Sealed Road Pavement Repairs (sqm)	36.00	0.00	616.56	36.00
Sealed Road Surface Repairs (sqm)	0.00	0.00	7.64	0.00	Sealed Road Surface Repairs (sqm)	0.00	210.00	62.69	210.00
Water Cutting (sqm)	0.00	0.00	0.00	0.00	Water Cutting (sqm)	0.00	0.00	92.53	0.00
Roadside mowing (km)	155.53	152.95	124.84	308.48	Roadside mowing (km)	78.62	0.00	59.63	78.62
Roadside Spraying (km)	0.00	0.00	143.65	0.00	Roadside Spraying (km)	148.61	0.00	341.71	148.61
Vegetation Envelope Cleared (km)	34.02	31.56	59.28	65.59	Vegetation Envelope Cleared (km)	17.78	10.18	7.43	27.97
Roadside Drainage Cleared (m)	7343.00	5570.00	3148.42	12913.00	Roadside Drainage Cleared (m)	453.00	1325.00	1282.50	1778.00
Roadside Culverts Cleared (ea)	1.00	0.00	62.83	1.00	Roadside Culverts Cleared (ea)	368.00	130.00	134.50	498.00
Culvert Markers Replaced (ea)	10.00	2.00	22.39	12.00	Culvert Markers Replaced (ea)	150.00	66.00	23.78	216.00
Cesspit Grates Cleared (ea)	75.00	20.00	27.75	95.00	Cesspit Grates Cleared (ea)	300.00	494.00	136.69	794.00
Kerb & Channel Cleaned (km)	0.06	0.00	0.69	0.06	Kerb & Channel Cleaned (km)	0.00	0.00	14.56	0.00
Routine Surface Detritus Removed (#)	0.00	0.00	0.11	0.00	Routine Surface Detritus Removed (#)	284.00	238.00	37.94	522.00
Overslip Material Removed (cum)	0.00	0.00	0.11	0.00	Overslip Material Removed (cum)	0.00	0.00	0.72	0.00
Routine Signs Maintenance (ea)	12.00	18.00	40.61	30.00	Routine Signs Maintenance (ea)	198.00	174.00	96.72	372.00

As demonstrated in the map below, NTA Maintenance staff continue to have an active field inspection presence right across the Far North network.



- As a result of the Level 4 lockdown restrictions during August, Vehicle and Passenger numbers dropped to approximately 50% of typical August numbers.
- FNDC accepted recommendations from the contractor to cease the collection of fares onboard during level 4 & 3, primarily due to the relatively high use and reliance of physical currency (cash/eftpos) in the Hokianga, and the associated risks of direct passenger contact.
- Fare collection resumed on 8th September, aligning with the move to Alert Level 2.
- Fare revenue collected during the month excluding GST, with August 2020 for comparison:

**H&S/Risks:**

On 11<sup>th</sup> August, the vessel experienced a temporary loss of steering at slow speed while approaching the Rawene ramp which resulted in damage to adjacent maritime assets.

- There was no damage to the vessel.
- This was the second incident of this nature; accordingly the operator was instructed to carry out an investigation into the issue and reviewed their controls to mitigate a similar incident in the future.
- The steering control system is out of date and components for a planned major upgrade have been on order from Germany for several months (long delays due to manufacture and lead times).
- The damage to maritime assets has been repaired and additional control methods have been identified and implemented by the operator.
- The components for the upgrade have now arrived and the operator is planning the installation to occur as soon as possible, with a focus on keeping the vessel in service as much as possible.

There was one weather interruption to service on the 3rd August with the ferry out of service for 3 hours due to severe winds.

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

- UFB
  - Opua – works almost complete on Baffin Street and Richardson Rd area.
  - Russell is well under way and Rawene is complete
  - Fibre Connections have now started in Paihia, Okiato and still on going in all other townships.
- Water mains replacement and repairs are still ongoing. Drilling has started for the Sweetwater system in the road reserves of Kaitia.

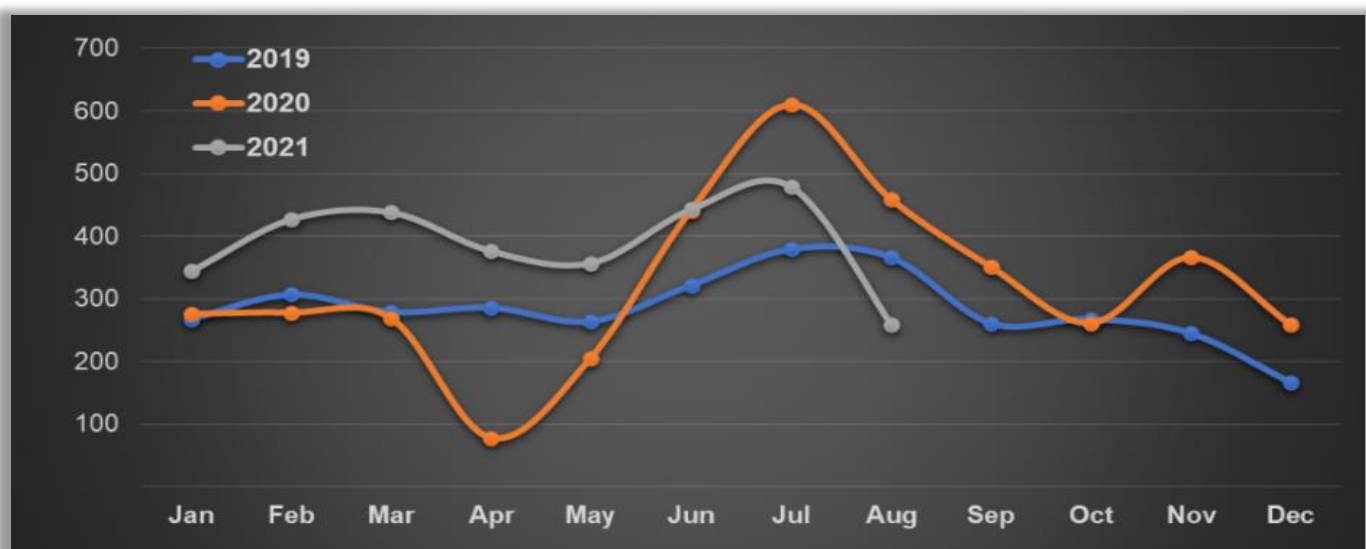
## THE CUSTOMER EXPERIENCE

### REQUESTS FOR SERVICE

The numbers for this area are predictably low, given the national move to alert Level four (AL4) in the middle of the month. There were 259 transportation related RFS in August which is a 46% decrease from July as demonstrated in the graph provided.

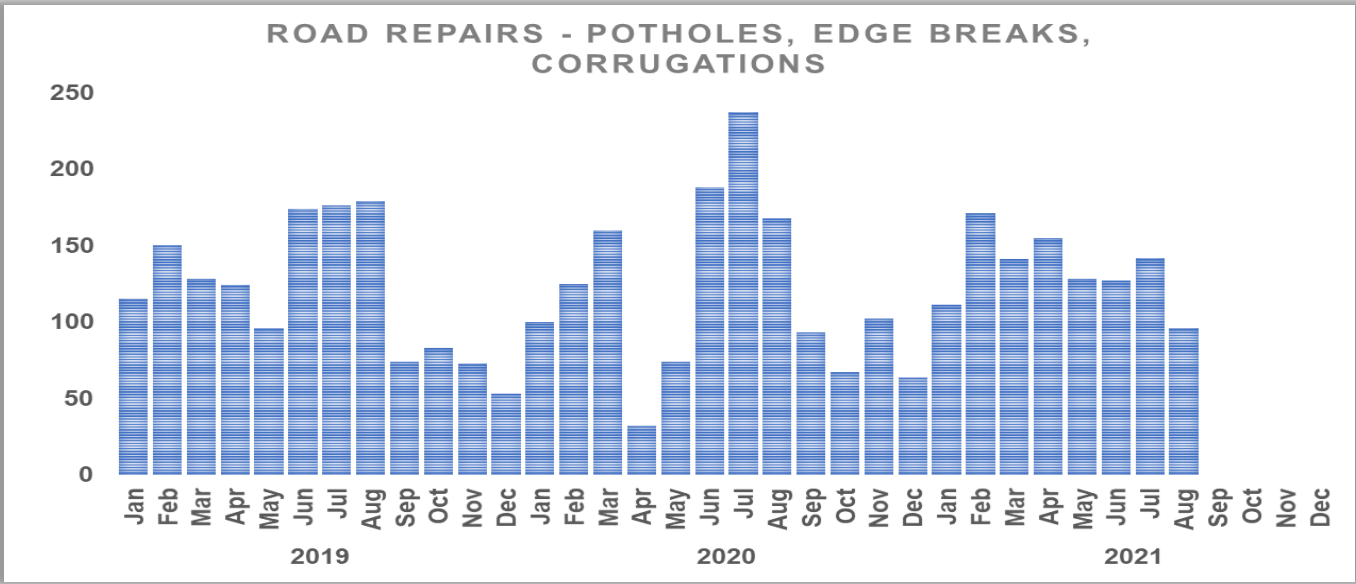
This is the lowest number of requests for the period in question since the start of the latest maintenance contracts started in 2018, acknowledging however that this happens to be under exceptional (AL4) circumstances.

One of the focus priorities during this period was the outstanding requests for Road Safety. A number of these have been either reviewed or resolved and the work in this area will continue over the coming months.



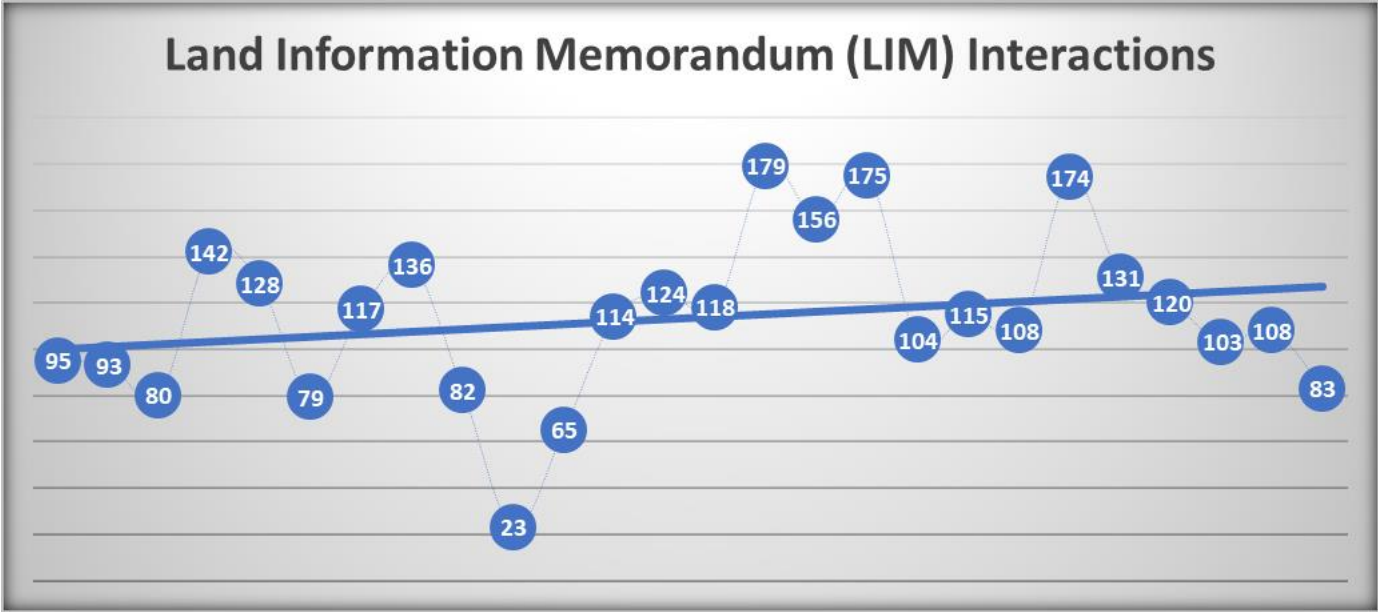


As demonstrated in the graph below, the volume in the highest category of RFS (*Potholes, Edge Breaks, Corrugations*) all but mirrors the overall percentage decrease for the month.



LAND INFORMATION MEMORANDUM

In the same way that RFS numbers have decreased, the number of requests requiring input on Land Information Memorandums (LIMs) is also lower. However, this is not by the same proportion which is likely indicative of the time delay from requests filtering through the process, compared to the implementation of AL4.



## PROJECT DELIVERY

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

### EXECUTIVE SUMMARY

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

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



**Project Name: Southern Animal Shelter****Project ID: 261012****Project Phase: Design**

Status Item	Current Status	Prior Status	Summary
<b>Overall Project Status</b>	<b>Amber</b>	<b>Green</b>	Building Consent on hold for further information, RFI information and minor amendments to plans underway. Resource Consent Granted 7 <sup>th</sup> July 2021
<b>Scope</b>	<b>Green</b>	<b>Green</b>	Scope confirmed
<b>Schedule</b>	<b>Green</b>	<b>Green</b>	Schedule confirmed
<b>Cost</b>	<b>Amber</b>	<b>Amber</b>	QS received, minor adjustments to be made, once amendments have been made to plans
<b>Project Risk</b>	<b>Amber</b>	<b>Amber</b>	Weather, contractor availability, material availability, Covid-19, removal of existing dwelling and outbuildings from site.

**Monthly Summary:**

Building Consent on hold for further information, minor amendments to be made to plans to decrease Elemental Estimate where possible, Resource Consent Granted 7<sup>th</sup> July 2021, Estimate received amendments to be made to estimate once amended plans are completed. Designer unable to continue with amended plans until level 4 lockdown is lifted as they do not have the ability to do so from home.

Relocation of dwelling off site scheduled for end of September 2021, demolition of other accessory buildings and clean-up of site scheduled for September 2021, some tree removal and ROW clearing work commenced on Friday 3<sup>rd</sup> September 2021.

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	Confirmed	Final Design Confirmed, Building Consent Lodged, currently on hold for further information.
Tender Award	Mid-June 2021	Delayed	Tender award expected end October 2021, due to delays issuing of building consent, RFI received, and information being collated, minor amendments being made to plans
Construction	Mid to Late July 2021	Delayed	Construction expected Mid/End November 2021

**Project Budget Status**

Approved Budget	Actual Spend to Date	Forecast Total Spend
\$1,844,061.23	\$12,508.08	\$1,844,061.23

Project Name: TIF Toilets			Project ID: 141539, 141537, 141538, 141581		
Project Phase: Procurement/Construction					
Status Item	Current Status	Prior Status	Summary		
Overall Project Status	Green	Green	Mitimiti: Construction is completed at Mitimiti & CCC achieved; Toilet is Operational		
	Green	Amber	Opononi: Construction is completed at Opononi & CCC achieved; Toilet is Operational		
	Amber	Amber	Waitangi: Waitangi Toilet has now entered the Procurement phase and Tender Doc’s are being drafted.		
	Green	Amber	Haruru Falls: Construction is completed and handover to operations completed, Toilet is operational		
Scope	Green	Green	Waitangi: Scope is clear and approved by Stakeholders Mitimiti: Construction complete. Opononi: Construction complete. Haruru: Construction complete.		
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 will come in under budget, balance will go to Waitangi. 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.  Waitangi Toilet will require Archaeological monitoring and there is potential for delays during the construction programme at this known historical site. Services connections at Waitangi look problematic and will be costly to resolve.		
Monthly Summary:					
<ul style="list-style-type: none"><li>Haruru – Construction Completed and Handover to Operations Completed</li><li>Waitangi – Tender Documents being drafted for approval – Open Tender on GETS, budget shortfall to address prior to Tendering and issues around sewer line, not ours and we need to assess condition prior to taking over.</li><li>Opononi – Toilet block is fully operational</li></ul>					
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 Engagement			Accept delays, MBIE have granted programme extension until Dec 2021		
Waitangi Toilet – Service Connections			Water, Sewer & Power costs out of line with QS, further budget implications		
Key Project Milestones		Expected	Status	Comment	
Waitangi Toilet – Iwi Engagement		July 2020	Completed	Site Blessing Completed	
Opononi Construction		October 2020/ Feb 2021	Met – Late Start (November) & finish (May 2021)	Construction Completed & CCC issued, Toilet Operational	
Haruru – Prefab installation		May 2021	Toilet is fully operational as of September 3rd	Prefabricated toilet is now onsite and installed.	
Project Budget Status					
Approved Budget		Actual Spend to Date		Forecast Total Spend	
\$1,070,000 (combined)		\$829,000		\$1,070,000 (combined)	

**Project Name: Kaitaia Water – Sweetwater Bore and Pipeline****Project ID: WAP0256****Project Phase: Concept Stage**

Status Item	Current Status	Prior Status	Summary
<b>Overall Project Status</b>	<b>Amber</b>	<b>Amber</b>	Physical Works contract for SP1 was awarded to Ventia and the Contract was signed on 03 June 2021. SP2 Notice to Proceed was issued to Ventia on 06 September 2021. A settlement agreement was signed on 14 June 2021 with Elbury Holdings Limited whereby Elbury Holdings gave consent to the works being undertaken on their land in accordance with the new agreed route (with certain conditions attached to it).  Memorandum of Agreements were signed by the Breretons and Panthers for easements. Easement Agreements to be finalised with Elbury Holdings.  Physical Works started by Ventia on 29 July 2021 and the Blessing for the works was conducted on Friday 30 July.  Project delayed by 13 days due to Covid 19 Level 4, from 18 August 2021 to 03 September 2021.
<b>Scope</b>	<b>Amber</b>	<b>Amber</b>	Scope was amended to allow for new alignment of pipeline route as SP2.
<b>Schedule</b>	<b>Red</b>	<b>Red</b>	Delay in procurement and finalising of pipeline route have delayed the project completion date.
<b>Cost</b>	<b>Amber</b>	<b>Amber</b>	Current tender construction costs are within budget allowance but alternative routing and constructing the work in two separable portions have impacted the costs and spending per FY. Contingency for the budget to be increased. Re-instatement of Capital programme budget for 2021/22 to be approve as per approved resolution.
<b>Project Risk</b>	<b>Amber</b>	<b>Amber</b>	Easement Agreement with Elbury Holdings.  Winter works additional costs and delay of commissioning in time for a potential drought in 2022 remains the biggest risk. Drilling activities and trenching in ground conditions.  Covid 19 outbreaks and Level Changes – Delay costs and Extension of Time

**Monthly Summary:**

- Construction of the Kaitaia Water Project Pipeline was into its third week when lockdown was announced at approximately 1800h on 17 August 2021. All sites were made safe that evening to secure for Level 4 lockdown. No construction works will take place during the Level 4 lockdown period to keep employees home safe with works expected to re-commence once the alert level is reduced to Level 3.
- Works so far has consisted of site establishment, creating staging areas for the pipes, welding pipe strings, approximately 500m of Horizontal Directional Drilling (HDD) installation along Bonnetts Rd and earthworks at the borehole sites.
- The Resource Consent approval was received on 06 August 2021 for the altering of the pipeline.
- On 25 August 2021, Department of Conservation (DoC) has advised that we have been successful in obtaining the permit to conduct the construction monitoring works in the wetland areas for possible relocation work if any lizards are found within the wetland area. This was great news if you compare similar applications, and the lengthy process involves getting any permits out of Doc
- The redesign for SP2 was completed and send to Ventia and the Landowner for review. Recommendations to adjust the vertical alignment was received from Ventia and is being re-viewed by the design team. The schedules for the revised SP2 portion will be send to Ventia to be priced during the first week of September 2021.
- A Temporary occupation agreement for NgaiTakoto was compiled by The Property Group and agreed on by NgaiTakoto for the Consent to utilise their boundary track for the purpose of access and pipe laydown and stringing for the construction of the new Kaitaia Water Pipeline. We are still waiting the official signed agreement.
- Russell Garton of Garton and Associates and Northland Valuers were appointed in parallel to provide a compensation assessment of the required easement over the Elbury Holding Limited properties.
- Awaiting feedback on the report submitted to council to seek additional funds to update the project contingency allowance.

## Actions for the next month are:

- Finalisation of detail design for SP2. Updating costs and timeframes.
- Investigation on a requested pipeline flushing ability at the existing Kaitaia Water Treatment Plant.
- Ecologist construction monitoring during clearing in the wetland at the bore site.
- Top Energy to be given 7 weeks' notice to plan their works.
- Engagement with Elbury Holdings for easement agreements.
- Elbury Holding power supply investigations.

Key Project Risks	Mitigation of Risk
Covid-19	Covid-19 outbreaks reduces the number of available suppliers and has a time delay and cost impact. The contractor must ensure that all Level Protocols are in place and that extra procedures are in place with all sub-contractors and suppliers.
Water restrictions	There is a risk that Council may choose to restrict water for construction purposes during a drought. This is to minimise the reputation risk of the community being under water re-strictions and the Contractor using water for drilling purposes.
Property and Easements agreements: Elbury Holdings	Continued focus to project team to resolve Meeting with landowners Formal process using Local Government Act Independent Valuers to do valuations
Project Completion Date - Not in Time to complete for potential summer drought in 2022.	Fast-track scheduling Tracking long lead items

Construction pro-gramme for SP1 is 8 months - estimated completion date end of March 2022.	Allowance to be made for additional emergency supply costs should the pipeline not be ready and Kaitia experience another drought. Bore to be operational by then. Watercare discussion way in advance for temporary WTP.		
Cost Management: Change route over Elbury property and materials price increases due to current shortages Easement and Property compensation costs - In between Landowner discussions Technical assistance on design queries from WSP	\$3M allocated from 3 Waters Reform Budget - agreed to spent first Design for SP2 was done by the end of July 2021 and Consent conditions were Peer reviewed. Awaiting review by Contractor and landowner of the revised design. Elbury - Contractor to prepare SMP in advance, QMP. SHEQ Workshop required and quality controls Agreement required with WSP and scheduled meeting dates.		
Property Access Management and Stakeholder Management - separate induction requirements and SMP required 3 weeks in advance over Elbury property	Prepare media plan and key messaging Traffic Management Plan Site Management Plan to be prepared in advance Emergency Response Plan Proper induction from all staff, sub-contractors etc."		
The top energy provisional estimate for Elbury Holdings has come in at \$140-\$160k vs. our estimate of \$50-60k. Top Energy has identified that an additional HV switch is required (circa \$70k) that we did not anticipate.	We are working with Top Energy and Elbury Holdings to try and find a value engineering solution. New route will be surveyed during September 2021		
Drilling work through hardpan areas and underneath air strip.	Investigations were done but no drilling was done underneath airstrip. Proposed way forward is to do the actual directional drilling and the manage risks thereafter.		
Piling for Pipe Bridge. Ventia to place an order for the piling casings before steel prices rise. Risk that the piles may go further than design depths before setting, re-quiring additional lengths of casing.	WSP confirmed testing and that the 62m allowed for does not include for any additional length to account for piles which may go further than design depths.  Design depths are based on results CTP testing. As such there is a risk, all be it low, that the piles may go further than design depths.		
<b>Key Project Milestones</b>	<b>Expected</b>	<b>Status</b>	<b>Comment</b>
Trenching commences for SP1	11 October 2021	In Planning	
Practical completion	22 April 2021	Planned	Revised Baseline Programme submitted after receipt of SP2 design by Ventia. Programme being reviewed by Project Team.
<b>Project Budget Status</b>			
Approved Budget	Actual Spend to Date		Forecast Total Spend
\$14.1M	\$2,394,671		13,142,640

Project Name: Kerikeri WWTP & Reticulation

Project Phase: WWTP Construction

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	Plant - The plant is operational, and all documents were handed over to Far North Waters. The reticulation project is completed and we received a total of 286 signed off letters to date by end of August 2021 (From the 312 low pressure sewer connections and 16 gravity connections). All physical work was completed by end of July 2021 and Practical Completion was issued 20 August 2021. Busy finalising handover documents in order to hand it over to Far North Waters.
Scope	Green	Green	Completed
Schedule	Green	Green	Physical construction for plant is completed. Plant Defects and Liability period until 23 October 2021. Practical Completion Certificate for Reticulation work was issued. The Defects Notification Period is 52 weeks from 20th of August 2021.
Cost	Amber	Amber	Both contracts complete.
Project Risk	Amber	Amber	Official handover of Plant to Far North Waters was done. All defects and contract related issues have been resolved. Cost management the biggest Risk. Feedback from property owners an ongoing risk – system operational status and reinstatement to be satisfactory.

**Monthly Summary:**

**Plant** - The plant is operational and all documents were handed over to Far North Waters. Acceptance of the plant by FNW was signed on 1 June 2021. The plant monitoring by Mott MacDonald was completed by end of July 2021. The plant has been performing well and producing compliant effluent from a biological aspect. All Health and Safety and Operational issues are being actioned by FNW. FNW’s to ensure plant continues to produce compliant effluent (recommendations and key steps to be followed). Defects Liability period end 23 October 2021.

**Reticulation** - The physical work on the reticulation project is completed and we have received a total of 286 signed off letters to date (From the 312 low pressure sewer connections and 16 gravity connections). There are a few RFS’s from property owners and United Civil is busy addressing them, like tidying up. Practical Completion Certificate was issued to United Civil on 20 August 2021. Official Handover of project to FNDC and FNW will happen during September 2021.

**Key work completed during August 2021**

**Treatment Plant**

**General** - Land and easement agreements.

**Reticulation**

**Construction**

- All 328 Properties connected. 286 signed off property letters received. Contractor is tidying up some properties before signage can be obtained. Remaining sign offs will require help from FNDC as properties are rentals or empty and contractor could not get hold of property owners;
- As Builts completed;
- 2 Gravity Connections in Mill Lane as part of SP1 and SP2; and
- Top soiling and finishing off and obtaining signed off sheets of remaining properties.

**General** - Ongoing responding to queries from landowners and RFS’s.

Key work for September 2021 on the Reticulation part is to finalise the Handover of the project to FNW.

Decommissioning of the existing treatment facility in Shepherd Road must be scheduled and planning will commence when funds are secured and committed. The existing Plant was shut down at the end of December 2020.

Key Project Risks		Mitigation of Risk	
Reverse sensitivity around new WWTP and infrastructure and adhere to consent conditions		Assess design odour control efficiency during operations. Away from any public activities of properties Managed by FNW.	
High ongoing operational costs to run plant		Being assessed by FNW to optimise efficiency.	
Managing stakeholder expectations and Property Owners Refusing to sign off works		RFS from community are ongoing and critical that all homeowners are satisfied with the reinstatement by contractor on the reticulation project.	
Defects to Low Pressure Sewer System		Ongoing operational costs to be managed. Defects period valid until August 2022.	
Key Project Milestones	Expected	Status	Comment
Final Completion of Kerikeri WWTP	23/10/21	Pending	
Final Completion of Wastewater Reticulation	20/08/22	Pending	Practical Completion issued 20 Aug 2021. Defects Period runs until 20 Aug 2022.
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 Project Status	Green	Green	<p>The drilling of the production bore and testing was performed to determine the sustainable yield of the bore, and the effects of pumping on the shallow aquifer and springs. A report was submitted by Williamson Water and Land Advisory (WWLA). WWLA completed the modelling and groundwater effects impact. Resource Consent application to be lodged with NRC in September 2021 after consent from Waikotihe Trust. Physical works, Stage 3 is in planning and on track to be completed.</p> <p>Stage 1: Bore Design and Quality Testing (Complete)</p> <p>Stage 2: Sustainable Yield Assessment &amp; Consenting to provide a sustainable supply of highly secure potable water for the Kaikohe community (In progress)</p> <p>Stage 3: Reticulation and Electrical Design (In planning)</p>
Scope	Green	Green	<p>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 planning in progress.</p>
Schedule	Red	Red	<p>Stage 2 to be completed in September 2021. Stage 3 planning in process and timeline to be determined after feedback on Resource Consent applications. Covid lockdown levels might delay delivery. Stimulus Grant program scheduled completion by March 2022.</p>
Cost	Green	Green	<p>Project on budget.</p>
Project Risk	Amber	Amber	<p>Landowner agreements to be finalised. Sustainable yield delivery of around 350m3/day lower than expected.</p> <p>Impact of Bore on groundwater was presented to Waikotihe Trust and the have responded with queries/questions. Professional team to address queries and respond the Trust before planning to lodge consent application. Meeting scheduled for September 2021.</p> <p>Covid Lockdown levels.</p>

<p><b>Monthly Summary:</b></p> <p><b>Design</b></p> <p>The bore was hydraulically tested and confirmed a sustainable flow rate around 4 L/s or 350 m3/day. Monitoring during the test pumping exercise did not indicate any shallow aquifer or spring flow effects. However, WWLA has developed a groundwater model to assess the long-term environmental effects of operation of the Monument Hill borefield on the surface water features, which comprises the two existing bores and the new deep bore. The environmental effects assessment was focused on the impacts to the nearest surface water features, with primary focus on the Waikotihe and Squires Springs, and the Punakatere Stream.</p> <p>FNDC has decided on the preferred pathway with respect to moving the project forward and developing a consenting strategy encompassing the new and the existing bores:</p> <ul style="list-style-type: none"><li>- An increased annual take;</li><li>- More resilient bore takes utilising the existing bores and the deeper bore with summer/winter usage; and</li><li>- With minimal impact on the spring flows.</li></ul> <p>The Waikotihe Trust have always had concerns about the level of effect on the springs, and we assume that the existing level of effect is tolerable for whanau and the local community. The project team is in process to arrange a follow up meeting with the Waikotihe Trust to explain the modelling that was done and the way forward. The meeting will be scheduled for September.</p> <p><b>General</b></p> <ul style="list-style-type: none"><li>- Follow up meeting to be held with Waikotihe Trust to present the preferred pathway in order obtain the Trust consent to proceed with the project.</li><li>- Follow up meeting is scheduled for August 2021 to address queries and questions raised.</li></ul> <p><b>Key activities planned for September 2021:</b></p> <p><b>Design</b></p> <ul style="list-style-type: none"><li>- WWLA to lodge the resource consent application with NRC.</li><li>- Procurement Plan and design to start for stage 3.</li></ul> <p><b>General</b></p> <ul style="list-style-type: none"><li>- Agreement with Landowner to be managed by FNDC legal team; and</li><li>- Obtain the Waikotihe Trust consent to proceed with the project.</li></ul>
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Key Project Risks	Mitigation of Risk
Consent from Waikotihe Trust to proceed with application and permanent works - Impact of Bore on groundwater might restrict project.	Waikotihe Trust relationship to be monitored. Meeting to be held in September to discuss numerical modelling results.
Land agreements to be finalised	Conditions and expectations from Landowner are being assessed by FNDC.
Water Quantity	The sustainable yield from new bore determined to be around 350m3/day. This is lower than expected.
Water Quality	WWLA 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	Possible amendment to existing Water Treatment Plan and electrical requirements to new setup remains a cost and timing risk.

Delay for Resource Consent outcome and complete project before summer 2022		Detailed programme to be compiled. Awaiting Waikotihe consent before we can apply. Budget availability from 3 Water Resilience programme	
Key Project Milestones	Expected	Status	Comment
WWLA to lodge the resource consent application	End of September 2021	Pending	Results to be discussed with FNDC and Waikotihe Trust.
Presenting of test results to Waikotihe Trust	End of August 2021	Pending	Pathway decided by FNDC
Resource Consent outcome	8 to 12 weeks (Expected end of November 2021)	Awaiting outcome of Stage 2 testing	On the assumption that it will be a non-Notified application. Delayed by five months
Further milestones to be determined after outcome of Resource Consent decision			
Project Budget Status			
Approved Budget	Actual Spend to Date		Forecast Total Spend
<i>\$1 180 000</i>	<i>\$270 000.00</i>		<i>\$1 180 000</i>

## Project Name: Paihia WWTP Upgrade - Alkalinity Adjustment Project

### Project Phase: Planning and Design – Chemical Dosing

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	Chemical dosing requirements have been confirmed, project is in planning and design phase. The Project is unable to move forward until a site survey can confirm constructability
Scope	Green	Green	Methodology has changed as a result of the cost benefit analysis, a manual dosing system will now be installed at the Paihia Ponds
Schedule	Amber	Green	New schedule timeline has been developed due to the change in methodology
Cost	Green	Green	Project Budget revised and is within budget.
Project Risk	Green	Amber	Construction risks have been resolved

#### Monthly Summary:

As a result of the Cost Benefit Analysis management, have changed the methodology. The decision has been made to construct a manual launching system for dosing Sodium Bicarbonate directly into the pond

<b>Accomplishments:</b> <ul style="list-style-type: none"> <li>Decision has been confirmed to deliver a manual dosing system</li> </ul>	<b>Expected Accomplishments:</b> <ul style="list-style-type: none"> <li>Complete Draft Design</li> <li>Complete consultation with Operations</li> </ul>
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Key Project Risks	Mitigation of Risk
Breach of consent conditions because of the low alkalinity	Continue manual hand dosing Sodium Bicarbonate in the pond
Land Stakeholder Engagement and Approval (Tangata Whenua).	Continuous engagement and involvement
Change Management.	Maintain weekly reporting and filing system.

Key Project Milestones	Expected	Status	Comment
Draft Design Complete	Oct 2021	Underway	To commence Sept 2021
Consultation Completed with Operations	Oct 2021	Underway	To commence Sept 2021
Fabrication Complete	Nov 2021	Not Started	To commence following design & consultation
Installation Completed	Dec 2021	Not Started	To commence following Fabrication
Completion Certificate Issued	Dec 2021	Not Started	Following Completion

Project Budget Status		
Approved Budget	Actual Spend to Date	Forecast Total Spend
\$112,000.00	\$0	\$112,000.00



## Project Phase: Pre-Implementation of Stage 2

Status Item	Current Status	Prior Status	Summary	
Overall Project Status	Green	Green	All physical work completed, and land has been acquired and process finalised. Easement to be finalised	
Scope	Green	Green	Completed	
Schedule	Green	Green	Completed	
Cost	Green	Green	Completed within budget	
Project Risk	Green	Green	None	
Monthly Summary:				
All physical work completed. The Gazette notice for the acquisition of the land around the bore has now been registered and new title has been issued in the name of council. The easements have all been registered.				
Key Project Risks		Mitigation of Risk		
Maintenance of Top Energy lines by FNDC		Tree line needs to be maintained to prevent damages to overhead lines.		
Key Project Milestones		Expected	Status	Comment
Project Completed				
Project Budget Status				
Approved Budget		Actual Spend to Date		Forecast Total Spend
\$946,665		Finance to provide		Finance to provide



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 as well as budget constraints.
Schedule	Amber	Amber	Currently the project is tracking slightly behind the original programme, this is due previously mentioned delays and 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.  Upon completion of various Specialist Reports additional planning and design is required before Resource Consent can be submitted.
Cost	Green	Green	The project is running within budget.
Project Risk	Amber	Amber	-Resource Consent processing times - Waka Kotahi & NTA approvals - Any changes to approved concept layout would be a risk to the project. - Meeting procurement objectives results in a longer procurement process. - Covid 19 Level 4 delays to SH1

**Monthly Summary:**

Concept plans are currently nearing completion with some minor tweaks suggested from NZTA. On track for submitting resource consent by mid-late September 2021.

On the 18th of August, NZ moved into Albert Level 4, requiring people to stay at home under lockdown. With the level 4 restrictions this has put a stop on SH10 works. The project programmes and will be updated once more information has been provided by the government.

Monthly Highlights:

SH10

- Received the updated Detailed Design SH10 works programme
- Well underway with the Chorus switch over which will allow the completion of the tree removal.

Resource Consent:

- Finalised the Traffic Impact Assessment
- Finalised the Access and Parking drawings for stages 1 and 2 including a second intersection at the old cowshed access
- Met with Waka Kotahi and received their written approval
- Revised the draft CIA for Ngati Rehia

Communications & Engagement

- Direct engagement with stakeholder to inform plan changes and resource consent documentation
- Project page launched on the FNDC website.

Key Project Risks		Mitigation of Risk	
Potential Notifiable Resource Consent		Value Engineering during design	
Design decisions		Continued 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 planning	
Community Engagement		Agreement of a Working Group to steer matters	
Downstream Impact – Ongoing future operation costs		Value Engineering during design	
Supply Chain – getting services and materials needed		Early procurement	
Programme Governance – Conflict of Interest		Set up Mitigation Plans	
Key Project Milestones	Expected	Status	Comment
Initiation	03/08/2020	Completed	

Resource Consent	Jul 2021 – Nov 2021	Planning	Pre-app meeting held. S92 items identified. RC will be notified consent
Concept Design	Jan 2021	Completed	
Developed Design	Sep – Oct 2021		
Detailed Design	Nov 2021 – March 2022		
Building Consent	March 2021		BC application can only be submitted once RC has been approved
Procurement	Nov 2021		
Construction	May 2022		
Project Budget Status			
Approved Budget		Actual Spend to Date	Forecast Total Spend
\$8.6		\$5M – Land acquisition \$0.04M - Design fees	\$8.6

Project Name: Kerikeri Domain Revitalisation

Project Phase: Concept Stage

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	Project has moved into construction documentation for all areas. First projects moving into construction. Demolition of existing basketball court and Skatepark commenced. Skatepark moving into construction Mid-September. Basketball Court moving into construction Start-October.
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	<b>Resource Consent</b> - Approved and conditions meet. <b>Site Fencing</b> - Installed <b>Skate Ramp Decommissioning</b> - Removed from site <b>Demolition</b> - Demolition underway with TARMAC. Good progress to date <b>Skatepark Construction</b> - Circle D Construction (Dave Crabb) awarded contract to start Mid-September <b>Basketball</b> - Local Contractor Buildflex to start construction Early October <b>Playground</b> - PLAYCO refining design to meet project budget. Will be delayed due to COVID and lockdown. In discussion now to agree new program, there will be delays on the delivery of the playground due Level 4 shut down on projects in AKL affecting Kerikeri delivery / Install. <b>Park path and softscape</b> - Christine Hawthorne Landscape DRAFT drawings received. <b>BBQ areas</b> - Tabled with Working party group and BBQ type and location approved <b>Fitness Equipment</b> - PLAYCO provided types to Working party group. General consensus to move forward with affordable range. <b>Lighting</b> - Construction package completed
Cost	Amber	Amber	The Project is currently being priced by contractors with a range of prices being supplied. Currently negotiations are underway with contractors and a QS has been engaged to assist in pricing. Latest COVID levels may have an effect on materials pricing and deliverable dates
Project Risk	Amber	Amber	<ul style="list-style-type: none"><li>COVID Lockdowns and financial and program implications.</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 result in a longer procurement process.</li><li>Budgets not meeting the current market for construction</li><li>Lead times and market competition for obtaining materials and equipment</li></ul>

Monthly Summary:
<ul style="list-style-type: none"><li>Resource Consent and conditions approved.</li><li>Site Fencing installed.</li><li>Demolition of the existing Basketball Court and skatepark underway.</li><li>Construction of Basketball Court and Skatepark programmed in to start September/October.</li><li>Playco refining concept to meet budget. Equipment fixed.</li></ul>

Key Project Risks		Mitigation of Risk	
COVID – Delay to program and escalation of costs		Maintaining good communication with contractors and stakeholders	
Market capacity to deliver		Procurement planning	
Community Engagement - Community buy in is KEY, the community might argue they didn’t want it in the first place		Agreement of a Working Group to steer matters	
Downstream Impact – Ongoing future operation costs		Value Engineering during design	
Supply Chain – getting services and materials needed		Early procurement, Covid Levels will affect the delivery dates	
Key Project Milestones	Expected	Status	Comment
Initiation	03/08/2020	Completed	
Community Scoping	Aug- Jan 2021	Completed	
Developed Design	Feb - Apr 2021	Completed	
Detailed Design	May – Aug 2021	Completed	

Procurement	Jan-Aug 2021	Ongoing	
Construction	Aug-Dec 2021	Site establishment underway	
Project Budget Status			
Approved Budget	Actual Spend to Date		Forecast Total Spend
\$ 3M	\$ 0.035M - Design fees Construction		\$ 3M

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

### Project Phase: Options Assessment

Status Item	Current Status	Prior Status	Summary
<b>Overall Project Status</b>	<b>Green</b>	<b>Green</b>	Consultation collateral design and content is underway, and the Engagement Plan has been finalised with the FNDC Engagement team. A detailed action plan has been agreed - initial engagement with iwi and hapu partners to occur first.
<b>Scope</b>	<b>Green</b>	<b>Green</b>	No changes in scope
<b>Schedule</b>	<b>Amber</b>	<b>Amber</b>	Delay due to set up of initial hui with hapu. Also, some delay due to Covid Lockdown.
<b>Cost</b>	<b>Green</b>	<b>Green</b>	No impact on project costs to-date
<b>Project Risk</b>	<b>Green</b>	<b>Green</b>	As per below
<b>Monthly Summary:</b> Consultation collateral has been presented to the FNDC Engagement Team and has been amended as needed. Hui will commence shortly. Covid lockdown has resulted in some delay to the programme.			
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.	
Delay in programme due to issues with Resource consenting.		Early discussions with NRC. Preliminary planning assessment to identify potential planning constraints.	
COVID lockdowns result in delays to project		Build contingency into programme. Respond to project needs via virtual means where possible.	
Key Project Milestones		Expected	Status
Presentation to Council of work to date including options considered and proposed consultation strategy.		Mid May	Completed
Consultation completed – issue Consultation Report		November	Underway
Project Budget Status			
Approved Budget		Actual Spend to Date	
\$199,404		\$117,779	
		Forecast Total Spend	
		\$199,404	

## TOURISM INFRASTRUCTURE FUND

## August 2019 Applications:

Project		Status	Notes
1a	Waipapa Toilet Capacity Upgrade (Soakage Field)	Approved with Funding Agreement	Completed subject to issuing of Code of Compliance and fine-tuning treatment system.
1b	Waitangi Jetty Toilet Capacity Upgrade (BOI Yacht Club)	Approved with Funding Agreement	The new extension block has been completed. Contractor has been engaged to complete the renovation of the old block. Expect disruptions to schedule due to Covid lockdown.
2	Pungaere Road Seal Extension	Completed	Project complete and final report has been accepted by MBIE. Final payment invoice for \$100,000 has been submitted to MBIE. NTA to be congratulated for the delivery performance for this project. Very positive reception from MBIE.
3	Cable Bay Carparks	Approved with Funding Agreement	Detailed design under way. Physical surveys have been held up by Covid lockdowns. Procurement process started for physical works contractor.
4	Taipa Beach Pohutukawa Protection	Completed	Completed
5	Paihia Beach Toilet Enhancement (Outdoor Shower/Drainage)	Completed	Completed
6	Stone Store Lighting	Approved with Funding Agreement	Weather has delayed start due to soft ground conditions (EWP Truck) and Covid Lockdowns. MBIE have been notified of delay and have issued a variation through to December 2021.
7	Freedom Camping Operational Plan Study Grant	Approved with Funding Agreement	Final report drafting is under final formatting and peer review.
8	District Boat Ramp Operational Plan Study Grant	Completed	Completed




August 2019 TIF Funding					
Project		Community	FNDC	MBIE	Total
1a	Waipapa Toilet Capacity Upgrade (Soakage Field)	\$50,000	\$120,000	\$254,600	\$424,600
1b	Waitangi Jetty Toilet Capacity Upgrade (BOI Yacht Club)				
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

**April 2021 TIF Applications: All applications have been successful and are awaiting Funding Agreements.**

Project		FY	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

## NEW CONNECTIONS AND FNDC CONSENT REVIEW

Activity		August 2021	YTD '22	YTD '21	
Applications for new Water and Wastewater connections		8	24	17	8 requests to connect to Council water and wastewater services were received in August 2021. Year to date Council has received 16 applications (compared to 7 last year)
FNDC Resource Consent Applications Reviewed by IAM	All	40	96	121	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	104	225	285	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.

#### **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 \(fndc.govt.nz\)](https://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

## 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:

1. Requirements for the assessment and reporting of site suitability and for the design and control of earthworks.
2. Future roads and infrastructure (including accessways) associated with land development, subdivision and road improvements/upgrades within the District.
3. Requirements for design and construction of stormwater conveyance systems.
4. 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.
5. Requirements for design and construction of all extensions and connections to the District Council's water reticulation system.
6. 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.
7. Requirements for network utilities that are not owned or managed by the District Council: electricity, telecommunications/data and gas.

## ES REVIEW STATUS & MILESTONES

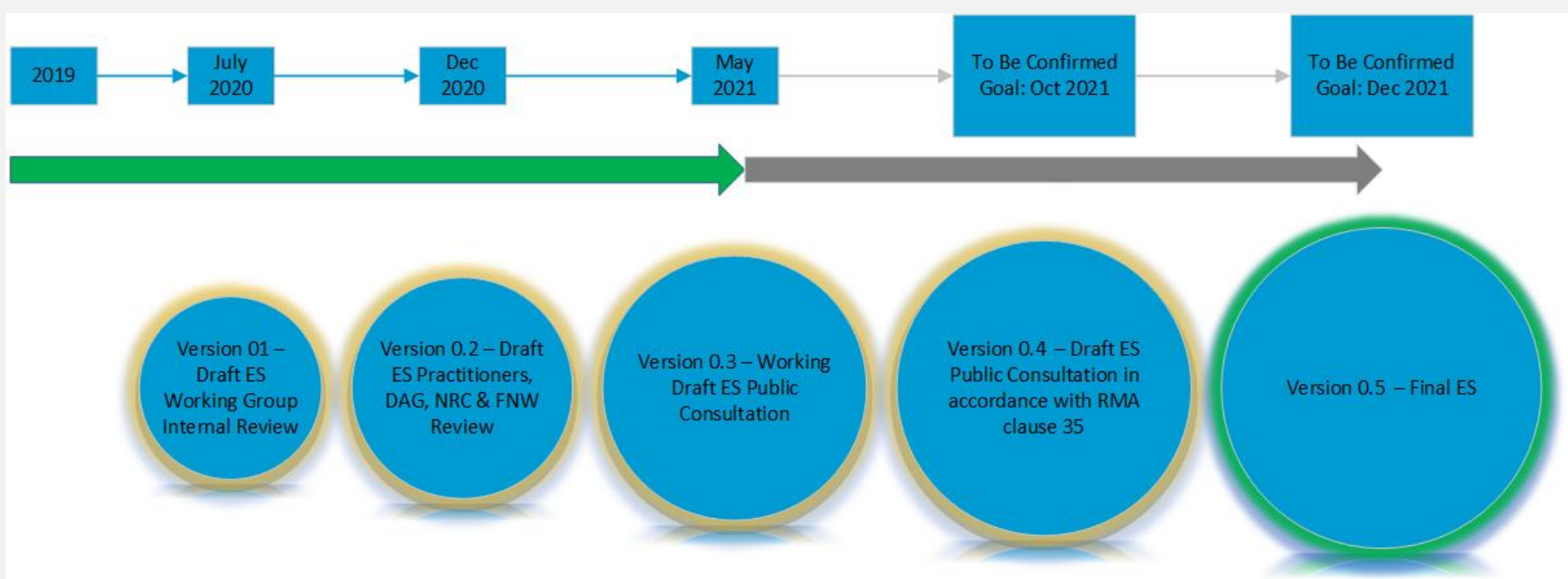


Figure 1 Key Milestone Flowchart

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.
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:

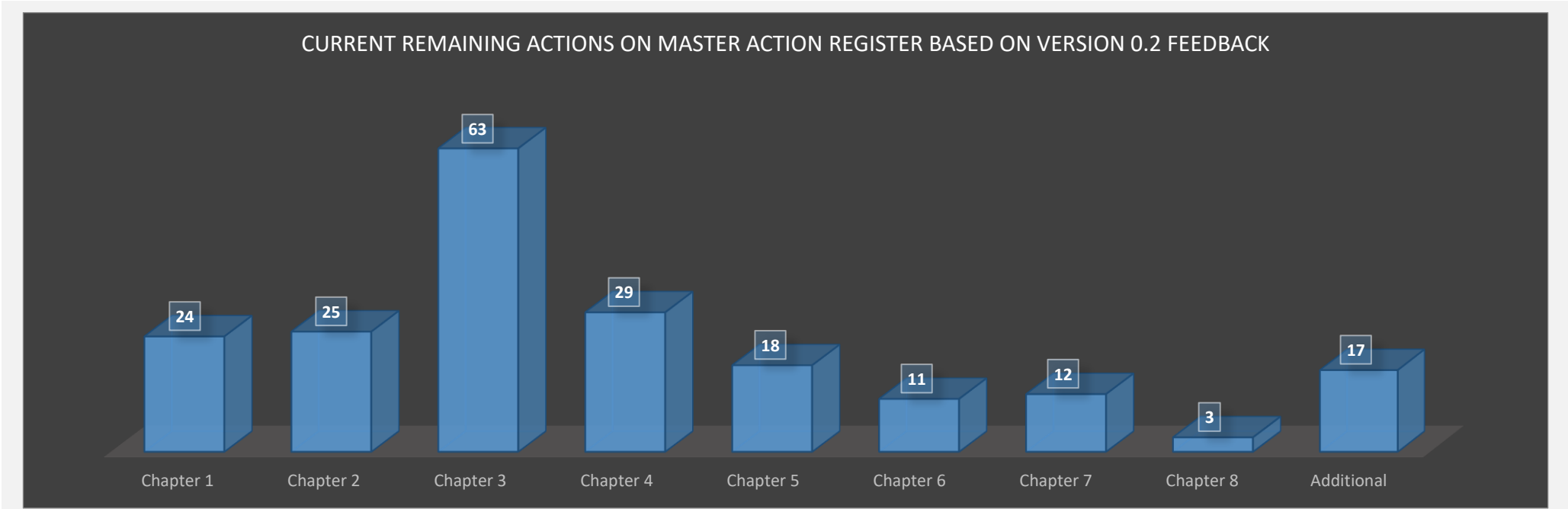
The Engineering Standards will be incorporated by reference in the proposed district plan. Making available a working draft allows for ongoing exchanges and refinement designed to maximise the integration of the technical document with the new district plan provisions.

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.

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		
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

Other Issues		
Item	Reference	Description
25	1.4.2 Developer's Representative	<i>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 <b>all phases of resource consent, and available for site visits within 24 hours of being so requested by the District Council.</b> A suitably qualified and experienced person in a related field may be nominated subject to acceptance by the District Council.</i>
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	Correlation between District Plan and the New Engineering Standards.

# PROGRAMME DARWIN

To lead best practice enterprise asset management in New Zealand.

**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.



## EXECUTIVE SUMMARY

The risk status of the programme has increased over the reporting period. An updated Delivery Roadmap for the AMS Project is in the process of been drafted on the back of the configuration schedule that is being developed by INFOR. The data cleansing and migration processes is progressing at a consistent cadence. An analysis by the AMS Project team has estimated the timeline for the delivery of Phase 1 to be Q3-2024, pushing the date out with 21 months from the initial reckoning of Q4-2022; the validity of the duration was statistically tested. Two alternative options to bring forward the September 2024 delivery date, will be presented to the PSG during September. In light of the unforeseen new timeline, it will be premature to submit a business case for any additional funding of the Programme to SLT at this time.







# Programme Darwin Status Report

← Programme Details			
Reporting Period	August 2021	Report Date	03 September 2021
Programme Sponsor	Andy Finch (GM – IAM)	Programme Manager - EAM	Chris Grobler
← Programme Vision & Mission			
Vision: Leading best practice enterprise asset management in NZ			
Mission: Lifting the understanding and delivery of asset management across the organisation			

← Status Indicators		
Overall	↑	The risk status of the programme has increased over the reporting period. An updated Delivery Roadmap for the AMS Project is in the process of been drafted on the back of the configuration schedule that is being developed by INFOR. The data cleansing and migration processes is progressing at a consistent cadence. An analysis by the AMS Project team has estimated the timeline for the delivery of Phase 1 to be Q3-2024, pushing the date out with 21 months from the initial reckoning of Q4-2022; the validity of the duration was statistically tested. Two alternative options to bring forward the September 2024 delivery date, will be presented to the PSG during September. In light of the unforeseen new timeline, it will be premature to submit a business case for any additional funding of the Programme to SLT at this time.
Benefits		No change; remains the basis of performance framework for 2024 and outyears.
Capability		Challenges remain with project delivery resourcing across the Process and Stakeholder streams, including the availability of asset subject matter experts to contribute to the Technology workstream.
Leadership		Programme leadership remains stable. The Programme Steering Group supports the sub-projects towards common alignment with the Programmes strategic goals.
Budget		Awaiting 2021/22 budgets to be approved by Council. In light of the unforeseen new timeline, it will be premature to submit a business case for any additional funding of the Programme to SLT at this time.
Roadmap		Revised timelines, deliverables and expectations detailed in the November 2020 update to Elected Members were reviewed. Better evidence for the velocity, at which data cleansing is being performed, has been gathered. An updated Roadmap was developed on the back of the feedback received from the AMS Project on their projected rollout schedule for Phase 1. The prospect of completing the data cleansing and migration work within the initial estimated duration seem highly improbable. A more likely timeline now takes the delivery of Phase 1 to September 2024.
Risk		A number of variables relating to resourcing and the rate of delivery contribute to the volatility in the programme. Also, the proposed Three Waters Reform Programme is creating uncertainty within the delivery team.

← State of Play	
Last Month	Next Month(s)
<p><b>Programme:</b> Workshop held between AMS Project Team and Watercare to share knowledge and learn from each other’s experiences on implementing the IPS Suite.</p> <p>Risks related to Darwin finalised on IAM risks register.</p> <p><b>Workstream</b></p> <ul style="list-style-type: none"><li><b>Technology:</b> Continued with execution on the revised SoW to ensure organizational expectations are met once Phase 1 is delivered.</li><li><b>Process:</b> Revaluated funding bid for the appointment of a Workstream Lead. Asset condition assessments to continue and accelerate.</li><li><b>Transformation:</b> Change management plan to be developed for Programme.</li><li><b>Stakeholders:</b> Revaluated funding bid for the appointment of a Workstream Lead. Continue <i>ad hoc</i> engagement with data supply chain partners on Darwin journey.</li></ul>	<p><b>Programme:</b> Follow-up workshops planned between AMS Project Team and Watercare to share knowledge and learn from each other’s experiences on implementing the IPS Suite.</p> <p>Organisational level risk related to Darwin to be presented to ARF Committee.</p> <p><b>Workstream</b></p> <ul style="list-style-type: none"><li><b>Technology:</b> Continue with execution on the revised SoW to ensure organizational expectations are met once Phase 1 is delivered.</li><li><b>Process:</b> Revaluate funding bid for the appointment of a Workstream Lead. Asset condition assessments to continue and accelerate.</li><li><b>Transformation:</b> Change management plan to be developed for Programme.</li><li><b>Stakeholders:</b> Revaluate funding bid for the appointment of a Workstream Lead. Continue <i>ad hoc</i> engagement with data supply chain partners on Darwin journey.</li></ul>

← Programme Workstreams			
Name	Type	Status	Programme Comment
TECHNOLOGY: Integrated Asset Management System (IPS Suite)	Project		Full operational use of IPS Suite will only be possible once all the data loads have been migrated (Q3-2024), and the system has been configured (towards 2025). The status reflects the updated schedule

← Programme Workstreams			
Name	Type	Status	Programme Comment
			from the AMS project based on the revised timelines for Data Cleansing & Migration work. The team continues to experience delays within the data cleaning process due to urgent BAU tasks. The status of the project is expected to remain Amber for the remainder of the quarter.
<b>PROCESS:</b> Asset Life Cycle, Processes, Condition Assessments, Data & Analytics	Operational		Process initiated to secure funding that will allow for the recruitment of a Workstream Lead, placed on hold until a revised schedule is adopted by PSG. The delivery of the pilot LAMP has been moved out past September 2024. Condition survey work is progressing well. An interdisciplinary meeting was held to ensure the proposed approach and tooling, for the capturing of field data, will provide for an efficient process, correct asset fields and reliable data. Discussions are progressing with Sewer Equipment Company Australia (SECA) for the procurement of WinCan, which is positioned to be adopted as the preferred solution to capture and manage condition data for SS and WW.
<b>TRANSFORMATION:</b> Roles & Responsibilities, People & Culture Change Management	Improvement		Initial survey completed (FieldForce4). Original transformational plan will not be pursued as Tony McCartney (PraCxus) has stepped away from the programme. A new plan to be developed by Helen Ronaldson and Alison Carnaby. Andy Dowdle was appointed to the programme to caretake the change management effort.
<b>STAKEHOLDERS:</b> Upwards, Downwards, Outwards & Sideways	Improvement		Process initiated to secure funding that will allow for the recruitment of a Workstream Lead, placed on hold until a revised schedule is adopted by PSG. Stakeholder engagement plan to be drafted on the back of the reinvigorated stakeholder register.

← Programme Milestones				
Milestone	Baseline Date	Actual Date	Status	Comment
Identify Stage completed	N/A	Continues		The programme of work agreed for Phase 1a will partially deliver on Council’s business requirements. Phase 1b will see the standing-up of an Asset Management System that is ready to be configured over Phase 2. Delivery plans to be workshopped with the stakeholder groups over the coming months, this work is dependent on the appointment of the Process Workstream Lead.
Define Stage completed	31/12/2022	Continues		Operational demands on project resources along with discovered issues relating to data quality, data mapping and data access have delayed progress until the availability of condition data and the working system environment is resolved.  Also, the deliverables for the Process and Transformation workstreams have not been scoped. The expertise of a Business Analyst will be required to provide a high-level estimate of the quantum of work and execution effort that will be required to deliver on the scope of work for particularly the Process and Transformation streams.
Execute Stage completed	30/12/2023	Continues		Delivery date extended to reflect the adaptation necessary once the Process and Transformation teams come online.
Product Review Stage completed	Beyond 2023	Continues		Project & workstream delivery will be staggered over 2024-2025 to ensure each value release builds on prior releases.

← Top Programme Issues					
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. Also, some workstream lead positions remain vacant, hindering progress.	1	Require SLT assistance to identify additional resourcing to come onboard. These key-person dependency issues are expected to continue throughout the life of the programme.	PrgM – EAM GM – IAM	May 2020

← Top Programme Risks							
Ref #	Description	Probability	Impact	Trend of Risk Rating	Mitigations	Owner	Review Date
11	Program resourcing constraints (i.e., vacancies in the Process and Stakeholder workstreams lead roles) may lead to an adjusted risk profile.	Possible	Major	Deteriorating	The SLT was made aware of this risk and assistance requested to resolve the same.	PrgM – EAM	Aug 2021
15	Three waters reform investigations/ negotiations impact both progress and team willingness to advance program.	Possible	Major	Stable	Programme leadership commitment and organisational information governance committee oversight.	PrgM – EAM	Aug 2021

← Programme Financials				
	Approved Budget	Spend to Date	Forecast Cost to Complete	Commentary
Capex				Awaiting 2021/22 budgets to be approved by Council.
Opex				-
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 August, the Infrastructure Planning team progressed work on several key projects:

- Staff lodged resource consent renewals for the Kaitaia and Kaikohe Wastewater Treatment Plants.
- Staff are developing a Process and Engagement Plan that seeks to identify preferred wastewater disposal to land sites for each of the communities of Kaikohe and Kaitaia, for which preliminary design can be undertaken, as per a resolution from the May 5<sup>th</sup> Infrastructure Committee Meeting.
- Staff are working with the Kaitaia Golf Club and Te Rūnanga o Te Rarawa, and supported by technical experts, to progress investigations into the feasibility of irrigating land at the Golf Club with treated wastewater from the Ahipara WWTP. Stage 1 investigations into the suitability of the golf club to receive treated wastewater as a form of irrigation have been completed.
- Staff from the Infrastructure Planning team continue to work with Strategic Planning and Policy team on key pieces of work including:
  - Parking policy and bylaw
  - Transport related policy reviews
- Staff have completed the project to review the current wastewater and water supply service areas, supported by technical experts at Beca. The review resulted in a report containing recommended actions and options to improve the way FNDC manages its service areas. A number of the recommendations contained in the report are currently workstreams in progress across FNDC.
- Staff are working with NTA to handover the Integrated Transport Strategy for operational implementation.

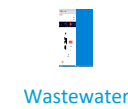


Key: • Complete • In progress • Parked



Activity	Asset Group	Status				Expected Completion	Comment
		Concept	Plan	Deliver	Handover		
Strategies / Plans / Policies							
District Transport Strategy		<div></div>	<div></div>	<div></div>	<div></div>	FY19/20	Preparations are now underway to hand over the Integrated Transport Strategy to NTA to implement the Integrated Transport Plan recommended programme of projects and activities. The Infrastructure Planning team will maintain a Programme Management role to ensure that benefits are being realised controlled and reported to council and Waka Kotahi New Zealand Transport Agency. An announcement on award of subsidy is expected early September 2021.
Sludge Strategy – End Use		<div></div>	<div></div>			Ongoing	Making good use of the sludge as a resource is a challenge. The 2018 Sludge Strategy identified a number of potential options for end use, including identification of a preferred end use (quarry rehabilitation), however initial development of this option identified a number of potential hurdles. Staff are reviewing end use options with the intention of determining a preferred option. Further work, in terms of implementing the preferred overall sludge management approach (the centralised strategy option) is required to facilitate the current review of the end use options outlined in the sludge strategy.
Paihia Network Model Upgrades		<div></div>	<div></div>	<div></div>		October 2021	The WS model rebuild project is complete, the modelling consultant presented findings on the WS model to FNDC staff including discussing recommended WS network investigations and improvements to be completed, which would improve the reliability of the model in the future. Several the recommended improvements and investigations are captured in existing FNDC projects. An extension to the project completion deadline for the WW model (out to 31 October 2021) has been approved by MBIE, to accommodate issues encountered by our modelling consultant at the model calibration stage. The WW model system performance assessment phase is underway and both the model completion and presentation on findings are due to be completed before the end of October.
Balance of WW and WS Model Upgrades		<div></div>	<div></div>	<div></div>		Ongoing	FNDC has secured DIA funding via the 3W Reform to update as many of our WS and WW models as we are able to, within the funding timeframe available, to 31 March 2022. Each model update project is staged as follows: Stage 1 Data Review and Gaps Analysis; Stage 2 Data Acquisition; Stage 3 Model Build/Update and Calibration; and Stage 4 Model Analysis. Stellar is providing external project management support. Across August the focus has been on Stage 2 (Data Acquisition), in-network flow monitoring plans have been developed and pre-deployment site inspections were due to occur in August, however due to Covid-19 Level 4 lockdowns, site inspections will now occur in September. The outputs of Stage 1 are being used to engage consultants for Stage 3 (model build/update and calibrations) of each model update project.
Water and Wastewater Demand Forecasting		<div></div>	<div></div>	<div></div>		Mid 2021	Staff commenced implementing the methodologies for the WS and WW schemes in Kaitaia. At this stage, a decision has been made to pause implementing the methodologies on our remaining schemes until FNDC obtains detailed capacity assessments for each of our water and wastewater treatment plants, and until FNDC obtains new population forecasting data, once a new population forecasting service provider has been procured.
Wastewater Disposal to Land Investigations		<div></div>	<div></div>	<div></div>		Ongoing	FNDC staff developed a desktop method to assess and identify sites potentially suitable for wastewater disposal to land (WWDTL). The desktop analysis indicated that WWDTL is potentially feasible for the communities of Kaitaia and Kaikohe. Staff developed Engagement Plans for Kaitaia and Kaikohe, as living documents that can be revised as engagement progresses. Early introductory mana whenua engagement has occurred for both Kaitaia and Kaikohe, and staff are in the process of preparing to make initial contact with landowners of land that was identified in the desktop analysis as potentially suitable. Progress with landowner contact has been delayed due to Covid-19 Level 4 lockdown and initial contact with landowners is now anticipated to occur in September. Staff continue to participate in stakeholder engagement planning for the Hihi community project and are in the final stages of completing a desktop analysis of land surrounding the Kaeo WWTP.
Ahipara Wastewater Disposal to Golf Course Investigations		<div></div>				Ongoing	The determination of whether land-based disposal of treated wastewater from the Ahipara WWTP to the Kaitaia golf course would be possible continues to be investigated with Beca indicating in late August that the golf club is a suitable site for land disposal. Discussions will now be had with the members of the Kaitaia Golf Club to determine interest and next steps. This next stage could include quality assessment of the Ahipara WWTP, concept designs for the land disposal irrigation system and potential upgrades to the treatment plant, as well as a cost analysis. Should investigations continue, the target date for completion of the next stage will be mid-December.
Parking Policy and Bylaw		<div></div>	<div></div>	<div></div>		June 2022	Work continues on the Parking Policy and Bylaw to ensure that the June 2022 deadline for implementation of the bylaw is met. The Project and Engagement Plan has been approved and internal engagement is underway to develop an initial Draft Parking Policy for further development by Elected Members and key stakeholders in a workshop in the last quarter of the year. The bylaw schedules are now complete following site audit and

Key: • Complete • In progress • Parked



Activity	Asset Group	Status				Expected Completion	Comment
		Concept	Plan	Deliver	Handover		
							the draft bylaw and consultation document has been completed for approval to consult by Strategy and Policy Committee 7 September. GIS work is complete. The Policy which will guide the development of the Strategic Implementation Plan will require significant engagement and public consultation beyond the bylaw deadline.
Wastewater and Water Supply Service Areas Review		•					Beca have provided staff with a final report on their review of how FNDC currently manages its water and wastewater service areas, this report includes a comparison with how several other local councils manage their WS and WW schemes. A few of the recommended actions and options contained in the Beca report are projects within FNDC that are underway. Change to how FNDC manages its service areas is not expected to progress further until some of the current project outcomes are known.

## Consent Applications/Authorisations

Kaikohe WWTP Consent Renewal		•	•	•		August 2021	The application to renew the resource consent that authorises the discharges from the WWTP has been made to NRC and is available online for viewing <a href="#">here</a> . NRC has accepted the application and has used its discretion under s124 of the RMA to allow Council to continue operating the plant until a decision on the new consent is made. The application is currently on hold for further engagement with tangata whenua on both the resource consent renewal and land discharge options.
Kaero WWTP Consent Renewal		•	•			July 2022	A consenting strategy for the project has been completed. Staff have begun to scope the information required to successfully renew the consent for the existing Kaero WWTP. The consent will need to be lodged before 31 July 2022.
Puketotara Stream water take consent renewal		•	•			October 2021	Staff are working with ecologists to respond to the small information request before the resource consent can be granted. The replacement resource consent will allow for more flexibility in when water can be taken from the stream and allow for greater resilience for water supplies.
Kaitia WWTP Renewal				•		August 2021	The application to renew the discharges from the WWTP has been made to NRC and is available online <a href="#">here</a> . The application will be on-hold until Oturu Marae complete their Cultural Impact Assessment. Work continues with engagement with tangata whenua to determine consent conditions that aim to mitigate adverse effects on cultural values.
Hihi WWTP renewal		•				August 2022	Staff have begun to scope the information required to successfully renew the consent for the existing Hihi WWTP. The consent will need to be lodged before 31 August 2022 and it is unlikely that any new plant will be commissioned before this date.

Activity	Comment
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## Collaboration and Engagement

Strategic Planning and Policy Development	The Infrastructure Planning team are working closely with the Strategic Planning and Policy development team on a number of projects requiring cross team collaboration. These include development of a district spatial plan, delivery of a Parking Policy and Bylaw, a new Road Use Bylaw and joint review and update of all transport related policies. It is expected that this review will then focus on all other Infrastructure related policies.
District Planning	The Infrastructure Planning team are working closely with the District Planning team on review of the District Plan in a joint effort to ensure that it effectively implements the Integrated Transport Strategy, Plan and Engineering Standards requirements. Additionally, it is necessary to ensure that upcoming regulatory changes specifically relating to transport infrastructure and land use are adequately reflected.
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 has provided valuable insight into matters that needed 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 represent the transport interests of the Far North as embodied in the Integrated Transport Strategy and Programme alongside our neighbouring Districts. The allocation of subsidy to the three districts covered by the RLTP is expected to be announced early September. We are also working closely with the Passenger Transport team on a number of initiatives identified in the programme to increase the amount of public transport services in our district
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.



Key: ● Complete ● In progress ● Parked



Activity	Asset Group	Status				Expected Completion	Comment
		Concept	Plan	Deliver	Handover		
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. Pages for Kerikeri, Kaikohe, Kaitaia, and Hihi have been completed.					





## 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 IAM 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.

### WATER SAFETY PLANS PROJECT

The final phase of the delivery of this project has commenced with the procurement activities complete and the Jacobs contract signed. Finalising the project plan and ensuring all FNDC/FNW activities are scheduled and assigned is the next key focus to ensure milestones are known and understood.






### DRINKING WATER STANDARDS – ***Monitoring strategy and Risk Reporting***

There has been no further change to information received about Taumata Arowai's proposed compliance rule this month.



### 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	Asset Type	Non-Compliance	Action Underway
	Kaitaia Recovery Centre		<ul style="list-style-type: none"> <li>The abatement notice issued Nov 2018</li> <li>Stormwater runoff from bins at site may contaminate waterway</li> </ul>	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.
	Opononi WWTP		<ul style="list-style-type: none"> <li>The abatement notice was issued in Apr 2016 due to the plant evidencing non-compliance with the E. coli limits.</li> </ul>	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.
	Kaitaia WW Network		<ul style="list-style-type: none"> <li>The abatement notice was issued in April 2016 due to unconsented network overflows</li> <li>Unconsented network overflows</li> </ul>	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.
	Kauri Dam		<ul style="list-style-type: none"> <li>The abatement notice was issued in July 2021 due to only one meter being used to measure water taken from both the Okahu stream and Kauri Dam</li> </ul>	FNW are installing a second meter prior to the required date of 19 August 2021. This will make us compliant with condition 4 of the water take consent.

WATER AND WASTEWATER RMA COMPLIANCE REPORT – JULY 2021

Sites	Compliant	Detail	Comment
Kaitaia	●	Non-compliant	<ul style="list-style-type: none"><li>NRC agreed to extend time frame for installing water meter to 01.10.21 to satisfy abatement notice.</li></ul>
Kaikohe	●	Compliant	
Kawakawa	●	Compliant	
Kerikeri	●	Compliant	
Okaihau	●	Compliant	
Opononi	●	Compliant	
Paihia	●	Compliant	
Rawene	●	Compliant	
Russell	●	Compliant	
Ahipara	●	Condition 10 - Faecal Coliforms Condition 2 -Leachate	<ul style="list-style-type: none"><li>Council is investigating land disposal options at Ahipara. The leachate flows from Ahipara Landfill needs to be investigated.</li></ul>
Hihi	●	Compliant	<ul style="list-style-type: none"><li>The project to upgrade plant is in its initiation phase.</li></ul>
Kaeo	●	Compliant	
Kaikohe	●	Ammonia	<ul style="list-style-type: none"><li>The replacement resource consent application is in progress. Jacobs consultants have provided recommendations to achieve compliance.</li></ul>
Kaitaia	●	Compliant	
Kawakawa	●	Compliant	
Kerikeri	●	Compliant	<ul style="list-style-type: none"><li>There was a one-off e.coli breach of 860mpn/100ml on 30.08.21. Results returned to compliance within days. Cause to be investigated.</li></ul>
Kohukohu	●	Compliant	
Opononi	●	Condition 19 - TAN, E.Coli.	
Paihia	●	Condition 9 - NH4-N Condition 13 - pH	<ul style="list-style-type: none"><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 which is still underway.</li><li>Mudfish monitoring was carried out by Wildlands Consultants. The number of mudfish has increased since 2020.</li></ul>
Rawene	●	Compliant	
Rangiputa	●	Compliant	
Russell	●	Complies	<ul style="list-style-type: none"><li>PDP has completed report on infiltration and land instability</li><li>Asset managers have scheduled improvements to the inlet screen, pond liner, UV unit and bores.</li></ul>
Taipa	●	NA	<ul style="list-style-type: none"><li>Resource Consent issued on 8 March. Monitoring schedule under review with NRC.</li></ul>
Whatuwhiwhi	●	Condition 8 – TSS	<ul style="list-style-type: none"><li>To assist in the mitigation of TSS (algae biomass), FNW and FNDC are in discussions with regards to prioritising desludging.</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

August has been a month with some trials and tribulations with the Covid level 4 restrictions however, the team have kept their spirits up and rallied on. Some of our key focus points are;

- Continued focus for August has been completion of either business cases, scopes and Statement of Works for the capital delivery programme for FY21/22
- A focus on finalising the combined 3 Waters and District Facilities AMP
- A focus on developing a combined Risk and Improvements register for Asset Management
- A draft review for the Stormwater Strategy
- Initial conversations for the process for this year's Annual Plan process

Sustainable asset management is key to realising the Far North District Council's (FNDCs) vision of *Creating great places and Supporting our people.*



Buildings & Structures



Drainage



Parks & Recreation



Roads & Transport Services



Sewerage Infrastructure



Water Infrastructure

Key: • Complete • In progress • Parked



Stormwater



District Facilities







Wastewater



Water



Roading

Activity	Asset Group	Status				Expected Completion	Comment
		Concept	Plan	Deliver	Handover		
Strategies / Plans / Policies							
Combined Asset Management Plan (3 Waters and District Facilities)	All	●	●	●	●	FY21/22	As part of the Long-Term Plan (LTP) process, a combined draft Asset Management Plan for 3 Waters and District Facilities was prepared and provided to Audit <b>(this is required for audit purposes only)</b> . Final audit sign-off is expected at the end of September 2021 and is currently in use across the Asset Management teams.
Annual Plan (AP)	All	●				FY21/22	Contribute to Annual Plan as required. Due to kick-off end of September 2021.
Stormwater Strategy		●	●	●		FY21/22	<p>A draft strategy is complete with our first planned ‘internal’ workshop held on 29 July 2021. A meeting was held with Crs Foy and Stratford on 31 August to discuss the Stormwater Strategy document. It is confirmed that the format will take the shape of;</p> <ul style="list-style-type: none"><li>A strategic document (most likely a strategy) with an associated action plan. Anything that needs to be included in a by-law will be considered in the review of the WW bylaw due for renewal in 2023. This strategic document will include a page for each of the 5 focus areas mentioned in the session – flooding, development, integration, contamination and healthy environment.</li><li>We plan to workshop more of the content once we can get the relevant staff together in person – aiming for whenever Lockdown ends and we can safely be in an environment together and depending on peoples availability. This will likely occur closer to end of September 2021.</li><li>From that session we will put a stronger timeline together for the deliverables.</li></ul>
Asset Identification / Condition Assessments							
Prioritised Scheduled Asset Condition Assessments	All	●	●	●		FY21/31	As part of the LTP (adopted 24 June 2021), a budget of \$1.6m for FY21 to FY23 has been approved. A Project lead for the Asset Condition and data capture Programme has been appointed. Proposed packages of work and the related timeline for this programme are currently being developed.
Other							
Asset Management System	All	●	●	●		FY21/23	Full operational use of INFOR (‘Go Live’) is now expected for January 2022 <b>(please refer to Programme Darwin for full details)</b> .
Stormwater modelling requirements		●	●	●		FY21/23	As per the SW Catchment Management Plan (CMP), the models for SW will take in excess of 2 years for full implementation updates.
Water modelling requirements		●	●			FY21/24	Funding to update the 3 Waters models was secured through the 3 Waters DIA funding reform. A 3 Waters Modelling Lead has been recruited and consultants will be engaged to review all FNDCs current models and assess priority and way forward for updating of all FNDC models. This work will assist in establishing a development contributions (DC) policy for FNDC as well.
Wastewater modelling requirements		●	●			FY21/24	As above

## 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 esp. as several of our services are required during and / or impacted by the latest COVID situation, these include the need to keep public toilets open, close playgrounds and skateparks, ensure recycling services are stopped and refuse services continue, all while putting in place appropriate health and safety measures.
- On top of COVID and BAU, District Facilities staff have been involved in contract negotiations and renewals concerning the Russell Transfer Station and Landfill, RSL variations, OCS cleaning contract and organizational security requirements.
- Increasing numbers of encroachments and lease queries continue to be received.

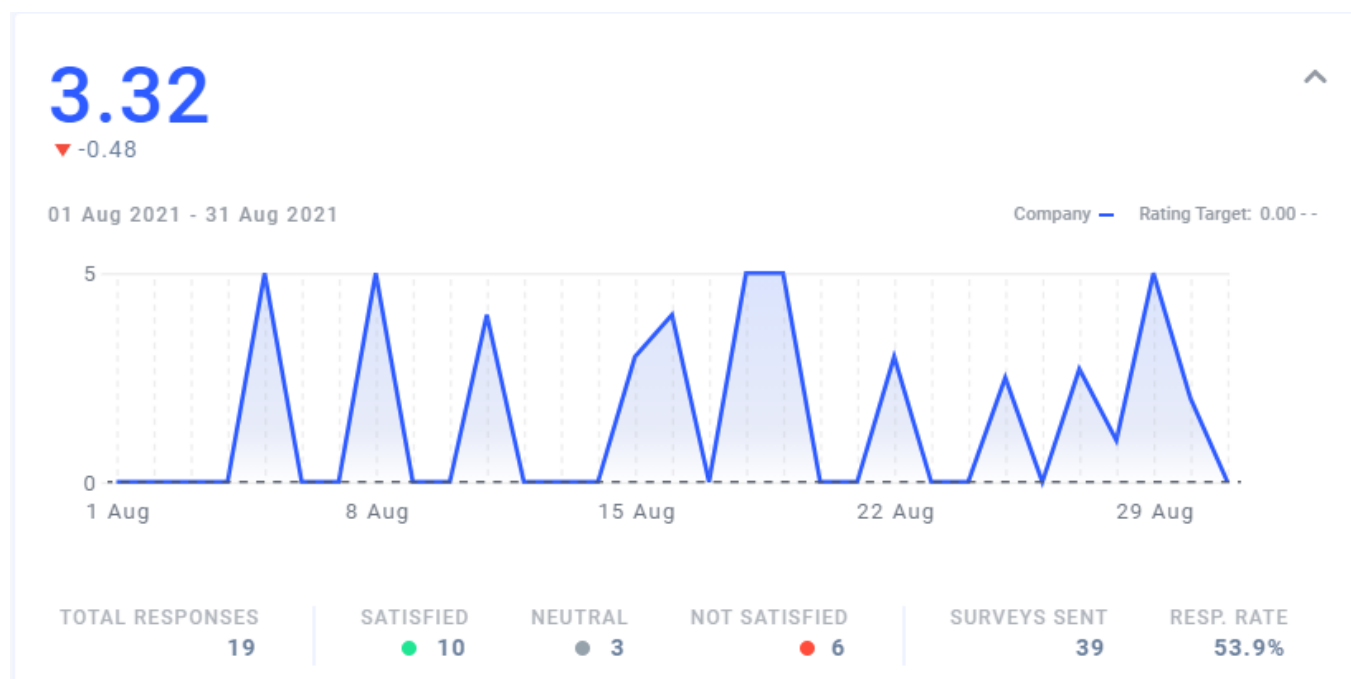
### Positive Feedback – August

- *Dear Mayor Carter: On Monday this week I discovered once again someone had dumped offal on the side of the road on Waikino Road across from our property. I entered a request for service. This morning Richard Edwards from Recreational Services arrived and has cleaned up the offal. I went myself to thank him personally this time for helping us with this matter. Can you please forward this to his boss and let him know we are very thankful the Council was able to come to us during lock down and help us with this matter? We want to thank him and Richard for their help today. They did a great job in trying circumstances. Kind Regards Rob and Gail*
- *Email - Hello Shaun. I have been asking locals who may use these toilets and who would know. I have also inspected them myself. The toilets themselves were very clean and people seem to be happy with the state they are kept in. I had reported that the potholes outside the toilets were a problem as anyone using them had to walk through these to access the toilets. These have been filled and sealed thank you as all the rain we are experiencing were making them impossible to bypass. Thank you for all your help. Kind regards June.*

### CUSTOMER EXPERIENCE PROGRAMME



District Facilities continue to receive approx. 400-500 RFS's per month. Due to a decrease in the August customer rating, the team were reminded to ensure they customer involved and informed of their request esp. Important when looking at closing the RFS.



[Ask Nicely District Facilities – August 2021](#)

## HEALTH AND SAFETY UPDATES

### Recreational Services

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

No incidents or accidents in the Month of August.

### 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	0	0	0	0				
Vehicle / machinery near miss	0	0	0	0	0	0	0	0				
Non-serious harm	0	0	0	0	0	0	0	0				
Serious harm	0	0	0	0	0	0	0	0				
Vehicle / Machinery accident	0	0	0	0	0	0	0	0				

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

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	April '21	May '21	June '21	July '21	Aug '21	Sept '20	Oct '20	Nov '20	Dec '20
Near Miss	0	0	0	0	1	0	1	1	0	0	0	0
Non-serious harm	0	1	0	1	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

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

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

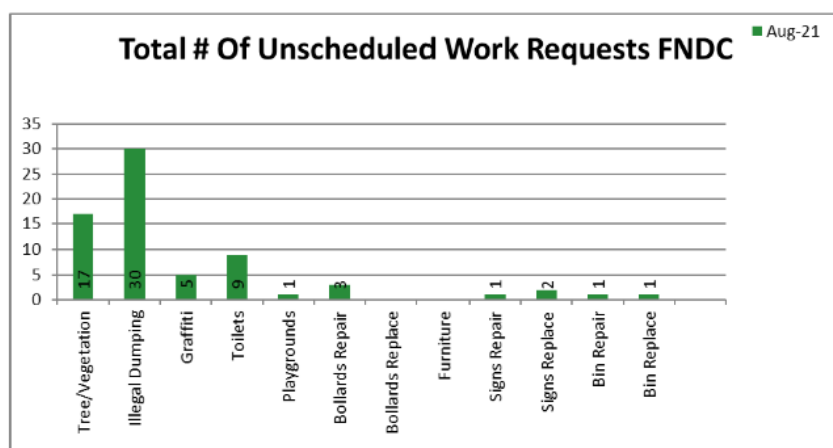
**Ventia (Russell RTS and landfill)**

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	Apr '21	May '21	June '21	July '21	Aug '21	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

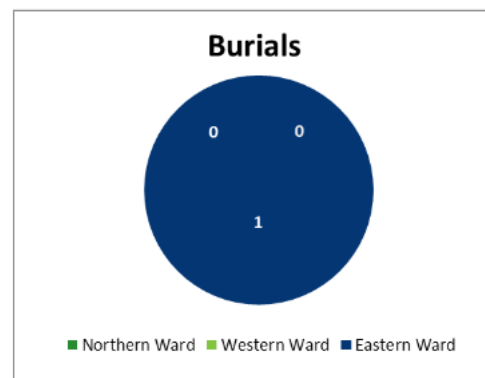
**CBEC Eco Solutions (Waste Education Contract)**

ACCIDENT TYPE	Jan '21	Feb '21	Mar '21	Apr '21	May '21	June '21	July '21	Aug '21	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

## RECREATIONAL SERVICES



*Number of unscheduled works requested by FNDC*



*Number of burials at Council public cemeteries*

## RSL Internal Audits

LOCATION	Feb '21	Mar '21	April '21	May '21	June '21	July '21	Aug '21	Comment
Mowing		97.7	98	100	99.5	99.1	0	
Edging		100	99.4	98.1	95	100	0	
Gardens		98.6	99.1	97.2	100	100	0	
Playgrounds		100	99.4	92.9	98.8	93.7	0	
Town maintenance		98.8	97.2	95.7	95.2	99.1	0	
Toilet maintenance		96.4	96.8	96.2	93.7	96.1	0	
Cemeteries				100	100	100	0	
Furniture		100	99.4	100	100	100	0	
<b>TOTAL INTERNAL</b>		<b>98.6</b>	<b>98.3</b>	<b>97.6</b>	<b>96.9</b>	<b>98.7</b>	<b>0</b>	

*No audits completed by RSL in August (due to the impact of COVID)*

## Council Audit of RSL

2020-21	Jan '21	Feb '21	Mar '21	April '21	May '21	June '21	July '21	Aug '21	Sep '20	Oct '20	Nov '20	Dec '20
<b>Met</b>	16	8	8	11	21	26	8	4	16	10	6	0
<b>Not met</b>	0	1	0	0	0	1	1	1	0	2	0	0
<b>Non-performance Notice</b>	0	0	0	0	0	0	0	0	0	0	0	0

June 21 - AUDIT DETAILS	Met	Not met	Non-performance notice	Not met / comments
Reserve mowing	2	0	0	
Edge control		0	0	
Playground		0	0	
Cemetery		0	0	
Toilets	2	1	0	Waipapakauri Toilets (not met) <ul style="list-style-type: none"> <li>Graffiti inside cubicle wall</li> </ul>
Litter and Town Maintenance		0	0	
<b>CONTRACT AUDIT</b>				
Unscheduled	0	0	0	
Contract	5	0	0	
<b>TOTAL</b>	5	0	0	

District Facilities staff are trialling the use of the same style of contract auditing form as used by RSL. This should result in a level of consistency across all audits between RSL and Council.

COVID impacted the ability to carry out a thorough list of audits as required.

## PARKS AND RESERVES

### Fairy Pools Access, Kerikeri

Now that the occupiers have been moved on, options to reduce vehicular traffic accessing the far end of the accessway continues. It is proposed a gate, barrier or similar is put at the end of the concrete driveway. The need for this barrier was reinforced as it was found that some persons had attempted to chop down several trees. As a result, an Arborist was engaged to remove them as they were in a dangerous situation that with recent winds, could have fallen putting people using the reserve and accessway at risk.

### Long Beach, Russell

Council is working with the NTA and Heritage NZ (HNZ) as several koiwi (human bones) have been exposed along Long Beach, Russell. Works to disinter the bones is being carried out by HNZ in conjunction with local Hapu and is planned for November. The area is in the process of being temporarily fenced off.

## PLAYGROUNDS

All playgrounds were closed due to COVID Alert Levels 3 & 4.

## TREE MANAGEMENT

### Wildling Pine Removal Program

Works at Ramp Road, Karikari have now been completed. NRC have not been able to secure government funding to continue the program, as planned for the Russel area so any prospects of Wildling Pine removal in the Russell area are on hold.



### **Bay Of Islands – Whangaroa Tree Issues**

A report is being prepared for the inclusion to the Bay of Islands – Whangaroa Community Board October meeting, raising the need to address several tree issues at Fairly Pools Reserve, a section of the river walking track adjacent to Waitotara Drive, Waipapa and the dead hedge line along the eastern boundary of the Kerikeri Sports Complex.

### **District-wide Palm Issues**

Information is being prepared covering several high-profile locations across the district where palms require immediate and then on-going regular maintenance. This work is significant which the cost may need to be covered by unbudgeted expenditure. The longer-term prospect is that several palms in key locations may need to be removed and replaced by more appropriate and less at risk plantings.

### **Trees**

Increasing issues associated with trees are being reported. Mainly associated with issues as a result of leaf drop, dead hanging branches but also nuisance trees where they are of a size that they are interfering with neighbouring properties. Some trees are being removed if it is proven they are a risk to people / property, or their health is in such a decline that death is inevitable. Review of the draft Engineering standards is important as this should help for any future development proposals where trees are being considered as part of the streetscape.

## **CEMETERIES**

Due to the restrictive requirements associated with burials during COVID Level 4 and 3, there has been a considerable decrease in burials during August.

## **PUBLIC TOILETS**

### **COVID**

Council ensured the public toilets remained open during COVID however the Hundertwasser toilet block was closed and people were referred to Te Hononga / Johnson Park, Kawakawa. The safety of people and provision of parking was a key factor in this decision.

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

Portaloos are still in place while DoC decides what they need to do at this site. An option being considered by Doc is to include the toilets pump station onto the new Council low pressure wastewater system in Kerikeri.

### **Waipapa Toilet, Klinac Lane**

Council has terminated all responsibility it had with RCG, the body corporate who looks after the Mitre 10 complex. This should reduce the number of non-compliant issues we had to deal with especially over the busy Summer season when the system was unable to cope.

**General**

All public toilets continue to display COVID QR codes.

## ENCROACHMENTS

### General

Encroachment issues continue to be received however due to priorities and staff capacity, some matters are not being investigated at this stage esp. As many of these are legacy issues. Those encroachments sitting with District Facilities are noted below. It has also been acknowledged that the Monitoring and Compliance team will only deal with recent encroachment issues that are less than 12 months old.

A list of the encroachments is below, these are mainly legacy issues:

Location	Ward	Background
Deeming Road	Eastern	Details to be confirmed
Wharau Road Reserve	Eastern	Resident has built structures on Council reserve. Issues associated with this encroachment also involve disputes with neighbours and Heritage NZ.
Te Wahapu, Russell	Eastern	Areas of encroachment being investigated.
Heron Hill, Kerikeri	Eastern	A historical situation where a boatshed and boat ramp built over an esplanade reserve.
Major Bridge Drive, Russell	Eastern	Boatsheds constructed on council reserve.
Doves Bay Road, Kerikeri	Eastern	As per a RC application, several structures have been identified as being built on Council reserve land.
Hansen Road, Kerikeri	Eastern	Details to be confirmed with Monitoring and Compliance team
Williams Reserve, Paihia	Eastern	Resident has built structures on Council reserve.
Scenic Reserve, Paihia	Eastern	Historic Issue: Private dwelling located a courtyard and other structures on Council reserve.
Korora Park, Ahipara	Te Hiku	As part of a project proposed for the upper park, a number of buildings including gardens have been built on the park.
Cable Bay	Te Hiku	Buildings, gardens, steps and a shower built on an open space legally described as 'Road'. Letters sent to owners of both lodges identifying issues with a copy of the survey that identifies the specific offending structures etc.
Hihi Bay Road	Te Hiku	Complaint from a neighbour complaining about another who has placed several horticulture tunnels on reserve land.
Waterfront Drive, Houhora	Te Hiku	Earthworks and plantings have been happening at the end of this road without the approval of Council and / or input from Heritage NZ. It appears much of this work has been and continues to be on Road / reserve and into the waterway resulting in damage / destruction to archaeological features etc.
Koutu, Opononi	Western	Issues with access to the Koutu boulders has identified that several property owners may have included public accessways as part of their private property.
Otiria	Western	Issues with access to the Otiria waterfall has identified that several property owners may have included public accessways as part of their private property.

## SOLID WASTE

### Waitangi Community Recycling Centre

The contract variation for the new community recycling centre has been signed off. Work has started to source plant and prepare the site. Site meetings to discuss access way and layout were delayed due to Covid lock downs but will re-scheduled when lock down is lifted

### 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. Coloured #1 plastics (e.g. sprite, L&P bottles) are very hard to move.

Progress is being made regarding expanding the range of plastics accepted to include coloured #2 plastic ( e.g. cleaning product bottles) and #5 plastic (ice cream containers, yogurt pottles) The contractors may ask for a subsidy to enable them to cover the cost of processing these materials as the price paid for them is low.

### Waikare road Collection point

The closure of the Waikare road collection point was scheduled for August 31<sup>st</sup> delayed due to lock down. The public was encouraged to use kerbside services during lockdown to minimise face to face contact with staff so it was thought better not to close this collection point until restrictions lifted.

### Refuse Transfer Station Resource Consents

At the June meeting of the Northland Solid Waste Working Group, the Northland Regional Council advised the three northern district councils of the need to obtain resource consents for all refuse transfer stations. The consent conditions will be related to discharges to land and air. FNDC has 13 transfer stations that will need consents. The consents team has been advised and supplied with WDC's applications as a starting point for this process. A planning assessment has now been done by the consents planners.

### Russel Landfill

Northland Waste Limited was awarded the contract by Council at its July Council meeting. Northland Waste Limited commenced the contract on 31 July 2021 Council has also temporarily closed the landfill, due to possible subsidence issues. An independent expert will be engaged to assess the viability, stability, and future options for the landfill.

The start of the contract has gone well especially considering lock down slowing the supply of new equipment. Upgrades and improvements will continue over the next months.

## ECOSOLUTIONS WASTE MINIMISATION AUGUST REPORT

### Schools



14 face to face lessons were delivered. Amongst those were Riverview Primary school where students learnt about the 6rs and did some consolidation with making zero waste birdhouses. Waitangi Kindergarten had their Hungry Bin worm farm set up and the tamariki learnt how to look after them. Tamariki at Inspiring Minds ECE also explored tiger worms and how to look after their worm farm. Unfortunately, composting lessons at Kerikeri Highschool, upcycling and beeswax wrap and more composting classes at Ohaeawai had to be postponed due to COVID although some were delivered online. Tamariki at Riverview Primary on the right and pupils at Waitangi Kindergarten consolidating their worm learning with play-dough after a worm farming session. The Papatuanuku pack was sent out to all schools as an online resource in addition to being offered online classes.

<http://www.ecosolutions.org.nz/resources.html>



We set up a 3<sup>rd</sup> worm farm at Mangonui School and re capped worm farming with the Y5's and the replacement teacher who will now be in charge of the worms. Mangonui School worms will be available for the Compost Connection to purchase worms from so we are really focusing on increasing the population and putting the worm wee to good use throughout the school gardens. We still have a 4<sup>th</sup> worm farm to be set up by the end of the year. The compost from the tumbler will also be ready to use for planting.



The whole Riverkids centre made beeswax wraps and nude food activities, many of these kids are still talking about the project we did earlier in the year when we made a window display out of one weeks lunch box waste, which was really cool. We also did plastics in the ocean & and river walk and clean up with the older kids. Bees wax wraps and nude food was again a topic for Y1 & Y2 classes at Oturu – was super cool to see that some of the kids were using the wraps we made last time and feedback from the teachers was that the nude food discussions have made children more aware of lunch box packaging and choosing



“nude” treats.

Oturu has plans to start regularly selling the worm wee and we have already made sales of both wee and worms which the kids and teachers are really stoked about. We need to spend some time there this term focusing on the hot compost and making the most out of it.

## Kaitia Market

We continue to provide bins signage and a recycling ambassador at the Kaitia market in conjunction with the EcoCentre; we would like to discuss some council support with this.

### Communities:

Bug hotels continues to be a popular for Up Cycle lesson with both the Seventh Day Youth Group and Doubtless Bay Sea Scouts enjoying getting right into it. The Scouts also loved getting creative with making beeswax wraps. A group of ladies from “Doubtless Bay Fitness Group” that meet at the squash hall enjoyed making bees wax wraps, I'm sure the wraps will be put to good use as they were very excited about using them and phasing out their most loved gladwrap.

**Compost and Worm farm Workshops:** Kawakawa Library and the Paihia Community gardens had a composting workshop with almost 30 people attending in total. People were made aware of waste minimisation strategies along with various ways to compost at home.

Two online composting workshops were held which were really well attended with over 100 participants in total.

We provided online classes on Bokashi, making Bug hotels, and Paper making that were viewed by over two thousand people

The Marae games in Kaeo are looking at reducing their waste and want to implement zero waste strategies so an initial meeting was set up with a committee member and support was given to her to bring the Kaupapa to the committee for approval.

We have assisted Iwi to set up a beach clean-up in the Houhora end of Oneroa a Tohe (90 mile beach) we have a covid check plan in place

### Businesses:

Waitangi Kindy had recycling system support and are now on their sustainability journey which aligns with their Enviro Schools goals. Doubtless bay, Nga Wawata, Te Rito and Mission place kindi have received recycling systems thanks to





funding from the Te Hiku Community fund.

#### Exterior To the FNDC Contract

#### EcoStar Network

Now has 150 members, we provide free workshops, assistance with waste reduction, signage, and waste management systems

#### Community Compost Connection

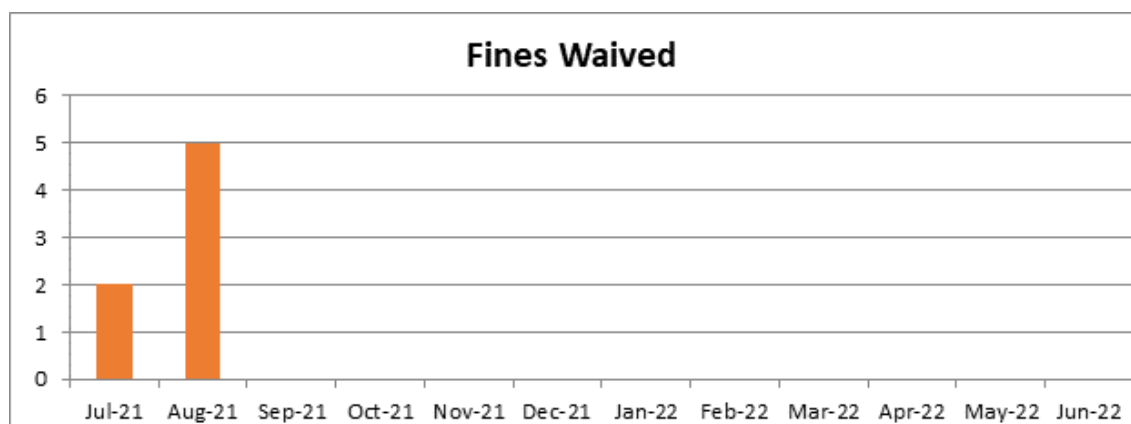
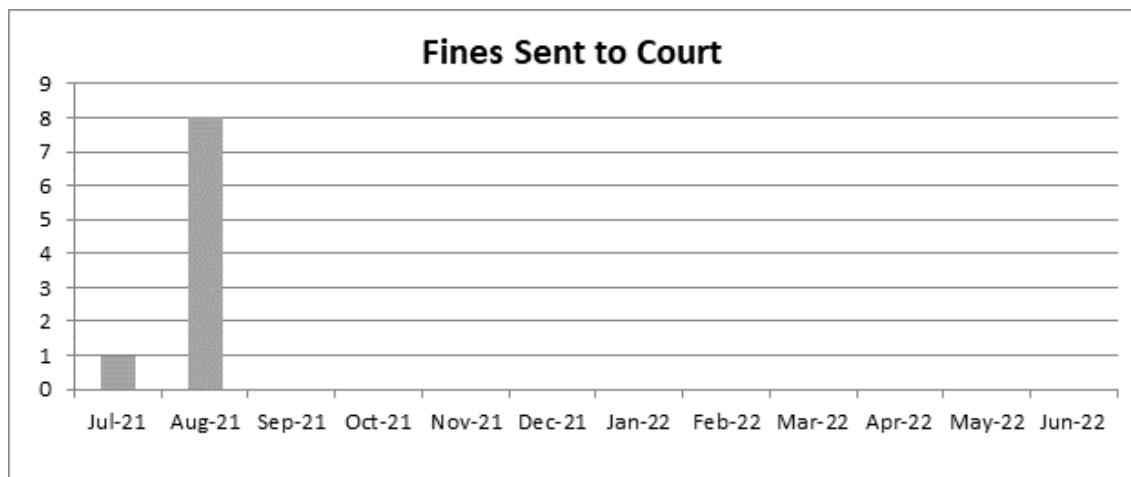
We now have 200 members learning how to reduce food waste, we have provided in person workshops in five locations in the FNDC region, and are supporting groups in the Hokianga, Kerikeri and Pawarenga to set up compost hubs to process community food waste.

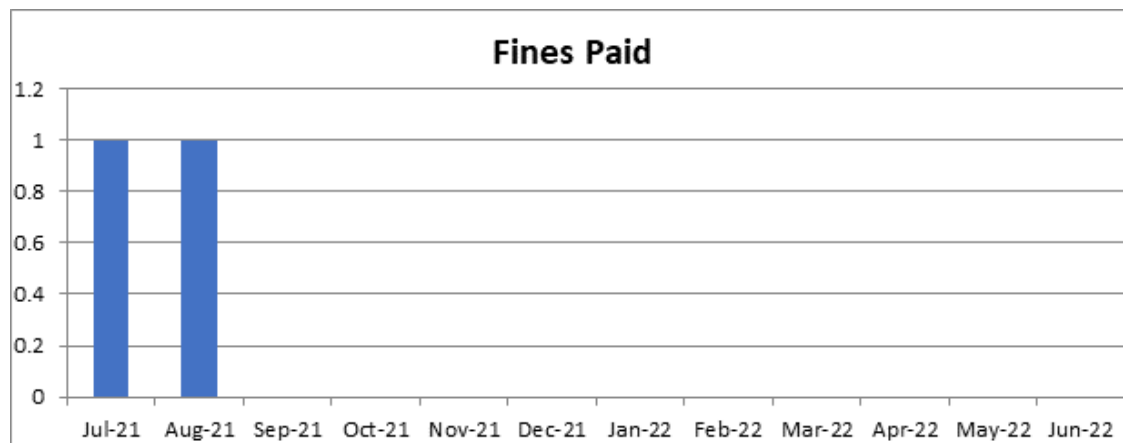
## LITTER INFRINGEMENT ACTION

AUGUST actions:

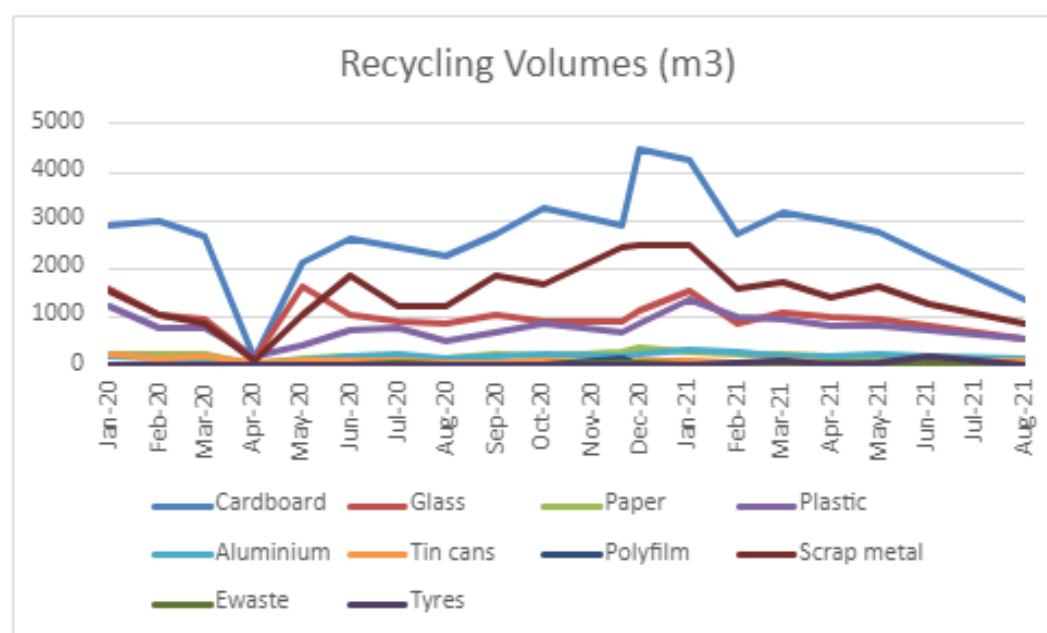
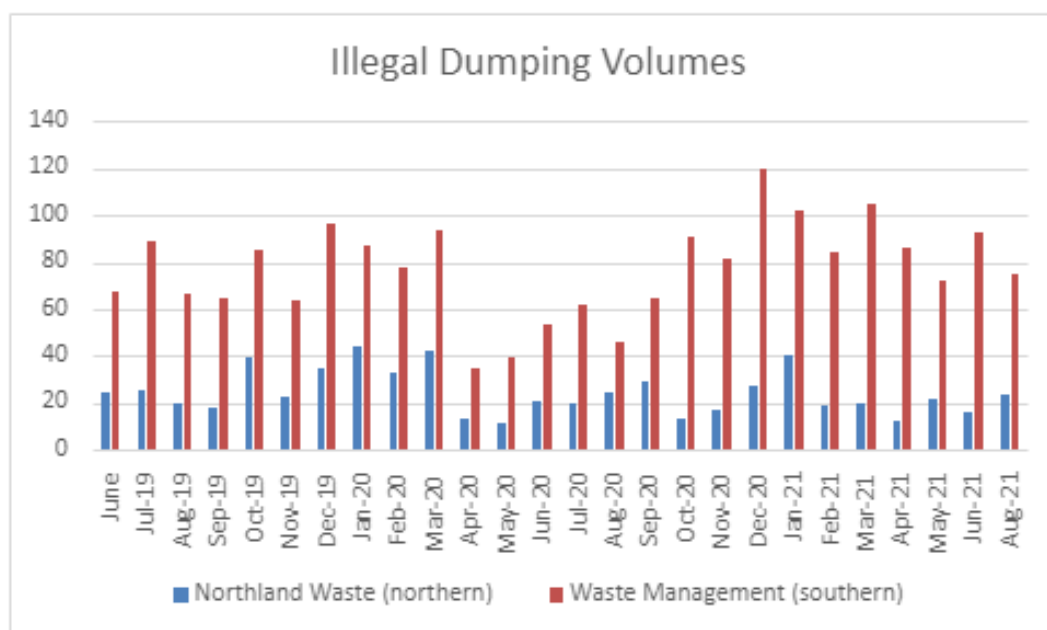
Notice Number	Offence Date	Offence Type	Status	Balance	Location Details
51	09/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Kohumaru Road, Mangonui Location: STATE HIGHWAY 10 INTERSECTION, MANGONUI
52	09/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Taupo Bay Road, Mangonui Location: STATE HIGHWAY 10 INTERSECTION, MANGONUI
53	09/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Taupo Bay Road, Mangonui Location: STATE HIGHWAY 10 INTERSECTION, MANGONUI
54	10/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Fryer Road, Kaitaia Location: STATE HIGHWAY 1 INTERSECTION, KAITAIA
55	10/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Iwitaia Road, Mangamuka Location: STATE HIGHWAY 1, MANGAMUKA
56	16/03/2021	Deposited litter in/on a public place \$250 20-120	Issued	\$250	On Street: Kohumaru Road, Mangonui Location: STATE HIGHWAY 10 INTERSECTION, MANGONUI
57	16/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Kohumaru Road, Mangonui Location: STATE HIGHWAY 10 INTERSECTION, MANGONUI
58	17/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Broadwood Road, Broadwood Location: OPPOSITE BROADWOOD SCHOOL
59	17/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Ruaroa Road, Kaitaia Location: STATE HIGHWAY 1 INTERSECTION, KAITAIA

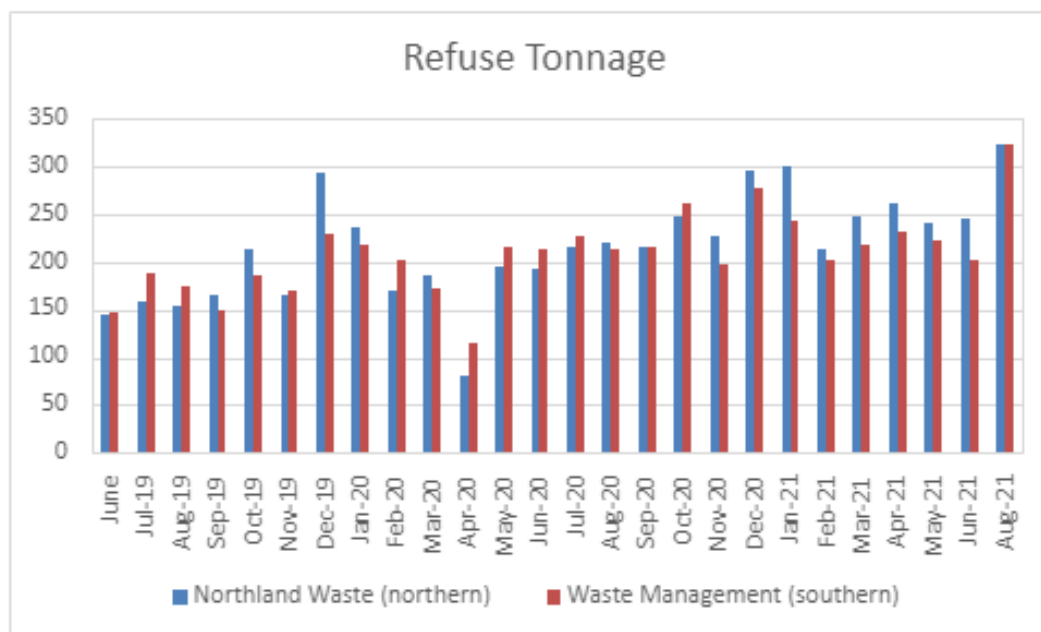
Notice Number	Offence Date	Offence Type	Status	Balance	Location Details
60	17/03/2021	Deposited litter in/on a public place \$250 20-120L	Issued	\$250	On Street: Iwitaia Road, Mangamuka Location: STATE HIGHWAY 1 INTERSECTION, MANGAMUKA





## SOLID WASTE STATS





## SWIMMING POOLS

The pools are closed for the winter season and the winter maintenance programme has been received and continues to be worked through.

There remains concerns at the number of undetected leaks at Kerikeri, Kaikohe and to a lesser degree, the Kaitaia pool site. These leaks and maintenance issues reflect the age and condition of the pool assets.

In the meantime, the following works have been identified and priced, which has yet to be agreed to.

### Kaitaia Pool

- Replace faulty floodlight: requesting renewal funding as light will cost approx. \$4,000.
- Replaced Chlorine gas sensor as further alarms have been triggered in August. \$3500 although this has not yet rectified the issue, the gas has been turned off while a local electrician inspected and identified white crystals growing on the contacts. Contact cleaner and a preventative were applied, however further investigation is required.

### Kerikeri Pool

- Replace shut-off valves approx. \$3,000
- Waterblast and paint dive pool (partially to mitigate water loss) \$14,000
- Electrical mains require servicing (price to be confirmed)
- Dry storage shed roller door needs replacing approx. >\$1,000

Staff are struggling to winterise Kerikeri Pool due to lack of water pressure, unwilling to leave pumps running continuously. Staff leaving pumps on overnight and going back the next day.

A potential solution for this is to repurpose the water tanks at Rawene from the previous drought response and use them to fill with water over the course of the day so that top ups are undertaken in a timely manner when the tanks are able to provide sufficient pressure and efficiency.

Contact made early August to arrange a meeting with Acting Principal to initiate discussion around this and the repairs required to School Assets, however no meeting has been scheduled due to Covid-19 lockdown pressures at the school.

### Kaikohe Pool

- Replace shut-off valves, remove old fittings, and construct new manifolds etc. approx. \$10,000
- Due to leaks, recommendation to reseal expansion joints and paint pools being \$30,000

- Relocate the sparge line. Which is the likely (undiagnosed) source of the leak Estimated costs may be up to \$50,000.

The works as noted will be to what is effectively MoE / school assets but will be a cost that Council may need to cover should the pools open for the summer season. Work will start to address health & safety issues as the budget will allow, the remaining work will need to be covered by unbudgeted expenditure.

After last month's meeting with Northland College, they are now in discussion with both a philanthropist looking to work in the Kaikohe community and with MoE to discuss the possible transfer of the asset to FNDC to take total responsibility for the pool, given the school used it for one week of the season last season, for their annual swimming sports event.

## COMMUNITY / COUNCIL FACILITIES

### OCS Audits

LOCATION	Jan '21	Feb '21	Mar '21	April '21	May '21	June '21	July '21	Aug '21	Sept '21	Comment
Kaikohe Headquarters - Lockwood	97.4	97.4	96.1	97.0	95.6	96.4	95.79	0		
Kaikohe Headquarters – Annex and upstairs	97.3	96.8	95.1	96.1	96.6	96.1	96.0	0		
Kaikohe Headquarters – Publications	92.1	97.5	97.1	97.0	96.5	97.2	97.3	0		
John Butler Centre – Level 2	97.5	98.1	97.2	96.7	96.3	96.5	95.79	0		
John Butler Centre – Level 1	98.2	98.2	97.2	97.9	97.2	97.4	95.6	0		
John Butler Centre – Ground floor	98.1	98.0	97.47	96.0	96.3	97.3	96.7	0		
Rawene Service Centre	NA	97.6	NA	97.0	NA	NA	NA	0		
Kaero Service Centre and Library	98.2	97.4	NA	NA	NA	NA	96.0	0		
Procter Library	97.3	96.1	96.0	96.8	95.7	95.1	95.58	0		
Paihia Library	96.4	97.0	NA	96.3	95.6	95.9	95.37	0		
Kaikohe Library	94.3	91.9	97.1	96.0	96.8	97.3	97.6	0		
Bay of Islands Information Centre	95.9	NA	NA	96.1	NA	NA	95.7	0		

LOCATION	Jan '21	Feb '21	Mar '21	April '21	May '21	June '21	July '21	Aug '21	Sept '21	Comment
Hokianga Information Centre	NA	97.8	NA	96.8	NA	98.1	NA	0		

COVID impacted the ability to carry out audits as required.



### 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-21	May-21	Jun-21	Jul-21	Aug-21	Sep-20	Oct-20	Nov-20	Dec-20
# units vacant Ready for refurbishing		1	0	3	0	3	0	3	1	2	2	0	0
	North			Oxford Puckey		Oxford St		Oxford Puckey			Kohukohu		
	West	Waima		Kaikohe		Rawene		Rawene	Kaikohe	Kaikohe Rawene	Omapere		
	East					Kawakawa							
# unit Upgrades in progress	TOTAL	8	8	8	11	7	5	5	5	7	6	8	8
	North	Awanui (2), Oxford	Awanui (2), Oxford	Awanui (2), Oxford	Awanui (2) Oxford Puckey	Awanui (2) Puckey	Awanui	Awanui	Puckey	Awanui (2), Oxford, Puckey	Awanui (2), Oxford, Puckey	Awanui (2), Oxford, Kohukohu	Awanui (2), Oxford, Kohukohu
	West	Rawene, Kaikohe (2), Omapere Kohukohu	Waima, Rawene, Kaikohe (2), Omapere	Waima, Rawene, Kaikohe (2), Omapere	Waima Rawene (2) Kaikohe (3) Omapere	Waima Rawene Kaikohe Omapere	Waima Kaikohe Omapere	Waima Kaikohe Omapere	Waima Kaikohe Omapere	Kaikohe (3)	Rawene, Kaikohe	Rawene, Kaikohe, Omapere	Rawene, Kaikohe (2), Omapere
	East						Kawakawa	Kawakawa	Kawakawa				
# units completed (returned for tenanting)	TOTAL	0	1	1	1	2	3	0	3	1	3	0	0
	North			Ahipara	Oxford		Awanui, Puckey		Oxford Awanui		Puckey		
	West		Kohukohu			Kaikohe (2)	Rawene		Kaikohe		Kaikohe (2)		
	East									Kawakawa			

Oxford Street – a block of 3 units have been vacated and tenants re-housed in neighbouring units as a result of large cracks appearing throughout the block.

District Facilities staff continue to attend to the vegetation matters as noted in the recent footpath audit. Other issues identified will be added to the three-year programme of works proposed.

### COUNCIL / COMMUNITY BUILDINGS

#### Raihara Storage, Kaikohe

The lease over this facility has been extended to 30 October 2021 to allow sufficient time to remove all items stored inside including several IT and CDEM items/drought equipment.

### BUILDING WARRANT FITNESS COMPLIANCE (BWOFF)

Council manage the BWOFF compliance of 18 sites spread across the district. Facility uses range from Community Halls, Councils Offices, sports complex and others.

#### BWOFF status for AUGUST

Site Name	Ward/Area	Address	Expiry date	Testing frequency	STATUS
Oruru Community Hall	NORTHERN	SITE CLOSED	SITE CLOSED	SITE CLOSED	SITE CLOSED
Procter Library	EASTERN	Cobham Road	11-Dec	Monthly/Annual	Compliant
Kerikeri Sports Complex	EASTERN	27 Waipapa Rd	5-Dec	Monthly/Annual	Compliant
Rawene Service Centre	WESTERN	Parnell St	31-Oct	Monthly/Annual	Compliant
Kaitia Resource Recovery Centre	NORTHERN	Tahuna Rd	27-Oct	Monthly/Annual	Compliant
FNDC Kaikohe HQ	WESTERN	Memorial Ave	31-Jul	Monthly/annual	Compliant



Site Name	Ward/Area	Address	Expiry date	Testing frequency	STATUS
Lindvart Park Pavilion	WESTERN	Penny Cress	16-Jul	Monthly/ Annual	Compliant
Awanui Sports Complex	NORTHERN	94 State Highway 1	30-Jun	Monthly/Annual	Compliant
Totara North Hall	NORTHERN	Totara North School Road	1-May	Monthly/Annual	Compliant
Kaeo Community Hall	EASTERN	Lot 1 DP 37319, SH 10	30-Apr	Monthly /Annual	Compliant
Opononi RSA Hall	WESTERN	15 State Highway 12	30-Apr	Monthly /Annual	Compliant
Mangonui Hall	NORTHERN	130 Waterfront Drive	30-Apr	Monthly /Annual	Compliant
Rawene Community Hall	WESTERN	9 Parnell St	30-Apr	Monthly /Annual	Compliant
Herekino Hall	NORTHERN	Kaitaia-Awaroa Rd	30-Apr	Monthly /Annual	Compliant
Russell Community Hall	EASTERN	17 The Strand	30-Apr	Annual	Compliant
Kaikohe War Memorial Hall	WESTERN	Memorial Ave	30-Apr	Monthly /Annual	Compliant
Waipapa Hall	EASTERN	Lot 1, DP 32087 Waipapa Loop Rd	28-Mar	Monthly/Annual	Compliant

## LEASES / AGREEMENTS

A number of leases and agreements are being progressed in conjunction with support from the Legal Services team, these include:

- Te Hundertwasser Trust re the Hundertwasser toilets, Te Hononga toilets, car park and reserve 2021-22 agreement: negotiating
- Russell Tennis Club – lease negotiations and proposed club room plans progressing
- Mangonui Netball Club – lease negotiations involving Te Hiku Sports Hub Trust: progressing
- Awanui Progressive Ratepayers Incorporated (APRI) - agreement concerning the Unahi Wharf reserve
- Kaitaia Plunket – on hold while NZPA decides what it wants to do next
- Rolands Wood Trust transfer: progressing
- Ruapekapeka – License to Occupy land for the establishment of a toilet
- Te Hiku Sports Hub – land lease needs to be finalised
- Whangaroa Marina Trust – supply of water agreement to the public toilets
- Coastal Kayakers – removal of building as LTO has expired with no RoR. There is also a substantial amount of rent owing that is being worked through.
- Kerikeri Croquet Club – request to renew lease
- Kerikeri Car Club – request to have a lease on Council land (on hold as no land identified to date)
- Kerikeri Bowling Club – lease renewal
- Okaihau Playcentre (NZPA) – lease proposed with the Ohaeawai Community Trust (OCT) however the building needs to be ‘sold’ from the NZPA to OCT and assurances received that Council will not, by default inherit a rundown building.
- Volunteer Agreements – Terry Greening and Te Kaha Place walkway, Russell Landcare and Waitangi proposals: progressing

Due to the number of historical leases that have expired, work continues to address these starting with a letter being sent out to the Lessee and where practical / required a site inspection carried out as well.

## 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 Routes) 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 set the project teams up well to achieve construction deadlines.

At Peria Road, construction of the seal extension works managed to complete 4 of the 5 sections, before the construction season window closed and the decision was made to hold off the sealing of the last section to ensure we were managing the quality risks.

At Ngapipito Road, construction works have continued into the winter months, as we have been able to focus on drainage and subbase pavement construction on this site. This will set us up nicely to complete the final stabilisation and sealing work prior to the December completion milestone.

Ruapekapeka Road, this month has focused on the tender evaluation process for stage 2 construction, and finalising the design for the SH1 intersection improvements. The supplier recommendation documentation has been submitted for approval for stage 2 construction and we plan to award this contract in September.

### SUMMARY - August

#### ***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.

Seal extension construction works at Peria Road has been split into 5 sections, with Sections 1, 2, 3 and 4 fully completed last season. Good progress was also been made on Section 5 with Fulton Hogan undertaking clearing, earthworks, drainage and shoulder/pavement undercuts prior to preparing the site for winter. The final pavement construction and surfacing is programmed for early next construction season.

Winter has thrown Peria Road some curveballs, with heavy rainfall events in July causing some slips on previously completed sections. We are investigating these with geotechnical engineers to identify the causes and ensure permanent repair of these is appropriate.

##### ***Bridge upgrades***

The bridge strengthening works have been split into 2 packages – 1. Simple deck replacement work that can be delivered by local resources, and 2. Specialist structural strengthening work that requires specialist suppliers outside of the Far North District, but still within the Northland Region.

Pricing for this work is underway and the impact of Covid alert levels is being worked through.

***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.

To date, clearing/earthworks has been completed on Sections 1 - 4. Drainage and culvert upgrades are complete on Sections 1 - 3, and nearing completion on Section 4. Subbase pavement layer has been overlaid and compacted on Sections 1 - 3.

Last month's activities for Ngapipito Road focussed on continuing to cart in aggregate to bring the subbase to level, completing the drainage and continuing pavement construction for Section 1, 2 and 3 as weather has allowed.

Pavement construction will continue, with final stabilisation and sealing programmed for early this coming construction season (on track for completion by December 2021).

***Ruaapekapeka Road*****Stage 1**

Progress of the unsealed portion to Hays Road intersection continued, with the exception of the big earthworks cut site, with the majority of the earthworks is now complete. Subbase and basecourse aggregate were overlaid and compacted completing majority of the unsealed pavement section. Now that the fibre cable has been relocated, earthworks, subbase and basecourse will recommence on the big earthworks cut site when the weather allows.

Last month's activities for Ruaapekapeka Road Stage 1 focussed on getting earthworks consent to move the fill from the large cut into the Department of Conservations carpark. This will ensure the large cut can be undertaken when the fine weather returns. In the meantime, during winter we are maintaining the new subbase pavement along the sealed section, and basecourse overlay is programmed early in the construction season, with surfacing now programmed for completion by 30 November 2021.

**Stage 2**

The tender for Stage 2 is now close to contract award. The supplier recommendation is going through the approval process and we should be in a position to award the contract in mid-September.

The delivery mechanism for Stage 2 is to utilise the NZTA Northland Delivery Framework (NDF) Lot 2 Suppliers, via a closed tender for construction. The tender documents were peer reviewed by the Northland Transport Alliance, NZTA and Council.

Consultation with affected landowners has continued this month, although the recent Covid lockdown has delayed site visits with some landowners. It is pleasing to report that all affected parties have been very supportive and willing to work with us to achieve the best outcome for this project.

Stage 2 includes the State Highway 1 intersection improvements, but this scope of work has been separated from the seal extension contract. The design of the intersection improvements has been completed. The consent application is due to be lodged in early September.

Waka Kotahi (NZTA) have requested that they lead the delivery of the Intersection Improvements works. The benefits of doing this include a faster consenting process, the delivery/quality/consenting risks would sit with NZTA (it will be their asset when completed) and they can fast track the construction work through their NOC maintenance contract.

Ongoing liaison has continued with Te Ruaapekapeka Trust, with the focus this month being on the intersection design and incorporating the proposed new Pou structure.

## 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.

At this stage we are comfortable with the current milestones. There is a potential risk that the bridge work will take longer than expected due to potential global materials supply issues and the recent Covid alert levels, but it is too soon to know the impact of these at this stage.

- Priority 1 Routes Programme Milestones			
Deliverable	Original Completion Date	Variation Completion Date	Status
<ul style="list-style-type: none"> <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 style="list-style-type: none"> <li>ECl agreement in place</li> <li>Stage 1 investigation and design complete</li> </ul>	30 September 2020	Achieved	
<ul style="list-style-type: none"> <li>Stage 2 design complete</li> <li>Stage 2 construction underway</li> </ul>	31 December 2020	15 March 2021 - Achieved	
<ul style="list-style-type: none"> <li>Stage 2 construction complete</li> </ul>	31 March 2021	30 November 2021	
<ul style="list-style-type: none"> <li>Final completion of surfacing MSQA reporting and monitoring paperwork</li> </ul>	30 June 2021	30 December 2021	

### Ruapekapeka Road

Achievement of funding agreement milestones started relatively well for this project, but we have required 2 minor variations to address the early consenting delays and more recently the impact of the fibre optic cable on Stage 1 works.

Unfortunately, we have had to request an additional variation that relates to the completion dates for Stage 2 works. We have requested the completion dates for Stage 2 Construction complete, and Final completion of surfacing are changed to **April 2022**.

- Ruapekapeka Road Programme Milestones			
Deliverable	Original Completion Date	Approved Variation Completion Date	Status
<ul style="list-style-type: none"> <li>Funding Agreement executed by both parties</li> <li>Investigation and design underway</li> </ul>	August 2020	Achieved	
<ul style="list-style-type: none"> <li>ECl agreement in place</li> <li>Stage 1 investigation and design complete</li> <li>Stage 1 construction underway. Enabling works (vegetation clearing, earthworks, widening and</li> </ul>	30 September 2020	Achieved	

- Ruapekapeka Road Programme Milestones			
Deliverable	Original Completion Date	Approved Variation Completion Date	Status
drainage) commenced before 1 September 2020.			
<ul style="list-style-type: none"> <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 - Achieved	
<ul style="list-style-type: none"> <li>Stage 1 construction complete</li> <li>MSQA reporting and monitoring paperwork</li> </ul>	31 December 2020	30 October 2021	
<ul style="list-style-type: none"> <li>Stage 2 construction complete</li> <li>MSQA reporting and monitoring paperwork</li> </ul>	31 March 2021	<b>30 November 2021</b>	
<ul style="list-style-type: none"> <li>Final completion of surfacing</li> <li>MSQA reporting and monitoring paperwork</li> </ul>	30 June 2021	<b>30 December 2021</b>	

## FINANCIAL OVERVIEW

- Strategic Roads	
Total Claimed to Date	\$7,746,965
Total Contract Value	\$14,200,000
- Ruapekapeka Road	
Total Claimed to Date	\$1,085,497
<b>Total Contract Value</b>	<b>\$6,500,500</b>

The Redevelopment of Strategic Roads - Priority 1 Roads Project has identified potential savings in both the 'bridge strengthening' and 'intersection improvements' scope of work. This 'potential surplus budget' has been identified for reallocated to support the budget deficit identified for the Redevelopment of Strategic Roads - Ruapekapeka Road Project.

## KEY RISKS AND OPPORTUNITIES

The following risks have been identified for Peria Road and are being actively managed:

- Covid-19 Alert Levels – Recent alert level changes and lockdowns will impact on programme deliverables, material supplies and increased costs.
- Potential material supply delays and increased cost associated with the bridge strengthening works (deck replacements), which includes reinforcing steel in large quantities. We have asked our

designers to quantify these materials early and investigate with suppliers prior to engaging contractors.

- Rainfall events in Peria during July have caused damage to recent road widening earthworks and rock walls. Some require geotechnical investigation and will have cost implications. Initial investigation work has now been completed and draft designs have been submitted for consideration.

The following risks have been identified for Ruapekapeka Road and are being actively managed:

- Covid-19 Alert Levels – Recent alert level changes and lockdowns will impact on programme deliverables, material supplies and increased costs.
- The cost estimates for stage 2 works including the intersection improvements, still exceed the budget allocation, largely due to the quantity of earthworks required, the retaining walls below the Pa site and the stream realignment at the intersection. We have identified a number of value engineering opportunities and this has reduced costs significantly. We confirmed with MBIE that we still require the reallocation of funds from 'Priority 1 Roads Project'.
- Transfer of funding from Strategic Routes to Ruapekapeka (linked to item 1. Above) – agreed in principle with MBIE, but requires ministerial signoff. We now have Stage 2 construction tender price confirmed and have formally requested the reallocation of funds from 'Priority 1 Roads Project'.
- Fibre Optic Cable on Ruapekapeka Road – we know it's there, and will manage early location and relocation as required.

## STAKEHOLDER COMMUNICATION

Landowner consultation has continued this month along Ruapekapeka Road. Some properties are significantly affected by the proposed works and we will require their approval for road alignment and consenting purposes. Discussions will continue through the consent process, but early indications are that the proposal is well received.

Consultation has continued this month with Te Ruapekapeka Trust regarding the location of the new Pou and the general layout of the SH1 intersection design.

## BROADER OUTCOMES

The following figures reflect the broader outcomes we're achieving with this project.

	Total people working	Total created roles	Total expected future jobs
Strategic Roads	36	26	36
<b>Ruapekapeka Road</b>	<b>16</b>	<b>12</b>	<b>36</b>

## 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 November 2022 (verbal agreement with MBIE).

### SUMMARY – August

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.

### KAITAIA UPDATES

The alleyways and art works installed on the old warehouse building we call “The Market Square” was opened on 14 August. We were honoured to have our guest speakers include Mayor John Carter, Hon Kelvin Davis, Rev Lloyd Popata, Greg Yurelich (President of Kaitaia Dalmatian Society), Drago Yelavich (not only played in the band but cut the ribbon and shared some hilarious stories from the past), Andrea Panther (chairperson of the Project Working Group & Kaitaia Business Association who was able to thank all those involved in Te Hiku being granted this fund), Councillor Felicity Foy and we had a member of the PWG, John Paitai who MC'd the event perfectly. Approximately 150 people in the community attended the event. Councillors Radich and Collard also attended as well as Deputy Mayor Ann Court and Jeanette England from the FNDC.





*Hon Kelvin Davis speaking*



*Awesome turnout from the community*



*Above: Rev Lloyd Popata pictured in front of the Dalmatian Band, who carried out the karakia and blessings*



*Above: Drago Yelavich cutting ribbon to Dalmatian Alley with president Greg Yuretich pictured to the left*



*Guests includes Deputy Mayor Ann Court, Cr Felicity Foy and Mayor John Carter*

## THE BEACH ALLEYWAY

*The West Coast of the Te Hiku coastline*



*North end of Te Oneroa a Tohe with horses*





*The East Coast of the Te Hiku coastline**Beach scenes on nearby walls of beach alleyway*

Above are the updated images without the scaffold that has been blocking the work during installation updates. The Te Hiku o te Ika Coastline has been done by Sylvia Haines and the Beach scenes by Dorothy Kilgour.

The images shown on the right are painted by Anna Evans and have been well received. These were installed by Signs of Life just in time for the opening and were blessed as part of the ceremony by Rev Lloyd Popata.



## BEAUTIFUL TOWNS FINALIST

As a result of the revitalisation project, Kaitiaia has been named one of two finalists in the Small Town category. Being a finalist has drawn media attention with several articles in NZME publications around the country.



## AHIPARA UPDATES

The footpath has now been completed in the first contract works which included a new rock wall to allow for the width to install and replace the inadequate path going up and over the Panorama Lane hill. With the Covid lockdown, the community are just loving it and we see regular social media posts showing the gratitude and appreciation.

Covid Lockdown cancelled the landowner meetings to discuss boundary concerns for the next stage of the footpath up to the top of Foreshore Road but as soon as we move to Level 2, these will be reconvened to keep the process moving.

The bird seats in the Ahipara area were installed by Procrete who are working under the guidance of Stonecraft Construction. We have 9 out of 22 now completed which happened the week prior to Level 4 lockdown.

Ahipara are enjoying these new features but they have had limited use due to the Lockdown and Awanui and Kaitia are now looking forward to their installations.



*Bird seats at Korora Park, Ahipara*



*Improved path on rock wall at Panorama Lane*



## AWANUI UPDATES

Unfortunately the Hiab truck couldn't access the concrete bases for installation due to the wet ground. The tables are parked under the trees waiting for finer weather so they can be lifted into place when the ground



has hardened for the machinery. There are tables also waiting for drier conditions to be moved on site in Kaitaia too.

The contract is now in place for delivery and installation of the play equipment with a 10-12 lead time based on when Auckland goes into Level 3.



## PROGRAMME OVERVIEW

The current programme aligns closely with the deliverables specified in the project agreements shown in the following table, however we have still not spent the funds we had planned at this time. Much of this is due to the designers, surveyors and engineers being unable to meet our timeframes with their current workloads.

Milestones for August including another payment instalment have not been met. Kevin and Andrea have met with the MBIE representative, Natasha to work through a variation to the contract and have taken the opportunity to mention the November milestones that will not be met due to the Covid Lockdown and lead times for ordered equipment.

It is hoped the extension to November 2022 will be approved with the next payment request scheduled in January 2022. Below are the deliverables as per the contract as the changes are only a verbal agreement until the variation has been received back from MBIE for signing.

- Te Hiku O te Ika		
Deliverable	Completion Date	Status
<ul style="list-style-type: none"> <li>The agreement executed by both parties. Project is 'shovel ready'</li> </ul>	30/10/2020	
<ul style="list-style-type: none"> <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	
<ul style="list-style-type: none"> <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 style="list-style-type: none"> <li>Kaitaia Town square and market square complete Streetscaping completed Ahipara, Awanui and Kaitaia Pump park completed in Kaitaia and Ahipara</li> </ul>	31/08/2021	

- Te Hiku O te Ika		
Deliverable	Completion Date	Status
Recipient to provide evidence to the Ministry that the previous instalment has been spent.		
<ul style="list-style-type: none"> <li>Awanui carpark and playground completed</li> <li>Ahipara carpark and playground completed</li> <li>Cultural Art erected</li> <li>Awanui Jetty completed</li> <li>Ahipara walkways completed</li> </ul>	30/11/2021	
<ul style="list-style-type: none"> <li>All works completed and project finishes</li> </ul>	30/06/2022	

## FINANCIAL OVERVIEW

- Te Hiku O te Ika	
Contract	
August Claim Amount	\$319,789.63
Total spend to date	\$1,446,876.63

## KEY RISKS AND OPPORTUNITIES

The following risks have been identified for Te Hiku Revitalisation Project and are being actively managed:

- Covid-19 Alert Levels**

Recent alert level changes and lockdowns will obviously impact on programme deliverables, material supplies and potentially higher costs for physical works.
- Professional Services**

The workloads of engineers for detailed design is high and they are unable to meet our demands for the timeframes we are requesting. The delays are flowing down to procurement plans, quotes and engaging contractors to carry out the project work.
- Cultural Artworks**

The iwi have had some internal issues which has had a flow on effect to the production timeframes for some of our cultural gateway work. Although Awanui and Ahipara seem to be on track now we are very concerned about the Kaitia structures.
- Social Procurement Process**

The kaupapa of the social procurement outcomes has proved to be challenging in terms of the extra time and follow up the project managers are required to do with less experienced businesses carrying out the contract works for these projects. It has highlighted the need for business management support that potentially is an opportunity for the Te Hiku Development Trust or Amotai to follow up.
- Financial reporting**

The lack of financial data passed on at the end of each month is becoming a challenge when trying to accurately report to MBIE regarding the expenditure of the Kanoa funding for the project. Project managers are having to estimate expenditure for MBIE reports, which is not desirable.

## 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.

## CIVIL DEFENSE EMERGENCY MANAGEMENT

Providing leadership in reducing risk, being ready for, responding to and recovering from

### NATIONAL EMERGENCY MANAGEMENT AGENCY UPDATE (NEMA)

**NEMA continues to support the response to flooding** in both the Buller and Marlborough Districts flooding event. As flood waters have receded the full extent of the damage has been revealed and the recovery phase is well underway.

On the ground assistance in Westport at the height of the event was provided by the Emergency Management Assistance Team, NZ Response Teams, New Zealand Defence Force, Fire and Emergency New Zealand and CDEM Groups. Alongside the local response, a range of other Government agencies are also providing support from Wellington, included are the Ministry of Business, Innovation and Employment, Ministry of Social Development, Ministry of Health.

To help support the recovery in both Buller and Marlborough Districts, the Government has contributed \$300,000 towards a Buller Mayoral Relief Fund and another \$100,000 towards the Marlborough Mayoral Relief Fund. The Ministry for Primary Industries has also classified the flooding as a medium-scale adverse event, which unlocks another \$200,000 for farmers and growers who are impacted across the West Coast and Marlborough regions.

All of Government and NEMA support will continue throughout the recovery in both districts.

**Emergency management preparedness grants** have been available to local authorities through the CDEM Resilience Fund to promote and support resilience projects across the regions. The CDEM Resilience Fund enhances New Zealand's hazard risk resilience through the development of local and regional practices. Funding is provided to support specific projects that improve emergency management capability and contribute to resilience. The process has been re-assessed to ensure the fund is being levered to its best effect. An external review of the fund was carried out in Dec 2020. A joint working group of NEMA staff and CDEM Group representatives reviewed the recommendations and changes have been made to focus investments of the fund to objectives of the National Disaster Resilience Strategy.

The Public Service Commission have announced the **appointment of David Gawn Chief Executive of NEMA** effective September 1, 2021. David is current Chief Executive of the Pike River Recovery Agency and former Chief of New Zealand Army.

### NORTHLAND CDEM GROUP UPDATE

As a result, a major **unplanned power outage** on the National grid on 9<sup>th</sup> of August and another emergency notice warning of power shortages on 16 August, it was highlighted that many New Zealand households that have moved from copper lines to new phone technologies of fibre and fixed wireless were without communication for the period of the power loss and were unable to access the emergency 111 number.

These technologies need a power supply in the home to work, meaning they will not work in a power cut without an independent power source. To assist people who will be unable to call 111 in a power cut the Commerce Commission has developed a 111 Contact Code.

Under the Code, telecommunications service providers offering home phone services must tell new customers, and remind existing customers at least once a year, that their home phone may not work in a power cut.

Home phone customers who don't have an alternative way to contact 111 in a power cut can apply to their provider if they are at risk of needing to call emergency services for health, security, or disability reasons. If they qualify, their provider will work with them to determine the right product for their needs, at no cost to the customer. This applies from August 2021.

The **Northland CDEM Group Emergency Operation Centre was activated** at 0900hrs on Wednesday 18<sup>th</sup> August in response to Prime Minister Arden's announcement the on 17<sup>th</sup> of August 2021 that New Zealand would move to Alert Level 4 due to a COVID19 Delta Variant outbreak in Auckland. Unlike the COVID19 response in 2020 a State of Emergency was not declared. Therefore the response was managed under the provisions of COVID-19 Public Health Legislation with Civil Defence acting in a support role for the purposes of welfare management.

**The draft Group Emergency Management Plan public consultation** period opened for five weeks and ended on Sunday 1 August 2021. Seven formal public submissions and three informal feedback responses were received during the five-week period.

As a result of submissions received, minor changes to the draft plan will be made. The final draft is with the Minister of Emergency Management the Hon Kiritapu Allan for comment. Under the CDEM Act 2002 the Minister has 20 working days to place comment of the draft plan, which brings the date to 9 September 2021. Indications are that the Minister will meet the expected response deadline.

The proposal to establish a **Multi-Agency Coordination Centre** for Northland has progressed with a commitment of funds from both the Northland Regional Council and Whangarei District Councils through their Long-Term Plans. As a partner agency and interested party, preliminary discussions have been held with Fire Emergency New Zealand who have agreed in principle to make property available on their established site in Mansfield Terrace in Whangarei. The site has been confirmed safe from threat of flooding and is not in a tsunami inundation zone. A concept plan is being considered to incorporate the Multi-Agency Coordination Centre as part of a rebuild of the Whangarei area headquarters offices. Fire Emergency New Zealand are carrying out due diligence with respect to the proposal on requirements under Level 4 building standards and geotechnical engineering.

Project	Organisation	Funding	Year
Multi-Agency Coordination Centre	Northland Regional Council	\$5.5 million capex \$90k opex	2022-2023 2023 onwards
	Whangarei District Council	\$683k grant \$11,200 opex (\$5,600 Year 3) (\$11,200 year 4–10)	2023-2024 2023-2024
	Kaipara District Council	No Funding currently allocated	N/A
	Far North District Council	No Funding currently allocated	N/A

*Current funding allocation to establish Multi-Agency Coordination Centre*

**Regional Emergency Management Adviser Malinda Meads has carried out a familiarisation visit of the Far North.** The purpose was to better understand the hazardscape of the FNDC area and the challenges that it brings with the remoteness of the Northland communities. Included was a visit to the Motuti Marae at Panguru and introductory meetings with the Chief Executive Officer of Ngati Kahu in Kaitaia and Far North District Council CEO Shaun Clarke.

**Community Engagement and preparedness** continues to be a key workstream for the Northland CDEM Team as part of the National Disaster Resilience Strategy. Recent engagement activities include:

- A collaboration meeting between Fire Emergency New Zealand, Northland CDEM and Te Roroa Iwi.

Discussions and key points:

- long term goals including greater engagement with Iwi and hapu,
  - ongoing relationship building leading into co-design of Kaupapa
  - having a kaupapa that agencies can take out to communities to engage in discussions
  - working together to share public safety initiatives and community response planning
  - maintaining strong relationships with Iwi and key agencies like FENZ and Civil Defence
  - agreed protocols for use of Marae as welfare centers in communities during large scale events
  - how to provide a combined agency approach with emergency management and community resilience to share the workload.
- Kaitaia Business Association to give an overview on the CDEM response to the March 5<sup>th</sup> Tsunami Warning and to provide clarity on tsunami risk to Kaitaia and sources of information relative to warnings including evacuation zones and advise on preplanning for business and schools.
  - Review of community response plans within the Kaimaumau, Houhora, Waikare/Waihaha, Kawakawa and Mohinui Marae communities.
  - Waimahana Marae at the invitation of Fire Emergency New Zealand. This is part of a cohesive across emergency services agency approach to risk reduction for communities within Te Tai Tokerau to improve community safety and resilience and in particular communities that are isolated and do not have access to reticulated services including electricity.
  - Chief Executive Officers of Te Hiku Development Trust and Te Aupouri and Operations Manager of Te Kotahitanga E Mahi Kaha Trust and Fire Emergency New Zealand to further develop relationships and consider how our agencies and Iwi/Māori can work collaboratively to enhance readiness and resilience across Te Tai Tokerau and be better placed to support response and recovery to and from emergencies.
  - Paihia Business Association with the key agenda item being the impact that COVID19 has had on Bay of Island businesses through closure of the borders to international visitors and the cruise industry, and what recovery may look like for them in the upcoming months.
  - Ngati Hine Health Trust and Civil Defence with community outreach with the distribution of 300 information packs targeting clients who live in remote rural areas of northland and do not have access to information via the internet. Whanau are sometimes left feeling vulnerable in the outreach areas, and Ngati Hine Health Trust registered nurses, clinicians, kaimahi and health promotion teams can make konahi ki te konahi contact on a regular basis and provide advice on household emergency planning and self-preparedness.
  - Fire and Emergency New Zealand Northland Local Advisory Committee (LAC). This was an opportunity to address board members with an overview of the Northland CDEM Group Plan 21-25 and community resilience programs, and for them to consider how agency workplans may integrate with each other at a regional and local level.



*Northland LAC Members:*

*Left to Right - Colin  
Kitchen, Gordon Lambeth -  
Chair, Karen Joyce-Paki,  
Mita Harris, Rolien Elliot,  
Sarah Hoyle, Ken Rintoul*

**Emergency Warnings and Advisories** requiring Northland Civil Defence to monitor or support:

COVID19 Variant Response (Level 4) – 18 August and ongoing

Severe Weather Warning - 31 August

## APPENDICES



# DIA FUNDED PROGRAMME



The majority of these projects are reported in the relevant work sections above. This table provides a summary of all the projects in this programme of work.

	Project	Opex	Capex	Progress	Commentary
1	Awanui River Weir	X		Planning	Planning for the required bank stabilisation works is underway
2	Enhanced Water Leak Repairs	X		Planned	Programme established for Spring/Summer about to get underway – minor delay to start due to latest lockdown
3	Ex Res Chlorine Measurement	X		Planning	Up to 17 sites will be reviewed for Chlorine monitoring requirements and re-configured as required
4	Monument Hill Deep Bore		X	In progress	The drilling of the production bore and testing has been performed to determine the sustainable yield of the bore. The analysis of this will be completed in September. Planning for reticulation is underway
5	Kaitaia Water - Sweetwater		X	In Progress	This is a DIA contribution to the overall FNDC project. Limited activity during August due to latest lockdown
6	Kawakawa Water Take Consent		X	In Progress	Further testing is required to determine if there is a path to amend this consent. Proposal received for this and now determining if spring or summer flows would be most beneficial
7	Kerikeri Clarifier		X	In progress	Scope completed in August for the install of a new clarifier to be installed in the Kerikeri Water Treatment Plant
8	Leak Detection Equipment		X	Planned	To support Project 2, this equipment is planned for purchase
9	Network Model Review Lead	X		Complete	After unsuccessful recruitment, Stellar Projects were appointed to run this activity through to 31 March 2022
10	Network Model Updates	X		In Progress	These updates will occur across 3 stages – Gap Analysis for all 3W networks, Data gathering and then model build or update. Stages 1&2 are in progress with some delay in flow monitoring due to the latest lockdown. It is expected there will be enough rain events in the remaining spring months (and into the early summer) to be meaningful
11	Okaihau Bore		X	Complete	Physical works associated with the bore were completed in April
12	Operational Data Management Software	X		In Progress	Water Outlook has been chosen as the supplier of choice for this software. Some thought was given to deferring this until the upcoming regulation were finalised, however the operational benefit has outweighed that and the contract is being progressed
13	Paihia Water Intake Screen		X	In Progress	Condition and options assessment work has begun but has been slowed by inability to visit the site during the latest lockdown
14	Regional allocation		X	In Progress	Regional initiatives as agreed with other Northland entities

	Project	Opex	Capex	Progress	Commentary
15	Water Main Renewals		X	Planning	For accelerated water main renewals as identified by leak detection and condition surveys
16	Water Safety Plan Lead	X		Complete	Water Safety Lead on board since March 2021
17	Water Safety Plan updates	X		In Progress	The project has entered its final stage of delivery with procurement complete and contract signed to update WSPs for all eight water treatment plants
18	Wetland Remediation	X		In Progress	Priority sites identified and de-sludging work is beginning

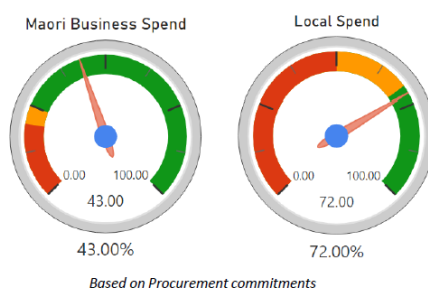
## SOCIAL PROCUREMENT

**NOTE: Updates will be through for the September Report.**

### EXECUTIVE SUMMARY – July

**Social Procurement:** Kerikeri Domain, Waipapa Sports Hub, Otiria Rugby , Te Hiku Revitalisation

Spend Data	
Procurements	81
Total Value	Awaiting EOY report
Local Companies Engaged	61
Average Value	Awaiting EOY report
Local Spend	Awaiting EOY report
Maori Business Spend	Awaiting EOY report



Employment Data	
Total Working (accumulative)	210
Previous Unemployed	10
Maori	96
Apprentices	5
Women	90
Local	177

### SITewise

Businesses Engaged	Early Stages	Progressing	Newly Qualified	Improved Score
42	13	5	14	10

SiteWise and Safety Training: District Wide

Safety Training	
Elevated Work Platform	19
Working at Heights	12
Confined Spaces	24&25 Aug
Hazardous Substances	28 Sep

### FUNDING INITIATIVES PROJECTS

#### Animal Shelters –

##### Northern Shelter

- Construction Completed by KPH Construction on 9th July 2021
- Practical Completion issued 15th July 2021, official opening of the facility Friday 23rd July.

##### Southern shelter

- Building Consent on hold for further information,

- Minor amendments to be made to plans to decrease QS where possible,
- Resource Consent Granted 7th July 2021,
- QS received amendments to be made to QS once amended plans are completed.
- Tender Award - delayed (Sept).
- Construction - delayed (due to commence Sept)

**Kawakawa Safety and Streetscape Improvement Project - (SPL)**

## Project Status:

- Implementation ongoing: mural, flags, on-road artwork all designed.
- Local partner Kings Creative and contractor Downer working together to ensure smooth delivery.
- All planters built.
- FNDC web page online including surveys for feedback from public and additional info from local partners.
- Additional comms/messages around what was cut from plan in production with local partner – will be provided to FNDC's comms team.

## Next Milestone:

- Monitoring July, August, September.

**Kerikeri Domain Improvements - (SPL)**

- Resource consent due August - then safety fencing, ramp decommission and demolition will follow shortly after.
- Site fencing will be installed week commencing 9 August.
- Skate Ramp Decommissioning - Decommissioning to commence mid-August weather permitting.
- Blessing - with Ngāti Rēhia and CE's office on Monday 16th August from 7am.
- Demolition contract awarded to local contractor TarMac. Prestart site walk taking place on Monday the 9th August. Site establishment to commence Mon 16 Aug.
- Skatepark Construction - Circle D Construction (Dave Crabb) awarded contract to start Mid-September.
- Basketball - Local Maori Contractor (Buildflex) to start construction Early October.
- Playground - PLAYCO refining design to working party comment and site constraints. Updated concept to be provided to working party as soon as possible.
- Park path and softscape - Christine Hawthorne Landscape DRAFT drawings received. Currently being reviewed for amendment and final issue.
- BBQ areas - Stellar in direct contact with Urban Effects for supply. Urban effects supplying northland BBQ contracts so consistency in product selection.
- Fitness Equipment - PLAYCO to provide options to the Working Party Group with final playground layout.
- Finalised Overall Landscape plan - Combined landscape plan to be created before next working party meeting.

- Lighting - Awaiting final drawings.

**Lindvart Park/Sportsville Kaikohe - (Griffiths)**

- Resource consent granted dependent on stormwater work.
- List compiled of local civil works companies and process started.
- Contractor now on board.
- Canam have taken original Akau designs and are reworking them before building consent is applied for. Development is to be staged. We are looking at where cost reductions can be made and are talking to funders. This will not impact upon the build as paid for by the PGF but will lead to staged landscaping and fittings. There have been issues highlighted in wastewater.

**Mangonui Waterfront Development - (FNHL)**

- Detailed design complete. Building consent exemption granted by FNDC.
- Tender awarded to United Civil Construction Ltd. They have spent July procuring materials. They will establish onsite in August, and plan to complete works in early December.
- Most of the boardwalk construction works will be done via a barge. This will reduce disruption to road users and pedestrians.
- FNHL finalising amenity lighting design for the boardwalk.

**Moerewa Safe Streets - (SPL)**

Project Status:

- Implementation ongoing.
- Local partner AKAU and contractor Downer working together to ensure smooth delivery.
- Stencils for on road artwork created.
- FNDC web page online including surveys for feedback.

Next Milestone:

- Monitoring July, August, September.

**Nga Haerenga - The NZ Cycle Trail Fund - Complete****Ngawha Innovation Park - (FNHL)**

- Earthworks and civil work continues on both sites.
- 5 Tenants confirmed and others being worked on.
- Rain has severely hampered progress across all sites. This will affect completion times.
- 2 Construction Contracts have been awarded.
- Henwood Construction Ltd have been awarded the contract for the Innovation Hub Building.
- JR & LM Pattinson have been awarded the contract for Regent Training Centre.
- No work on Olivado site due to weather, and being stabilised until Sept/Oct.

- 4ha of poly tunnels completed.
- Internal roading for Berry site underway. Fertigation pad being prepared.

**Northern Adventure Experience Ltd - (TBIG)**

Opua Cycle Trail: Resource Consent concept design and documentation is complete with Resource Consent applications to be lodged; however, the design is currently not accepted by Bay of Islands Vintage Rail (BOIVR). Vintage Rail issued a Rail Access Track proposal report, and a review response was issued by Cycleway Team. It was agreed with the NAX Development Manager to resolve the final Stage 1 concept design in a Design Workshop (scheduled 24 Aug) attended by technical engineers for the Rail and Cycleway, the concept design agreed by the Engineers is to be recommended to NAX, FNDC and Vintage Rail.

The only works proceeding on the Cycle Trail are:

- Stage 1 Geotechnical investigation rescheduled for 26 July - 6 August. Complete. This was delayed from the original commencement date of 8 June due to caveats placed on the works by Bay of Island Vintage Rail.
- Archaeological Survey of Stage 2 & 3 area - survey complete with report pending.
- Topographical Survey to be carried out in August and will follow Te Raupo Rd.
- Te Raupo Rd: Maintenance gravelling works are complete, with tree removal to occur in August.
- Additional passing bay works completed.
- Ongoing consultation with Te Raupo residents is being led by Suzie Hati-Scott.
- Bridge design for Bridge T49 replacement in progress.
- Topographical Survey is to be rescheduled for August on further consultation with Te Raupo residents regarding their concerns.

**Otiria Rugby Club - (Pamela-Anne Ngohe-Simon) Complete.**

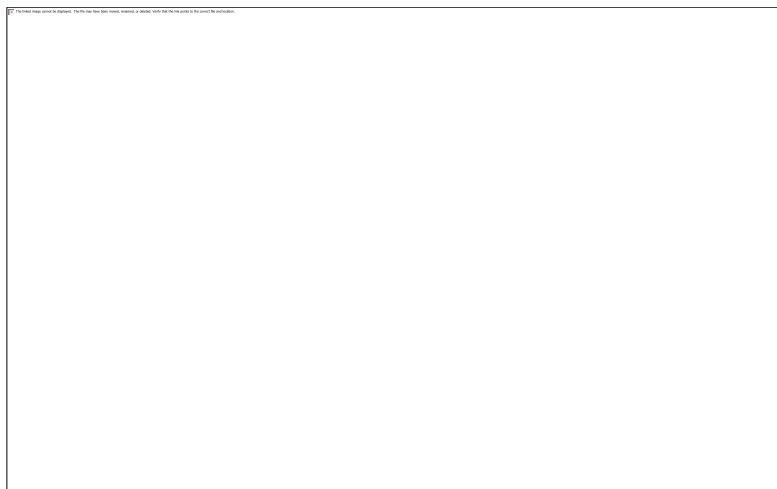
- Final report (JUL 2021) issued to MBIE (received complimentary feedback).
- Of the 7 businesses engaged, all 7 are locally owned (from Moerewa and surrounds).



- At the height of the Project, there were 15 ½ people working on it. 100% of people working on this project were local.

Before and after - shows external refurbishment of club, repaired boundary fence, upgraded entrance and carpark





Local suppliers - Ngawati Diggers increased their Sitewise score to 58 to become an FNDC Supplier



Working at Heights Training conducted at the Otiria Rugby Club, provided FOC

#### **Paihia Waterfront Development - (FNHL)**

- Detailed Design underway.
- Detailed design of the eastern abutment ongoing.
- Dredging tender to be released early August with works to start by October. This will enable dredging to be completed and the new navigation channel created before the breakwaters are constructed. While there is some slippage of our internal programme, overall, we are on track to meet the 2023 completion date.
- FNHL met with the hapu at the Te Tii Marae on 7 July to discuss the project. Discussions ongoing.
- FNHL seek to engage local marae in kaitiaki and environmental monitoring roles during construction.
- Design of eastern abutment and beach width progressing- changes required due to lowered height of northern breakwater.

#### **Pukenui Wharf - (FNHL)**

- Detailed design complete.
- Resource consent granted, Exemption BC granted.
- Pukenui and Unahi tenders awarded to Total Marine Ltd. Pukenui Wharf demolished in June, with the contractors now delivering materials onsite to start construction of the new wharf.
- Commercial fishermen have been informed of programme well in advance and most are planning on using Mangonui Wharf during construction.
- Sea wall construction almost complete.
- 95% of the precast wharf deck panels and headstocks have been fabricated. Completion scheduled for November 2021.

**Rangitane Boat Ramp - (FNHL)**

- Detailed Design Underway.
- Consenting Underway.
- Fast track application approved by MfE.
- EPA application to be made in August with consent issued in December.
- Reports from ecologists, engineers and landscape architect show no adverse effects arising from the development.
- Residents group are yet to hand over the jetty consent, so at this stage it won't be constructed as part of the main project.
- Discussions on-going.
- Construction scheduled for Jan 2022 to Sep 2022.

**Strategic Roads - Priority 1 Routes - (HC)****Peria Rd –**

- Seal extension construction works at Peria Road has been split into 5 sections, with Sections 1, 2, 3 and 4 fully completed last season. Good progress was also been made on Section 5 with Fulton Hogan undertaking clearing, earthworks, drainage and shoulder/pavement undercuts prior to preparing the site for winter. The final pavement construction and surfacing is programmed for early next construction season.
- Winter has thrown Peria Road some curveballs, with heavy rainfall events in July causing some slips on previously completed sections. We are investigating these with geotechnical engineers to identify the causes and ensure permanent repair of these is appropriate.

**Ngapipito Road -**

- To date, clearing/earthworks has been completed on Sections 1 - 4. Drainage and culvert upgrades are complete on Sections 1 - 3 and nearing completion on Section 4. Subbase pavement layer has been overlaid and compacted on Sections 1 - 3.
- Last month's activities for Ngapipito Road focused on continuing to cart in aggregate to bring the subbase to level, completing the drainage and continuing pavement construction for Section 1, 2 and 3 as weather has allowed.
- Pavement construction will continue, with final stabilisation and sealing programmed for early next season (on track for completion by December 2021).

- Bridge Upgrades - The design work for the first 6 bridges is complete and we have requested prices for this work. We are still on track for completion of bridge strengthening work by December 2021.

### **Strategic Roads - Ruapekapeka Road - (HC)**

- Stage 1 is well underway with earthworks, drainage and subbase road pavement are complete.
- The relocation of the main fibre optic cable feeding the Far North has been completed.
- Progress of the unsealed portion to Hays Road intersection continued, with the exception of the big earthworks cut site, with the majority of the earthworks is now complete. Subbase and basecourse aggregate were overlayed and compacted completing majority of the unsealed pavement section. Now that the fibre cable has been relocated, earthworks, subbase and basecourse will recommence on the big earthworks cut site when the weather allows. Last month's activities for Ruapekapeka Road Stage 1 focused on getting earthworks consent to move the fill from the large cut into the Department of Conservation carpark. This will ensure the large cut can be undertaken when the fine weather returns. In the meantime, during winter we are maintaining the new subbase pavement along the sealed section, and basecourse overlay is programmed early in the construction season, with surfacing programmed for completion by 30 October 2021.
- The 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, The tender for Stage 2 closed in July and is under evaluation now.
- The delivery mechanism for Stage 2 is to utilise the NZTA Northland Delivery Framework (NDF) Lot 2 Suppliers, via a closed tender for construction. The tender documents were peer reviewed by the Northland Transport Alliance, NZTA and Council. The tender was released in mid-June, with award on track for early September. Consultation with affected landowners has ramped up this month and it is pleasing to report that all affected parties have been very supportive and willing to work with us to achieve the best outcome for this project. Stage 2 includes the State Highway intersection improvements, but this scope of work has been separated from the seal extension tender. The design of the intersection has been completed. The engineer's estimate is higher than expected, due to unforeseen constraints for the right turn bay and we're working through a value engineering exercise. Waka Kotahi (NZTA) have requested that they lead the delivery of the Intersection Improvements works. The benefits of doing this include a faster consenting process, the delivery/quality/consenting risks would sit with NZTA (it will be their asset when completed) and they can fast track the construction work through their NOC maintenance contract. Ongoing liaison has been taking place with Te Ruapekapeka Trust for their inclusion of the intersection Pou.

### **Tai Tokerau Kaikohe Safe Streets - (SPL)**

#### **Project Status:**

- Implementation ongoing – on road artwork in Recreation Rd has been marked out
- Local partner AKAU and contractor Downer working together to ensure smooth delivery
- Stencils for on road artwork created
- Signage install started
- FNDC web page online including surveys for feedback

#### **Next Milestone:**

- Monitoring July, August, September

**Te Ha o te Ao - (Jitka Hyde)**

- Memorandum of Understanding has been drafted and sent to Waka Kotahi 8/7/21. This is required by us before signing the Agreement as to Works to ensure all parties are in agreement with the obligations, and responsibilities. Now received 12/8/21.
- Now that we have Waka Kotahi's MoU points, providing FNDC and us agree, we will sign agreement. Estimate next two weeks.
- We are then planning to start actual construction on site with first task being installing the guard rail. The winch option has been chosen. Transport has been organized for the birds from Dunedin (Van Brandenburg Architecture) to Kerikeri via Toll transport company.

**Te Hiku o te Ika Revitalization - (HC) –**

- The current programme aligns closely with the deliverables specified in the project agreements, however we have not spent the funds we had planned at this time. Much of this is due to the designers, surveyors and engineers being unable to meet our timeframes with their current workloads. Last month we said the Kaitia town square and Market Square are likely to be underway by August but not completed. FNDC have not yet secured the Foodstuffs property where the Town Square would be developed so August is not likely; we are aiming for December now. The Market Square has just had the procurement information sent through but it has not yet been presented to the panel for approval so more likely to be September start.
- Alleyways - Opening is scheduled for 14 Aug.
- Playgrounds Tender has been completed with the working group having a final say on the preferred supplier. Procurement is underway.
- 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.
- 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.

**Te Tai Tokerau Worker Redeployment Package - Complete****Te Tai Tokerau Worker Redeployment Package Var1 – Complete****Unahi Jetty - (FNHL)**

- Detailed design complete.
- Resource Consent granted.
- Exemption Building Consent granted.

- Tender awarded to Total Marine Services Ltd. They are planning on employing Pukenui Excavators and Stonecraft as local subcontractors. Pukenui and Unahi to be awarded to the same contractor to save on establishment costs. Project works to start in July 2021.
- Total Marine fabricating precast concrete deck panels. Have procured materials.
- PE sleeves delivered to Pukenui Wharf ready for transport.
- Scheduled for completion Dec 2021

**Waipapa Sports Complex - (SPL)**

- Physical works for the improvements around the SH10 junction started.
- Once the tree felling was completed, it was discovered that the main Fibre cable running from Auckland to Kaitia, 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 has completed the costing quote and awaits approval. 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.
- The Resource Consent was submitted in mid-July.
- Community engagement was undertaken at the end of July.
- Key work completed in the month of July 2021:
  - Acceptance of the new revised concept layout
  - Receipt of the draft Architectural concept design and agreement from the working group
  - Receipt of the draft landscape concept
  - Receipt of the draft lighting report and drawings



## FNDC 20/21 CAPITAL AND RENEWAL PROGRAMME UPDATED



NOTE – as budgets are yet to be finalised – updates will come through in September.

## VENTIA – CONTRACT 7/18/101 ROAD MAINTENANCE AND RENEWALS - MONTHLY REPORT



### EXECUTIVE SUMMARY

Unfortunately, August was another month interrupted by a lockdown. We managed to get through to the 17th uninterrupted and completed a few projects in this time. Currently we have 17 essential staff working safely under level 4 on the FNDC South Network. Under level 3 which commences today sees the return of our other team members to the field.

Our essential workers have been inspecting the network for critical items and have been available for emergency call outs. Both the sealed and unsealed patrols have been active on the network in their bubbles always running two vehicles per two-person team. Heavy Metalling of Kouto Loop and Tahiwi Rd were completed before lockdown with maintenance metalling carried on through.

Works completed before the 17th including a large diameter culvert on Wallis Rd and a half-completed culvert install on Peras Rd. The last bit of drainage improvement works was ticked off on Pungaere Rd.

Kings Rd footpath has been a challenge for the footpath team who have been carrying out the enabling works on the pavement rehab. Making the most of quieter times while tourist numbers were lower. Lots of services at incorrect locations and depths have made it a big task. This site will recommence the week after next once Top Energy are back to work with a stand over available.

We also used lockdown to get ahead on pavement designs for the coming season using the test pit and design data. We hope to see everyone's faces back out in public soon.

### WORK PROGRAMME

A total of 1953 individual work items were completed throughout the month of August which 1871 were routine find and fix issues, 1 was cyclic or part of annual rounds, 51 were programmed works, 2 were renewals/capital projects, and 28 were callouts or emergency response works.

September 2021 forward works programme has been submitted in RAMM.





*State Highway 11 – Pedestrian Fence repairs*



*Tapuhi Rd – Emergency Works – Dangerous Tree*



*Cobham Rd – Graffiti removal*

## ROUTINE WORKS COMPLETED

Routine maintenance activities completed in August:

- 211 sealed potholes repaired
- 1375 unsealed potholes repaired
- 161 km of unsealed roads graded equating to 20% of the total unsealed network.

## DRAINAGE MAINTENANCE AND RENEWALS

Drainage maintenance activities completed in August:

- 214 Culvert ends cleared
- 502m of heavy water tabling
- 20m of light water tabling
- 7.5m Culvert pipes replaced/new



*McIntyres Rd – Culvert Clearing*

Unfortunately, we didn't get to complete the double barrel culvert installations on Peras Rd or Wahamati thanks to lockdown. As soon as we can Peras will recommence.



*Peras Rd/Wahamati Rd –  
Culverts being delivered*



*Wallis Rd – Large diameter  
Culvert installed*

## ROUTINE INSPECTION REPORT

**Sealed** - There are currently 0 sealed inspections running overdue.

**Unsealed** - There are currently 34 un-sealed inspections running overdue. Due to lockdown

**Drainage** - There are currently 01 drainage inspections running overdue.

	Contractors Monthly Inspections (km)	
	North Area	South Area
Week 1		289.158
Week 2		144.402
Week 3		26.282

	Contractors Monthly Inspections (km)	
	North Area	South Area
Week 4		59.005
<b>Week 5</b>		<b>11.323</b>
Total		<b>530.17</b>

## ORDERED WORKS

38.84m<sup>2</sup> of footpath replacement/renewal were completed in August.

Only minor ordered works were completed.

## METALLING TOTALS

1416.36m<sup>3</sup> of maintenance metal was applied to the unsealed network.

Maintenance metalling was able to continue through lockdown as the trucks are single occupancy and are essential to maintain the safety of the network for road users. A few roads were targeted with Orakau Rd one of these. We will continue through September along the same lines until the weather starts to settle and the pavements dry out creating stronger subgrades for the summer season.



*Orakau Rd – Maintenance  
Metalling*



## ROAD FURNITURE ACTIVITY

- 40 new signs installed or replaced (damaged or missing)
- 17 signposts replaced/new
- 55 signs re-re-erected or straightened
- 52 signs/posts cleaned
- 27 posts painted



*Rawhiti Rd – Vandalised Sign replaced –  
unfortunately it was etched so had to be replaced*



*Smith Rd – Stolen street  
name blade replaced*

## PAVEMENT REHABILITATIONS

### Seal Extensions

#### **Pungaere Rd – RP8820 - 12410**

Drainage improvements completed in the last week of July with the final pavement seal past the box culvert booked in for early September.

**Ngapipito Rd – RP3500 - 8435**

Subbase placement continued in the first half of August. September will involve basecourse placement.

Large 1200mm culvert replacement still in planning phase with NRC.

**Ruapekapeka Rd – RP4500 – 5800**

In a holding pattern through winter until a September recommencement with basecourse placement booked.

**Kings Rd**

Works commenced on the footpath and kerb and channel replacement in August. With lots of services in the way it has been slow work.



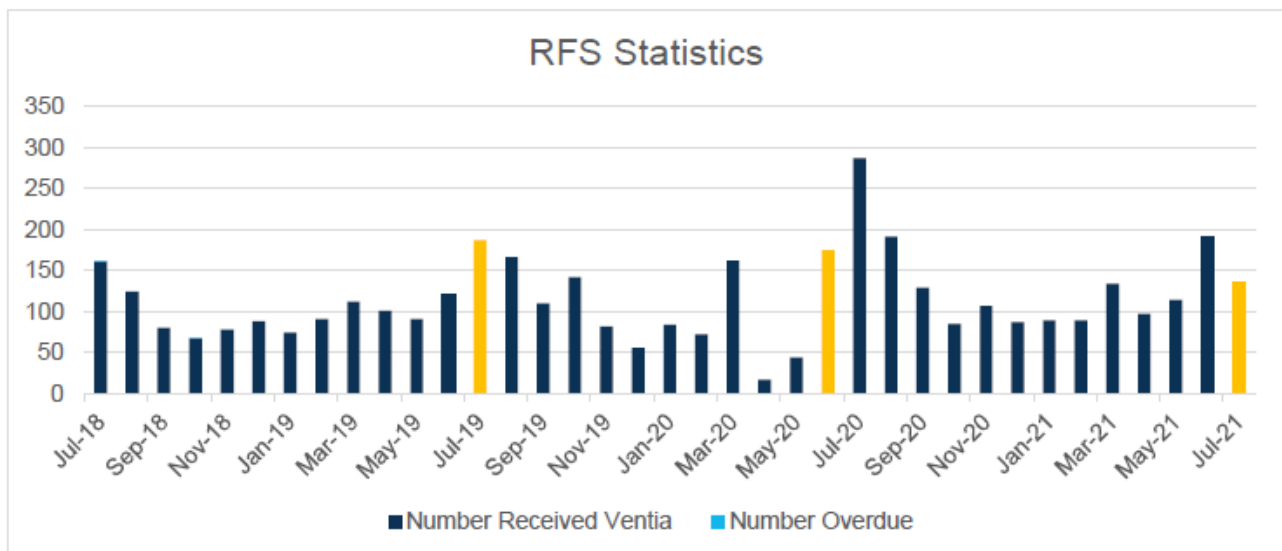
*Kings Rd – Service identification*

**ROAD ACCIDENT REPORT**

An accident occurred on Kapiro Rd on 27/8/21 during level 4 lockdown. All occupants were ok. We attended to support with traffic control and the cleaning of the site to make safe.

**CUSTOMER SERVICE ISSUES/COMPLAINTS**

RFS statistics for July were available at the time of this report. Ventia received 135 service requests during July 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. The quietest July since the contract started. Once results for August 21 are received, these will also be low (probably will look similar to May 20 during the last lockdown).

**COMPLIMENTS**

We received the following compliments in August

**1) Subject: Re: RFS 4071148 – Tipene, Horahora and Callaghan Rds - Grading**

Hi Cheryl,

Yes - our roads were done and they're much better now. Thanks very much!

Kind regards

Pauline

## 2) Subject: RE: Confirmation of service request RFS: 4028154

Thanks Melissa – I watched keenly as these works were completed. An excellent job and great outcome.

Thank you.

Nga mihi Dave 😊

Dave (Bear) Hookway-Kopa

## RAMM ISSUES

Not much to report due to being in lockdown for 2 weeks this month. A few general glitches in Pocket RAMM which were resolved with re-syncing.

## HEALTH AND SAFETY

August was all about ensuring our essential workers were prepared well and understood what the requirements are for their safety and the public while working under level 4. Now we head to Level 3 today, Ventia has been holding prestart meetings with all site teams to ensure they fully understand what it is required of us.



Level 4 – Essential Workers folders  
and PPE/Cleaning Products

## ENVIRONMENT

In August we had no notifiable incidents to report.

## COMMUNITY ENGAGEMENT

- In August we helped the local gymnastics club. Waka Kotahi required traffic counts for their entranceway, we installed these and will provide them with the data on completion to seek approval.





- Mark is currently at School in Year 12. He has ambitions to become a qualified drainlayer. For the rest of the year once a week we have invited him to work with our drainage team to learn off the masters. We hope he comes on board after he completes his School studies.



- During lockdown it has given our three team members working through Connexis training a chance to work through some additional papers.

## RESOURCES



*Fabrication of the new bitumen bulk tanker*



*Modified A-frames installed to tow our utes behind the graders*

# FULTON HOGAN - NORTH AREA MAINTENANCE NETWORK CONTRACT 7/18/100 MONTHLY REPORT



## SUMMARY

Attached is the Fulton Hogan monthly report for August 2021.

## REHABS

Project	Completed this month	Programmed next month
Pawarenga Rd Rehabilitation 2020-21	Site being held for winter.	Run in metal, stabilise and seal.
West Coast Rd Flood Mitigation 2019-20		Complete final signs install.
Church Rd Seal Extension 2020 – 21	Complete.	Awaiting post construction safety audit recommendation for guardrail.
Peria Rd Seal Extension 2020-21	Site being held for winter.	Start slip repairs.
Pavement Rehabilitations 2021-22	Material testing underway. Pavement designs underway. Survey's completed. Enabling works priced.	Design work to continue.
Seal Extensions 2021-22		Programme required ASAP so that pavement investigations can commence.

## MAINTENANCE SUMMARY

### Unsealed Maintenance

- Grading 230km
- Potholes 1,708 ea
- Maintenance Metal 2,755 m3
- Heavy Metal Overlay 0 m3
- Envelope Mowing 0 km

### Sealed Maintenance



- Potholes 234 ea
- Edge break 8 m
- Berm mowing 224.3 km

#### Drainage

- Routine Maintenance 31 ea
- Heavy water tabling 4.49 km

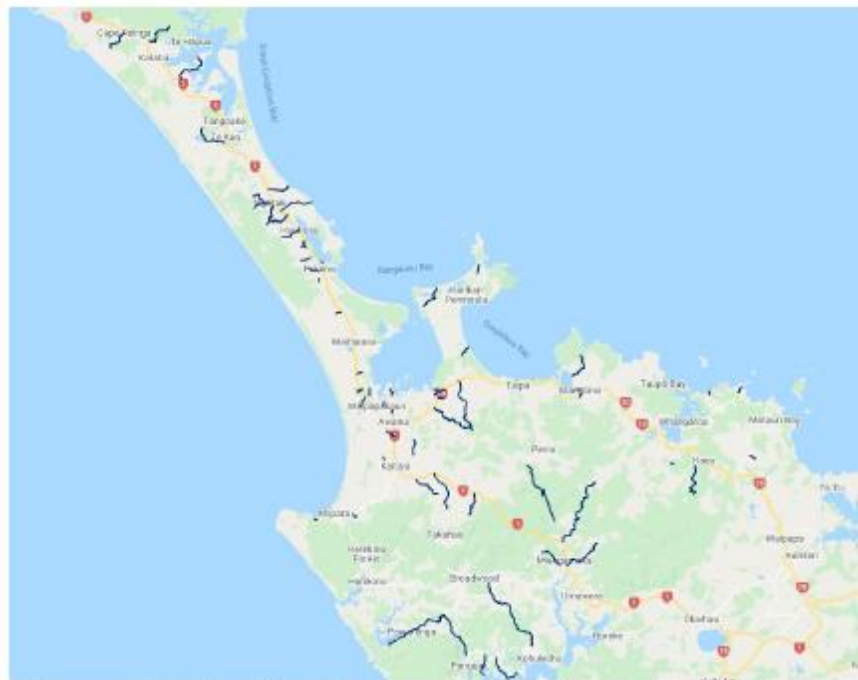


Figure 1: Routine Maintenance Grading Completed August 2021

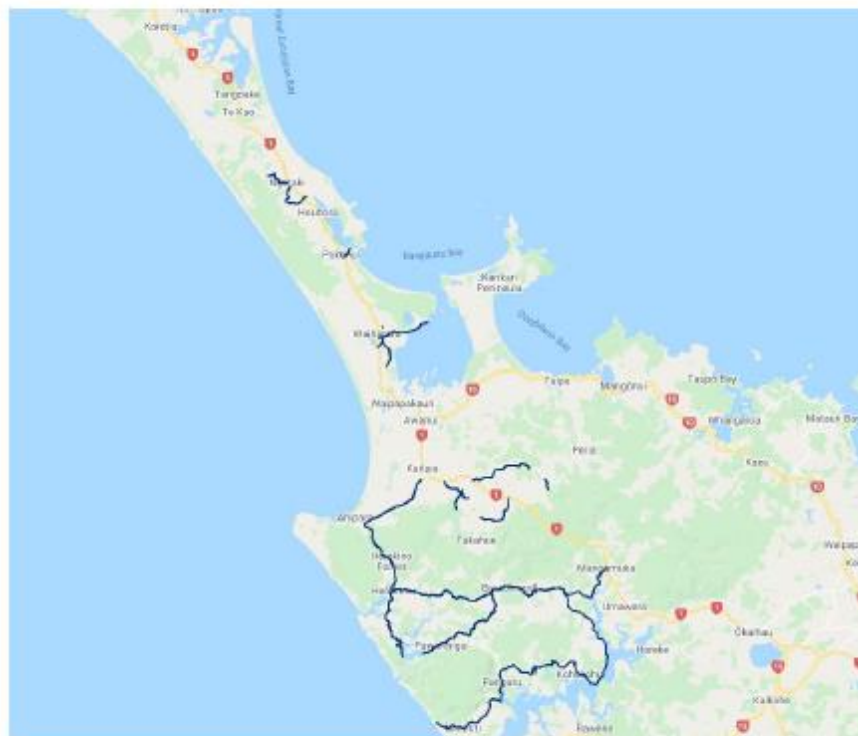


Figure 2: Routine Mowing Completed August 2021

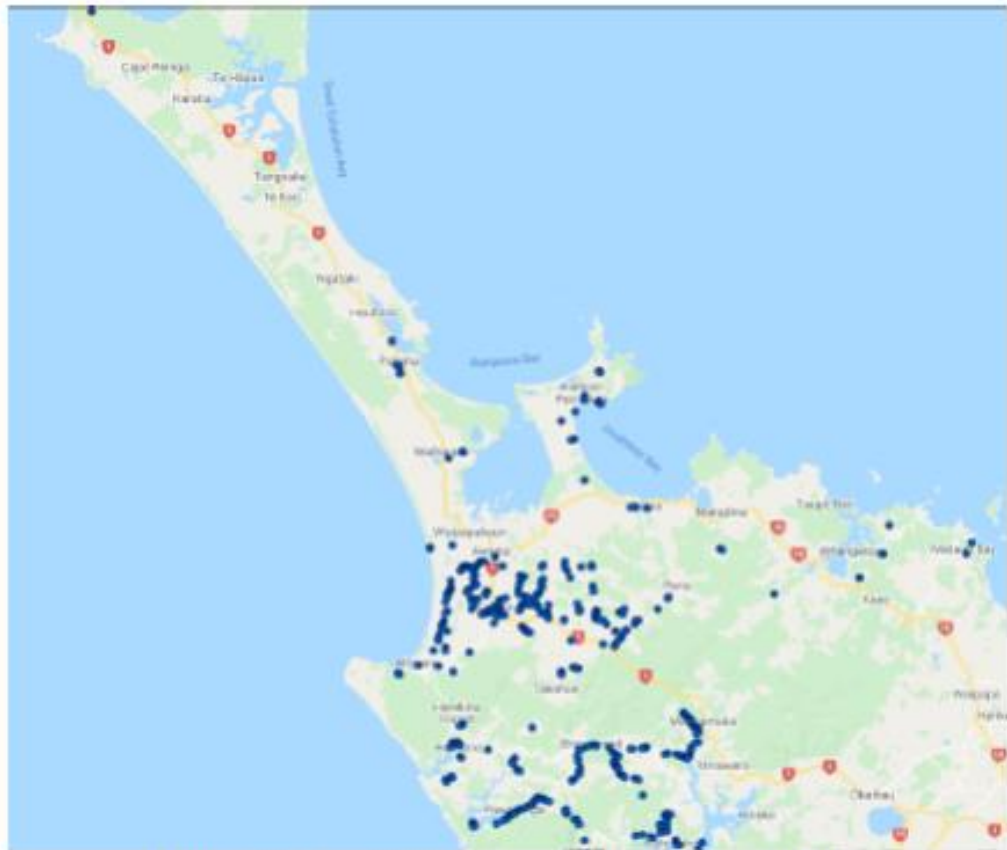


Figure 3: Routine Potholes Completed August 2021

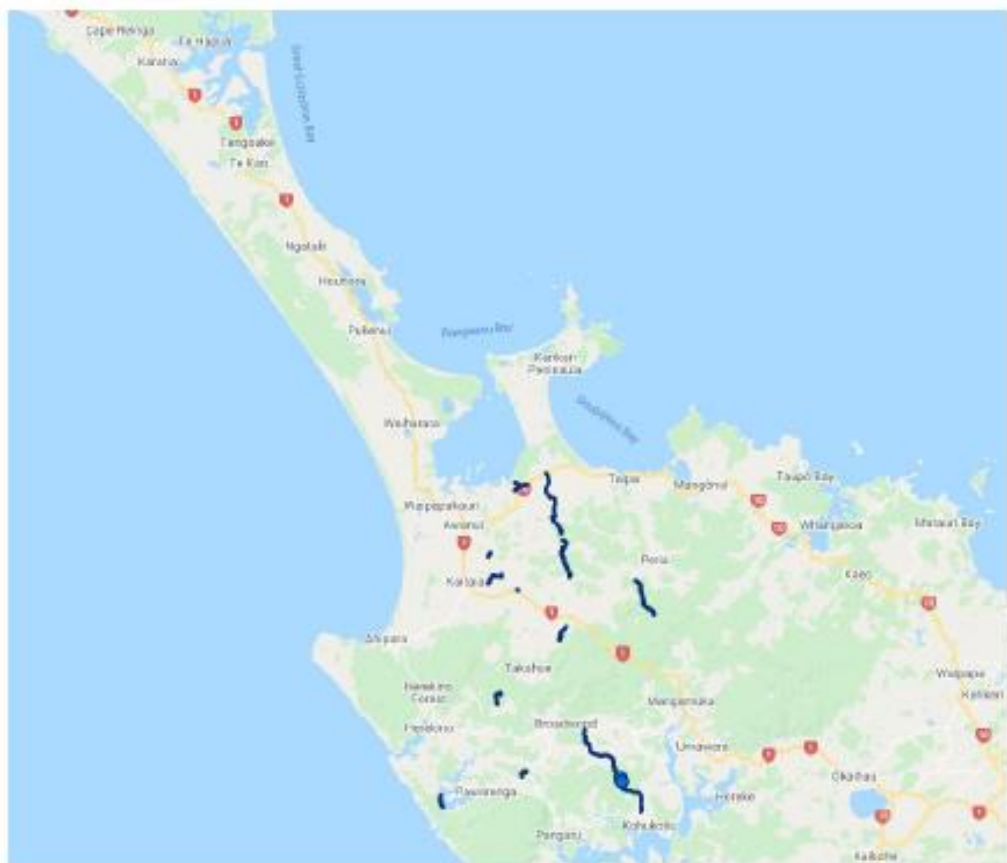


Figure 4: Maintenance Metal + Heavy Metal August 2021



Figure 5: Foreshore Rd Footpath completed above rock wall.

## HEALTH & SAFETY

No injuries this month.

Type	# during period	# to date	Days since last incident
Lost time injury (LTI)	0	2	293
Medical Treatment Case (MTC)	0	1	61
First Aid Injury (FAI)	0	0	1100

## QUALITY AND TRAINING

### ***Environmental non-compliance notices issued***

- Nil non-compliances to report.

### ***Notice to Contractor issued***

- NTC 78 Quality Assurance Checks of Claim Items
- NTC 79 Health and Safety Reporting
- NTC 80 Enabling Works 2021/22 Pavement Renewals
- NTC 81 Suspension of Non-Essential Works

- NTC 82 Clarification of Essential Works

### **Training**

- Lock out Tag Out
- First Aid Training – Full and refresher

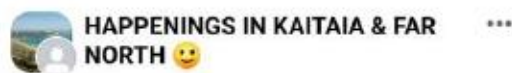
### **RAMM Issue for the month**

- Nil

### **RFS Report**

- Not received from Council

## **FEEDBACK**



BIG SHOUTOUT to FULTONHOGAN Kaitaia.. totally my heroes today. Responded quickly, and had the road unblocked in no time.. and with a smile 😊 Thanks guy...frickin awesome 🙌



## **SEPTEMBER PROGRAMME**

Maintenance activities programmed for September 2021 relate to routine sealed and unsealed maintenance activities such as grading, sealed and unsealed potholes, unsealed road metalling etc.

Ordered works activities include the following:

- Pawarenga Road Rehab Overlay, Stabilisation and Seal
- Peria Road Seal Extension Overslip repairs
- Oruru Road Rehab 1 Large culvert clearing

## NORTHLAND ACTIVITY UPDATE



Due to alert level 4 - there was no progress on projects work.

Activity	2021-24 NLTP	Completion	Progress	Commentary
State highway maintenance, operations and renewals	\$91,550	0	Red	<p>The team are working through the final program and a total of 167,6 lane kilometres will be delivered. This value is higher than the previous year. Construction season start in September.</p> <p>Mangamuka Gorge is now open to traffic.</p>
Low Cost / Low Risk	\$5.3M	95%	Green	<p><b>Far North District Council Projects</b></p> <p>Resilience projects: SH1 Otiria Flood Mitigation physical works - completed; SH10 Bush Point works completed.</p> <p>Walking and Cycling Projects: SH11 Haruru Falls SUP – FNDC have now completed this project.</p> <p>Mountain Rd to Te Hana shoulder widening – Work is complete.</p> <p>SH12 Omapere to Opononi 3km – Detailed Design for Stage 1 completed, Survey completed for whole route Awaiting confirmation of funding to proceed to physical works.</p> <p>SH1 Kawakawa Ped Crossing – A preliminary design has been completed for a raised platform and pedestrian crossing place to the east of the township, we are working with FNDC Innovative Streets Project team.</p> <p><b>Kaipara District Council Projects</b></p> <p>Resilience: SH12 Oparakau Slip – All retaining walls completed, pavement work to be completed,</p> <p><b>Other</b></p> <p>LC LR Safety:</p> <p>SH15 Permanent Warning Signage Improvement – 20/21- Detailed design for the whole corridor completed, physical works differed awaiting additional funding.</p> <p>SH11 Opua to Te Haumi Delineation Improvements – All works completed.</p> <p>SH1N Cape Reinga to Te Hapua Signage Upgrade – All works completed.</p> <p>SH10 South of Mangonui Signage and Delineation Improvements – All works completed.</p> <p>SH16 Waimauku to Helensville Fatigue Improvements – Detailed design for the whole corridor completed, ATP work has been differed due to R2Z Project. Wide Centre line to be installed at Flush median being installed at southern end of Helensville.</p> <p>Mangamuka Gorge: Currently open to all traffic except those requiring oversize permits. Traffic is still one lane at the main slip while final works are undertaken but these may be put off until the spring, in which case the road will be fully open to all traffic over two lanes.</p> <p><a href="#">SH1 Mangamuka Gorge   NZ Transport Agency</a></p>



Activity	2021-24 NLTP	Completion	Progress	Commentary
<b>SH1: Dome Valley Safety Improvements</b>	\$31.7M	Late-2021	Green	<p>Work continues in stages 3 and 5, either side of the Dome peak. This work is planned to be completed in early 2022</p> <p><a href="#">SH1 Dome Valley   NZ Transport Agency</a></p>
<b>Northland speed review</b>		2021	Green	<p>Waka Kotahi's engagement phase on nine Northland and two north Auckland corridors took place between <b>3 May and 14 June 2021</b>, with iwi and hapu partners, local communities and stakeholders. 1,022 pieces of feedback were received.</p> <p><b>Activities included:</b> 18 hui with iwi and hapu partners, 10 pop-up events with technical experts and communications staff, online feedback using an interactive mapping tool, e-newsletters, emails to key stakeholders, media releases, information flyers and posters.</p> <p><b>Key themes which emerged in feedback were:</b> Road conditions and maintenance across the corridors, the need to lower speed limits before and within urban areas as well as near schools and marae, retaining 100 km/h speed limits in rural environments and areas where the road is suitable, and concerns over driver behaviour.</p> <p>Waka Kotahi is reviewing technical assessments and the feedback received, with a view to presenting a more detailed proposal as part of a formal consultation process. We look forward to discussing this with you at the start of the consultation period.</p> <p><a href="#">Speed Review Locations   NZ Transport Agency</a></p>
<b>SH1 Whangārei to Wellsford Standard Safety Intervention (Road to Zero)</b>	\$4M	Underway	Green	<p>Pre-implementation underway for Central (Port Marsden Highway to Schultz Road) and Southern (Piroa Stream Bridge to Wellsford). Some light construction (media barriers, etc) will commence from late 2021, with main construction expected to commence mid-2022 (subject to funding and approvals).</p> <p><a href="#">SH1 Whangarei to Wellsford   NZ Transport Agency</a></p>
<b>SH1 Warkworth to Wellsford</b>		Route protection	Green	<p>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. The appeal period for the NoR decision closes on 18 June.</p> <p>Waka Kotahi does not anticipate any works on the corridor commencing this decade.</p> <p>Council also recommended Waka Kotahi confirm the NoR. Waka Kotahi confirmed the NoR on 11 May 2021. The appeal period for the NoR closed on 1 July 2021 and several appeals have been filed with the Environment Court. Both resource consent and NoR appeals will now progress via usual Environment Court process. Once the Environment Court process has concluded Waka Kotahi will provide further information on the outcome of this process.</p> <p>Completing the route projection phase for this project will provide long term certainty for property owners, adjacent communities and the wider region.</p> <p><a href="#">SH1 Warkworth to Wellsford</a></p>
<b>SH1 Whangārei to Te Hana</b> <ul style="list-style-type: none"> <li>Whangārei to Port Marsden Highway - NZ Upgrade Programme</li> <li>Port Marsden Highway to Te Hana</li> </ul>		TBC		<p>To meet climate change and housing objectives, and manage debt responsibly following COVID-19, the Government has decided to make changes to some of the projects within the NZ Upgrade Programme.</p> <p>For Whangārei to Port Marsden Highway, the Government has instructed Waka Kotahi to implement a new option for the corridor that focuses on safety improvements along the existing state highway, and the construction of a new rail line to Northport. The new option will support Northland's economic growth, improve supply chain resilience, reduce emissions and improve road safety.</p> <p>The current proposal to upgrade State Highway 1 to four lanes will not continue.</p> <p>Waka Kotahi and KiwiRail are now working together to further develop these projects for consideration by ministers.</p> <p>This will include confirming the scope, costs and timelines for the re-scoped projects, as well as carrying out economic analysis. The significant work already completed for the four-laning project will inform this development work.</p> <p>SH1 is recognised as a strategic route and further changes in the future will be required to meet the demands of the region.</p>

Activity	2021-24 NLTP	Completion	Progress	Commentary
				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. <a href="#">Whangarei to Te Hana   NZ Transport Agency</a>    <a href="#">Whangarei to Port Marsden Highway</a>
<b>SH1 Loop Road Safety improvements</b>	\$48.76M	Early 2022	Amber	With the recent changes to the NZ Upgrade Programme, the next steps for completing the southern works (new two-lane bridge and southbound taper lane) for the Loop Road project are currently being worked through.  The Loop Road intersection will continue to operate as a single lane roundabout until a new 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.  <a href="#">SH1 Loop Road Safety Improvements   NZ Transport Agency</a>
<b>SH10 Kaeo bridge</b>	\$32.6M	Late 2022	Amber	Additional funding has been confirmed. Negotiations with contractors are continuing before construction can commence.  <a href="#">Kaeo Bridge   NZ Transport Agency</a>
<b>SH10 Waipapa corridor improvements</b>	\$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, which are now in construction. Bridge over the Whiriwhiritoa Stream is completed. Work is progressing on carpark at the end of Waipapa Loop Road. Completion date for this project is scheduled for late August 2021.  <a href="#">SH10 Waipapa Corridor Improvements   NZ Transport Agency</a>
<b>SH1/11 Kawakawa intersection improvements (NZ Upgrade Programme)</b>	\$6M	Mid 2021	Green	Traffic is flowing through operating roundabout and works are complete. Completion event with Minister scheduled for late August. Cultural design elements (pou, wall carvings) have been designed and constructed with local iwi. Project to be completed late June 2021.
<b>SH10/11 Puketona Junction intersection improvements (NZ Upgrade Programme)</b>	\$15M	Mid 2021	Green	This project is now completed. Unveiling and completion event attended by Hon Kelvin Davis and other dignitaries was held on 14 July 2021.





## 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

- **COVID** Lockdown level 4 since the 17th of August at 11:59pm. This has resulted in a significant lowering of productivity and ability to affectively carryout preventative maintenance. Working crew 'bubbles' were established and have been maintained throughout the current lockdown.
- **RFS**: 244 Request for Service (RFS) call outs in August, down from 272 in July and 369 in June.
- **HR**: We are looking for a Sparky, Treatment Process Manager, Projects Supervisor, and a Leak Detection Supervisor. Temp staff did not work during Lockdown.
- **Preventive maintenance plan** is in place in August. Update is still in progress for Water Reticulation and Treatment plant. August has seen an improvement in the PM attainment with 93% of PM's being closed off in August, compared to only 42% in July.
- **Reactive Renewals**: A total of 14 RRW's were raised in the month of August.

### OPERATIONS & MAINTENANCE – WATER, STORMWATER AND WASTEWATER RETICULATION

- In the north there are pump stations which have been operating with only one functional pump. This situation has apparently been ongoing for some time and may cause significant risk throughout summer with additional people are in the area. Critical areas have now been determined and orders raised to purchase the required pumps.
- For the LPS sewer system in and around Kaitia there is insufficient spare and replacement pumps available for the numbers being maintained. To be discussed with assets to determine suitable numbers of spares and control of replacing and repair. This is ongoing.
- A water leak from the Omanaia WTP to the Rawene reservoir was detected from during reviewing of flow data. Subsequently a ground inspection located a small break (which was repaired) and two offtakes which were fully open and running to ground. It was established that these were not supplying

water to any house or facility and closed and capped off. The water loss substantially reduced, further monitoring of data still shows possibility of additional offtakes, leaks or unauthorized takes. Monitoring and leak detection is ongoing.

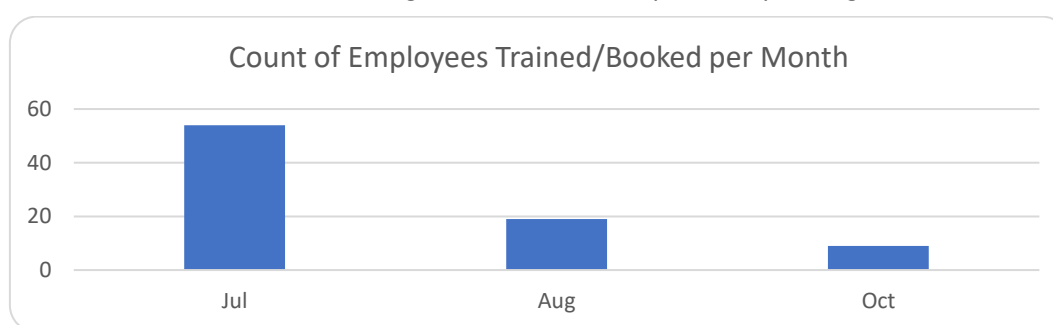
- A third-party contractor damaged the pump feed line to the Russell Fire hydrant storage tanks, repair completed.

### Projects

- COVID with level 4 lockdown is having a major impact. With the lack of forward work the retention of key project staff is becoming an issue with a number of them applying for jobs elsewhere.

## TRAINING SCHEDULE

Confined Space and First Aid training was completed in August, but all other training for August was put on hold due to the Covid-19 lockdown. Training to commence in September pending lockdown restrictions.



### Upcoming Training - SEPTEMBER

- Asbestos (Class B)
- First Aid
- Manage Hazardous Substances
- STMS

## HEALTH AND SAFETY

In August there was one minor Motor vehicle incident.

### Safety Lag Indicators

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Injury - LTI	0	0	-	-	-	-	-	-	-	-	-	-	0
Injury - MTI	1	1	-	-	-	-	-	-	-	-	-	-	1

### Risks and Opportunities

- Risk - Mobile plant and vehicles VOC's - Ongoing
- Opportunity - Electrical cabinets - Pumps stations in a maintenance program

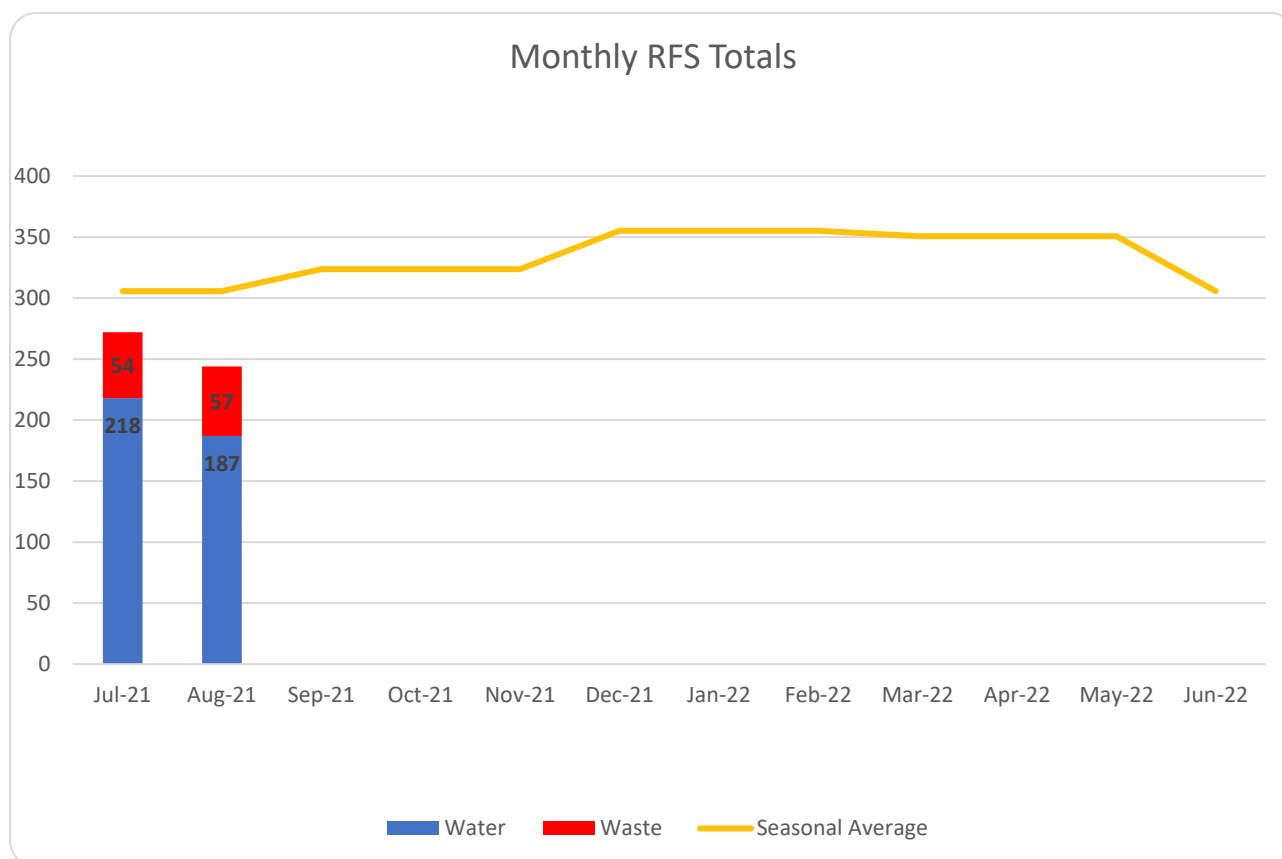
### Key Activities:

- Health and Safety all staff 12th August 2021
- Regional HSE meeting scheduled 31st August 2021.
- Hep A&B vaccination program (blood tests - Ongoing)
- R U Ok Day 9th September

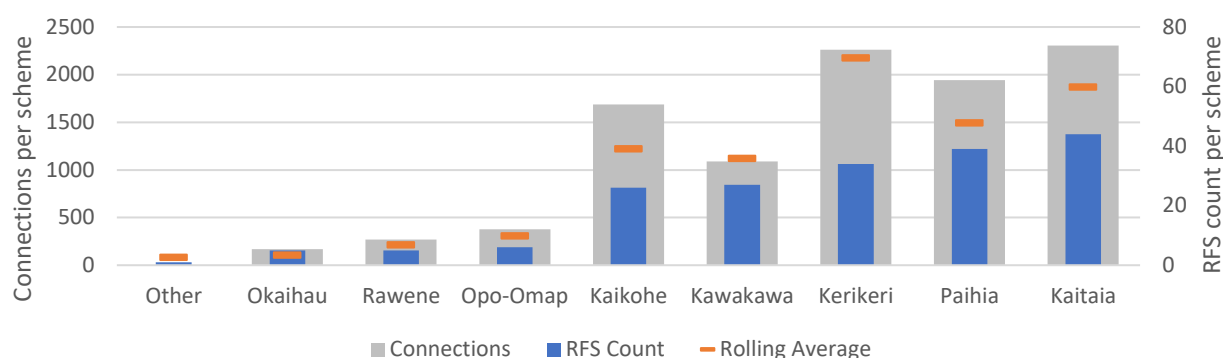
Incident ID	Incident Date	Severity	Description
VEN-EVT-1089	03/Aug/2021 02:54 PM	Close Call	Operator hit by jetting head in his torso

## CUSTOMERS

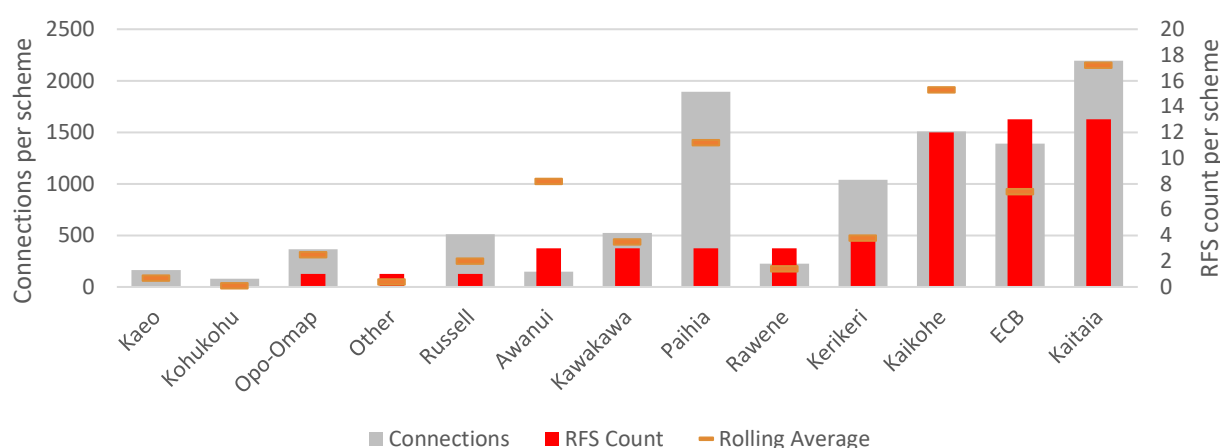
The request for service (RFS) total for August was 244, down from 272 in July and 369 in June. This includes 77 RFS's for the North region, and 167 for the South region. The total for August 2019 was 304, and August 2020 was 326.



Water RFS and connection count per scheme



Wastewater RFS and connection count per scheme



## DIA REPORT – AUGUST 2021

Sewerage Overflows Attend / Resolve KPI  
DIA/LTP/Alliance

Total Sewerage Overflow Submissions

18

Median Attend Time (Hours) DIA 6 (22a) LTP 3.1.3  
TARGET <= 2hrs

1.97

Median Resolve Time (Hours) DIA 7 (22b) LTP 3.1.3  
TARGET <= 4hrs

4.78

Sewerage Overflows Attend / Resolve KPI %  
LTP/Alliance

Attend KPI Met (%) LTP 3.1.5 Target &gt;= 95%

55.56

Resolve KPI Met (%) LTP 3.1.5 Target &gt;= 95%

44.44

## Water Urgent Attend/Resolve KPI DIA/LTP/Alliance

"Water-Urgent" Submissions

9

Median Attend Time (Hours) DIA 3a (30a) LTP 2.1.3  
Target <= 2hrs

0.73

Median Resolve Time (Hours) DIA 3b (30b) LTP 2.1.3  
Target <= 4hrs

3.47

**Sewerage Non-Urgent Attend/Resolve KPI Alliance**

Total "Sewer Non-Urgent" Submissions

**6**Sewer Non-Urgent Median Attend Time (Hours)  
Target <= 24hrs**11.37**Sewer Non-Urgent Median Resolve Time (Hours)  
Target <= 48hrs**12.58****Dry Weather Overflows per 1000 Connections  
DIA/LTP/Alliance**

No of Dry Weather Overflows

**0**Dry Weather Overflows per 1000 Connections DIA a  
(20) LTP 3.1.1 Target <= 12/annum**0****Sewerage Customer Satisfaction KPI  
DIA/LTP/Alliance**

No of Sewerage Faults/Complaints

**26**Complaints per 1000 Connections DIA 8 (23) LTP  
3.1.4 Target <= 150/annum**2.24****Water Non-Urgent Attend/Resolve KPI  
DIA/LTP/Alliance**

"Water Non-Urgent" Submissions

**75**Median Attend Time (Hours) DIA 3c (30c) LTP 2.1.3  
Target <= 48hrs**4.45**Median Resolve Time (Hours) DIA 3d (30d) LTP 2.1.3  
Target <= 72hrs**5.83****Water Other - Water Connections Alliance**

"Water Other" Submission Connections Only

**0**Water Other Resolve Time (Hours) Connections Only  
Target <= 24hrs**N/A****Water Customer Satisfaction (Quality/Continuity of  
Supply) DIA/LTP**

Water Quality/Continuity Faults

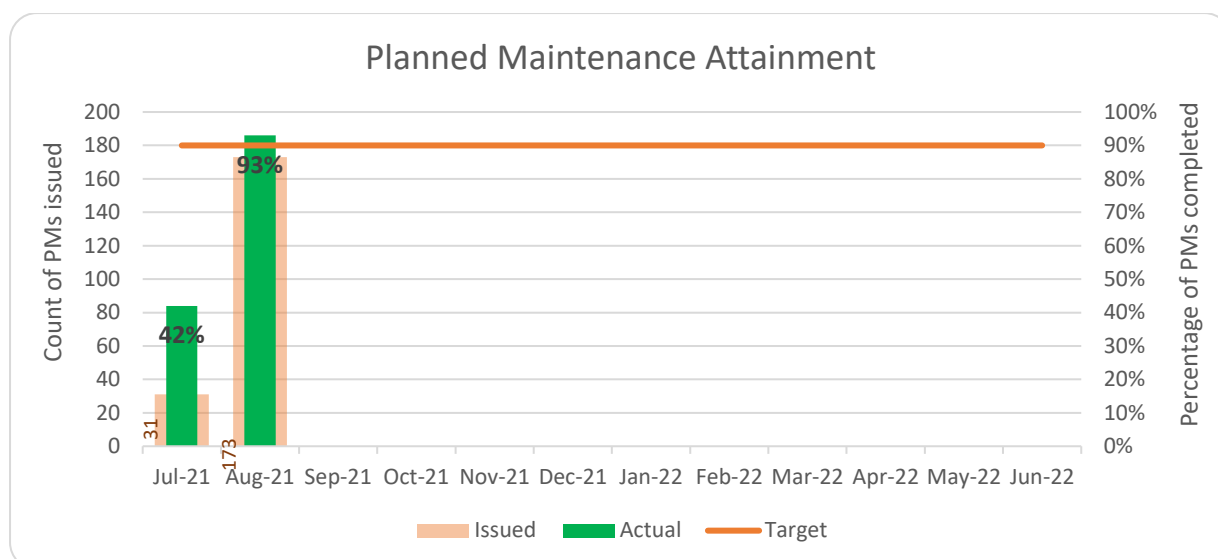
**26**Total Water Quality Faults per 1000 DIA 4 LTP 2.1.4  
Target <=100/annum**2.55****PROJECTS**

- Projects Division had zero health and safety incidents this month.
- Focus is on Health and Safety for all tasks the project team undertake to ensure we are compliant. Work is starting on the areas highlighted by the recent audit.
- Continue to work with FNDC regarding continuity of work.
- Focus on the new Stormwater work, ensure we meet expectations for future work.
- Projects Contract Management plan to be produced.
- Current workload is becoming an issue, we are desperate to get work for the 2021-2022 FNDC financial year.
- We are currently providing support to our Kaipara Division for a \$400k tender in the Kaipara District Council.















## RISK and ASSETS

- Re-emergence of community based Covid-19 cases saw the Alliance implement its Pandemic Operating Plan which saw most staff working from home, and essential field staff operating in “working bubbles”.
- The role of the Risk and Asset Manager continues to lean heavily towards the Asset Management side of the portfolio. This was again the case in August with significant time spent on Asset Management functions.
- Continued assessment of existing preventative maintenance tasks for the district facilities has identified numerous and concerning deficiencies with the current level of preventative maintenance activity, particularly in relation to water treatment plants, water pumping stations and reservoirs.
- The new Wastewater Pumping Station PM programme is working well and a new programme for annual electrical audits/maintenance has been developed and will be implemented in September with the generation of Work Orders for 3 of the wastewater schemes.



## COMPLIANCE

Sites	Asset Group	July Status		Comment
		Compliant	Detail	
Ahipara			Condition 10 - Faecal Coliforms Condition 2	<ul style="list-style-type: none"> <li>Condition 10 - Faecal Coliforms</li> <li>Condition 2</li> </ul>
Kaitaia			Condition 10 - Faecal Coliforms Condition 2 - Leachate	<ul style="list-style-type: none"> <li>Non-compliant</li> </ul>
Ahipara			Ammonia	<ul style="list-style-type: none"> <li>Condition 10 - Faecal Coliforms</li> <li>Condition 2 - Leachate?</li> </ul>
Opononi			Condition 19 - TAN, E.Coli	<ul style="list-style-type: none"> <li>Condition 19 - TAN, E.Coli.</li> </ul>
Paihia			Condition 9 – infiltration efficiency report Condition 8 – land instability	<ul style="list-style-type: none"> <li>Condition 9 - NH4-N</li> <li>Condition 13 - pH</li> </ul>
Whatuwhiwhi			Condition 8 – TSS	<ul style="list-style-type: none"> <li>Condition 8 – TSS</li> </ul>

1. TAN - Total ammoniacal nitrogen

5. BOD – Biological oxygen demand

2. TN – Total nitrogen

6. MAV – Maximum acceptable values

3. DO – Dissolved oxygen

7. THM - Trihalomethanes

4. TSS – Total suspended solids

8. TP – Total Phosphates



## KAWAKAWA ROUNDABOUT

### UPDATE – 6 August

- Next week we will be applying geo-synthetic reinforcements to the intersection landscaping, to protect against further slips in bad weather. This activity requires large machinery and trucks, which will need to occupy one lane.
- Night works will take place on Monday 9th, Tuesday 10th and Wednesday 11th August, from 7pm. Manual traffic control and a 30km temporary speed limit will be in place.
- Further planting will then be done on Thursday 12th August during the day.

### UPDATE – 11 August

- We will be continuing with night works on Thursday evening (12th August) from 7pm.
- Manual traffic control and a 30km temporary speed limit will be in place.

### UPDATE – 13 August

- Next Friday (20th August) a formal event is planned for those involved in the intersection project. The car park at Johnson Park will be closed from Thursday evening, through until Friday afternoon. The Coffee Mafia will be located on Railway Road on this morning, and the InterCity bus will stop at BOI College.
- From 3am on the 20th crew will be on site in the car park and during the ceremony (9.45am – 12pm) there will be traffic controllers around the intersection to assist pedestrians. We expect that the car park will be free from early/mid-afternoon.
- In order to complete final works for the ceremony without disrupting traffic, two nights of works are required on Sunday 15th and Wednesday 18th August. Manual traffic control and a 30km temporary speed limit will be in place from 7pm.

**5.3 INFRASTRUCTURE COMMITTEE ACTION SHEET UPDATE SEPTEMBER 2021****File Number:** A3430508**Author:** Casey Gannon, Meetings Administrator**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Infrastructure Committee with an overview of outstanding decisions from 1 January 2020.

**WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY**

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- The focus of this paper is on decisions made by the Infrastructure Committee.
- Action sheets are also in place for Council and Community Boards.
- There are no outstanding or overdue actions for the Infrastructure Committee.
- All actions for the Infrastructure Committee from 1 January 2020 have been completed.

**TŪTOHUNGA / RECOMMENDATION**

**That the Infrastructure Committee receive the report Action Sheet Update September 2021.**

**1) TĀHUHU KŌRERO / BACKGROUND**

The Democracy Services Team have been working on a solution to ensure that elected members can receive regular updates on progress against decisions made at meetings, in alignment with a Chief Executive Officer key performance indicator.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

Action sheets are not intended to be public information but will provide updates to elected members, who, when appropriate can report back to their communities and constituents.

There are no outstanding or overdue actions for the Infrastructure Committee. All actions for the Infrastructure Committee from 1 January 2020 have been completed.

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

The outstanding tasks are multi-facet projects that take longer to fully complete.

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

**Take Tūtohunga / Reason for the recommendation**

To provide the Infrastructure Committee with an overview of outstanding committee decisions from 1 January 2020. There are no outstanding or overdue actions for the Infrastructure Committee. All actions for the Infrastructure Committee from 1 January 2020 have been completed.

**3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

There are no financial implications or need for budgetary provision in receiving this report.

**ĀPITI HANGA / ATTACHMENTS**

Nil

**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>6.1 - Confirmation of Previous Minutes - Public Excluded</b>	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
<b>6.2 - Waimatenui Mataraua Road Rehabilitation 7/20/251, Award of Separable Portion 2.</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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
<b>6.3 - Maintenance and Renewal Contracts – Recommendation for Contract Extensions</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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

**7 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

**8 TE KAPINGA HUI / MEETING CLOSE**