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# Infrastructure and Asset Management Monthly Business Report

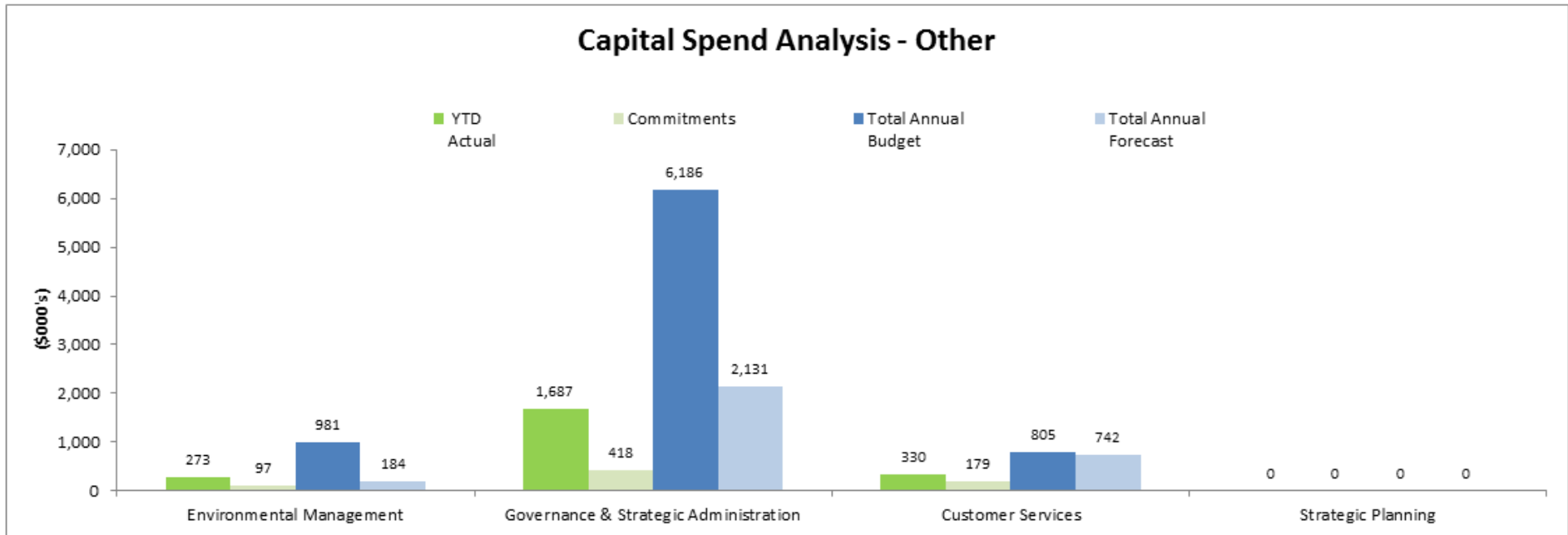
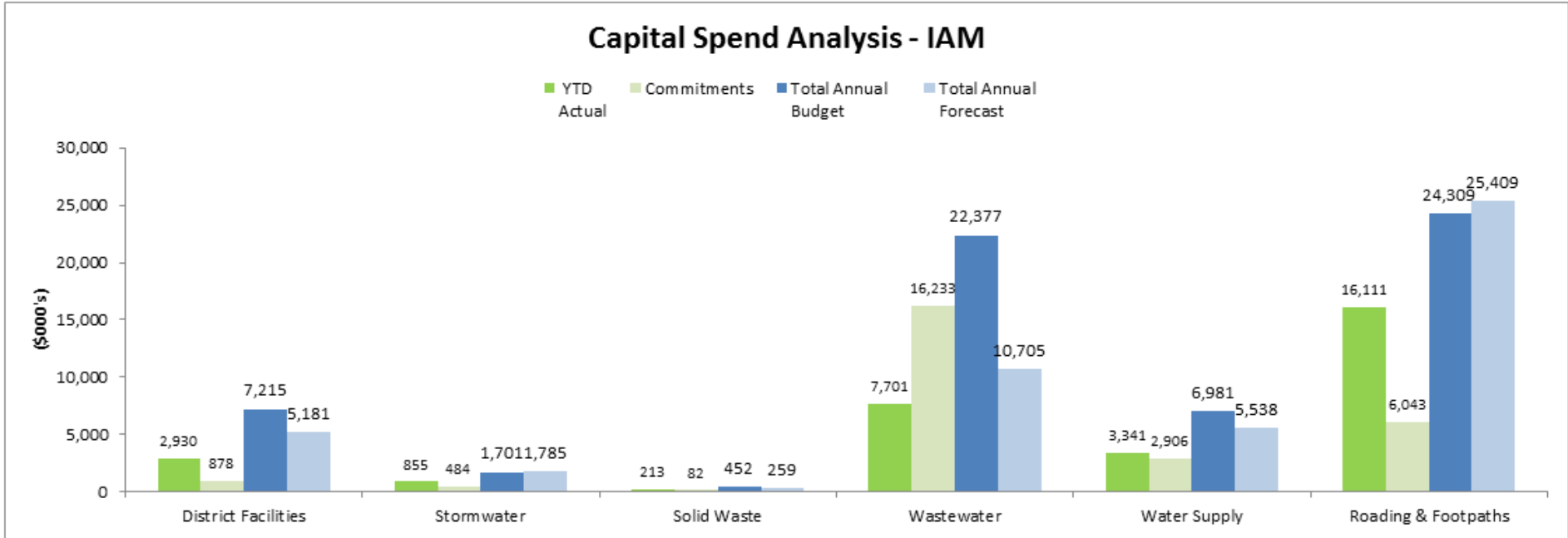
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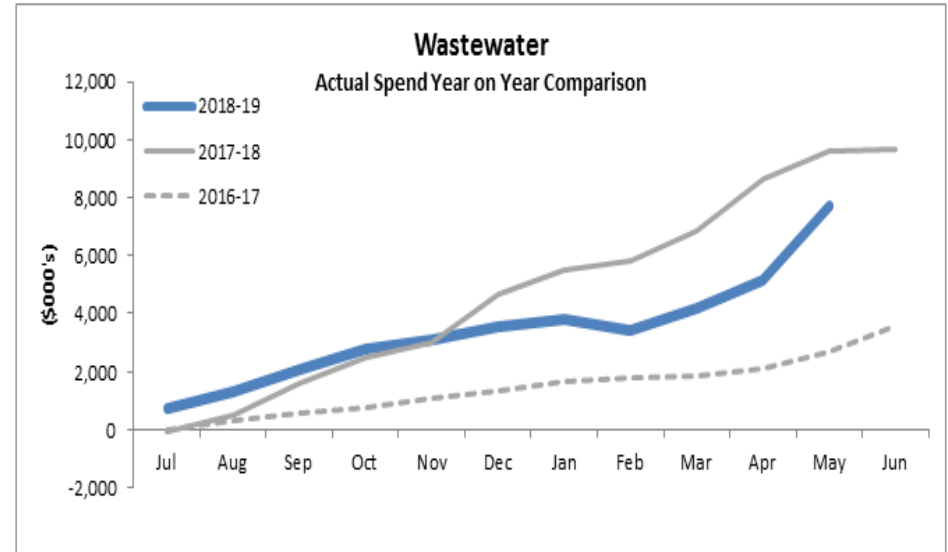
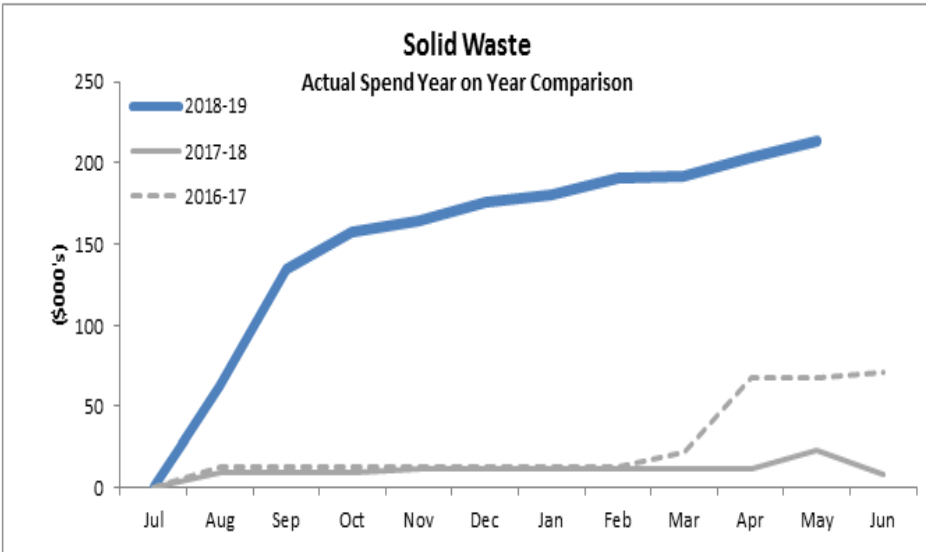
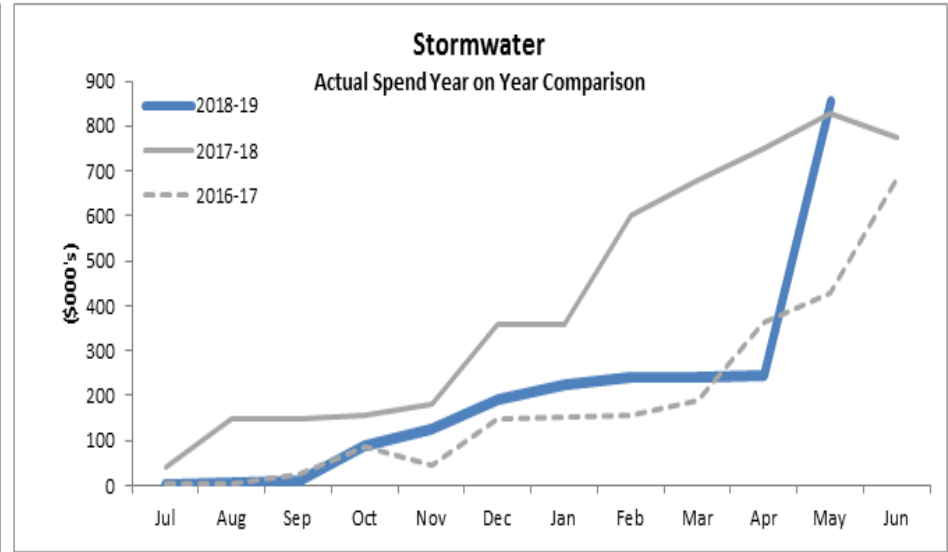
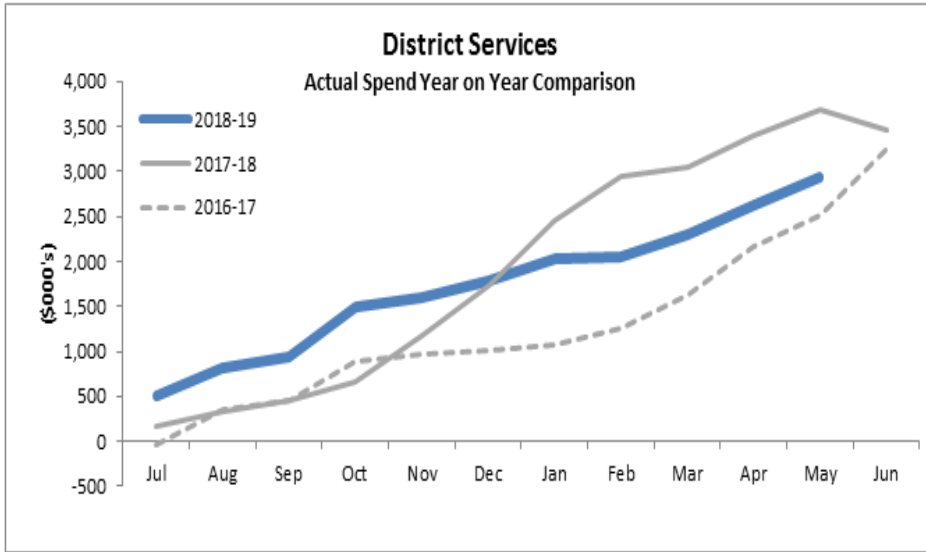
June 2019

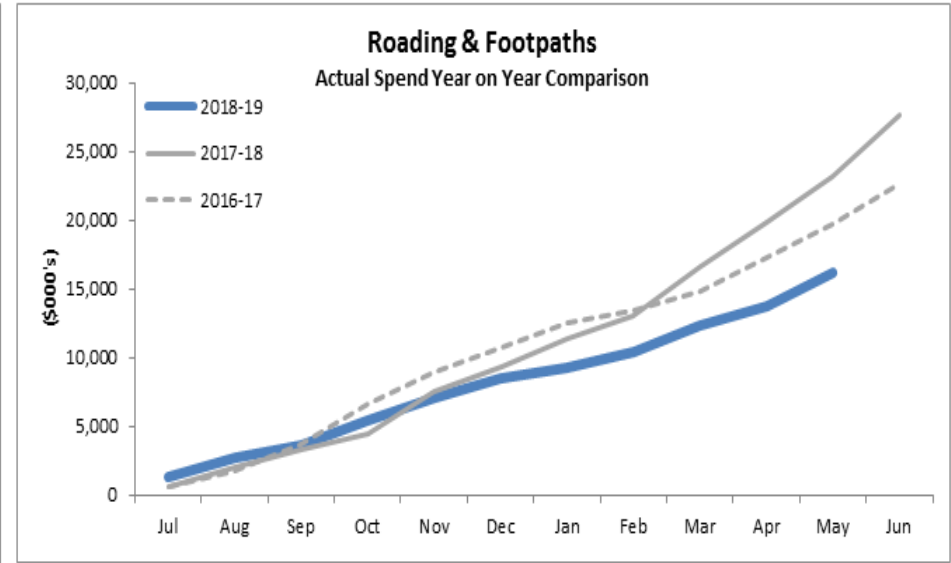
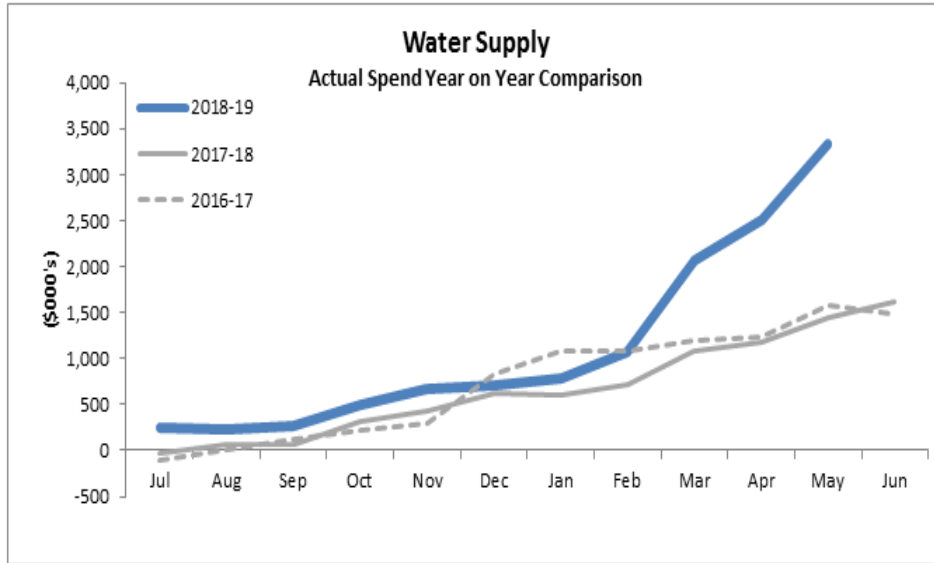
## CAPITAL SPEND ANALYSIS – AS AT 31 MAY 2019

LTP Group	YTD (\$000's)		Full Year (\$000's)					
	YTD Actual	Commitments	Total Annual Budget	Actual vs Budget %	Total Annual Forecast	Actual vs Forecast %	Forecast vs Budget %	Forecast vs Budget Variance
District Facilities	2,930	878	7,215	40.6%	5,181	56.5%	72%	(2,034)
Stormwater	855	484	1,701	50.2%	1,785	47.9%	105%	84
Solid Waste	213	82	452	47.1%	259	82.4%	57%	(193)
Wastewater	7,701	16,233	22,377	34.4%	10,705	71.9%	48%	(11,672)
Water Supply	3,341	2,906	6,981	47.9%	5,538	60.3%	79%	(1,443)
Roading & Footpaths	16,111	6,043	24,309	66.3%	25,409	63.4%	105%	1,100
<b>IAM Total</b>	<b>31,150</b>	<b>26,626</b>	<b>63,035</b>	<b>49.4%</b>	<b>48,876</b>	<b>63.7%</b>	<b>78%</b>	<b>(14,159)</b>
Environmental Management	273	97	981	27.8%	184	148.3%	19%	(797)
Governance & Strategic Administration	1,687	418	6,186	27.3%	2,131	79.2%	34%	(4,056)
Customer Services	330	179	805	41.0%	742	44.4%	92%	(62)
Strategic Planning	0	0	0	0.0%	0	0.0%	0%	0
<b>Other Total</b>	<b>2,289</b>	<b>693</b>	<b>7,972</b>	<b>28.7%</b>	<b>3,057</b>	<b>74.9%</b>	<b>38%</b>	<b>(4,915)</b>
<b>Total</b>	<b>33,439</b>	<b>27,319</b>	<b>71,007</b>	<b>47.1%</b>	<b>51,933</b>	<b>64.4%</b>	<b>73%</b>	<b>(19,074)</b>

YTD Actual	Total expenditure incurred to month end
Commitments	Purchase orders current to month end
Total Annual Budget	Long Term Plan Programme plus carry forward projects from FY17/18
Total Annual Forecast	Revised Long Term Plan Budget (Elected Member Workshop Jan 2019) Plus unbudgeted expenditure







## **LTP PERFORMANCE: ROADING**

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

### **ROAD SAFETY**

Meeting with NZTA safety engineer and SH11 Business Case Project Manager concerning an incident where a user of the footway along SH11 between Paihia and Haruru fell down the bank and whilst not seriously injured, had to be recovered by the fire service. This incident occurred in the section of the footway which is yet to be completed. At the meeting it transpired that the incident wasn't recent and had occurred in 2014. This led to the decision that the existing situation could suffice for a little time longer ahead of the final completion of the Paihia to Haruru Footway

Completed a site visit on Mataraua Road (3.5km from SH12 intersection) where 4 recent crashes have occurred at this location and the police were concerned. An inspection of the curve indicated a very flushed seal in need of urgent attention. Referred to Highway maintenance team

Visited a number of recently completed slip repairs in the North Hokianga to assess for guardrail protection. The designs for 2 sites have been produced with another two to follow shortly

REAP have commenced work with Oturu school in relation to bus safety for school children. A speed trailer placed around some of the 'hot spot' bus stops for a week at a time. A drone will be deployed to film above bus stops to identify some of the issues when the trailer is not in use. The children will utilise this data as part of their curriculum work.

### **SPEED**

There is a large government focus on speed:

- All roads have had the 'safe and appropriate speed' assessed
- A 'shortlist' of the top 10% of corridors has been produced
- These will be taken forward via extensive local consultation and engagement
- Changes will be coordinated with NZTA on an area wide basis

### **MINOR LIGHTING IMPROVEMENTS**

The Lighting Maintenance and Renewal Contract has been extended for one year.

LED retrofit and Streetlight Infill Improvement works - Design work for approximately 7kms of road has been completed. Planning of procurement for construction works for the 2019/20 financial year is underway in conjunction with the NTA.

LED and Streetlight Infill Improvement works – A 2nd package of design work consisting of approximately 13km has commenced week ending 31st May and due for completion end of August 2019.

## HOKIANGA FERRY (KOHU RA TUARUA)

The current contract with BSL has been extended to 31 January 2020. This is for a seven month period that allows FNDC to undertake a procurement process for a new supplier. This was approved by Council on 28 June 2019.

The Procurement is in progress, with the draft tender documentation and contract being finalised. A first draft of the In-House Ferry operations plan has been received for our review and direction. We are hopeful to release the tender mid-August.

## UTILITY SERVICES – CAR & TMP

UCG Fibre connections are ongoing in Kerikeri and Kaitaia, and the number of applications being processed remained steady for month of June. Routine audits on traffic management and excavation reinstatements have been undertaken checking safety and compliance.

## ROAD SEAL EXTENSIONS

Subsidised Road seal extension sites (Overall length = 3.59 km) under contract with Broadspectrum to be delivered during the earthworks season 2018/2019:

Subsidised Road seals	Status
Key: • Complete • In progress • Parked	
2.3km on Ngapipito Road (RP 1300 to RP 3600)	●
0.26km on Pipiwai Road (RP 4250 to RP 4510)	●
0.29km on Pipiwai Road (RP 5180 to RP 5470)	●
0.14km on Pipiwai Road (RP 6850 to RP 6990)	●
0.2km on Pipiwai Road (RP 7140 to RP 7340)	●
0.22km on Pipiwai Road (RP 8550 to RP 8770)	●
0.18km on Pipiwai Road (RP 8870 to RP 9050)	●
Unsubsidised Road seals	Status
Key: • Complete • In progress • Parked	
0.21km on Otangaroa Road (RP 8,070 to RP 8,284)	●
1.30km on Fairburn Road (RP 9028 to RP 10327)	●
0.20km on Dust Seal at Pawarenga Road Health Clinic	●
0.45km on Punakitere Loop Road (RP 3060 to RP 3160 & RP 4685 to RP 5035)	●
2.22km on Hupara Road (RP 0 to RP 2227)	●

Unsubsidised dust suppression sites under contract with Gravel Lock (41 houses received dust suppression treatment) once before Christmas and some sites a second time in the week starting 25 February 2019 (Prioritisation in accordance with NZTA Circular 16/04):

- 19 houses on Diggers Valley Road
- 8 houses on Matawaia-Maromaku Road between RP 0 and 6400
- 7 houses on Matawaia-Maromaku Road between RP 16040 and 19034
- 4 houses on Waoku Road
- 1 houses on Heath Road
- 2 houses on Backriver Road between RP 0 and RP 8545



In June Council approved:

- Unbudgeted operational expenditure to undertake basic repairs to Te Raupo Road to bring it up to a trafficable condition, to a maximum cost of \$15,000
- Increase to the unsubsidised road sealing budget from \$1 million to \$3 million for the 2019/2020 financial year.

## FOOTPATHS

- Renewals and maintenance work in Paihia and Haruru is complete.
- Renewals and maintenance work was prioritised and programmed to meet the budget available and work has now commenced in Kerikeri, Kaikohe, Kaitaia, Kaeo and Opononi – scheduled to complete by end of June.
- Work in Kohukohu is scheduled to commence in June.
- Construction of Community Boards agreed 2018/19 New Footpaths Programme commenced in April 2019 and the footpaths will be completed by 28 June 2019.
- Landing Road footpath in Kerikeri received a high level of social media attention, staff met onsite with Community Board member to explain the scheduled works to complete construction and how safety requirements were being exceeded

## STRUCTURES

The following works have been undertaken;

- Okakewai Road Culvert UN11: Work completed
- TipaTipa Road Culvert UN22: Work completed
- Sawyer Road Culvert F12: Work completed
- Zidich Road Culvert C35: Work completed
- Otua Road Bridge N28: Design complete
- West Coast Road Bridge G01: Work tendered, no available suppliers

## PETITION - MAHOE LANE

FNDC received a petition from Mr Bergmann on behalf of residents to install kerb and channel on Mahoe Lane. Prior works have been completed (new reticulated water system, road shaping to direct water into bank, installation of a kerb and channel system rather than the previous open drain, installation of an asphalt bund, upgrading of stormwater intakes to increase efficiency). Mr Bergmann advises extreme weather events still affect the property. Advice from the Network Supervisor and Stormwater Engineer is that kerb and channel will not fix the issue, largely due to the kerb section needing to be removed at driveways for vehicle access, and the water will still overflow at these sections. An alternative option is to erect a retaining wall at least 300mm in height along his property frontage and modified access to his property to cross this wall (however neighbouring properties would have additional stormwater directed onto their property).

Council Officers currently see no feasible alternative option to fix the issue raised in the petition.

## ROADING PGF APPLICATIONS

The Northern Transportation Alliance, at the request of the PGF Steering Group, has submitted Expressions of Interest for the following four roading projects:

Project Name	Value
FNDC Bridges 50Max and HPMV	\$6,260,000
FNDC Forestry Road Strengthening (and Sealing) 88kms	\$16,400,000
Waitangi Bridge 2 Lanes	\$7,000,000
Totara North School Road improvements (includes Sealing)	\$350,000

Due to several staff resignations the exact status of these applications is currently under investigation. The following is to be verified:

- An expression of interest for Pou Herenga Tai, Cycle trail, Taumarere to Opua (\$7,340,000) was also submitted, but has been withdrawn. A replacement PGF application for this work and the associated Bay of Islands Vintage Railway Trust (BoIVRT) project is to be made by a joint BoIVRT/FNDC company (NAX).
- The FNDC bridges application has been withdrawn on the advice from MBIE/PGF that it does not meet the objectives of the PGF.
- The Totara North School Road application was with the NTA and it is undetermined at this stage if the application was submitted.
- We understand that the Waitangi Bridge application was declined and are investigating whether formal confirmation of that has been received

Staff are presently working with DoC and Ruapekapeka Trust on a joint PGF submission for funding of site and roading/access upgrades in preparation for the 175 Anniversary celebrations in January 2020.

For the Forestry Road Strengthening, 88km will be selected based on the NZTA prioritisation methodology. This is the same process as for subsidised road sealing and therefore increases the chance of a successful application. This application has been drafted but is yet to be submitted.

## THE CUSTOMER EXPERIENCE

An action plan to address key issues highlighted through the customer surveys has been developed and focuses on:

- Advising the customer an issue has been received and is being worked on by Roothing
- Keeping the customer updated while an issue is being investigated
- Advising an outcome to customers who raise a query
- Working with our contractors to ensure a consistent level of service

## LTP PERFORMANCE – PROJECT DELIVERY

<b>Green</b>	Strong probability the project will be delivered on time, within budget and with acceptable quality.
<b>Yellow</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: Northern Animal Shelter    Project Phase: Construction**

Status Item	Current Status	Prior Status	Summary
<b>Overall Project Status</b>	<b>Red</b>	<b>Green</b>	Concept and Detail design signed off. Tender issued for construction. No tender received for Southern Facility.
<b>Scope</b>	<b>Red</b>	<b>Green</b>	Following the Special Council Meeting in June, a request has been lodged for District services to consider the scope of the Animal Shelter project of the Northern and Southern facilities.
<b>Schedule</b>	<b>Red</b>	<b>Green</b>	Project is to be re-scoped and a new schedule is to be developed following the Special Council Meeting in June.
<b>Cost</b>	<b>Red</b>	<b>Yellow</b>	Project Budget is not related to the concept. Additional budget is required for construction.
<b>Project Risk</b>	<b>Yellow</b>	<b>Yellow</b>	The resource consent for the Southern Facility is still to be achieved. Project completion is at risk as the project re-scope is still to be completed.

### Accomplishments:

- The project scope and concept have been signed off. The detail design was completed and tender for construction was issued on GETS. No tender was received for the Southern facility.

### Expected Accomplishments:

- Project is to be re-scoped following the Special Council Meeting of June.
- Resource consent
- Construction of the re-scoped facility.

**Project Name: Northern Animal Shelter Project Phase: Construction**

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Red	Green	Concept and Detail design signed off. Tender issued for construction. Tender evaluated and request for additional funds for construction was not granted.
Scope	Red	Green	Following the Special Council Meeting in June, a request has been lodged for District services to consider the scope of the Animal Shelter project of the Northern and Southern facilities.
Schedule	Red	Green	Project is to be re-scoped and a new schedule is to be developed following the Special Council Meeting in June.
Cost	Red	Yellow	Original project budget is not related to the concept or detail design of the animal shelter facility of District Services. Additional funds are required for the designed facility to be constructed.
Project Risk	Yellow	Green	Project completion is at risk as the project res-cope is still to be completed.

**Accomplishments:**

- The project scope and concept have been signed off. The detail design was completed and tender for construction was issued on GETS. One tender was received for Northern facility. Resulting from a lack of budget, the request for additional funds was not granted by the Special Council Meeting for the construction of the Northern Facility.

**Expected Accomplishments:**

- Project is to be re-scoped following the Special Council Meeting of June.
- Construction of the re-scoped facility.

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Yellow	Yellow	Mitimiti: Finalising designs in preparation for lodging consents and tendering. Still on track, dependent on legal agreements and consents being achieved on time.
Overall Project Status	Yellow	Yellow	Opononi: Final designs requested. Still on track, dependent on legal agreements and consents being achieved on time.
Overall Project Status	Yellow	Yellow	Waitangi: Delays with mana whenua consultation. May require a request to MBIE for an extension if consultation and legal agreements are not completed by end of July.
Overall Project Status	Yellow	Yellow	Haruru Falls: Delays with mana whenua consultation. May require a request to MBIE for an extension if consultation and legal agreements are not completed by end of July.
Scope	Green	Green	Scope clearly defined with no changes
Schedule	Yellow	Yellow	Projects currently tracking behind programme due to consultation and legal agreement delays. May require a request to MBIE for an extension if consultation and legal agreements are not completed by end of July.
Cost	Green	Green	No issue with costs to date.
Project Risk (A2340212)	Yellow	Yellow	Timelines not currently being met in danger of exceeding November deadline. Objection for Opononi received from Ngati Korokoro.

**Accomplishments:**

- Mitimiti - Final designs signed off; Specifications being prepared; Estimates received; Consent applications being prepared; Legal agreement being prepared
- Opononi - Site agreed with community; Final designs being prepared; Specifications being prepared; Estimates received; Legal agreement being prepared

**Expected Accomplishments:**

- Mitimiti - Legal agreement completed; Project out to tender; Consents applications lodged
- Opononi - Legal agreement completed; Final designed signed off; Consents applications lodged
- Waitangi & Haruru Falls - Archaeological assessment completed; Consultation completed; Legal agreements completed

**Project Name: Kawakawa WTP**

**Project Phase: Implementation**

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Yellow	Yellow	Some delays were experienced. These were as a result of critical equipment not being removed prior to construction starting, the demolition and rebuilding of an internal wall and rain delays.
Scope	Yellow	Yellow	Change in scope was the demolition and rebuilding of an internal wall and asbestos containing material which required testing.
Schedule	Yellow	Yellow	Project is currently tracking 45 days behind schedule. This is as a result of critical equipment not being removed prior to construction starting, the demolition and rebuilding of an internal wall and rain delays.
Cost	Yellow	Yellow	Budget \$533,000 Total actual \$492,564

**Accomplishments:**

- Retaining wall built
- Chemical Storage area demolished and rebuilt to roof top level
- Asbestos removal
- Partial demolition of remaining structure

**Expected Accomplishments:**

- Strengthening and rebuilding of remaining structure
- Reroofing
- Internal fit out

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Yellow	Red	The Project phase and still in the early stages of execution and currently meeting projected program timeframes.
Scope	Yellow	Red	Design and Construct an in pond biological system for ammonia reduction to meet conditions of the resource consent
Schedule	Yellow	Yellow	No changes to the current schedule that will change the outcome of the Project
Cost	Yellow	Yellow	No changes to the current financial status or any additional costs to the Project
Project Risk	Red	Red	Alkalinity adjustment is required with an option/feasibility commissioned. See Risk Assessment 3.05 & 3.06 <a href="https://objective/id:A2543874">https://objective/id:A2543874</a>

**Accomplishments:**

- Completion of Construction Risk Analysis Register
- Design HAZOP Workshop and 90% Design Review Completed
- WSP OPUS has been appointed as Technical Support Specialists for the duration of construction works
- Contractor has established a fully operational depot locally
- Major material supplies have been ordered, invoices and shipping manifests received
- Final Design Received for review
- Final application to LINZ has been submitted to approve variation to the Licence to Occupy Agreement (LtO)

**Expected Accomplishments:**

- Detailed Design Reviewed and receipted July 2019
- Meeting the 3rd of 6 Enforcement Order milestones
- LINZ Approval to LtO variation
- Site karakia July 2019
- Commencement of Site works Aug 2019
- Meeting the 4th of 6 Enforcement Order milestones
- Commencement of off-site fabrication of Bioshells Sept 2019
- Completion May 2020

**Project Name: Rawene-Omanaia WTP      Project Phase: Construction**

Status Item	Current Status	Prior Status	Summary
Overall Project Status	Green	Green	Completion of all pipework, tank foundations and treated water tanks installed. Commenced construction of the treatment plant building and installation of mechanical and electrical fittings.
Scope	Green	Green	Minor scope variations during the project. The power upgrade is yet to be completed.
Schedule	Green	Green	Minor programme slippage during the project, but still on track for commissioning works in August 2019.
Cost	Green	Green	Minor cost variations during the project have been largely balanced with cost savings. The power upgrade is yet to be completed.
Project Risk	Green	Green	Recent site meeting with the operations team (Far North Waters) highlighted some operational issues to work through, but not a 'project risk'.

**Accomplishments:**

- Completion of all pipework, tank foundations and treated water tanks installed. Commenced treatment plant building and installation of mechanical and electrical fittings.

**Expected Accomplishments:**

- By the end of July the project should be very close to final completion with only general site reinstatement and minor finishing works to finish, followed by commissioning works in August 2019.



## SUPPLIER PANEL

Northedge procurement services have been commissioned to support and advise FNDC with the ongoing tender.

The Request for Information closed on the 6th of June with 40 submissions received. Initial impressions indicate a strong response across most of the panel categories. As expected the majority of applicants are from outside the region. Evaluation data is being collated across the Capability, Capacity, Experience and Local Economic impact criteria. FNDC spend data in the professional services space will be analysed as part of the baseline, demand profile and to measure actual FNDC experience. Presentation of evaluation data is expected in two weeks. Request for rate card data can then be made to the shortlisted candidates.

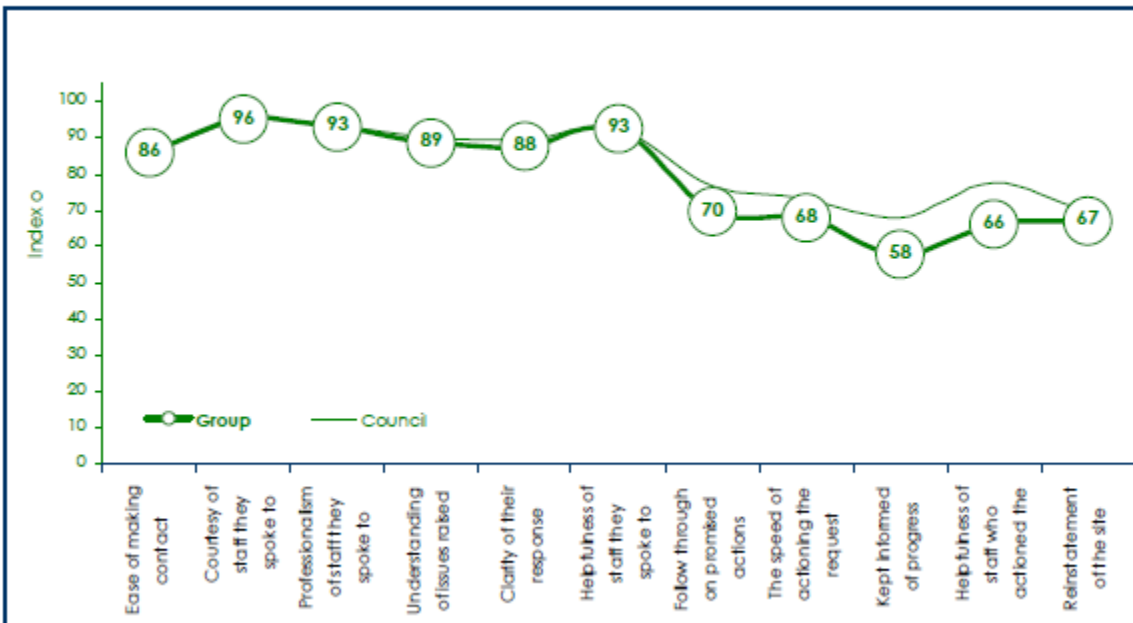
# CUSTOMER EXPERIENCE

## REQUEST FOR SERVICE PROCESS

RFS Analysis (Number)

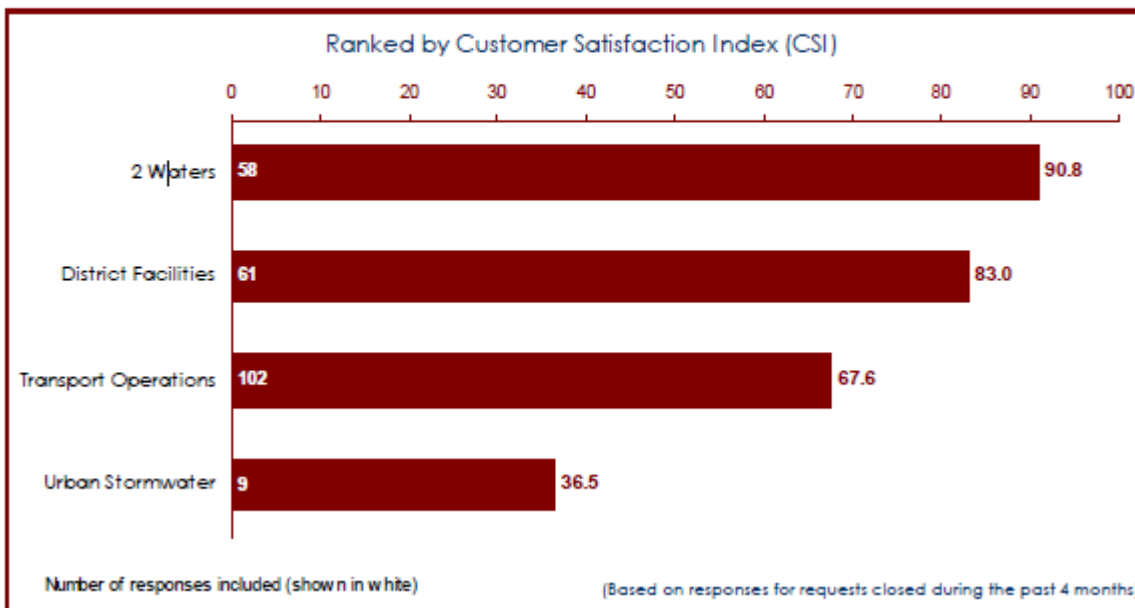
Asset Group	YTD	June
Roading	3371	273
3Waters	4000	294
District Facilities	4274	441

### Customer journey satisfaction profile:



### Infrastructure and Asset Management Group Request Type department

Ranking charts are based on customer responses for requests closed during the past 4 months



# 3 WATERS OPERATIONS

## EXECUTIVE SUMMARY

Welcome to Far North Waters Alliance report for June, winter is in full effect and all those praying for rain to help with your gardens will have been happy with the month so far. Conditions have changed again this month with a little frost about and heavy downpours, this makes for testing environments to work in...Stay safe out on the roads, we read of too many fatalities and nothing is so urgent you need to take undue risks.

Outside of our region we read with interest of the water shortage notices in Auckland (despite being in winter) and the break in Taupo resulting in sewer entering the waterways...We find ourselves reflecting on our region and seeing some real similarities which we must try to control to avoid the same consequences. Our infrastructure is relatively old and we work together to identify and rectify wherever possible but working cost effectively does leave a few risks on the table and it's the controls that make the difference. Water shortage too is a major issue in our region and we will be instigating the shortage meeting earlier this year after the impact of a very dry summer and autumn.

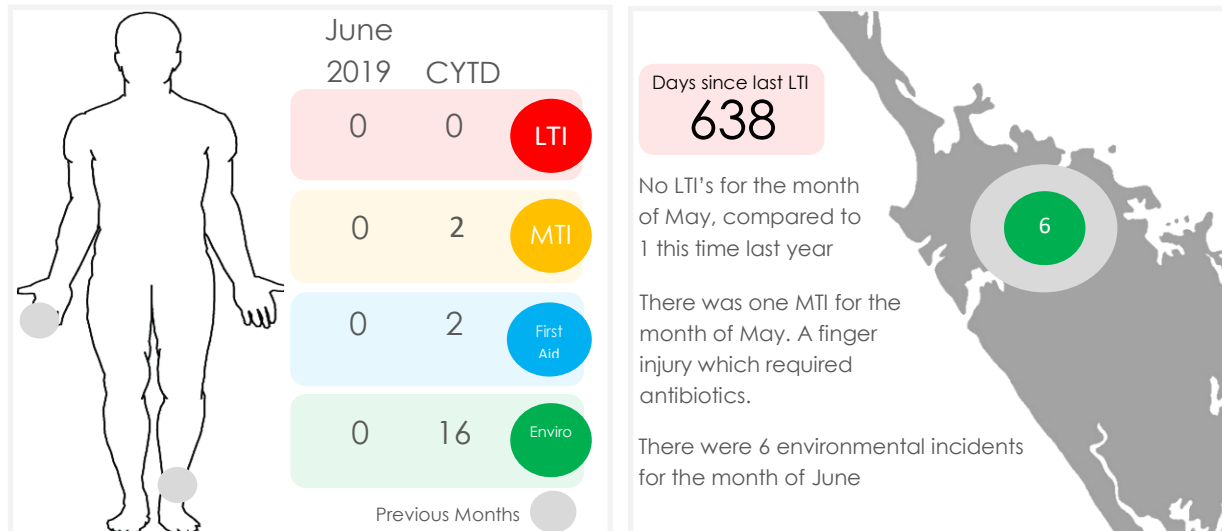
Swans have been dying at Kaitia ponds of suspected botulism (occurs in high rain events and not just the summer period). Samples have been taken to confirm levels and cause. Operators are removing the dead swans and the cannons have been reinstated to try and limit the amount of birds' settling.



**WE ARE LOCAL** we are FNDC and Far North Waters



## HEALTH AND SAFETY



### Training Completed

- STMS
- First Aid (and refresher)
- Confined space and gas detection refresher

### Upcoming Training

- First Aid
- Internal PPE Training
- Asbestos Awareness
- Chemical Handling

### Wellness

- Flu vaccinations
- Hepatitis vaccinations

### Leader led activities:

Leader led activities for the month completed in the following areas;

1. Kawakawa Water treatment plant – identified as one of the highest risk with asbestos removal, operational impacts and electrical removal and installation to ensure building works do not affect our ability to produce water.
2. Traffic management – a lot of focus on setting up of traffic management in the teams across both operations and project with some pleasing feedback. Not a core skills but something that's incredibly important when looking after the safety of our crews and the community around us.

### Health and Safety Summary:

Overall we have seen a shift in attitude towards safety of ourselves, peers and the community and this has resulted in positive feedback in areas where we may well have been slightly weak.

We end the financial year LTI free and enter the new one determined to keep that record clean, and improve even further with our identification of hazards and deliberate attention to detail in the safety space.

## COMPLIANCE

Key:







- Complete
- In progress
- Parked







































Wastewater



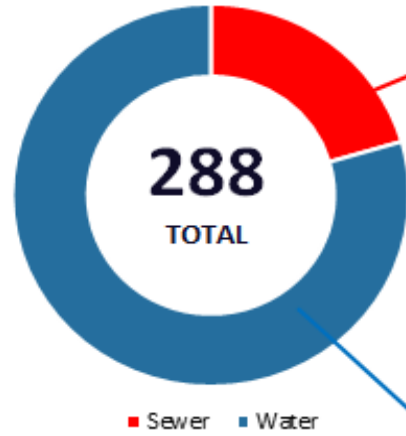
Water

Sites	Asset Group	Status				Review Date	Comment
		Compliant	S/Asset	Abatement	Risk		
Kawakawa		●			●		
Kawakawa		●			●	31.07.19	E.coli / TSS above limits. Testing in progress.
Kerikeri		●			●		
Kerikeri		●	✓		●	31.12.19	New plant under construction.
Paihia		●			●	31.07.19	THMS were greater the 50% of the maximum allowable value in all zones. Possible need for reservoir cleaning.
Paihia		●	✓	✓	●	01.05.20	Enforcement Order application filed December 2018. Breaches in ammonia limits for the plant are ongoing. Action: Project I underway with expected completion May 2020.
Russell		●			●		Upgrade continuing – decanting to be installed, this will require one tank at a time to be emptied. New program for SCADA to be completed.
Kaikohe		●			●	31.07.19	Monument Hill bore level is at 57.37m to ground level. The resource consent only allows water to be drawn down to 58m. Consent exceedance was avoided this year with our total take being 171226m3.
Kaikohe		●	✓		●	31.07.19	Ammonia, green blue Algae - no removal process. Needs further investigation and monitoring.
Opononi		●			●		
Opononi		●		✓	●	31.07.19	Now compliant with E.coli limits, however these will continue to be monitored. Short term action: a new brush aerator has been installed in the lagoon to increase aeration and desludging work completed.

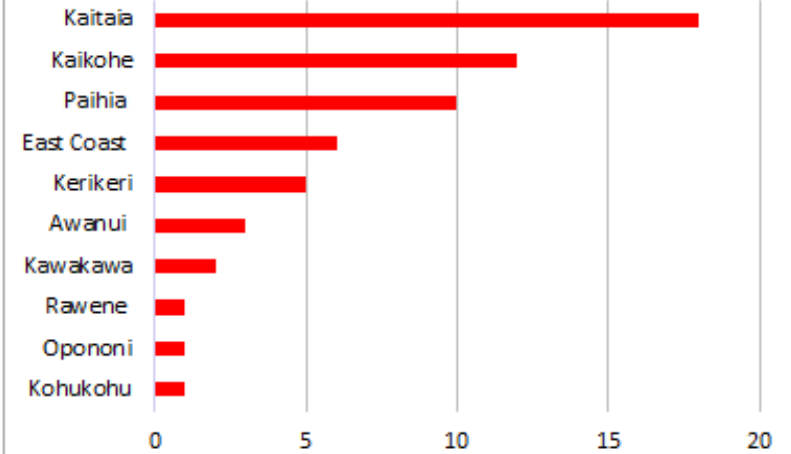
Sites	Asset Group	Status			Review Date	Comment	
		Compliant	S/Asset	Abatement			Risk
Rawene						30.11.19	New plant being built.
Rawene						31.07.19	Work still to be done on sludge laydown area and anaerobic pond. New consent being prepared.
Kohukohu						31.07.19	Wetland maintenance needed.
Okaihau						31.07.19	The pH levels were previously high, but are now stable. VA submitted for new bore holes to be drilled.
Ahipara						31.07.19	Discharge non-compliant with faecal coliform limits, although these have significantly lowered. Action: Wetlands have been desludged and replanted. Desludging of pond underway.
Kaitaia						31.07.19	Stage 3 water restrictions in place and water shortage direction logged with NRC due to low river levels. Awanui River is now above consent level at 2026l/s.
Kaitaia						31.07.19	Treatment plant compliant, however, discharge of untreated wastewater has occurred via network overflows. Action: screens have been installed at overflow location and specialists engaged to investigate further solutions.
Rangiputa							
Whatuwhiwhi						31.07.19	Total suspended solids exceeding limits. Workshop completed, outcome to be discussed.
Hihi						31.07.19	Issues with input/output boards causing control problems. Upgrade completed, wetlands to be reinstated. Possible Norcardia outbreak – will be monitored.
Kaeo							

CUSTOMER EXPERIENCE

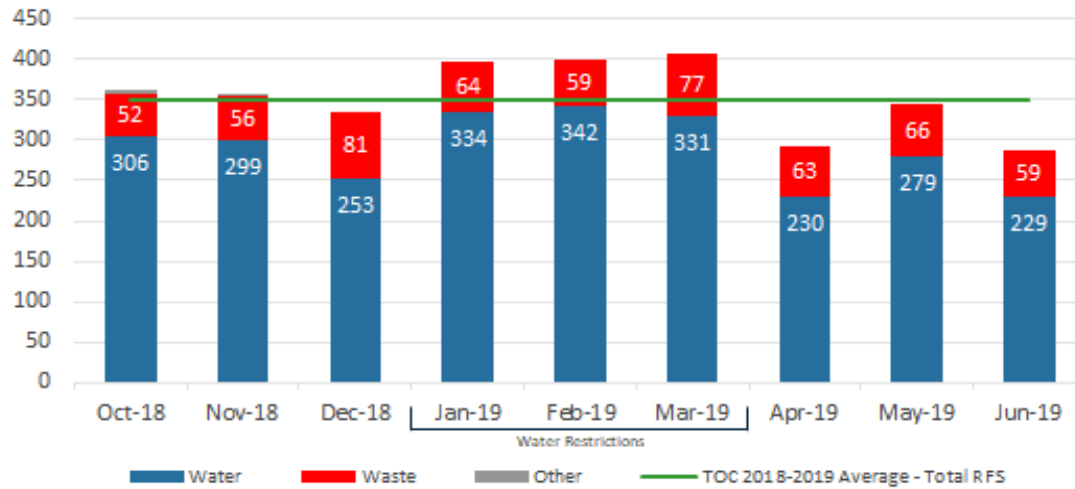
RFS - June 2019



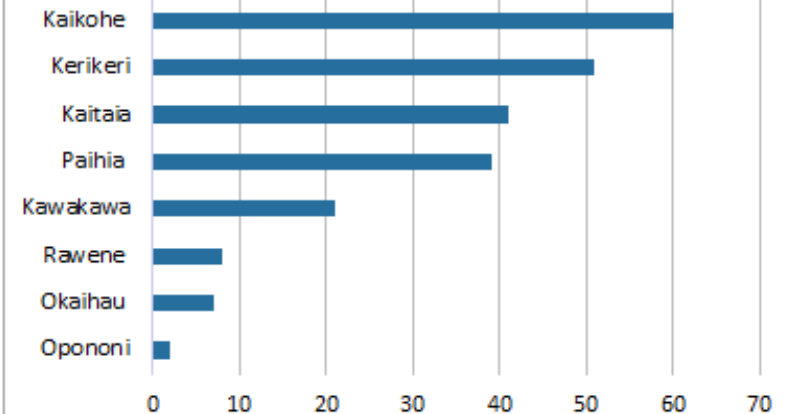
Sewer RFS Breakdown by area  
June 2019



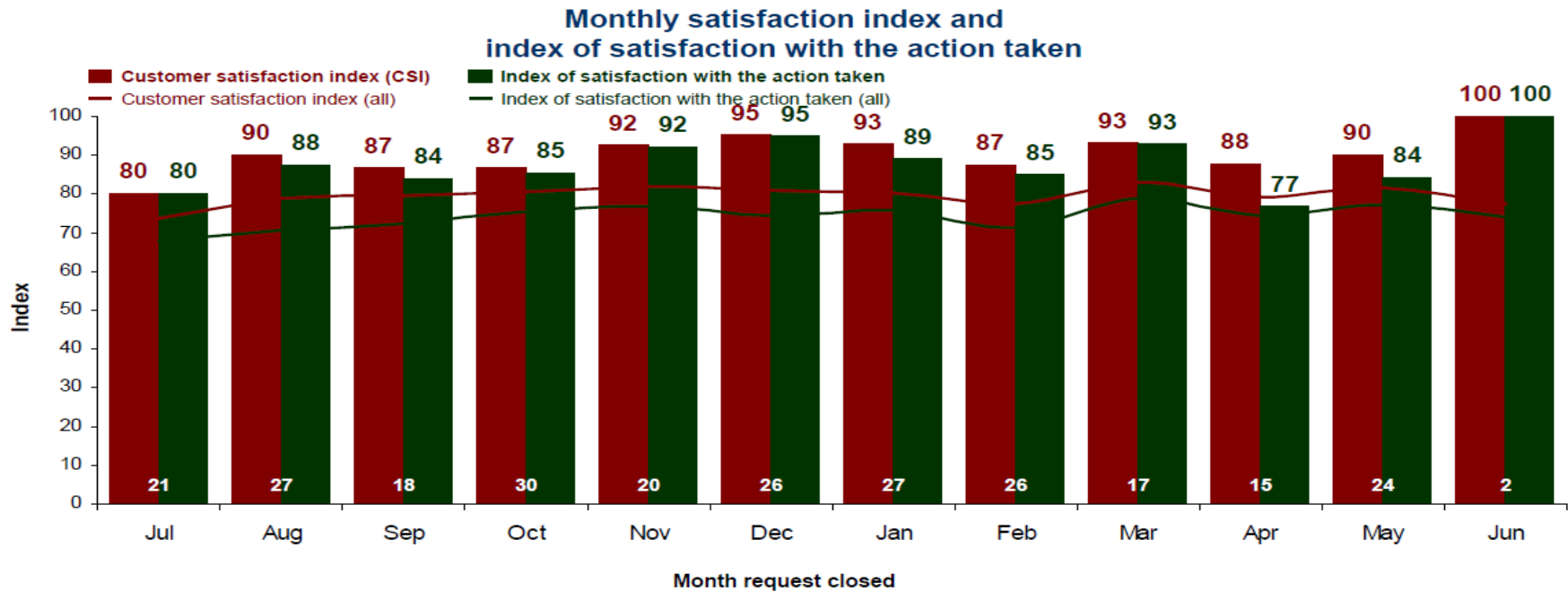
RFS Monthly Totals  
Contract YTD



Water RFS Breakdown by area  
June 2019



# 2 Waters



Number of responses included per month (shown in white)  
 (N.B. Findings should be interpreted with extreme caution where the number of monthly responses is low)

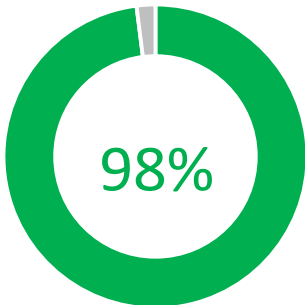
Source: CTMA's ongoing customer experience measurement programme (for period ending 30/06/2019)



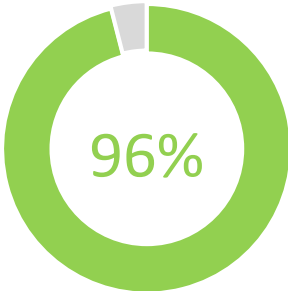


PREVENTATIVE MAINTENANCE

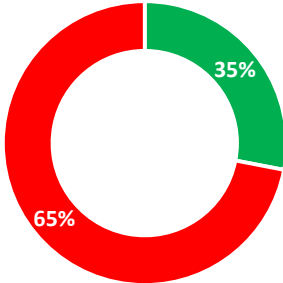
Overall PM Attainment  
June 2019



Overall PM Attainment  
YTD



Planned vs Reactive -  
June 2019



SUCCESS

Sullivans Road and Greenacres Drive Works

Positive feedback has been received from BRS Roding and BRS Cumber Road in regards to the safety management of the works being undertaken at Greenacres Drive, Kawakawa and Sullivans Road, Paihia.

Greenacres Drive is having a water main renewal, and Sullivans Road is a water booster pump station upgrade. .



# INFRASTRUCTURE PLANNING

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.

Key: ● Complete ● In progress ● Parked




Activity	Asset Group	Status				Expected Completion	Comment
		Concept	Plan	Deliver	Handover		
<b>Strategies / Plans / Policies</b>							
District Transport Strategy		●	●	●		FY19/20	Preparation of an Integrated Transport Strategy is underway to determine the high level district-wide transport problems and objectives. This is being undertaken in conjunction with work on the very high level District Strategy called Far North 2100 and with the District Plan Review process. Current focus is on preparation for Workshops at the end of July. An Integrated Transport Plan will follow to develop a prioritised implementation programme. Traffic Counting is complete and Modelling has commenced for Kerikeri. Other townships and larger scale modelling is being considered.
Rawene WWTP Optioneering		●				On-going	Staff are working with engineering consultants and Rawene locals to identify options for discharging wastewater to land. This is an on-going project.
Water Demand Management Plans		●	●			TBA	Water Demand Management Plans (WDMP) aim to identify ways a particular scheme can manage demand to limit the need to invest in increased capacity. Parked until BRANZ household water use data is available.
Backflow Prevention Policy		●		●		FY19/20	New Zealand Drinking Water Standards require evidence that risk of network contamination in our water supplies is being managed. Options for controlling risks in the network are being considered through the development of a Backflow Prevention Policy. A draft policy is on track to be complete by the end of July.
Water and Wastewater Connections Policy	 		●			FY19/20	A policy or internal guideline for water and wastewater connections will increase transparency and support consistent decision making when considering requests to connect to the water and wastewater networks around the district.
Sludge Strategy		●		●		FY19/20	Removal and disposal (use) of wastewater sludge is a growing problem in New Zealand. Staff are further analysing options for a productive end use for sludge in the District. Contract documents for dredging and dewatering equipment are nearing completion.
Kaitaia Water Strategy		●		●			Staff presented a decision report to Council on June 13. Council has provided direction and a project manager will be assigned to progress the multiple streams of this significant project.
Paihia Water Strategy		●		●			Funded through the Tourism Infrastructure Fund (TIF), consultants are assisting in defining the weaknesses in the Paihia Water Supply and preparing a business case if change in necessary. Stage one of this project has been received.














Activity	Comment
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### Collaboration and Engagement

FN2100	Staff are on the Core Team providing development support to the high level District Strategy called Far North 2100 (FN2100) This strategy will focus on all problems in the Far North District and determine a desired future direction against which all infrastructure investment will be tested. Establishment of an Iwi Partnership is requiring increased focus. Whilst this might introduce slight delays to delivery but will be essential to the success of this project and the Transport Strategy
District Plan	Asset Management and Infrastructure Planning staff are involved in supporting the District Plan team to enable growth in appropriate areas to maximise infrastructure affordability. Staff from the District Plan team, IAMs and Far North Waters came together in June to discuss how we can enable development with the least amount of investment in new infrastructure. This was a high level exercise with a 50 year view and was about trying to identify ways to make infrastructure more affordable.
Tai Tokerau Councils Climate Change Adaptation Group	The purpose of the Climate Change Working Group is to develop a regional collaborative approach to climate change adaptation planning for local government in Northland. This will include a draft climate change strategy for Northland and associated work programme that identifies and addresses priority issues at both a regional and district level. The group meets quarterly and reports to the CEO forum. The next meeting is in August and will be hosted by FNDC in Kaikohe Chambers.
Twin Coast Discovery Route	Collaborating with NZTA on the development of 7 Business Cases to support the development of the Twin Coast Discovery Route. The scope is significantly larger than just State Highways and includes local road byways, township improvements and associated infrastructure upgrades. We have committed to \$18k funding of the Wayfinding Business Case project and expect to be notified of our expected contributions to the other Business Case projects next month
Liaison Groups	Engagement with established Community Liaison Groups (CLG) is required by a number of our Infrastructure Consents. In the month of June staff engaged with Ahipara CLG about land disposal options for the WWTP and the Opononi CLG about consenting for the water and wastewater activities. The Awanui River ILG (Iwi Liaison Group) was established with first meeting scheduled for July.

### Consent Technician

Applications for New Water and Wastewater Connections		13	103	150	After an extraordinary year in 2017/18, new connection applications have returned to typical annual numbers in 2018/19.
Resource Consent Applications Reviewed by IAMs	All	84	345	380	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	99	1394	Not Available	IAM's consents technician and admin support input into Land Information Memorandums by completing soil reports and assessing development contributions.
Potential Development Contribution Funds	All	Not Available	\$1,937,909.96	\$2,386,786.10	IAMs staff have kept a record of what development contributions would have been assessed if the previous policy applied. This has proved to be an interesting exercise and figures will be used to inform the revenue review.

Activity	Asset Group	Concept	Status			Completion / Consent Expiry	Comment
			Making the Application	Managing the Application	Handover		
<b>Consent Applications/Authorisations</b>							
Taipa WWTP Renewal		●	●	●		Jun 2019	The hearing for the Taipa WWTP consent took place over three days in the week of 24 June. The commissioners reserved their decision.
Kohukohu WWTP Renewal		●	●	●		Oct 2019	We are expecting a request for further information from NRC in July.
Opononi / Omapere WWTP Renewal		●	●	●		Oct 2019	Application for a renewal of the WWTP discharge into the Hokianga Harbour has been made. A study of the harbour is being undertaken by Met Ocean. The study will define how the Opononi, Rawene, Kohukohu and Kaikohe WWTP discharges behave in the Harbour.
Opononi / Omapere New Source		●	●	●		Aug 2019	An application has been made to NRC for a groundwater take to supplement the Opononi WWTP.
Puketotara surface water take (source for Kerikeri WTP)		●	●	●		Aug 2019	Staff are working alongside external experts to renew resource consents for the Puketotara surface water take. An increase in allocation is being assessed in order to increase resilience of the Kerikeri Water Supply.
Russell groundwater take		●	●	●		Aug 2019	Staff are working alongside external experts to renew the resource consent associated with the groundwater take at Russell. The new consent will seek to supply water to public toilets in Russell.
Northern Dog Pound Application		●	●	●	●	Apr 2019	Consent issued.
Southern Dog Pound Application		●	●	●		Sept 2019	Work suspended on project during June.
Kerikeri Sports Complex Wastewater Renewal		●	●	●		Nov 2019	Staff are assessing options to ensure that the treatment system becomes and remains compliant. Best practice is this that this happens before a renewal application is made.
Rawene Mangrove Walkway		●	●	●		Jun 2019	Staff quickly responded to a request from the community to renew a consent for a Council asset which was previously issues to the community. The application was submitted to NRC at the end of June and has been accepted.
Ahipara Seawalls and Erosion Protection Renewal		●	●	●		Aug 2019	Staff are working alongside external experts to renew resource consents for three seawalls. The seawalls protect roading and district facilities assets.
Motutangi Drainage District Concession application		●	●	●		TBA	Draft decision and conditions of concession received from the Department of Conservation (DOC). Stormwater operations staff consulting with DOC on conditions.
Maromaku Tennis Court Refurbishment		●	●	●	●	May 2019	Consent issued.

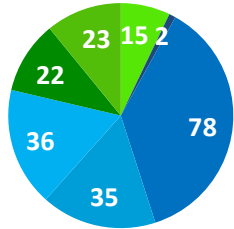
Activity	Asset Group	Status			Completion / Consent Expiry	Comment
		Concept	Making the Application	Managing the Application		
<b>Consent Applications/Authorisations (cont.)</b>						
Waitangi - Tourism Infrastructure Fund (TIF) Public Toilets					Oct 2019	Preliminary planning assessment completed. Preparation and lodgement of land use consent is subject to confirmation of the toilet location by project manager. An archaeological assessment is required and underway.
Haruru Falls - Tourism Infrastructure Fund (TIF) Public Toilets					Aug 2019	Toilet location confirmed. No land use consent required. An archaeological assessment is required and underway.
Opononi - Tourism Infrastructure Fund (TIF) Public Toilets					Aug 2019	Toilet location confirmed. Requirement for land use consent to be confirmed.
Mitimiti - Tourism Infrastructure Fund (TIF) Public Toilets					Aug 2019	Site plan and design drawings prepared. Land use consent is required and underway.
Te Haumi Underpass and Footbridge Renewal					Dec 2019	Consent expires 29 February 2020.
Awanui River Stormwater Outlet Structure Renewal					Dec 2019	Consent expires 31 May 2020.
Kaeo Public Toilets water supply					Dec 2019	District Facilities staff have indicated that a new water source for the Kaeo Public toilets may be necessary.
Kawakawa WTP water take and backwash discharge					Aug 2019	Draft conditions received. Land over which back wash is discharged has changed ownership and written approval from new owners required by NRC.
Broadwood Road Realignment					TBC	Regional consent required for the works. Suspended due to redesign.

# INFRASTRUCTURE COMPLIANCE

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

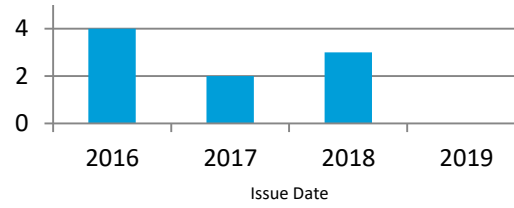
Total Consents

211



- District Facilities
- Solid Waste
- Maritime Facilities
- Wastewater
- Water
- Transport
- Stormwater

Current Abatements



Since Last Reported

-1

## Summary of Abatements

Location	Asset	Asset Type	Non-Compliance	Action Underway
	Kerikeri Sports Complex		<ul style="list-style-type: none"> <li>Issued Dec 2016</li> <li>Breach of discharge consent limit for wastewater discharge amount</li> </ul>	No breaches of discharge volume since November 2018. Plumbing repairs, meter calibration and maintenance undertaken. Cancellation of abatement will be requested following maintenance and ongoing compliance
	Mangonui Handrail		<ul style="list-style-type: none"> <li>Abatement notice issued May 2018</li> <li>Erection of a safety rail on the Mangonui boardwalk required</li> </ul>	As agreed to by NRC, 80m of handrail installed in September 2018 in highest risk area. Staff continue working with Community Working Group to reach acceptable solution for remainder of boardwalk – public consultation underway.
	Kaitiaki Recovery Centre		<ul style="list-style-type: none"> <li>Abatement notice issued Nov 2018</li> <li>Stormwater runoff from bins stored at site may contaminate waterway</li> </ul>	Specialist engaged to investigate cause and solution – they recommended request for cancellation of abatement notice as there is no evidence to suggest contamination of the nearby waterway. Request to cancel abatement sent to NRC April 2019.
	Opononi WWTP		<ul style="list-style-type: none"> <li>Abatement Notice issued Apr 2016</li> <li>Plant evidencing non-compliance with E.Coli limits</li> </ul>	Short term: new brush aerator installed in the lagoon to increase aeration and desludging completed. Long term: engagement with the Community Liaison Group continues to try and find an acceptable upgrade solution. Aiming for agreed upgrade solution for next LTP.
	Kaitiaki WW Network		<ul style="list-style-type: none"> <li>Abatement notice issued Apr 2016</li> <li>Unconsented network overflows</li> </ul>	Screens have been installed at overflow location and programme of work underway to address overflows, based on specialist advice.
	Paihia WWTP		<ul style="list-style-type: none"> <li>Abatement Notice issued Oct 2016</li> <li>Breaches in ammonia limits ongoing</li> </ul>	NRC Enforcement Order application now under Suspended Orders with clear project timelines and deliverables provided to the judge and NRC. These must be met on to avoid further penalties.
	Russell WWTP		<ul style="list-style-type: none"> <li>Abatement notice issued Mar 2017</li> <li>Intermittent breaches in E.Coli limits</li> </ul>	Various upgrade work undertaken during 2018/2019, plant current compliance and in monitoring period before requesting cancellation of abatement notice.
	Ahipara WWTP		<ul style="list-style-type: none"> <li>Abatement notice issued Mar 2018</li> <li>Non-compliant volume of leachate being discharged to pond system from Ahipara Landfill.</li> </ul>	Pump controller upgraded to more accurately control volume sent to ponds and consent amendment being lodged to apply for weekly average instead of daily (to ensure consistent compliance going forward).
	Ahipara WWTP		<ul style="list-style-type: none"> <li>Abatement notice issued September 2017</li> <li>Discharge non-compliant with faecal coliform limits</li> </ul>	Wetland refurbishment work and pond desludging have resulted in positive impact on faecal coliform limits, in monitoring period before requesting cancellation of abatement notice.

# ASSET MANAGEMENT

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.

Key: ● Complete ● In progress ● Parked



Stormwater



District  
Facilities








Wastewater







Water



Roading

Activity	Asset Group	Status				Expected Completion	Comment
		Concept	Plan	Deliver	Handover		
<b>Strategies / Plans / Policies</b>							
Living Asset Management Plan	All	●	●			FY20/21	Will replace static AMP documents – an 18-24 month process
Asset Management Strategy	All	●				FY20/21	To be developed
Asset Management Policy	All	●	●			FY19/20	Internal policy drafted and being updated
Annual Plan	All	●	●	●	●	FY19/20	Contribute to Annual Plan project, coordinated by Strategic Policy & Planning.
ISO55000	All	●				TBA	To be developed
Stormwater Strategy		●				TBA	To be developed
Stormwater Catchment Management Plans		●	●	●		FY20/21	Being consulted on and developed with GHD Consulting
Asbestos Management Plans		●	●	●		FY20/21	Required as part of the Health & Safety at Work (Asbestos) Regulations 2016
Vesting Assets to Council Policy	All	●				FY20/21	Identified gap - policy and process required (to consult with SPP, Legal, Governance, Finance)
<b>Asset Identification / Condition Assessments</b>							
Prioritised Scheduled Asset Condition Assessments	All	●	●			FY19/29	In development with a paper going to INC in August. 10 year programme being developed.
Inventory Assessment - DF Assets		●				TBA	Identify and record additional district facilities assets such as picnic tables, benches, parks etc.
Stormwater Asset Information		●	●			TBA	Develop stormwater asset data for transition of stormwater operations to Far North Waters



Activity	Asset Group	Status			Expected Completion	Comment
		Concept	Plan	Deliver		
<b>Project Pipeline - Initiations</b>		Includes planning, feasibility studies, options assessments, business casing etc. before handover for Project Delivery				
Kaitaia Wastewater Overflows		●	●	●	FY20/21	Subject to NRC abatement notice. Options assessment complete, decision pending on appropriate solution
HiHi WWTP		●			FY20/21	Plant upgrade is required.
East Coast (Taipa) WWTP		●	●		FY20/21	Plant evidencing non-compliance with resource consent. Initial upgrade and disposal options assessment undertaken, further assessment and consultation required.
<b>Other</b>						
Asset Management System	All	●	●		FY20/21	New incumbent due to commence 01 July 2019. A 12-18 month process to establish (data transfer in initial stage - 12 months - from interim system)
Stormwater modelling requirements		●	●		FY20/21	Subject to Asset Management System project completion
Area of Benefit Plan updates - Stormwater		●			TBA	
Agree system for CCTV survey data QA and storage	3 Waters	●			TBA	
Data Cleanse / Tidy Up	All	●	●		FY20/21	

# DISTRICT FACILITIES

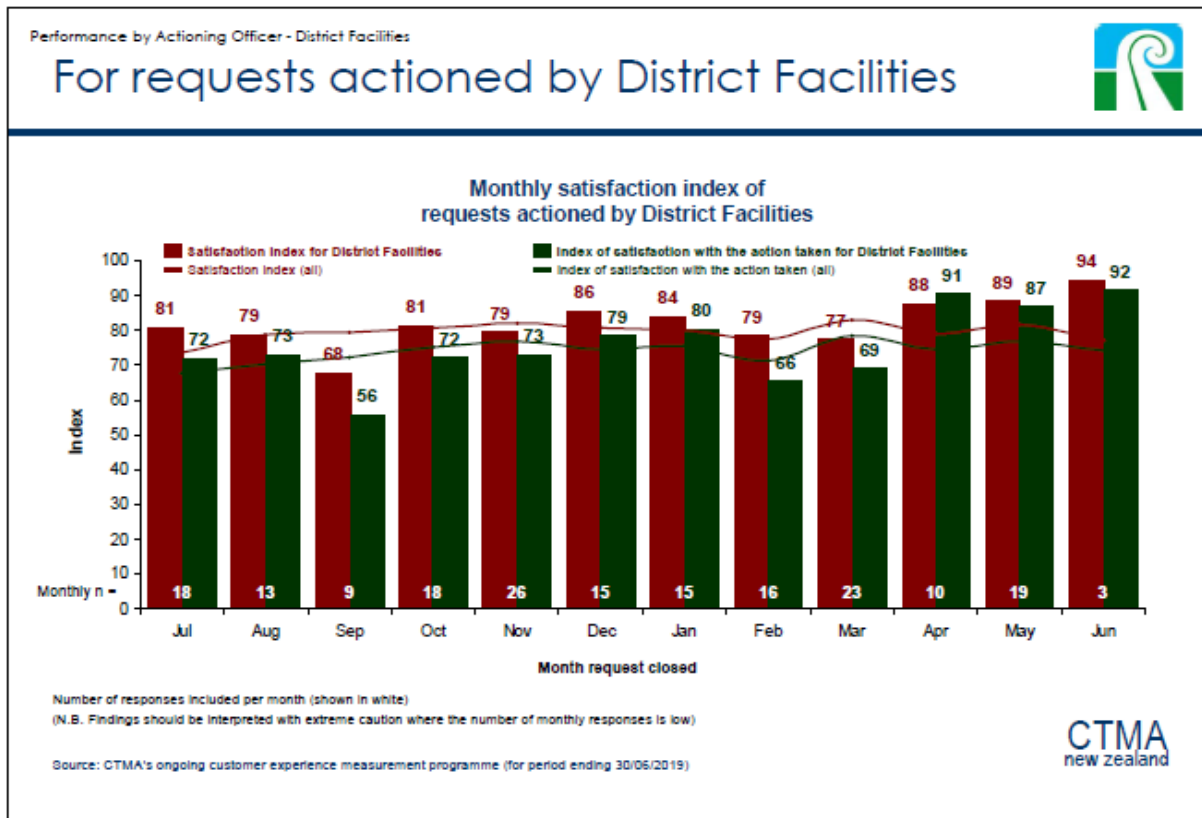
## CUSTOMER EXPERIENCE PROGRAMME

District Facilities staff continue to work hard on improving our customer experiences.

With the assistance of our cadet, much work has been done to keep the customer informed and updated which is being reflected in the improvements in our CX scores to date.

Further work is underway to improve our RFS codes and update our information in TK2 and on the website.

Other work needed is with RFS codes that are reported by District Facilities but are Roding responsibilities esp. Footpaths - Sealed/concreted – Faults.



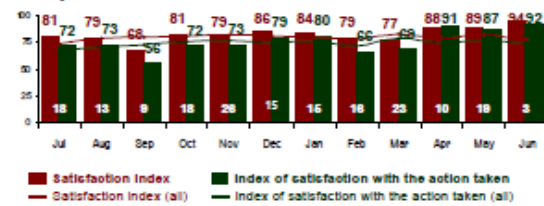
# For requests actioned by District Facilities



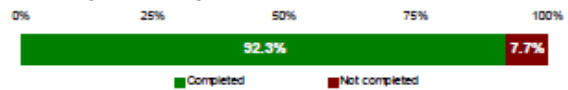
"n" = 55	Score for District Facilities:	Average score:
<b>Satisfaction and loyalty:</b>		
Customer Satisfaction Index	84	81
<b>Satisfaction Index components:</b>		
Satisfaction with the action taken	80	77
Overall satisfaction making the request	85	84
Recommend contacting the council	88	83
<b>Operational performance:</b>		
Average days to close	35.09	17.39
Times customers need to make contact	1.48	1.53

	Score for District Facilities:	Average score:
<b>Diagnostic attributes:</b>		
Ease of making contact	90	86
Courtesy of staff they spoke to	98	95
Professionalism of staff they spoke to	97	93
Understanding of Issues raised	93	90
Clarity of their response	93	90
Helpfulness of staff they spoke to	95	92
Follow through on promised actions	81	77
The speed of actioning the request	80	73
Kept informed of progress	73	68
Helpfulness of staff who actioned the request	82	78
Reinstatement of the site	70	70

**Monthly trend for District Facilities:**



**Customer perceived completion:**



Source: CTMA's ongoing customer experience measurement programme (for 4 month period ending 30/06/2019)



## RECREATION SERVICES UPDATE

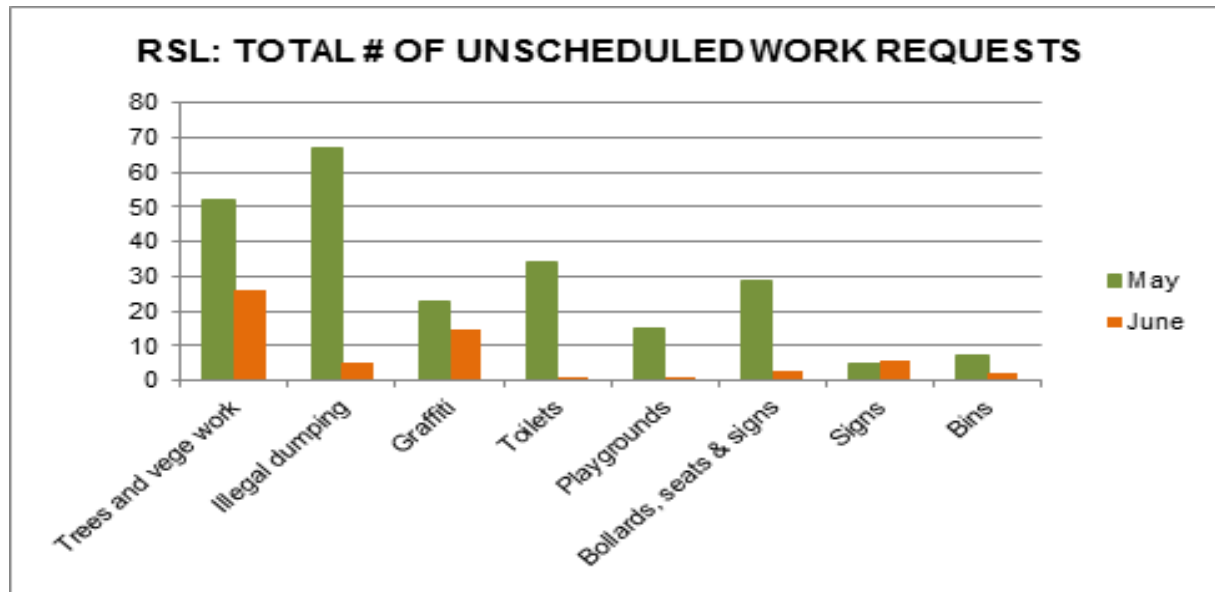


Table: Number of unscheduled works requested of RSL

Accident type	RSL Health & Safety Record											
	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	
Near misses	1	1	0	1								
Non-serious	0	0	0	0								
Serious harm	0	0	0	0								
Vehicle / machinery accident	1	2	0	0								

Table: RS: Health & Safety Record YTD

## PARKS AND RESERVES

2018/19 TIF Responsible Camping programme completed and the final report forwarded to MBIE. From the fund, we have purchased a number of seasonal toilets and the most successful part of the year was the creation and development of the Karikari Peninsula Kaitiaki Rangers Programme.

2019/20 TIF Responsible Camping Initiative application submitted to MBIE. We have requested funding to the value of \$288,500 which covers the costs to extend the Kaitiaki Rangers programme across other parts of the District, undertake a camping facilities GAP analysis and OPEX costs associated with the 2018/19 seasonal toilets located at Rawhiti.

Mulching has been carried out to a number of Pohutukawa trees located along Opito Bay and Long Beach, Russell. This also involved the removal of trip hazards due to exposed roots from the same trees.

Large scale noxious weed removal carried out on the Skudders Beach recreational reserve, Kerikeri.

Planting programmes underway over the last month include:

- 2800 native trees planted by various volunteer groups on Council land around Kerikeri and Russell as supported by the Matariki Tu Rakau initiative
- Riverview School planted approx. 50 native trees along the walkway to Charlie's Rock, Kerikeri in an effort to restore habitat along the Council walkway.

A very large dead and dangerous Eucalyptus tree was removed from the Kerikeri Heritage Bypass as it was encroaching over the public walkway.

Continue to work with Heritage NZ staff on a number of matters including potential damage to an archeological site on a part of the Reinga Road Esplanade Reserve, Kerikeri as a result of a local resident felling tree without permission (investigation found no damage done).

Esplanade Encroachment: 2 significant encroachments are being progressed, they being:

- Heron Hill, Paihia – local built a boat shed including a track
- Fence at Waitangi Campground – both restrict public safe access as per the Reserves Policy. Requesting both structures are removed.



Photo 1: Heron Hill, Paihia



Photo 2: Waitangi Campground

- Unmaintained reserve next to the cemetery in Kawakawa has been tidied up and added to a 3 monthly mowing schedule.
- Unmaintained reserve at Fairview Road, Kaikohe has been tidied up to a manageable state and will be inspected in 3 months before deciding on a maintenance schedule going forward.
- 2 reserve mowing audits carried out – 1 met and 1 not met.
- 1 edge control audit carried - this was not met
- 2 playground audits carried out - both met

## CEMETERIES

Three new burial berms installed at the Totara North Cemetery.

Russell cemetery carpark surface was renewed as part of the 219/20 CAPEX programme. Unfortunately, due to a communication breakdown the carpark area was increased dramatically resulting in the encroachment into what very little greenspace is available reducing dramatically space needed for burials. Discussions are underway on how best this matter can be resolved. It may mean the car park, or some of the carpark will need to be removed.

Discussions are underway involving NZTA and the disinterment of an old private cemetery in Kaeo as a result of the old cemetery slipping onto the state highway. Those dis-interred will be re-interred into a special area of the Kaeo public cemetery. Confirmation dates and details are yet to be confirmed.

An area of unmaintained reserve is being cleared to make way for an extension to the Kaeo cemetery.

## PUBLIC TOILETS

Issues with the Waipapa public toilet has resulted it in being disconnected from the current arrangements with RCG (Mitre 10 facility Body Corporate) and BSL engaged to monitor and empty from the holding tank as needed. It has since been established there was a water leak adjacent to the toilet side of the system. The interim measure will be to continue to monitor over the next few months to ensure no further unnecessary infiltrations detected, that we establish a record of readings before we reconnect and discuss.

Plans are being put in place to paint new murals on the Omapere and Opononi public toilets by local artist Beverly Cox and the local school. The date for this is yet to be confirmed.

Due to the effect of condensation, work carried out by RSL to conceal graffiti on the interior of the Kaeo public toilets leading to paint to run over a mural painted by local artist Angela Norman. Angela has been contacted and plans are in place to have touch ups carried out to the mural when the weather permits.

4 toilet audits carried out in - all 4 were met.

## SOLID WASTE

### Ahipara landfill

The landfill has been capped. Post closure work has been suspended for the winter with top soil to be applied in spring. Remedial capping repairs on a 20 year old cell also need to be done.

No progress has been made towards the installation of equipment to monitor leachate levels within landfill and monitor groundwater levels outside the landfill as awaiting action from Broadspectrum.

### Kaitaia Abatement notice

Fraser Thomas Ltd has produced a report recommending Council request for the abatement notice to be cancelled, as their investigation has found no evidence of contamination on the site that would cause any adverse effects on the environment. NRC has done 2 follow up visits - the latest by a staff member with solid waste experience. He has recommended a FNDC work with NRC to establish some guidelines and a timeframe for rolling out other containment systems at transfer stations across the region based around practical measures such as oil separation devices rather than full treatment systems.

### Community recycling centres

Notice was received from the Kauhanga Marae Committee that due to planned renovations, they no longer wanted the community recycling centre on Marae property. The facility has been moved to nearby land owned by the Peria Trust.

On-going discussions are being held regarding the opening of community recycling centres in Rawhiti and Waitangi.

### Contract Renewals

The contract to operate the Russel landfill and transfer station and the contract to provide waste minimisation education expire in January 2020. Draft procurement plan for these services has been done and will be sent on for approval.

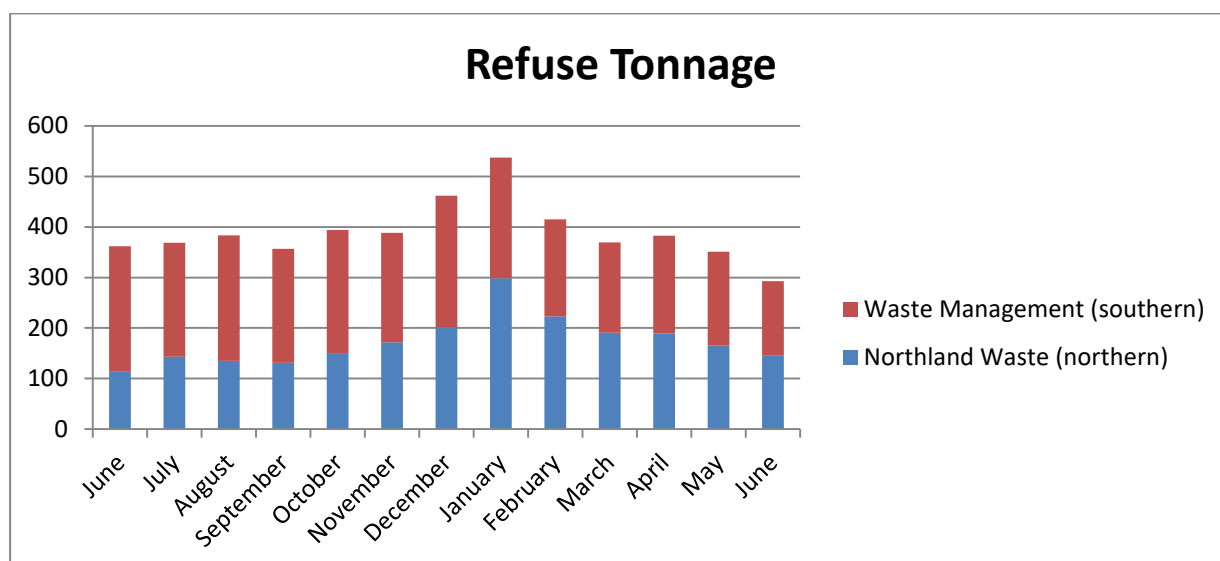
### Opononi Greenwaste Trial

INC approved the discontinuation of this service. The end of the trial was delayed while awaiting confirmation as to Cr Macauley's views whether to discontinue or not. The trial is scheduled to end at the end of July.

### Recycling at Council Offices

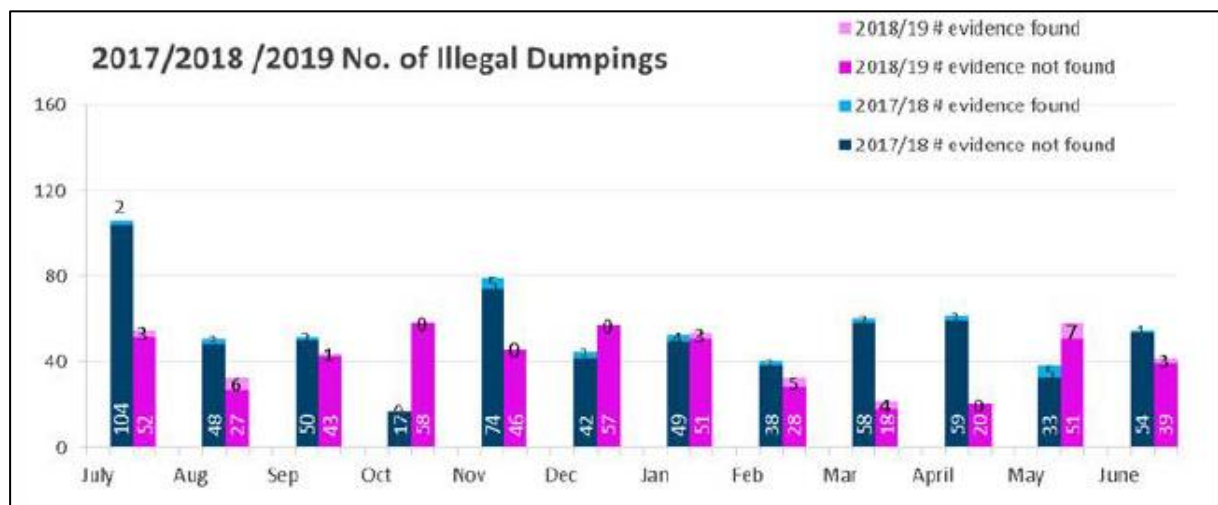
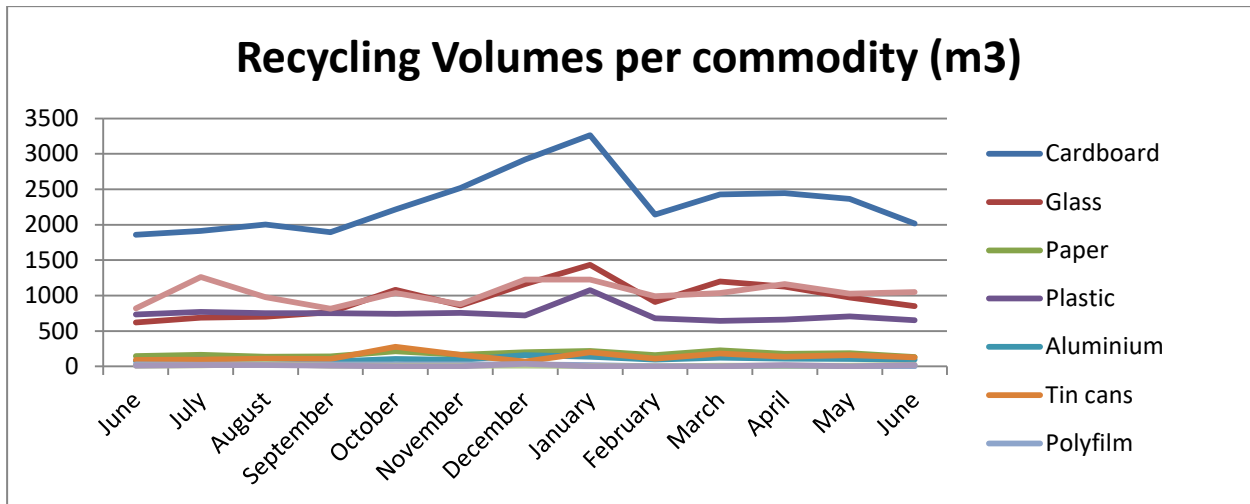
Dual rubbish/paper recycling bins are to be provided at the Kaikohe Headquarters in an attempt to improve Council's recycling performance. These bins will be rolled out to other Council sites eventually.

## SOLID WASTE STATS FOR JUNE:



## LITTER INFRINGEMENT REPORT – June 2019

Offence Date	Offence Type	Status	Balance	Location Details
12/02/2019	Deposited litter in/on a public place \$150 1L-20L	Completed (Exemptions)	150	On Street: Unahi Road, Awanui
12/02/2019	Deposited litter in/on a public place \$150 1L-20L	Completed (Exemptions)	150	On Street: Unahi Road, Awanui
13/02/2019	Deposited litter in/on a public place \$150 1L-20L	Completed (Exemptions)	150	On Street: Ruaroa Road, Kaitaia
30/01/2019	Deposited litter in/on a public place \$150 1L-20L	Completed (Exemptions)	150	On Street: Takahue Road, Kaitaia
30/01/2019	Deposited litter in/on a public place \$150 1L-20L	Completed (Exemptions)	150	On Street: West Coast Road, Panguru Location: Recycle Transfer Station
23/01/2019	Deposited litter in/on a public place \$150 1L-20L	Completed (Exemptions)	150	On Street: Ramp Road, Karikari Peninsula
22/04/2019	Deposited litter in/on a public place \$150 1L-20L	First Notice	150	On Street: Kaimaumau Road, Waiharara
17/04/2019	Deposited litter in/on a public place \$150 1L-20L	Completed (Receipting)	150	On Street: Fairburn Road, Kaitaia
17/04/2019	Deposited litter in/on a public place \$250 20-120L	Completed (Receipting)	250	On Street: Fairburn Road, Kaitaia



## SWIMMING POOLS

CBEC will continue to oversee the pool winterisation programme until September.

Work required includes:

Kaitaia Pool	Kerikeri Pool	Kaikohe Pool
<ul style="list-style-type: none"> <li>▪ Sand filter maintenance</li> <li>▪ Repairs to concrete surface around the pools</li> <li>▪ Refurbish valve</li> </ul>	<ul style="list-style-type: none"> <li>▪ Repair water return channels – main pool</li> <li>▪ Service chlorine pump</li> <li>▪ Remount main pool skimmer plates</li> <li>▪ Paint edge of dive pool</li> <li>▪ Upgrade pool signage</li> <li>▪ Chemical treatment to the toddler pool</li> </ul>	<ul style="list-style-type: none"> <li>▪ Clean and prep balance tank</li> <li>▪ Service water metre line re chemical use</li> <li>▪ Repairs to concrete surface around the pools</li> <li>▪ Reinstate site from past drainage work</li> <li>▪ Tidy up wiring in pump room</li> <li>▪ Rehang toilet door</li> <li>▪ Weld ladders into the pool</li> <li>▪ Service chlorine pump</li> </ul>



## HOUSING FOR THE ELDERLY

2019	January	February	March	April	May	June
<b># units vacated</b> <i>(received for refurbishing)</i>	<b>3</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>4</b>	<b>3</b>
	Northern: Ahipara, Oxford Western: Waima	Eastern: Kerikeri Western: Kaikohe	Western: Kohukohu	Western: Kohukohu, Kaikohe Eastern: Kerikeri Northern: Ahipara, Oxford St	Western: Kaikohe, Kohukohu Eastern:	Western: Kaikohe Eastern: Kawakawa Northern: Oxford St
<b># unit refurbishments progressing</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>5</b>	<b>9</b>	<b>7</b>
	Northern: Oxford Western: Kaikohe Eastern: Kerikeri	Northern: Oxford, Ahipara Western: Kaikohe	Northern: Ahipara, Oxford Western: Kaikohe, Waima Eastern: Kerikeri	Western: Kaikohe, Waima, Kohukohu Eastern: Kerikeri	Western: Kaikohe, Kohukohu, Waima Eastern: Kerikeri Northern: Ahipara, Oxford St	Western: Kaikohe, Kohukohu, Waima Eastern: Kerikeri, Kawakawa, Northern: Oxford St
	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>2</b>
<b># units completed</b> <i>(returned for tenanting)</i>		Eastern: Kerikeri	Western: Kaikohe	Northern: Ahipara, Oxford	Northern: Ahipara, Oxford St	Western: Kaikohe

## COMMUNITY FACILITIES

Community hall committee AGM minutes, annual financial statements and statistics for 2018/19 have been reported to all Community Boards for their information.

## LEASES / AGREEMENTS

Rawene Campus was handed back to Council end of April from North Tec. The campus houses a number of office blocks, classrooms, sheds, an orchard and numerous other facilities. Some buildings are in good condition while others require attention. A condition assessment of the buildings is to be carried out. There is considerable community interest in what happens next resulting in Council preparing an 'Expressions of Interest' consultation that may result in opportunities for social collaboration.

A number of lease / agreement documents are in progress as per the table below:

JUNE	To do	Applicant	District Facilities	Legal Services	Other	Negotiating	Ready for signing	Completed this month
Western	Kaikohe Basketball Court Agreement (new)		Rawene Campus (new)	Opononi Bowling Club Lease (new)	Statement of Proposal - community consultation: * Ventnor Memorial * Rawene Campus		Sportsville and BOI Rugby - Sports field lights Agreement (new)	
	Northland College - Swimming Pool MOU (new)		Ventnor Memorial Agreement (new)	Hokianga Coastguard Lease (new)				
				TIF Toilets (Opononi) Agreement (new)				
Eastern	Cherry Park House Lease (new)	Russell Tennis Club (new)	Hundertwasser - public toilet services Agreement (review)	Pear Tree Lease (new)	SP&P to do: * Paihia Village Green Management Plan			
	Russell Sports Trust Lease (new)		Kawakawa Memorial Library Hall Lease (renewal?)	Kerikeri Sports Complex Lease (new)	SP&P Reviewing: * 2019/20 Focus Paihia Village Green Market Day Agreement			
	Kerikeri College - Swimming Pool MOU (review)			TIF Toilets (Haruru / Waitangi) Agreements (new)	Investigation stage: * Tauranga Bay - water easement Agreement (new due to expiry)			
	AUGUST: Focus Paihia Custodian Services 201/20 Agreement (new)							
Northern		Tumanako o Kaitaia Kohanga Reo Trust (new)	Te Rarawa Rugby lease (new)	Kaitaia Saturday Market Agreement (new)		APRI - Unahi Wharf Agreement (new)	Living Waters Volunteer Agreement (new)	
		Waiotaraire Reserve - public toilet water supply Agreement (new)	Te Kao - public toilet Agreement (new)	Hihi Community Centre Lease (new)				
				St Johns Ambulance Ahipara Lease (renewal)				
				Te Kohanga Reo o Houhora Lease (new)				

# CIVIL DEFENCE EMERGENCY MANAGEMENT

## NATIONAL

New Zealand Fly In Teams (2017 Ministerial Review) – Because of feedback received and implementation work to refine the purpose of these teams, the capability envisaged as ‘fly-in teams –’ will now be known as “New Zealand Emergency Management Assistance Team” or “EMAT”. The name change supports the team’s engagement model based on rapidly deploying capable emergency management professionals to support and assist Controllers and Incident Management Teams.

The MetService is enhancing the way it communicates public alerts for severe weather to better draw attention to extreme events. A new level of warning reserved for the most extreme weather events will now include new colours and graphics to mapping that will more clearly signify the type of alert in place. The use of colour-coded warnings linked to impacts is recommended by the World Meteorological Organisation.

The Government has announced the 2019 Budget has included \$3 million of funding for the establishment of a National Emergency Management Agency and \$1.5 million to improve the resilience of New Zealand’s national emergency capabilities.

## REGIONAL

The Service Level Agreements for the delivery of Civil Defence Services between the Northland CDEM Group Office and the three district councils are approaching their annual review period. Updated work plans and budgets have been included in the review and agreed for 2019/20. The Northland CDEM Group Manager has met with the councils relationship managers to finalise agreements.

The Northland CDEM Group Office hosted a financial workshop in May for council finance and recovery managers. The purpose was to provide clarity regarding funding eligibility; work scope eligibility criteria and to outline systems and processes to assist local authorities to plan and prepare financially for future emergencies.

The Youth in Emergency Services (YES) program has been undertaken this year in the Whangarei District and completed with a multi-agency exercise for the 2019 year. The program is coordinated by the Northland CDEM Team and run collaboratively with the emergency services. The purpose of this program is to strengthen young people’s connection to their communities in northland, build their skills and confidence and encourages them to join the emergency services within in their communities as volunteers.



Participants and emergency services staff - YES Multi- Agency Exercise 25 May 2019.

## LOCAL

An evacuation plan has been completed for the Kaitaia Community in conjunction with major works being carried out by the Northland Regional Council on the Awanui River. The plan has been prepared as guide to coordinate response activities and assist to manage any impact of flood on the community.

A field trip and exercise has been undertaken at Kaitaia with representatives from Police, Fire Emergency New Zealand, Northland CDEM Group, Northland Regional Council, Far North District Council, District Health Board, and Department of Conservation. The purpose was to familiarise local and regional responders with the flood risk to Kaitaia and provide clarity on legislative roles and responsibilities should the evacuation plan need to be activated.



**Fig 1** - Joe Camuso - Rivers and Natural Hazards Manager explaining the scope of works undertaken at Bells Hill to stakeholders

**Fig 2** – Works carried out at Bells Hill to mitigate flooding risk

## WARNING MONITORING

A tsunami advisory message was received at 01:14am 15 May and responded to as per Standard Operating Procedures