

Infrastructure Committee Agenda

Date: Thursday, 11 April, 2019

Time: 10:30 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Cr Greg Martin (Chairperson)
Her Worship the Mayor Sheryl Mai
Cr Gavin Benney
Cr Vince Cocurullo
Cr Crichton Christie
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Sue Glen
Cr Phil Halse
Cr Cherry Hermon
Cr Greg Innes
Cr Sharon Morgan
Cr Anna Murphy

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

1. Declarations of Interest	
2. Apologies	
3. Confirmation of Minutes of Previous Infrastructure Committee Meeting	
3.1 Minutes Infrastructure Committee 7 March 2019	3
4. Decision Reports	
4.1 Active Recreation and Sport Strategy - final draft	9
5. Information Reports	
5.1 Contracts Approved Under Delegated Authority April 2019	33
5.2 Infrastructure Operations Report - April 2019	41
6. Public Excluded Business	
7. Closure of Meeting	63

Infrastructure Committee – Terms of Reference

Membership

Chairperson: Councillor Greg Martin

Members: Her Worship the Mayor Sheryl Mai
Councillors Stu Bell (Resigned 1 April 2019), Gavin Benney, Crichton Christie, Vince Cocurullo, Tricia Cutforth, Shelley Deeming, Sue Glen, Phil Halse, Cherry Hermon, Greg Innes, Sharon Morgan, Anna Murphy

Meetings: Monthly

Quorum: 7

Purpose

To oversee the management of council's infrastructural assets, utility services and public facilities.

Key responsibilities include:

- Services including the provision and maintenance of:
 - Infrastructure projects and support
 - Infrastructure project co ordination
 - Transportation
 - Waste and Drainage
 - Water
 - Parks and Reserves.
- Shared Services – investigate opportunities for Shared Services for recommendation to council.

Delegations

- (i) All powers necessary to perform the committee's responsibilities, including, but not limited to:
 - (a) the approval of expenditure of less than \$10 million plus GST.
 - (b) approval of a submission to an external body.
 - (c) establishment of working parties or steering groups.

- (d) power to establish subcommittees and to delegate their powers to that subcommittee.
- (e) the power to adopt the Special Consultative Procedure provided for in Section 83 to 88 of the LGA in respect of matters under its jurisdiction (this allows for setting of fees and bylaw making processes up to but not including adoption).
- (f) the power to delegate any of its powers to any joint committee established for any relevant purpose under clause 32, Schedule 7 of the Local Government Act 2002

Item 3.1
Infrastructure Committee Meeting Minutes

Date: Thursday, 7 March, 2019
Time: 10:30 a.m.
Location: Council Chamber
 Forum North, Rust Avenue
 Whangarei

In Attendance

Cr Greg Martin (Chairperson)
 Cr Stu Bell
 Cr Gavin Benney
 Cr Vince Cocurullo
 Cr Crichton Christie
 Cr Tricia Cutforth
 Cr Shelley Deeming
 Cr Sue Glen
 Cr Phil Halse
 Cr Greg Innes
 Cr Sharon Morgan
 Cr Anna Murphy
 Her Worship the Mayor Sheryl Mai
 Cr Cherry Hermon

Not in Attendance
Scribe

C Brindle (Senior Democracy Adviser)

1. Declarations of Interest

Item 4.1 Temporary Road Closure - 2019 International Rally of Whangarei

2. Apologies

Her Worship the Mayor and Cr Cherry Hermon (absent).

Moved By Cr Greg Innes

Seconded By Cr Sharon Morgan

That the apologies be sustained.

Carried

3. Confirmation of Minutes of Previous Infrastructure Committee Meeting

3.1 Minutes Infrastructure Committee Meeting held 7 February 2019

Moved By Cr Crichton Christie

Seconded By Cr Vince Cocurullo

That the minutes of the Infrastructure Committee meeting held on Thursday 7 February 2019, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

Crs Deeming, Glen, Halse and Murphy joined the meeting at 10.31am during discussions on Item 3.1.

4. Decision Reports

4.1 Temporary Road Closure - 2019 International Rally of Whangarei

Moved By Cr Phil Halse

Seconded By Cr Greg Innes

That the Infrastructure Committee

1. Approves the proposal to temporarily close the following roads to ordinary traffic for the 2019 International Rally of Whangarei in accordance with the Transport (Vehicular Traffic Road Closure) Regulations 1965

Wednesday 1 May 2019

Testing

Hosking Road, from Paparoa Oakleigh Road to Walker Road

Period of closure: 8:00am – 5:00pm

Friday 3 May 2019

Ceremonial Opening

Dave Culham Drive, from Port Road to Riverside Drive

Period of closure: 4:00pm – 11:00pm

Saturday 4 May 2019

Special Stages 3 and 7 MARLOW

Otakairangi Road, from Swamp Road to Riponui Road

Riponui Road, from Otakairangi Road to Marlow Road

Marlow Road, from Riponui Road to the District Boundary

Period of closure: 6:30am – 10:30am & 11:45am – 3:45pm

Special Stages 5 and 8 CROWS NEST

Crows Nest Road, from SH1 to Paiaka Road

Paiaka Road to the District Boundary

Period of closure: 7:45am – 11:45am & 1:00pm – 4:45pm

Special Stages 6 and 10 HELENA

Webb Road, from the end of the tarmac (Helena Bay) to Kaiikanui Road

Kaiikanui Road, from Webb Road to Pigs Head Road

Pigs Head Road, from Kaiikanui Road for approx. 500 meters

Period of closure: 9:00am – 1:00pm & 2:15pm – 5:45pm

Sunday 5 May 2019**Special Stages 14 and 18 TANGIHUA**

Otuhi Road, from Weke Road to Codlin Road

Codlin Road, from Otuhi Road to Tangihua Road

Tangihua Road, from Codlin Road to Bint Road

Bint Road, from Tangihua Road to Porter Road

Period of closure: 6:30am – 2:30pm

Special Stages 13 and 17 WAIOTIRA

Waiotira to Awarua Road

Hartnell Road, from Awarua Road to Taipuna Road

Taipuna Road, from Hartnell Road to Neville Road

Neville Road, from Taipuna Road to Hosking Road

Hosking Road, from Neville Road to Walker Road

Walker Road, from Hosking Road to Waikiekie North Road

Waikiekie North Road, from Walker Road to Paparoa Road

Period of closure: 7:00am – 3:15pm

Special Stages 12 and 16 MILLBROOK

Millbrook Road, from the District Boundary to Walters Road

Period of closure: 7:45am – 3:45pm

Special Stages 11 and 15 WAIPU CAVES

Waipu Caves Road, from Shoemakers Road to Mangapai Caves Road

Mangapai Caves Road, from Waipu Caves Road to Graham Road

Graham Road, from Mangapai Caves Road to Ruarangi Road

Ruarangi Road, from Graham Road to Mangapai Road

Period of closure: 8:00am – 4:15pm

2. Approves the temporary closure of the side roads off the roads to be closed for up to 100 meters from the intersection for safety purposes.
3. Delegates to the Chair of the Infrastructure Committee and General Manager Infrastructure the power to give public notices of these temporary road closures, to consider any objections and to either approve, cancel or amend any or all of the temporary road closures if applicable.

Carried

Declaration of Interest:

Cr Cocurullo declared an interest for Item 4.1.

4.2 Temporary Road Closure - ANZAC Dawn Parade 2019

Moved By Cr Vince Cocurullo

Seconded By Cr Sue Glen

That the Infrastructure Committee

1. Approves the proposal to temporarily close the following roads to ordinary traffic for the ANZA Dawn Parade in accordance with the Transport (Vehicular Traffic Road Closure) Regulations 1965

Thursday 25 April 2019

Bank Street from Hunt Street to Water Street

Rust Avenue from Whangarei Intermediate School to Bank Street

Cameron Street from Bank Street to Rathbone Street

Rathbone from Cameron Street to Robert Street
Robert Street from Rathbone Street to Lauri Hall Carpark
Laurie Hall Carpark
Service Lanes adjacent to the closed roads

Period of closure: 4:00am – 8:00am

2. Approves the proposal to temporarily close the side roads off the roads to be closed for up to 100 meters from the intersection for safety purposes.
3. Delegates to the Chair of the Infrastructure Committee and General Manager Infrastructure the power to give public notice of these proposed temporary road closures, to consider any objections and to either approve, cancel or amend any or all of the temporary road closures if applicable.

Carried

5. Information Reports

5.1 Contracts Approved Under Delegated Authority

Moved By Cr Shelley Deeming

Seconded By Cr Sue Glen

That the Infrastructure Committee note the Infrastructure contracts awarded under Chief Executive and General Manager delegated authority.

Carried

5.2 Infrastructure Operations Report - March 2019

Moved By Cr Vince Cocurullo

Seconded By Cr Shelley Deeming

That the Infrastructure Committee notes the Infrastructure Operations Report update.

Carried

6. Public Excluded Business

There was no business conducted in public excluded.

7. Closure of Meeting

The meeting concluded at 11.09am.

Confirmed this 11th day of April 2019

Councillor Greg Martin (Chairperson)

4.1 Active Recreation and Sport Strategy – Summary Report final draft

Meeting: Infrastructure Committee
Date of meeting: 11 April 2019
Reporting officer: Sue Hodge (Manager - Parks and Recreation)

1 Purpose

To seek the Committee's approval on the Active Recreation and Sport Strategy Summary Report final draft.

2 Recommendations

That the Infrastructure Committee;

1. Receives the Active Recreation and Sport Strategy – Summary Report, final draft.
2. Notes the resourcing needs, if some of the work commences prior to the 2021 – 2031 Long Term Plan.
3. Approves the Active Recreation and Sport Strategy – Summary Report final draft, for public consultation and feedback, for a duration of one month.

3 Background

Whangarei District Council, in partnership with Sport New Zealand and Sport Northland are developing an active recreation and sport strategy. The purpose of the strategy is to identify and prioritise the needs for active recreation and sport across the district. For this strategy, active recreation is something you do for your fitness or for fun that gets the heart rate up. 76 sports and activities are included in the scope of this project.

Extensive engagement has been undertaken and the feedback obtained from the community were shared with the Infrastructure Update meeting on the 4th December 2018.

The aim of the report is to assist Council, active recreation and sport stakeholders, community organisations and funding agencies with their future investment decisions. It will be used to inform Council's 2021-2031 Long Term Plan (LTP) and will be updated every 3 years.

4 Discussion

The strategy identifies current priorities and provides on-going and robust processes to identify, review and prioritise projects across the District. However, it is essential that detailed,

site and/or activity specific investigations are undertaken to assess the feasibility and viability of individual projects identified in this report.

A fundamental recommendation in the report is the establishment of a full-time District Facility Navigator role. The Navigator will support the development of the prioritised hub initiatives and sport specific facility plans. The role should act as an 'activation agent' to help facilitate the development of the priority projects and encourage the adoption of best practice and networking between users, codes, clubs. The role will involve stakeholder engagement, project management of needs assessments, feasibility studies, and business case development.

If this role was established prior to the next LTP work could start on priority projects such as Tikipunga Home of Football, expanded Ruakaka recreation hub and the master plan for Parua Bay marine hub.

Once the Committee receives this report all submitters, stakeholders and the wider community will be invited to provide feedback on the report for a one month period. This feedback will be considered by the project working group and a final Active Recreation and Sport Strategy – Summary Report be presented to the Committee for adoption.

4.1 Financial/budget considerations

The strategy states that it will inform investment decisions in Council's 2021-2031 Long Term Plan (LTP).

However, at the workshop on this strategy in March 2019, Councillors asked what resources would be required to start work on some of the recommendations prior to the next LTP to ensure any future investment decisions were robust. These budgets are set out below and have not been provided for in the 2018-2028 LTP.

Year	2020/21 (Yr3 of current LTP)	2021/2022 (Yr1 of next LTP)	2022/2023	2023/2024
District Facility Navigator	\$100,000	\$100,000	\$100,000	\$100,000
Needs Assessment/feasibility Study/Master Plan	\$50,000	\$100,000	\$100,000	\$100,000

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website, Council News, Facebook and specific emails to stakeholders who attended the meetings in October and November 2019.

6 Attachment

1. Active Recreation and Sport Strategy – Summary Report final draft

Summary Report

Active Recreation and Sport Strategy for Whangarei District

Prepared for the

Project Working Group

28 March 2019

Report Disclaimer

In preparing this report it has been necessary to make a number of assumptions based on the information supplied to Global Leisure Group Limited in the course of investigations for this study. The recommended actions contained in this report are subject to uncertainty and variation depending on evolving events but have been conscientiously prepared based on consultation feedback and an understanding of trends in facility provision.

The authors did not carry out an audit or verification of the information supplied during the preparation of this report, unless otherwise stated in the report. Whilst due care was taken during enquiries, Global Leisure Group Limited does not take any responsibility for any errors nor mis-statements in the report arising from information supplied to the authors during the preparation of this report.

Authors

David Allan, Richard Hutchinson and Anna Coleman

Global Leisure Group Limited

Davea@glg.nz

1 Introduction

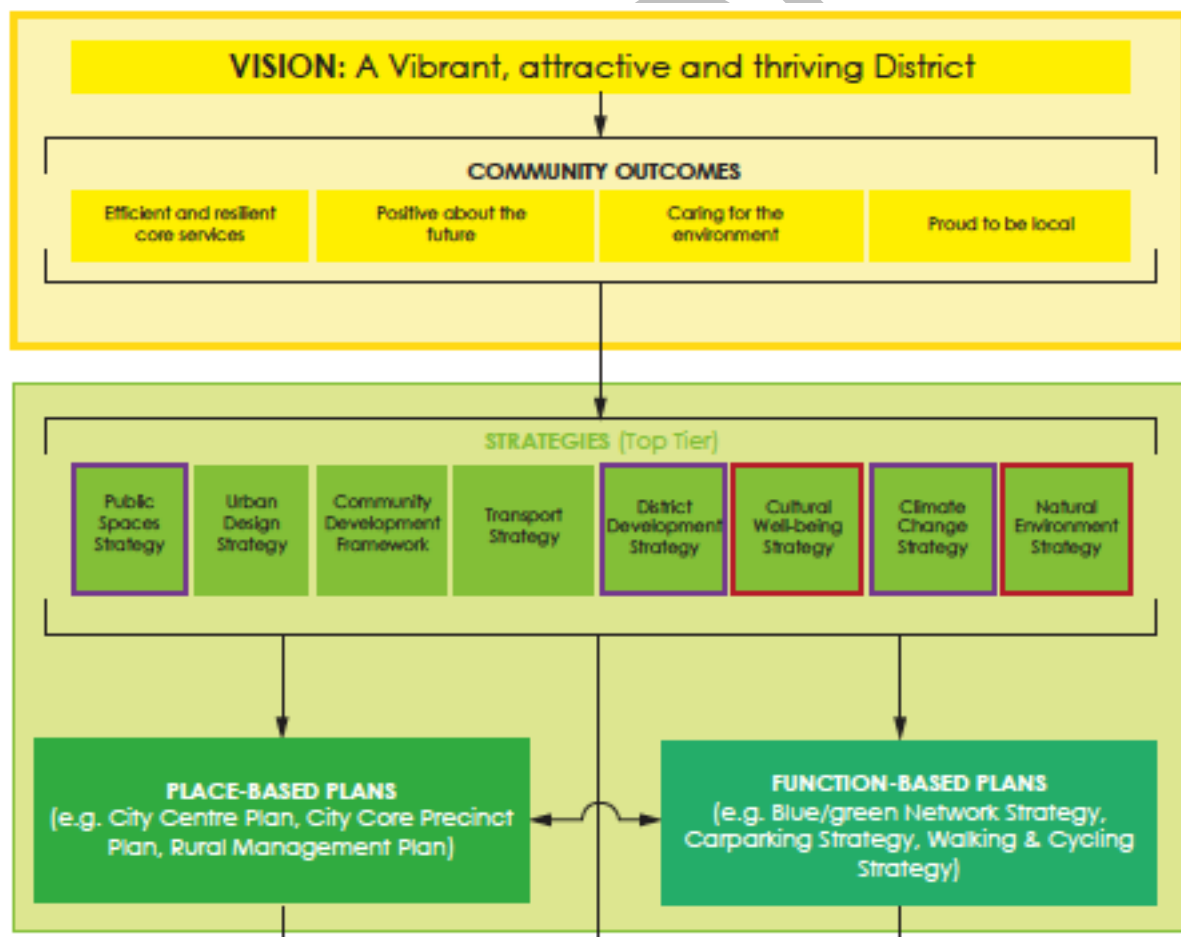
The purpose of this strategy is to provide a high-level strategic overview of the current and future active recreation and sport facility needs for the District. It is focused on the provision of spaces and places ('built facilities') for active recreation and sport and aims to assist Council, active recreation and sport stakeholders, community organisations and funding agencies with their future investment decisions. It will be updated on a regular 3 yearly cycle to inform the Council's Long Term Plan.

The strategy identifies current priorities and provides on-going and robust processes to identify, review and prioritise projects across the District. However, it is essential that detailed, site and/or activity specific investigations are undertaken to assess the feasibility and viability of individual projects identified in this report.

1.1 Background

The strategy fits within the Strategic Framework of Council (see diagram below). The Active Recreation and Sport Strategy as a 'Function-Based Plan' contributes to the Vision and Community Outcomes of Council. It is recognised that several of the other plans and strategies impact on active recreation and sport provision as well, such as the Walking and Cycling Strategy.

Figure 1: Strategic Framework diagram (extract)



Consultation formed a key part of developing the strategy. A comprehensive process was undertaken to engage with key stakeholders and residents to collate a baseline of information on existing facilities and assist identifying current and future needs. Those engaged included:

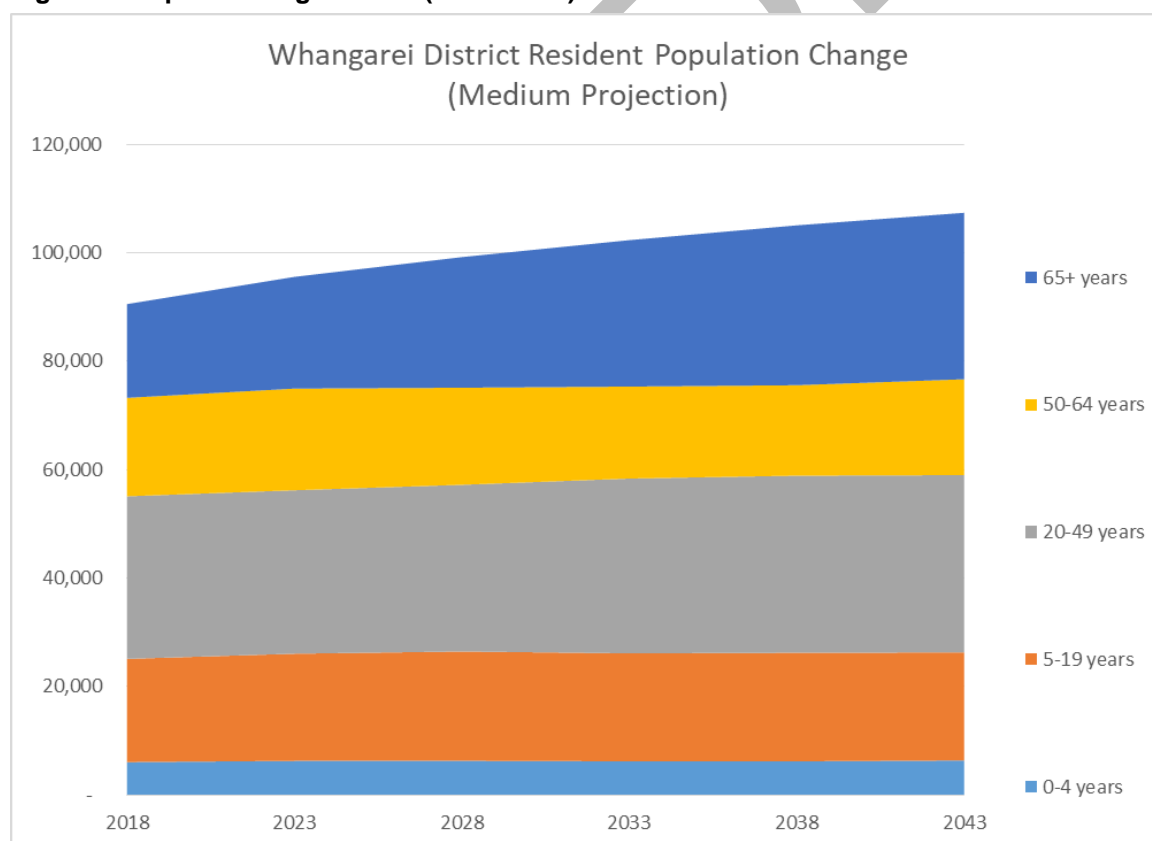
- Meetings with Council's three Advisory groups (Positive Ageing, Youth, Disability)
- Schools, active recreation and sport organisations, marae, hapū and interested residents

1.2 Our Resident Population

The resident population in some communities in Whangarei District is projected to grow at a much faster rate than the rest of the District.

- The medium projection for the District sees an increase from 90,500 residents in 2018 to 102,000 in 2028, an extra 11,700 people.
- A projected 77% increase in the number of older adults (65+ year olds) in Whangarei District, from 17,300 in 2018 to 30,700 in 2043, an extra 13,400 older adults, or a third of the population. All other age cohorts remain relatively stable.
- A projected increase of 7.6% or an extra 3,600 residents by 2043 in the core playing age range for sport (5-49 years).
- The District population is less diverse but has 28% of the Whangarei District population identifying themselves as Maori (compared to 16% for New Zealand as a whole).
- The highest percentage increases in population between 2018-2028 are expected to be in Marsden Point/Ruakaka, Port Limeburners, Waipu, Bream Bay and Te Hihi.

Figure 2: Population Age Profile (2018- 2043)



1.2.1 Lifestage

The lifestage segmentation operates on the premise that the 'life-stage' someone is in affects the decisions and choices that you make.










Figure 3: Sport NZ Lifestages


LIFESTAGES	DESCRIPTION	APPROXIMATE AGE RANGE
Older retirees	Retired singles and couples (often have grandchildren).	75+ years old
Young retirees	Recently retired singles and couples (often have grandchildren).	65-75 years old
Older adults	Employed and unemployed singles and couples without children at home (may have grandchildren).	35-64 years old
Older families (parents)	Singles and couples with children primarily in the secondary and tertiary lifestages.	35-60 years old
Young families (parents)	Singles and couples with children in the early years and primary lifestages.	(20)25-45 years old
Young adults	Employed and unemployed singles and couples without children.	16-34 years old
Tertiary	Young people in private training establishments (PTEs), institutes of technology and polytechnics (ITPs), wananga, universities and workplace training.	(16)18-22(25) years old
Secondary	Secondary school age children.	13-17 years old
Primary	Primary school age children (including intermediate).	5-12 years old
Early years	Young children in variety of care environments including at home, day care, nursery, etc...	0-5 years old

Understanding how these lifestages are changing within the resident population is essential to understanding what the potential future demand for active recreation and sport activities might be and the spaces and places needed.

Changes in the composition of the lifestages within the resident population requires consideration of the changing trends and participation patterns identified within the current population. Notably, Older Retirees and Young Retirees will increase while Older Adult, Young Families, Primary, Young Adults and Early Years will decrease.

Figure 4: Sport NZ Lifestage Whangarei District 2018 to 2038

NZ Lifestage	2018	2028	2038	
Older Retirees	8.4%	10.7%	12.3%	
Young Retirees	10.7%	13.7%	15.8%	
Older Adults	19.2%	18.3%	17.5%	
Older Families (Parents)	7%	6.9%	6.4%	
Young Families (Parents)	18.7%	16.5%	15.3%	
Young Adults	8.3%	7.8%	8%	
Tertiary	2.4%	2.2%	2.2%	
Secondary	6.6%	6.8%	6.3%	
Primary	12%	10.8%	10.3%	

Early Years	6.7%	6.3%	5.9%	
-------------	------	------	------	---

The growing trend towards casual / individual sporting and recreation activities is likely to continue. As such, the activities which have been considered 'suitable' for the Retirees of the past (for example bowls, tennis, golf) may not be the preferred activities for the next generation of Retirees. The challenge is for existing codes to adapt to meet the demands of an aging population (i.e. more residents in the Retiree lifestages) and / or provide spaces, places and facilities to meet new and emerging needs.

1.2.2 Socio-economic Profile

The socio-economic profile varies between communities and many have high levels of deprivation. This means affordability and accessibility to participate in active recreation and sport are major issues. Local provision to reduce or eliminate travel costs is a priority, particularly for informal active recreation and sport opportunities. Provision of local training facilities enables reduced travel (practice local and play away) even for sports with centralised competition hubs such as hockey and netball.

1.3 Competitive Advantages

The District has some significant competitive advantages in relation to active recreation and sport opportunities; including:

- A mild maritime climate that has warmer winters and water temperatures than the rest of New Zealand
- An abundance of natural features popular for active recreation and sport such as harbours, bays, beaches and waterways because of its extremely indented coastline.
- Tourism has driven the provision of activity and support infrastructure such as parking and toilets at key access points that benefit residents
- Several National level facilities such as Toll Stadium, Cobham Oval and facilities at Kensington Park enable hosting events and tournaments
- High levels of participation in active recreation and sport, and a strong record in supporting and developing talented athletes in a wide range of codes
- Access to funding from Northland Regional Council regional rate for regional sport facilities located within Whangarei District

2 Trends and Challenges

2.1 Active Recreation and Sport Sector Trends

The way we play and/or are active is changing

- Participation in outdoor active recreation activities is growing
- The 'active retiree' population is driving new demands
- Being active is now 'cool' and the value activity has on our mental, physical and spiritual well-being is recognised
- Greater use and impact of technology (social media, websites, online booking systems, fitness apps, fit bits, etc.)
- Globalisation of active recreation and sport - new activities are appearing all the time
- Patterns of use are changing (more mid-week competitions)
- General casualisation, move away from structured traditional activities and clubs – participants just want to have a 'run around' without committing to training ahead of competition

- Lower volunteer participation and more pay to play delivery
- Participants have greater quality expectations of facility provision, delivery of activity and activity options
- Greater centralisation (or consolidation) of many activities into hubs
- Increasing awareness of the need to be multi-purpose and flexible with our built venues, whenever possible
- The ability to play more than one sport per season and participate in numerous active recreation pursuits, therefore multiple activities per year (exception is elite sport)

The active recreation and sport sector, like many community-based sectors, is experiencing other trends including:

- Increasing demand for local provision in population growth areas
- Increasing expectations in the standard of facilities and experiences from users
- A decrease in volunteer culture
- An increased demand for 'pay for play' associated with the casualisation of sport.
- Increasing responsibilities and burden placed on volunteers to meet user expectations, health and safety and other compliance requirements.
- Increasing financial pressures from maintaining ageing, often no longer fit-for-purpose facilities, and the decline/loss of traditional income streams such as sponsorship and bar profits
- Greater monitoring and accountability as funders are becoming more evidence based in their decision-making

The District faces a number of challenges that impact on the current and future provision of facilities. These are:

- A lack of consistency in locally accessible and inclusive base level provision for active recreation and sport
- A lack of sports code and network planning
- An ageing and growing resident population
- Increasing pressure on key active recreation locations from tourism
- Changing participation patterns and an ageing stock of facilities
- Moving from single purpose facilities to shared multi-purpose hubs

2.2 A lack of consistency in locally accessible and inclusive base level provision for active recreation

There is a lack of consistency in the supply of local provision. Some communities are well catered for, while some communities have limited access to facilities or do not have an appropriate level of basic active recreation facilities and support amenities (such as toilets, water fountain, shade etc).

2.3 A Lack of Planning

The lack of district/ regional network planning by key sports is a major challenge to providing definitive guidance in this strategy. Some sports also lack a 'whole of sport plan' at the district level that provide the strategic context for an investment in a facility. It is essential that the challenges faced by individual activities are further defined and addressed at a more detailed level to provide the evidence for basing investment decisions. Over time this will ensure that those in the District are better informed and have a more flexible and fit-for-purpose facilities network that meets the District's future active recreation and sport needs.

The wet and humid climate can be challenging, particularly in the winter, as it impacts heavily on outdoor active recreation and sport.

2.4 An Ageing and Growing Resident Population

The largest growth in demand will be for older adults 65+ years of age who will be a third of the resident population by 2043. Compounding this growth in demand is that the retiree life stage have:

- Significantly more discretionary time for active recreation and sport than most other segments
- A larger proportion and number of residents with physical disabilities of some kind

2.5 Increasing pressure on key active recreation locations from tourism

The growth of tourism in the District is increasingly impacting upon key active recreation locations. Shorefront locations that are popular with the resident population for active recreation are facing the greatest pressure. Most provision of amenities at these locations such as parking and toilets falls on Council to provide.

2.6 Changing Participation Patterns and an Ageing Stock of Facilities

Active recreation and sport popularity and participation rates are changing in response to changing demographics, emerging new sports, increasing informal active recreation pursuits and increasing competition from sedentary activities (often digital technology based). As community needs change, active recreation and sport facilities need to be adaptable and flexible to respond to the changing needs. Most facilities now need to be more multi-purpose and agile to better meet the needs of a wider range of activities and users.

The District is reliant on a network of facilities that are unsustainable, ageing and not fit-for-purpose facilities. A planned approach is required to ensure network is selectively upgraded, modernised to be fit-for-purpose, converted to new purposes and/ or rationalised. The majority of active recreation and sport facilities were developed over 20 years ago to meet the specific needs of a number of traditional sporting codes. Over this period population growth has been significant in the Whangarei District. While many of sports codes have grown and prospered some have had a relative decline over the past 20 years. This has led to a mis-match between current supply and demand for some codes. Key issues are:

- Significant gaps in the provision of fit-for-purpose and right-sized support amenities (toilet, storage, change, social facilities, shade, shelter and Wi-fi access) at sports parks
- Significant shortfall in the provision of fit-for-purpose winter sports fields due to poor drainage exacerbated by the wet climate and limited flood lighting for winter evening training and games are common issues
- Several codes have been identified where there is evident over-supply, where membership and participation levels have declined, and the facilities are now under-utilised. These include:
 - Bowls (clubrooms and greens)
 - Rugby (clubrooms)
 - Golf (clubrooms and courses) in smaller rural communities
- There are a number of codes where there is evident under-supply, resulting from either historic under-supply or where demands have changed. Codes with significant issues include:

- Shooting (a long-standing need for a new location)
- Indoor or covered all-weather courts for Netball, Futsal, Basketball
- Well-drained sports fields and floodlit areas for training

2.7 Moving from Single Purpose Facilities to Shared Multi-purpose Hubs

The District has an existing network of sport hub facilities mostly operated by sports club partnerships. However, a large proportion of provision is still single sports code facilities. It is clear that more multi-code sport partnerships are required across the District to reduce duplication in provision (in particular of clubrooms) and consolidation to fewer facilities to enable higher use and occupancy. Some of the existing hubs could be enhanced significantly through partnering with adjacent schools. These measures will generate economies in scale to aid long-term sustainability for many of the current single sports code facilities.

Facilities that can adapt and develop will thrive, whereas those that don't are likely to struggle. The active recreation pursuits and sports codes that were assessed as having adequate facilities to meet demand at present need to be pro-active in their planning to maintain fit-for-purpose facilities that are sustainable. A long-term strategy for some of these codes when facilities need renewal should be to co-locate and share facilities and services such as clubrooms with others as part of larger multi codes hubs.

3 A Strategic Approach

3.1 Gaps and Oversupply

In general, the supply and demand of provision for sport is adequate in terms of quantity. However, the quality of provision, experience and levels of deferred maintenance of facilities is often inadequate.

Gaps

There are several gaps in the systems that support access and provision affecting participation including:

- A lack of promotion, awareness, and accessible information (no App, limited on-line enabled bookings and 'customer interaction')
- No public transport or poorly aligned public transport (where it exists) to and from main active recreation and sport destinations
- Gaps in active transport (feeder links are lacking to main spine off-road pathways) that enable better connected communities
- Lack of communication, co-ordination and cross sector collaboration overall
- Significant safety concerns (physical and personal) inhibiting participation in active recreation, particularly at some entry points to track networks (poor safety lighting, poor parking and amenities) such as Parihaka and Abbey Caves

Over-supply

Significant over-supply has been identified as listed below:

- General over-supply of single code clubrooms
- Too many clubs in some codes (bowls, rugby, golf)
- General duplication of club facilities on hub sites.

Under supply

Significant under-supply has been identified as listed below:

- Few facilities provide universal access for people with physical disabilities
- Lack of well drained sports fields and training areas able to cope with wet weather, particularly in winter
- Shortage of floodlit fields and training areas
- Lack of good quality change and ablution amenities for sport (often in poor condition/ deferred maintenance common)
- Lack of accessible and appropriate amenities needed to support active recreation and sport (toilets, drinking fountains, shade, seating, shelter)
- Shortage of parking at key destinations for active recreation and at sports parks, Kensington Park is under the greatest parking pressure. Parking pressure acute in peak tourism season at key outdoor recreation destinations
- A hub for shooting sports
- Shortage of all-weather facilities such as covered sports courts and active recreation spaces such as for netball and kapa haka
- Inadequate quantity and quality of indoor sprung floor court space (some are non-compliant for netball)
- Lack of young family, youth, retiree and disabled friendly spaces and places
- All tide access, affecting some water-based recreation and sports at Pohe Island
- Fragmented and in some cases limited shore facilities and amenities for water-based active recreation and sport
- Disconnected, congested track network with limited variety and quality
- Lack of areas for recreational horse riding – bridle pathways
- Limited off-lead dog exercise spaces

Other

Jubilee Park is no longer used for rugby league. Christian Renewal School has access to the park but it is underused. It is a single field on a small and constrained site with limited utility.

3.2 Strategic Approach (Hub and Spoke)

An approach used nationally, and by other regions and districts in New Zealand, is to consider facility needs for active recreation and sport at the different levels of participation from community/club through to international level. Generally, the higher up the facility or space hierarchy the more specialised the sport/activity specific provision required, so an International/National space or facility will usually be more exclusive and targeted in its use and less multi-use compared to a local facility or space used for a range of different activities.

It is important to recognise that levels within the hierarchy are not exclusive and a single facility or space can meet the needs of different levels, for example a regional facility or space will also likely meet district and local needs. Where possible a hub and spoke approach should be applied within the network of facilities.

Table 3: Hub and Spoke Approach

	Facility Hierarchy	Role	Facility Type
Hub	International / National Regional District	Competition and events Local participation	More exclusive use Compliance with appropriate National / Regional code specifications
Spoke	District (potential) Local	Local Participation	More multi-use Flexibility of specifications Focus on activation

While there are challenges to facility provision, it is clear that a partnership approach is required to reduce duplication in provision and encourage consolidation to fewer shared facilities, enabling higher use and occupancy. These measures will generate economies in scale to aid long-term sustainability.

Table 4: Existing Hubs

District / Regional	Local
<ul style="list-style-type: none"> ▪ Barge Park (Equestrian) ▪ Cobham Oval (Cricket) ▪ Kensington Park (Hockey, Netball, Athletics, Gymnastics, Junior Football, Rugby, Basketball, Volleyball, High Performance Training) ▪ Pohe Island – BMX ▪ Tikipunga Park - Football ▪ Toll Stadium (Rugby) 	<ul style="list-style-type: none"> ▪ Hikurangi ▪ Kamo Park ▪ Mangakahia ▪ Maungakarema ▪ Ngunguru ▪ Oakura ▪ Onerahi ▪ Otaika ▪ Otangarei ▪ Parua Bay ▪ Ruakaka ▪ Waipu

Potential New Hub Developments

Table 5: Potential Developments of New Hubs.

Activity/ Location	Description
Sport shooting	A hub for shooting sports was a recommendation in the 2003 Whangarei Sport Facilities Plan and several potential solutions have been proposed since 2003. However, a solution has not been found and frustration in the sport shooting community is high. This still appears to be a valid need. An independent feasibility study is required, Council has a role in assisting with the provision of land at a suitable location. It is likely that support of Northland Regional Council will be needed.
Lawn bowls	A bowls hub (including a covered or indoor green, outdoor greens and pavilion) and possibly with other partners
Marine Hubs	Three Marine Hubs with 3 different water conditions including: <ul style="list-style-type: none"> ▪ Flat sheltered water at Pohe Island-Hatea River (primarily for waka ama, rowing, kayaking, SUP, sailing and boating), ▪ Deeper water at Riverside Drive (sailing/ waka ama) ▪ More reliable wind and closer access to sea at Parua Bay (sailing/ boating and waka ama)
Rugby League – Otaika Sports Ground Off lead dog exercise area & dog clubs	Otaika Sports Ground is an emerging District level hub park. It is a large park with quality fields and has a development plan in place. It will be home of Rugby League in the district. Currently some football and touch occurs at the Park. There is an off-lead dog exercise area and the Northland Canine Club is based at the Park. It has potential to become a major hub for touch alongside rugby league with a shared amenity and clubrooms facility.

	There is the potential for Jubilee Park to be sold or leased to reinvest in Otaika Sports Park as the home of Rugby League.
Football - Tikipunga	Tikipunga has good district hub potential for football. Some use of hub by other codes with single integrated and shared clubrooms, access to High School fields, courts, and swimming pool. Consideration should be given to all users of the hub to integrate or possibly relocate rugby to another site as part of rugby consolidation. Look at bringing Te Ora Hou and Tikipunga football together to see if there is an opportunity for working together.
Pohe Island Sports Precinct	A very large park (56 ha) with 3 co-located developments at varying stages of development for marine, rugby and bike activities. BMX have already established an international level racing track but with very limited amenities. Bike Northland plan for a major bike park including the former recycling centre building. Northland Rugby Union is developing offices, fitness gym and clubrooms facility that will be available to other user groups on Pohe Island for meetings and functions. The Masterplan is nearing completion and incorporates the Rugby, Marine flat-water hub and bike hub in an integrated development.
Hihiaua	Hihiaua Cultural Centre will be a contemporary Maori precinct in Whangarei on the Hihiaua Peninsula at the Town Basin. Hihiaua Cultural Centre will provide a much needed training and competition facility for kapa haka and mau rakau as well as a shelter for waka. The centre is a natural hub for three activities within the scope of the strategy and will also be used for the Maori charter school Te Kapehu Whetu. Stage one of the development is nearly complete. which includes the renovation of the existing boatshed (whare toi) to include a workshop, learning and viewing spaces, and a specialist laboratory for marine and environmental research. It also includes a launching gantry and shelter for waka. The process to obtain regulatory consents for further stages of the development are underway.

3.3 Planning Principles

In considering future facilities to meet sporting and active recreation needs it is essential that we learn from the past and ensure that future facilities are developed in a robust and planned way. Sport NZ's National Sport Facilities Framework identifies a set of planning principles to improve future decision making when investing in facilities. The planning principles in the Strategy are tailored to acknowledge the Whangarei District situation. They are:

- Meeting an identified need and fit for purpose to meet the need
- Sustainability – the whole of life costs have been considered
- Partnering / Collaboration / Co-ordination
- Co-location and Integration
- Future proofing – adaptability
- Accessibility
- Reflecting the community
- Activation
- Socialisation

A key overarching finding has been the need and opportunities that exists for Local, Regional and Central Government agencies and active recreation and sport sector stakeholders to collaborate more to achieve what are clearly shared outcomes for the improved health and well-being of all communities in Whangarei District.

Agencies key to success in this collaboration are Council, Sport Northland, Northland Regional Council, Ministry of Education (and Schools BoTs), Northland District Health Board, Ministry of Social Development, Ministry of Justice, and the hapū and marae of Whangarei District.

3.4 Goals of the Strategy

The goals of the Strategy are:

1. Increase participation - *more people, more active, more often*
2. Improve the quality of the experience of the participant so they are more likely to continue participating – participants have what they need where they need it
3. Improve the economic, social and environmental sustainability of the facility network

4 Recommendations

The Strategy recommendations have been developed by applying the planning principles to the identified issue or opportunity to meet the goals of the Strategy. When considering each recommendation, it is suggested that the background on specific issues and the rationale behind each recommendation should be reviewed in the accompanying more detailed *Whangarei Active Recreation and Sport Strategy Information Report*.

The recommendations address:

- Only active recreation and sport activities assessed as having significant facility issues at this time
- The need for additional capacity primarily driven by population growth in the District and in growth nodes such as Ruakaka
- Renewal and consolidation/rationalisation within the existing facility District network, particularly for those active recreation and sport activities that have experienced declines in membership compared to higher historical levels when these facilities were developed
- Collaboration of key agencies. Several of these agencies feature in this section, whilst others are at a more exploratory phase and do not have readily identifiable projects at this point in time

Recommendations are directed at improving the 'fit' between existing supply and current and foreseeable active recreation and sport demand for facilities.

Prioritisation of projects is reflected in the time frame for completion of each recommendation:

- Short term (years 0-3, higher priority), 2021 - 2024 in Long Term Plan
- Medium term (years 4-10, moderate priority), 2024 – 2027 in Long Term Plan
- Long term (years 10+, lower priority) and on-going, 2027 – 2030 in Long Term Plan

These timeframes are indicative as priorities will change to adapt to new circumstances and enable workload management of key personnel, particularly where they are dependent on significant effort by volunteers to implement the recommendation.

The tables below list the recommendations by timeframe:

- Relevant to the 'Entire District' usually requiring lead or support from Council and/or Sport Northland
- Relevant to specific facility projects likely requiring leadership or support from both Council and Sport Northland
- Specific to sports code network
- Specific to potential hub and spoke approaches

Note – The numbering of the recommendations do not indicate priority.

4.1 District-Wide Recommendations.

Entire District Recommendations	Lead	Timeframe
1. That the Council adopts the Strategy and uses it to guide facility provision, including the facility hierarchy, planning principles and prioritisation criteria	Council	Short
2. Establish a mechanism to monitor the implementation of the Strategy.	Council	Short
3. That additional resources are provided by Council to support Sport Northland in establishing a full-time District Facility Navigator role . The District Facility Navigator will support the development of the prioritised hub initiatives and sport specific facility plans. The role should act as an 'activation agent' to help drive the development of the priority projects and encourage the adoption of best practice and networking between users, codes, clubs. The role will involve stakeholder engagement, project management of needs assessments, feasibility studies, and business case development	Council & Sport Northland	Short & ongoing
4. Develop and maintain a database of community contacts for active recreation and sport to support effective community engagement. The database should be updated annually with groups being incentivised to provide up to date contact information	Council	Short & ongoing
5. Adopt a base level of service for active recreation provision that is to be provided in each identified community in the District. This could either be on Council owned land, MoE school property or marae-based with appropriate community access provided through a long-term formal partnering agreement.	Council	Short
6. That the Council incorporate climate change risk and adaptation assessment of new works on existing facilities and any new facilities.	Council	Short & ongoing
7. Inclusion of key local mountain bike track networks on Council land in the Councils assets register and develop cost sharing arrangements with the mountain bike clubs for their upkeep.	Council	Short
8. Develop a consistent approach and use agreement for use between community active recreation and sport organisations and schools to maximise the community use of school facilities, particularly indoor courts. Consideration should be given to investment into school facilities where significant additional long-term community access can be secured through a partnership agreement.	Sport Northland	Short
9. That the Council develop and adopt a universal access policy for sporting facilities that considers developing Universal Access Audits for key facilities and is incorporated into all future network planning	Council	Short

Entire District Recommendations	Lead	Timeframe
10. . That those coastal facilities that support casual water-based active recreation participation are reviewed, and upgraded at identified strategic locations, potentially with joint funding from other parties.	Council	Short
11. That all recognised hub parks and reserves have a master or development plan in place and if required, a Reserve Management Plan.	Council	Medium
12. That the Council develops a proactive land acquisition, land protection and land banking strategy for the future development of active recreation and sport parks, baseline provision, open space and hubs in population growth areas of the District. This is essential to ensure opportunities are not lost to create new hub parks as part of network planning.	Council	Medium
13. Consider a coordinated and centralised on-line booking and monitoring system to aid with making facilities more accessible, particularly to new users, and to supply reliable data on occupancy and use of facilities.	Council	Medium
14. That 80% of the District population have access preferably by foot (without the need to use a car) to a base level of active recreation provision by 2030.	Council	Long

4.2 Network Planning Recommendations

These recommendations reflect the general lack of network planning by sports codes with regard to the current and future provision of facilities. Network planning needs to be undertaken to establish evidence of need before Council commits funding for specific facility projects.

Recommendations for Active Recreation and Sport Specific Networks	Lead	Timeframe
15. That a detailed regional Aquatic facility plan is developed to consider the overall network and specific works to provide increased opportunity for increased warmer water facilities, learn to swim and improved access to the 50m pool in Dargaville.	Sport Northland	Short
16. Undertake a sports field demand study to quantify actual sports field capacity and hours demanded for competition and training on a code by code basis as the foundation of an implementation plan for sports field improvements (mostly drainage and floodlight installation) plus location of any additional artificial turf (if/ when required)	Council	Short
17. That a master plan is developed for the network of marine hubs that support water-based active recreation and sport use of Whangarei Harbour (primarily for waka ama, rowing, kayaking, SUP, sailing and boating) at Pohe Island (flat water), Riverside Drive (sailing/ waka ama) and Parua Bay (sailing/ boating and waka ama)	Council	Short

Recommendations for Active Recreation and Sport Specific Networks	Lead	Timeframe
18. That a detailed facility implementation plan is developed by Bowls to explore opportunities to maximise use of the existing facilities through partnerships with other activities, mergers of clubs and consolidation/ rationalisation of facilities and establishment of a District Bowls Hub with a covered or indoor green.	Bowls	Short
19. That a detailed facility implementation plan is developed by Golf to explore opportunities to maximise use of the existing facilities including through partnerships with other activities, mergers of clubs and rationalisation of facilities.	Golf	Short
20. That a detailed facility plan is developed by Squash to consider the overall network and specific works proposed by clubs	Squash	Short
<p>21. That the Council develop a detailed courts plan for indoor and outdoor courts. The intent of the plan is to consolidate/ rationalise supply of courts and to maximise the use of retained courts in the future. The courts plan should consider:</p> <ul style="list-style-type: none"> • The overall network for courts including tennis, netball, hockey, basketball and futsal provided by Council, clubs, schools and other providers; • The future casual 24/7 public court provision • Key locations such as the Tennis Hub (Thomas Neale Family Memorial Tennis Centre) and the Netball competition hub complex at Kensington Park; and <p>The plan will need to address:</p> <ul style="list-style-type: none"> • Workable shared use arrangements between codes, clubs, schools and other users of outdoor courts (including hockey, basketball and futsal); • Improvement, where needed, in quality of any shared use surfaces • On-going sustainability of the Thomas Neale Family Memorial Tennis Centre as a standalone and single purpose facility. <p>The plan could identify opportunities for Council to partner with schools by providing financial support to cover their outdoor multi-use courts and develop new indoor courts. Identified opportunities must be supported by evidence of community need and securing long-term community access through a lease or license to occupy from the school and MOE.</p>	Council	Medium
<p>22. That the Council develop the following facility plans to inform the next review of the Whangarei District Council Walking & Cycling Strategy in 2023:</p> <ul style="list-style-type: none"> • a bike track and trail specific facility plan. This plan will consider improvements required at existing sites 	Council via the Walking & Cycling Reference Group	Medium

Recommendations for Active Recreation and Sport Specific Networks	Lead	Timeframe
and opportunities to increase the available network of tracks and trails for active recreation and sport; and <ul style="list-style-type: none"> a walking network plan. This plan will identify strategic locations for provision of local walking for exercise, including dog walking opportunities in the rural areas of the District. 		
23. That a bridle path network plan is developed to identify strategic locations for provision of recreational riding opportunities in the rural areas of the District.	Council	Medium
24. That a playground plan is developed to identify strategic locations for provision of local play and informal recreation opportunities in the District.	Council	Medium
25. That a facility implementation plan by Shooting Sports is developed to explore opportunities to develop a hub and spoke network of facilities across the District	Northland Shooting Sports	Medium

4.3 Code Specific Recommendations

These recommendations reflect code specific requirements with regard to current and future provision of facilities. This needs to be undertaken to establish evidence of need before Council should commit to allocate funding for specific facility projects.

A proactive approach is required to ensure that code specific requirements are developed, where possible, as integral elements to complement the development of hub and spoke facilities.

26. Netball: That the Council support provision of additional multi-use covered or enclosed courts subject to evident need of court users, after reviewing the feasibility study being undertaken by Whangarei Netball Centre and the outcome of the courts plan.	Council	Short
27. Croquet and Lawn Bowls Where possible codes should share facilities with adjacent clubs, e.g. central Whangarei and, Waipu.	Council	Short
28. Football. That subject to the sports field demand study findings and the findings of an independent needs analysis and feasibility study, support be given to Tikipunga Park becoming the 'home of football' incorporating an artificial turf field and access to a minimum of two grass fields to complement other provision in Northern Football region.	Council	Short
29. Gymsports. That a facility implementation plan by Gymsports is developed to explore opportunities to develop a hub and spoke network of facilities across the District.	Gymsports	Medium
30. Equestrian. That: <ul style="list-style-type: none"> The Council support provision of improved equestrian facilities at Barge Showgrounds; and 	Council & Equestrian	Medium

<ul style="list-style-type: none"> A management plan is developed for Barge Showgrounds and an implementation plan is developed to explore opportunities to increase the main arena and the number / quality of pens / horse yards. 		
--	--	--

4.4 Hub and Spoke Recommendations

A strong national trend is to co-locate and integrate provision of key facilities. Critical benefits from this approach are:

- Establishing economies of scale through sharing spaces and services
- Providing attractive and energised destinations that are a one-stop-shop for participants, particularly families.

The District needs to work strategically to ensure it has sufficient large sized parks which can operate as hubs. A long-term planning approach (30-50 years) needs to be taken to acquire and hold sufficient land in large enough parcels to create hub parks when demand from population growth occurs. The strategic land acquisition for a 'new Kensington' is identified for purchase beyond the current Long Term Plan of Council to cope with population growth.

Well planned land allocation and use are critical at any hub park. A comprehensive master plan outlining the development pathway for each of these hub parks is needed. This should also include protection of adjacent land holdings owned by Council to future proof these key parks. The master plans should also provide context for development and refreshing of Reserve Management Plans¹ for each hub park.

Recommendations

The following are recommendations to progress the further development of hubs.

Recommendations for Development of Existing Hubs	Lead	Timeframe
31. That Sport Northland and the Council: <ul style="list-style-type: none"> assist in establishing a user forum with each hub funded by Council to provide regular and structured feedback on performance of the hub and input into any proposed facility developments; and explore opportunities to increase collaboration / partnerships at an operational level between existing community sport hub facilities. 	Sport Northland & Council	Short
32. That Sport Northland and the Council support the Ruakaka community to develop an expanded hub through facilitating a holistic and integrated approach to the development of additional capacity and optimising existing facilities and subject to the findings of an independent needs analysis and business case.	Sport Northland & Council	Short
33. That Sport Northland and the Council support the Parua Bay community and Parua Bay School to progress their plans for development of additional capacity and optimising existing facilities through an independent needs analysis and business case.	Sport Northland & Council	Short

¹ As prescribed and mandated under the Reserves Act 1977

Recommendations for Development of Existing Hubs	Lead	Timeframe
34. That Sport Northland and the Council support the Hikurangi community to develop its new hub through facilitating a holistic and integrated approach to the development of additional capacity and optimising existing facilities through an independent needs analysis and business case. This should involve investigating whether Council will consolidate the site.	Sport Northland & Council	Short
35. That the Council and Sport Northland support Otangarei to develop a multi-purpose sport and community facility through a multi-agency project led by Council in partnership with other agencies, e.g. MOH, MSD, MOE, Marae, Police, School to support the activation of the spaces.	Sport Northland & Council	Short
36. That the Council supports the implementation of the William Fraser Memorial Park on Pohe Island Master Plan for the development of the 'home' of rugby union and the bike park.	Council	Short
37. That the Council supports the provision of outdoor and covered space for mau rakau, kapa haka and waka .	Council	Short
38. That in Waipu : <ul style="list-style-type: none"> • Sport Northland and Council support Waipu sports clubs in optimising existing facilities before any additional capacity is considered; and • The Council consider undertaking the maintenance of the sports grounds. 	Sport Northland & Council	Medium
39. That the Council to review its funding policy and level of support grants provided to existing hubs	Council	Medium
40. That existing hubs to have asset management plans in place and shared with Council to ensure programmed maintenance and renewals are planned and funding requirements identified	Hubs Council	Medium
41. Sport Northland and the Council support: <ul style="list-style-type: none"> • The implementation of the Otaika Sports Ground development plan; and • the sale or lease of the former league ground Jubilee Sports field with the proceeds being used for the development of the 'home' of rugby league at Otaika Sports Ground. 	Sport Northland & Council	Medium

5 Appendices

5.1 Northland Sports Facility Development - Good Practice Process

5.1.1 Introduction

This brief document is a guide to the good practice steps that should at least be considered when beginning the process of facility development/re-development. It is not necessarily considered a complete process but is based on Sport Northland's past experience in successful facility development.

5.1.2 Planning Steps to Consider

1. Group Formation and Project Brief

A sports facility development usually begins when a core group of people come together to address a sports facility need that has been identified in the community. This group is usually ad-hoc at this stage, although in some cases an entity may have already been formed.

It is recommended that a project brief be developed which summarises what the group is trying to achieve – this project brief will form the basis of more detailed work to come, and of course will likely change somewhat over time.

2. Formal Identification of Need

To be considered for funding, it is very likely that the project should have been identified in a formal way through Council LTPs or one of the many facility studies/plans that have been completed over recent years in Northland – examples of these studies include, but are not limited to, the following:

- Northland Sports Facilities Plan 2014
- Dargaville Sport and Recreation Infrastructure Study 2012
- Kaikohe Sports Facilities Plan 2014
- National Sports Facilities Plans (usually of individual sports codes)

3. Entity Formation

It is around this time that the initial group may want to think about forming an entity to drive the project forward, if one is not already apparent. Formation of an Incorporated Society or a Charitable Trust is desirable, but it must be remembered that many funding agencies require the organisation to have been operating for 12 months prior to submitting a funding application.

If a suitable entity already exists, then a sub-committee with the explicit purpose of developing the facility should be considered.

4. Establishing a Project Timeline

Often over-looked in the early stages, this is important to complete, especially so that the application deadlines of the major funding organisations can be identified and work required prior to submitting applications can be completed in time. It should be reviewed at regular intervals, as it will change depending on the time taken for each step of the process (which will never go to your original plan).

5. Stakeholder Engagement/Consultation

If the project looks like it will gain traction, it is important that this step is started as early as possible so that momentum is gained. All proposed facility developments will have stakeholders of some kind, so they need to be identified and consultation/engagement should begin.

6. Funding Sources/Base Funding

Likely funding sources should also be identified as early as possible. If a base source of funding is not looking like a possibility, the project will likely not succeed. A base source of funding would usually be the local Council and any contributions from stakeholders. Discussions with the local Council need to occur as early as possible, as often the process of having this base funding can take months and often years – submissions to LTPs or Annual Plans will need to be made for the proposed development to have funding confirmed.

Funding for a feasibility study and then initial design/geotechnical/surveying work also needs to be considered at this point, as does any funding that might be accessible to appoint a paid person to undertake the bulk of the administrative work.

Major funding agencies should be approached so that they are aware of your project and to determine if the project fits their fund criteria.

7. Feasibility Study

As a matter of course, all major funding agencies now require a feasibility study to be completed for significant sports facility developments. This study will identify the need, establish a likely design and cost and identify what funding sources might be available to cover this cost. Crucially, it will also detail if the facility will be able to operate viably once constructed. Ideally this study should be completed by an independent organisation or individual and should also be peer reviewed in some form if possible.

8. Initial Design/Geotechnical/Surveying Work

Upon the successful completion of the feasibility study, funding will also be needed to undertake this initial design work that is now a requirement of most funding applications.

Groups should consider appointing a Project Manager to co-ordinate this work, which although it may cost a little more, will produce a better result. Consideration of the PM's involvement during the detailed design/construction phase should also be considered at this stage, as having this expertise involved almost always leads to savings in the overall cost.

9. Funding Applications

These need to be started early to be able to submit on time. Experience in submitting applications of this nature is desirable, and if it is not available to the group driving the project, should be sought out from other people and organisations.

This phase may take many, many months (if not years) as often there is an Expression of Interest stage prior being given the go ahead to submit a full application. Once submitted, there is then often a long wait for the funding agency to consider and make a decision on the application (although these times are usually published and can normally be relied on).

It is also normal to need to wait until one funding application decision is made before applying to the next one (to be able to have the required amount of funding confirmed prior to applying).

10. Funding Confirmed

Most projects will be considered fully funded once Foundation North, Lotteries and/or NRC Regional Rate money has been confirmed. Projects will be scored a 10 if all funding apart from the NRC funding has been confirmed

Detailed Design and Construction

This is another process again, but would normally be led by either the architect or the project manager (if there is one).

5.2 Hub Development Process

A Hub Development Guide will be launched by Sport NZ in 2019. The guide will outline the key concepts and steps to be considered for the development of a successful Sport and Recreation Hub. It is intended as a support for those who are the leaders and decision makers in sport, recreation and community clubs who are looking to work together.

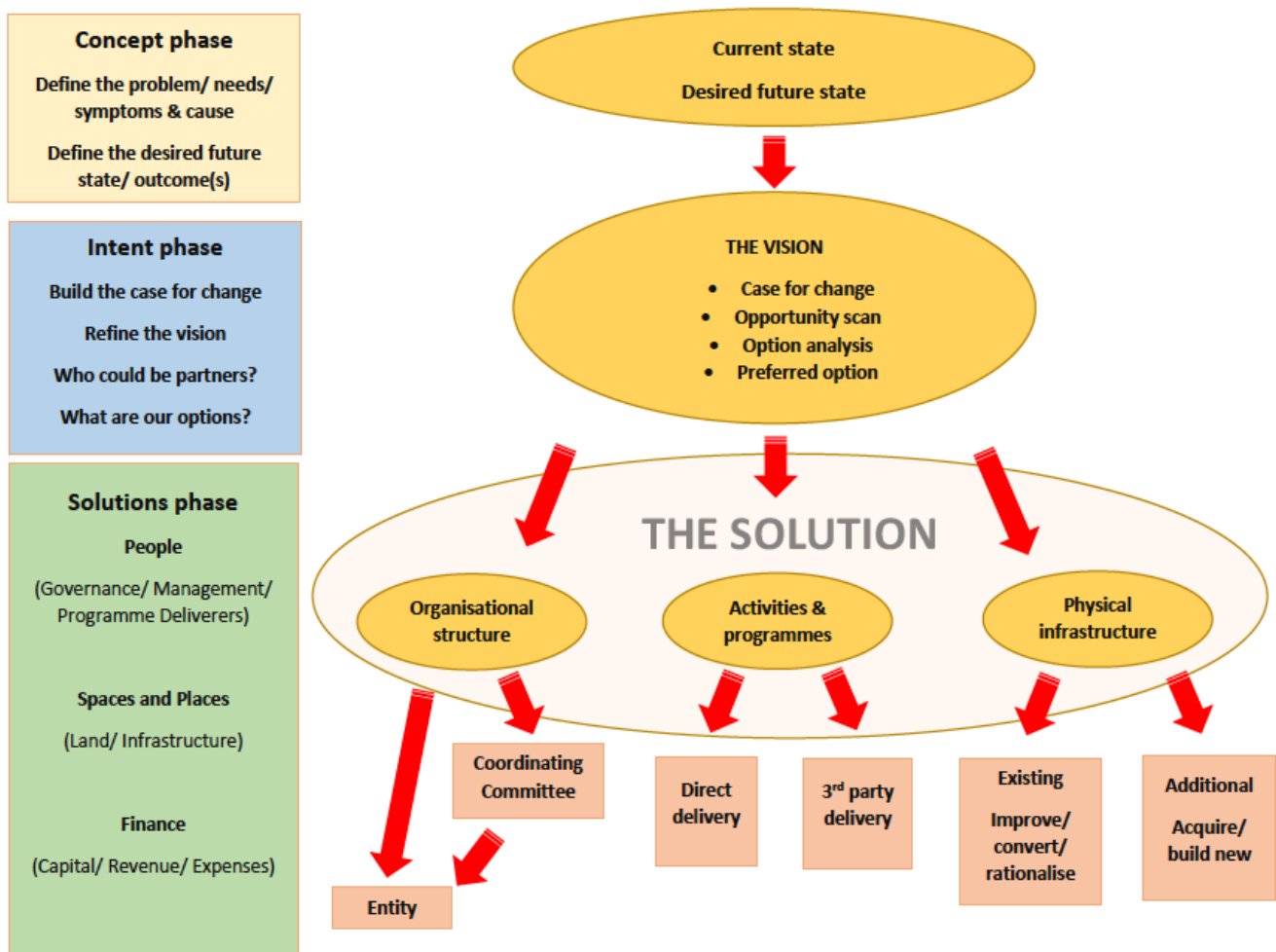
A Sport & Recreation Hub is defined as:

“A partnership where organisations’ co-locate or share facilities and/or services strategically, sometimes via an independently governed group, for a defined geographical area to provide sustainable, quality sport and recreation experiences”

There are many reasons why organisations decide to work together. Some of these are societal, others economic; and some are due to changes in the way people of all ages participate. Included among the reasons for change are: the opportunity to increase participation; the power of a collective voice; the potential for cost sharing and increased sustainability; and, improved knowledge within the group.

To achieve positive outcomes, it is necessary to widen thinking about ownership, where revenue will be generated in the future, and about how to build for affordability. This wider scope is reflected in the diagram below, along with the three main development streams of organisation, activation and spaces.

Figure 4: Hub Development Process



5.1 Contracts Approved Under Delegated Authority

Meeting: Infrastructure Committee
Date of meeting: 11 April 2019
Reporting officer: Simon Weston (General Manager Infrastructure)

1 Purpose

For the Infrastructure Committee to note Infrastructure contracts awarded under Chief Executive and General Manager delegated authority.

2 Recommendation

That the Infrastructure Committee note the Infrastructure contracts awarded under Chief Executive and General Manager delegated authority.

3 Background

Table 1 (below) records Infrastructure contracts awarded under Chief Executive and General Manager delegated authority. Attachment 1 provides a summary of the award process for each contract and a brief description of the works being undertaken

Table 1: Infrastructure Contracts Awarded Under Delegated Authority

1. Parks and Recreation	
CON18034	Ruakaka Sports Field Lighting Renewals
CON18035	Potter Park
CON18066	Hukerenui Sportsfield Drainage
2. Water	
CON18080	Ruakaka Water Treatment Plant Clarifier Upgrade Construction
CON19001	Whangarei Heads Watermain Replacement – Scott Rd to Pepi Rd

4 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

5 Attachment

1. Summary of Contracts Approved Under Delegated Authority April 2019

Summary of Contracts Approved Under Delegated Authority

This attachment provides a summary of the award process and works being undertaken for Infrastructure contracts awarded under Chief Executive and General Manager delegated authority.

1. Parks and Recreation

CON18034 Ruakaka Sports Field Lighting Renewals
--

Introduction

This contract is for replacing the lighting on the No. 1 Field at the Ruakaka Sports Fields.

Procurement Process

The works were procured through open tender and tender closed on the 30th January 2019.

Tenders Received and Evaluated

The following tenders were received;

Tenderer	Price (Excl GST)
Davco Electrical Services Ltd	\$355,202.50
Northpower Ltd	\$386,776.14
Recreational Services	\$435,268.80
Engineer's Estimate	\$452,716.00

The evaluation method was lowest price conforming. Davco Electrical Services Ltd tender was found to conform with all tender requirements and was free from errors and omissions.

Financial

Over the next 2 years there is \$1,302,120.00 available for the two Ruakaka Sports Fields projects:

Project	Year 1 (18/19)	Year 2 (19/20)
No.1 Field Lighting Renewal	\$221,315.00	\$312,720.00
New Fields Construction (including lighting and irrigation)	\$768,085.00	\$0.00
TOTAL	\$989,400.00	\$312,720.00

Expected expenditure is:

Item	Expenditure
Design and consenting for lighting renewal and new fields	\$20,000.00
Physical works for lighting renewal (this contract)	\$355,202.00
Balance available for construction of new fields	\$925,798.00
TOTAL	\$1,302,120.00

Chief Executive Approval

The contract for Ruakaka Sports Filed Lighting Renewals (CON18034) be awarded to Davco Electrical Ltd for the tendered sum of \$355,202.50 (Three hundred and fifty five thousand, two hundred and two dollars and fifty cents) excluding GST.

CON18035 Potter Park

Introduction

The 0.4 Ha parcel on the corner of Corks Road and Vinegar Hill Road has been donated to Council to be developed as a children's playground by the Protestant Children's Home Trust.

These contract works include fence demolition, park clean up, installation of; footpaths, bollards, a toddler asphalt cycle track, a water fountain and park furniture.

Other arrangements have been made for the supply and installation of the playground and shade sail.

Procurement Process

Four contracting companies were asked to provide quotes for this work.

The tender closed at 3:30pm on Friday 8th February 2019.

Tenders Received and Evaluated

The winning tender is the lowest price conforming; Steve Bowling Contracting.

Tenderer	Price (Excl GST)
Steve Bowling Contracting	\$123,159.40
Robinson Asphalts	\$128,470.00
United Civil	\$139,773.40
Clements Contractors	No tender submitted.
Engineer's Estimate	\$102,360.00

Financial

Council has a budget of \$232,759.00 (excluding GST) including a contribution from the Tikipunga Protestant Children's Home Trust of \$130,000.00 (including GST) to developing the park (PJ 00319).

The Roding Department are contributing \$9,000.00 excluding GST towards a section of footpath that goes through the park and joins with existing footpaths in the road berm.

Total project costs are:

ITEM	DESCRIPTION	COST
	Civil Works	\$123,159.40
	Playground	\$79,690.00
	Shade sail	\$38,850.00
	Trees Purchase	\$2,595 .00
	Refurbished seats	\$1,827.13
	Total	\$246,121.53

Total estimated cost for all park capital works on this project is \$246,121.53.

The total budget is \$239,759.00 leaving a shortfall of \$6,362.53.

This shortfall will be covered by savings in other projects.

General Manager Approval

The contract for Potter Park (CON18035) be awarded to Steve Bowling Contracting for the tendered sum of \$123,159.40 (One hundred and twenty three thousand, one hundred and fifty nine dollars and forty cents) excluding GST.

CON18066
 Hukerenui Sportsfield Drainage

Background

This work is for drainage over the two existing rugby fields at Hukerenui Domain, Domain Road, off State Highway 1, north of Whangarei.

The work includes a series of lateral drains, a collection network and establishment of formal discharge locations for stormwater. Fields shall be reinstated following the works.

Tender

The tender process was through direct requests for quotes.

The tender evaluation method was lowest price conforming.

Five drainage suppliers were approached and three provided quotes as follows:

Tenderer	Price (ex GST)
Tractors Ag and Turf	\$122,460.00
Northern Drainage	\$168,101.50
Recreational Services	\$186,670.90
Engineer's Estimate	\$178,026.40

Tractors Ag and Turf provided the lowest price and their tender conforms with all requirements.

Financial

Budget available for sportfield drainage projects for 18/19 is \$162,180.00.

Group Manager Approval

Contact 18066 for Sportsfield Drainage is awarded to Tractors Ag and Turf for the tendered sum of \$122,460.00 (One hundred and twenty-two thousand, four hundred and sixty dollars) excluding GST.

2. Water

CON18080

Ruakaka Water Treatment Plant Clarifier Upgrade - Construction

Introduction

This contract is for Supply and Installation of a two sludge scraper systems with associated electrical controls and access equipment for the clarifier tanks at Ruakaka Water Treatment Plant.

The project is in response to an ongoing issue of sludge build up in the tanks which has increased since the algal bloom occurred at Wilsons Dam. The project was fast tracked after treatment plant issues at Ruakaka temporarily ran the Refinery out of water in January 2018.

Scope

Civil Works – Modify clarifier tanks to incorporate scraper system

Mechanical Works – Supply and Install Chain and Scraper system and access equipment

Electrical Works – Supply and install power and control system for scraper system

Commission - Complete and commission each system separately with minimal disruption to plant operations

Procurement Process

The contract went out to open tender via Tenderlink on the 28th November 2018 and closed on 21st December 2018 with a total of three submissions received.

Tenders Received and Evaluated

Tenders were evaluated using the price / quality method in accordance with the New Zealand Transport Agency Procurement Manual. Non-price attributes were weighted at 40% and Price at 60%.

The submission from United Civil was eliminated as it was non-conforming due to the lack of any significant non-price content. This was clarified with United Civil who confirmed they had run out of time but wanted to register interest in the job in case of no other tenderers.

The following tenders were received;

Tenderer	Price (Excl GST)	Scoring (out of 1000)
Service Engineers Ltd (SEL)	\$717,208.75	902.5
Stainless Steel Projects Ltd (SSL)	\$769,137.71	884.2
United Civil Ltd	NA – (bid non-compliant)	NA
Engineers Estimate (H&G) for ref	\$1,163,932.25	-

The evaluation method was price/quality with weighted attributes.

Weighting - Non-Price Attributes 40% / Price 60%

The non-price attributes were close between SSP and SEL. SEL scored higher on the relevant experience as they had completed similar clarifier upgrades in the past. SSP scored highly on their track record with excellent references. Overall the non-price attributes were slightly higher for SEL over SSP.

Service Engineers Limited, submitted the lowest price as per the table above.

An arithmetic check was carried out on the lowest proposed price – quality premium. No errors were found in the Tenderers' Schedule of Prices or Form of Tenders.

Financial

This project was not originally budgeted for in the Long-Term Plan and therefore it is proposed to use the Minor Projects – Emergency Works budget to fund it. The project will be split over two years as the equipment will be coming from overseas and work is not programmed until May. There is \$462,711.00 remaining in the Minor Projects - Emergency Works account this year and \$313,000.00 next year giving a total of \$775,711.00 available.

Chief Executive Approval

The contract for Ruakaka Water Treatment Plant Clarifier Upgrade – Construction (Con18080) be awarded to Service Engineers Ltd for the tendered sum of \$717,208.75 (Seven hundred and seventeen thousand, two hundred and eight dollars, seventy five cents) excluding GST.

CON19001

Whangarei Heads Watermain Replacement – Scott Rd to Pepi Rd

Background

The existing DN250 PE80 watermain that was installed circa 1999 has suffered numerous breaks in the vicinity of the Pines Golf Course along Whangarei Heads Road since October 2017. This is a critical pumping main that delivers water from the Scott Rd pump station to Parua Bay reservoir and requires urgent replacement.

Contract Tender

The contract was publicly advertised and closed on 31 January 2019. Three tenders were received as follows:

Tenderer	Amount (excl of GST)
Forté Civil	\$531,594.04
Broadspectrum Ltd.	\$1,217,945.14
United Civil Ltd.	\$837,099.40
Engineers Estimate	\$715,273.00

The tender evaluation method was lowest price conforming.

The Forté Civil tender was found to be conforming. In the past year, Forté have successfully delivered Contract 17045 – Watermain replacements 2017/18.

Financial

The lowest tender is 25% lower than the Engineers Estimate.

There is \$2,076,736.00 in PJ 00052 Reticulation Renewals as money has been brought forward to cover the cost of this work.

Chief Executive Approval

That contract 19001 for Whangarei Heads Watermain Replacement - Scott Rd to Pepi Rd be awarded to Forté Civil for the tendered sum of \$531,594.04 (Five hundred and thirty-one thousand, five hundred and ninety-four dollars and four cents) excluding GST.

5.2 Infrastructure Operations Report – April 2019

Meeting: Infrastructure Committee
Date of meeting: 11 April 2019
Reporting officer: Simon Weston (General Manager Infrastructure)

1 Purpose

To provide a brief overview of work occurring in the current financial year, across services that the Infrastructure Committee is responsible for.

2 Recommendation

That the Infrastructure Committee notes the Infrastructure Operations Report update.

3 Background

In December 2016, Council adopted committee terms of reference for the 2016 – 2019 triennium, with the purpose of the Infrastructure Committee being to ‘oversee the management of Council’s infrastructural assets, utility services and public facilities’.

This report provides the Committee with a brief summary of Infrastructure operational highlights, during March 2019.

4 Significance and engagement

The decisions or matters of this report do not trigger the significance criteria outlined in Council’s Significance and Engagement Policy, and the public will be informed via report publication.

5 Attachment

Infrastructure Operations Report – April 2019

Infrastructure Operational Report – April 2019

Projects Overview

Infrastructure Planning & Capital Works

Planning & Capital Works Projects	Current Stage	Expected Start Date	Expected Completion Date
Sense of Place Projects			
New Town Basin Park	Design	2017	Jun-19
Camera Obscura (3rd party project)	Funding applications	unknown	unknown
Bascule Carpark	Construction	Mar-19	Jun-19
William Fraser Memorial Park on Pohe Island Carpark	Construction	Jan-19	May-19
Major Projects - Parks & Recreation			
Matapouri Beach Restoration	Consenting	Feb-19	Jun-19
One Tree Point Seawall Investigation	Completed	-	-
Seawall Renewals 17/18	Design/Consenting	Mar-18	Mar-19
Otaika Sports Park Field Construction	Construction Stages 1 & 2	-	Apr-19 / Apr-20
Laurie Hall Park Asset Renewals	Construction	-	Apr-19
Ruakaka Sports Field Lighting	Procurement	Jan-19	Feb-19
Whangarei Falls Carpark Amenity Upgrades	Planting	Apr-19	May-19
Potter Park playground	Construction	Apr-19	May-19
Laurie Hall Park Waterfall Refurbishment	Detailed Design	Feb-19	May-19
Otangarei Sports Park Toilet	Completed	-	Feb-19
Mackesy Bush track renewal	Design/Consenting	Dec-18	Mar-19
Ngunguru Seawall renewal	Consenting	May-19	unknown
Dog Park Drainage	Construction	Feb-19	May-19
Ngunguru Youth Activity Zone	Design	Feb-19	Apr-19
Parihaka War Memorial Refurbishment	Design	Feb-19	Apr-19
Pohe Island Destination Playground	Design	Mar-19	Jun-19
Pohe Island Skate Park	Design	Mar-19	Jun-19
Town Basin Playspace renewal	Design	Mar-19	Jun-19
Major Projects - Water			
Whau Valley Water Treatment Plant	Construction	Mar-19	Dec-20
Ruakaka WTP Clarifier Upgrade	Construction	Mar-19	Nov-19
Major Projects - Waste & Drainage			
Teal Bay Stormwater Upgrade	Construction	Feb-19	Apr-19
Whangarei WWTP Odour Control	Detailed Design	Mar-19	Jun-19
Major Projects - Regulatory			
New Animal Shelter	On Hold – Site reassessment		Jun-19
Major Projects - Strategy			
Complete Streets Masterplan – Whangarei City Core	Design	Feb-19	April-19

Water

Water Projects	Current Stage	Expected Start Date	Expected Completion Date
Water Treatment Plant Upgrades	Construction	Sep-19	Jun-19
Meter Replacement Contract 2018/19	Construction	Nov-19	Apr-19
Reticulation Programmed Works 2018/19	Construction	Sep-19	Jun-19
Minor Projects - Emergency Works	Construction	May-19	Oct-19
SCADA Upgrade	Design	Jan-19	Jun-19
New Whau Valley Water Treatment Plant	Construction	Mar-19	Jun-21

Waste and Drainage Projects	Current Stage	Expected Start Date	Expected Completion Date
Takahe Sewer Diversion	Construction	Nov-18	Mar-19
Hikurangi Sewer Rehabilitation Stage 2	Construction	Feb-19	Oct-20
Tarewa Rd/SH1 Sewer Crossing Stage 2	Construction	Mar-19	Aug-19
Porowini Ave Stormwater Quality Improvement	Tender	Mar-19	Apr-19
Riverside Dr/Pohe Island Sewer Rising Main Replacement	Investigation	Mar-19	May-19
Timangi St-Ruakaka Sewer Renewal	Investigation	Mar-19	Apr-19

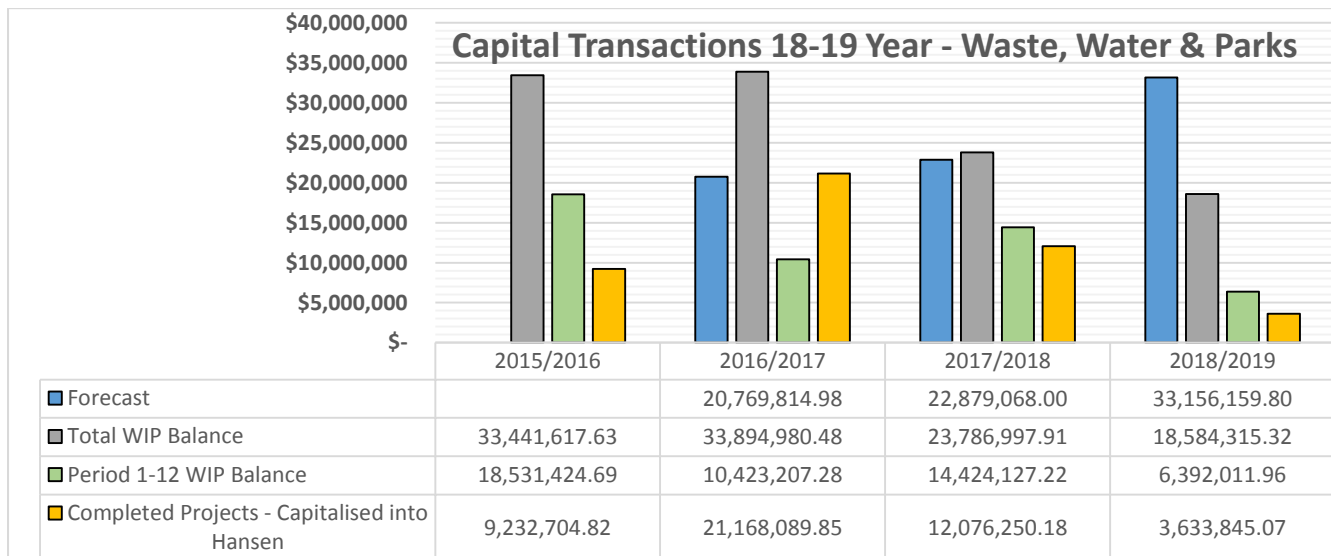
Roading

Roading Projects	Current Stage	Expected Start Date	Expected Completion Date
LED Street Lighting – Twin Coast Discovery Upgrade	Complete	Nov-17	Dec-18
LED Street Lighting – Supply and Installation (V Category)	Tender	Mar-19	Apr-19
CON17091 Porowini/ Tarewa Intersections Improvements	Construction	Complete	Complete
Vinegar Hill Road Safety Improvements	Construction		Dec-19
CON18047 Maunu Rd / Porowini Ave Intersection Improvements	Tender Evaluation and Award	Mar-19	Apr-19
Road Safety Promotion (2019-21)	Tender	-	Apr-19
Bike Skills Training	Award	-	Apr-19
CON18012 KSP Stage 4a (Fisher Tc Underpass)	Construction	-	Apr-19
CON17056 KSP Stage 3 & 4b SP1 (Kamo Rd to Puna Rere Dr)	Construction	-	Jun-19
CON17056 KSP Stage 3 & 4b SP2 – (Jack St to Fisher Tc)	Construction	-	Jun-19
Te Matau a Pohe Road Light Replacement	Design	Dec-18	Mar-19
Inner CBD Transport Model	Design	Dec-18	May-19

Infrastructure Development

Asset Capitalisation

Capital works projects as-built completions are very slow so there is very little capitalisation in this area, but there is a steady flow of vested assets from sub-divisions as well as the plant equipment renewals in some areas.



Asset Data Management

The relaunch meeting for the AMS/GIS project has taken place and the project is gearing up with a visit from the Tech Project Manager earlier in March. Componentisation was completed on target and the focus has turned to preparing for workshops scheduled for late March, early to mid-April. A sample set of data is to be used to set up a familiarisation pilot project to enable the team to get a hands-on feel for the new application which should then lead to more detailed discussions surrounding the final build design.

The GIS users group meeting was held in Whangarei in mid-March which showcased some of the up and coming features in ESRI GIS applications. There are some very exciting tools which would be of huge benefit to the organisation both in efficiency and in practicality and it shall be interesting to see if these are at least considered for future development and become part of the new GIS strategy.

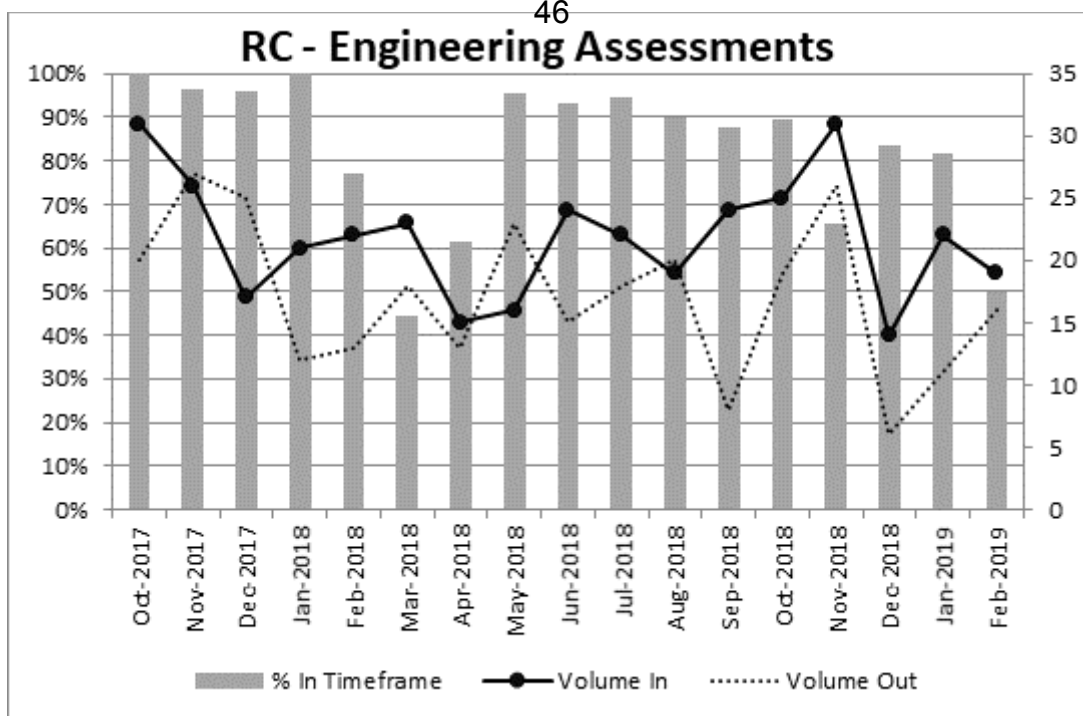
Development Engineering

The number of applications received in February were 19, slightly less than the 22 received in the previous month. Applications completed within the service level agreement timeframe was 50%, compared to 82% in the previous month. A higher number of reports were completed in February, 16 compared to 11 completed in January. The higher number of reports completed contributed to a lower percentage done within timeframes. The staff are currently involved in more complex engineering designs and requests for developer's meetings where multiple developers are responsible for upgrading communal infrastructure. This is due to the rezoning of the district. The Development Engineers are still receiving support from consultants for processing new applications and approving engineering plans. We now have an external Engineer residing in the Council office once a week to assist staff with increased workloads.

The Development Engineers are currently aiding in the preparation of Subdivision applications for two 100 Lot subdivisions on Sands Road. Council services will be extended in this area by means of a cost share agreement.

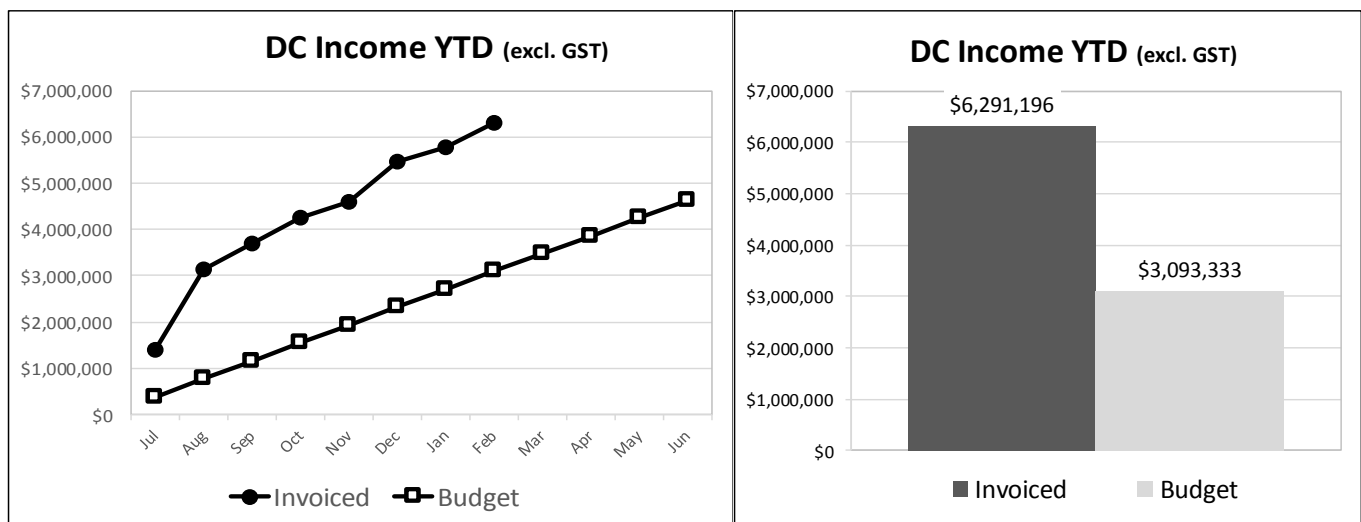
Staff are currently updating the reporting templates to accommodate the new District Plan Rules recently adopted.

Engineering plans currently under review include The Landing, OTP Stage 3 (77 Lots) and infrastructure to vest, Evo Land Ltd in Amalin Drive, Kamo (13 Lots) and infrastructure to vest, Tamure Place in Ruakaka, (81 Lots) and infrastructure to vest, Kotata (46 Lots) and infrastructure to vest.



Development Contributions

Year to date (YTD) income is \$6,291,196 this is well above budgeted YTD of \$3,093,333. The end of year budget has been revised to \$8Million. The year to date income reflects the strong development market.



All Resource consent, Building Consent and Public Utility applications are assessed for development contributions. Of the 137 that required detailed assessment 69 were assessed as having a liability for contributions.

Infrastructure Support

Internal audits have now begun with the Water Services Manual audited and 3 procedure audits scheduled for March.

Work on internal process improvements is tracking well with 4 processes being value stream mapped with improvements made and 2 new processes created this month.

Vehicle crossing proformas have now been tested along with IT and the issues are being ironed out before going live in Tech One production.

All old contract purchase orders have now been closed in preparation for the new contract solution going live.

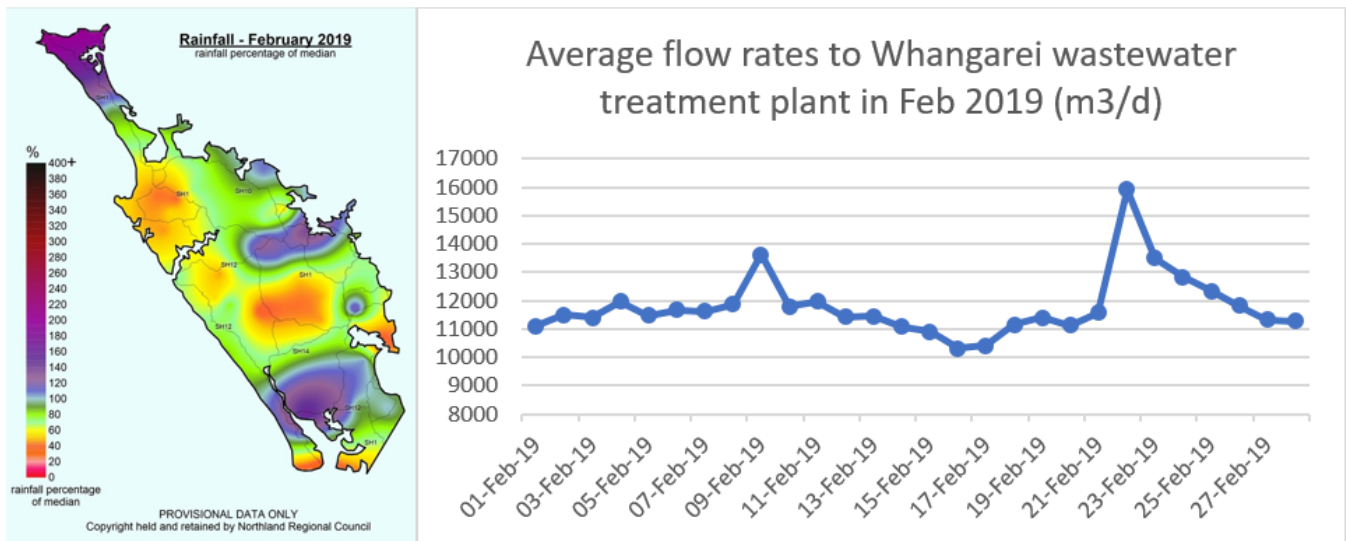
47

UAT1 testing for the contract solution has been completed with a few issues to be ironed out before the UAT2 testing begins in March. There is a predicted go live of 1st April 2019. Some extra resource will be required while key staff are undertaking the testing.

Quarterly PDP meetings have been successful in keeping the team on track to achieving KPIs. Short term and long term goals are steadily progressing.

Waste and Drainage

Operations and Maintenance



NRC image depicting the percentage of normal rainfall and graph illustrating the daily average flow in m³/d through Whangarei WWTP in February 2019

Daily average flow to Whangarei wastewater treatment plant had a fluctuation trend in February. It reached its lowest point at 10,000 m3/d. Cyclone Oma hit Whangarei on 23 Feb 2019, veered off with little rain. However, farmers welcomed the rain during the dry periods. The peak flow reached its maximum at 16,000 m3/d. In comparison with the same period last year, the total flow to the plant was approximately 40% less.

Health and Safety

There was an incident in Whangarei wastewater treatment plant. It was a 3 amp switch for a turbidity sensor that popped when a technician turned it off. The switch was enclosed to eliminate the water to get in directly. The operator was sent to Whitecross for a check-up and he was fine. The plant had already checked the switch and found only kind of its type. However, plant operators and manager are vigilant to eliminate further risk associated with this particular type of switch.

Rural WWTP Operation and Maintenance

- Tutukaka: some faulty solenoids identified. Repairs were undertaken
- Waipu sand filter No 2 and No 3 were cleaned and top up
- Hydrotech - subcontractor- has sprayed the wetland to clear broadleaf at the Waitira plant

People and Capability

The position for the Engineering Officer had been interviewed. HR is undertaking the final reference check.

Reticulation

There were 3 spill incidents recorded in February 2019 due to line blockages. All areas were disinfected and cleared.

Sewer and Stormwater CAPEX

Takahe St Sewer Diversion: This project will resolve the sewage overflow in Takahe St, Tikipunga. The work is being undertaken by Boadspectrum and is 90 percent complete. The work is currently on hold waiting for the water main to be relayed where it clashes with the new manhole at Takahe St.

Hikurangi Sewer Rehabilitation Stage 2: This project is to rehabilitate Hikurangi sanitary sewer network to reduce groundwater infiltration and restore structural integrity of the pipes. The contract was awarded to Quik-shot. Pre-construction CCTV inspection of the sewer lines is underway and civil work/open cut pipe installation is expected to start mid-March.

Tarewa Trunk Sewer SH1 Crossing: The final crossing of the 600mm diameter sewer under SH1 is being constructed by Downer as part of the NZTA's Tarewa Rd/SH1 intersection upgrade. Installation is planned to start in March but will be completed in two stages to suit construction methodology of the main road widening works. The second stage will be completed later this year.

Riverside Dr/Pohe Island Sewer Rising Main Replacement: Opus have been engaged to investigate options to replace the sewer rising main under the estuary at Pohe Island. The existing pipe is asbestos cement and has reached its end of service life.

Porowini Ave Stormwater Quality Improvement: This project is for construction of a storm water treatment system for the water body adjacent to the Porowini railway overbridge. The tender for construction will close at the end of March.

Whangarei WWTP Odour Control: Beca have been awarded the contract to design odour control works, due for construction in 2019/2020. Further investigation works are underway.

Sewer and Stormwater Renewals

Tamingi St: Currently investigating options to replace or renew sewer at Tamingi St, Ruakaka.

Consents and Compliance

After summer holiday peak, except Ngunguru, all plants are fully compliant with resource Consent. A surface aerator for the Ngunguru plant was turned on 24/7 to support the oxygen transfer, to try and improve the nitrification process. From the internal monitoring process, the wetland did not assist the removal of nutrients in wastewater.

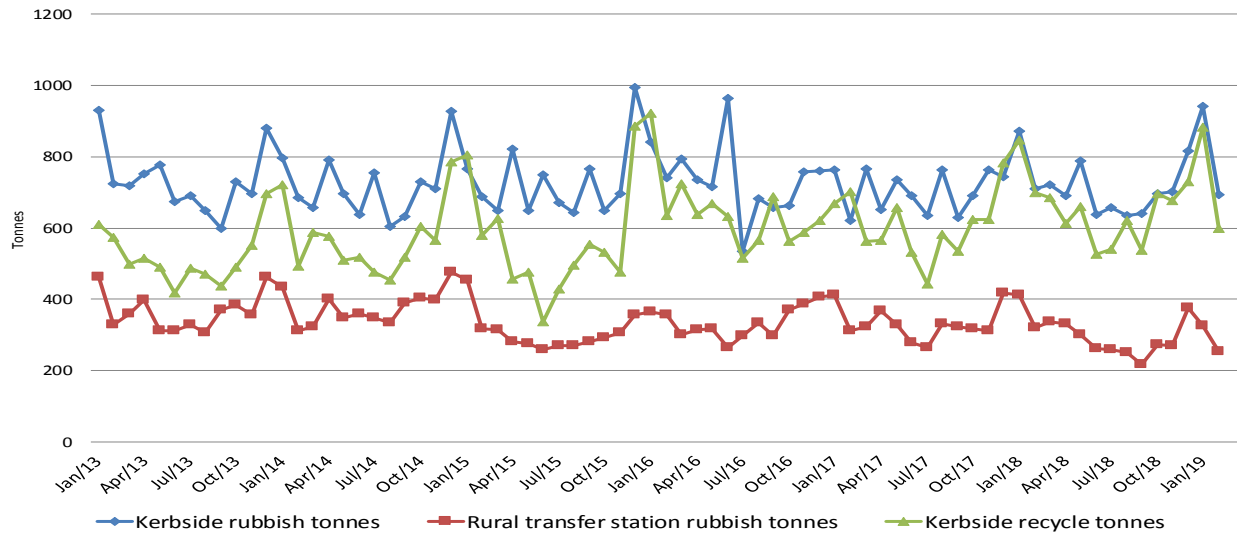
Solid Waste Operations

Extra summer coastal settlement collections ceased after Waitangi Day and the amount of material collected indicates that the extra collection service is used by very few households after the first week of January.

Negotiation regarding the variation of the recycling collection contract is ongoing.

The resource consent hearing for the Parua Bay transfer station has been postponed pending further engagement with locals.

Solid Waste Tonnes Jan 2013 - Year to Date

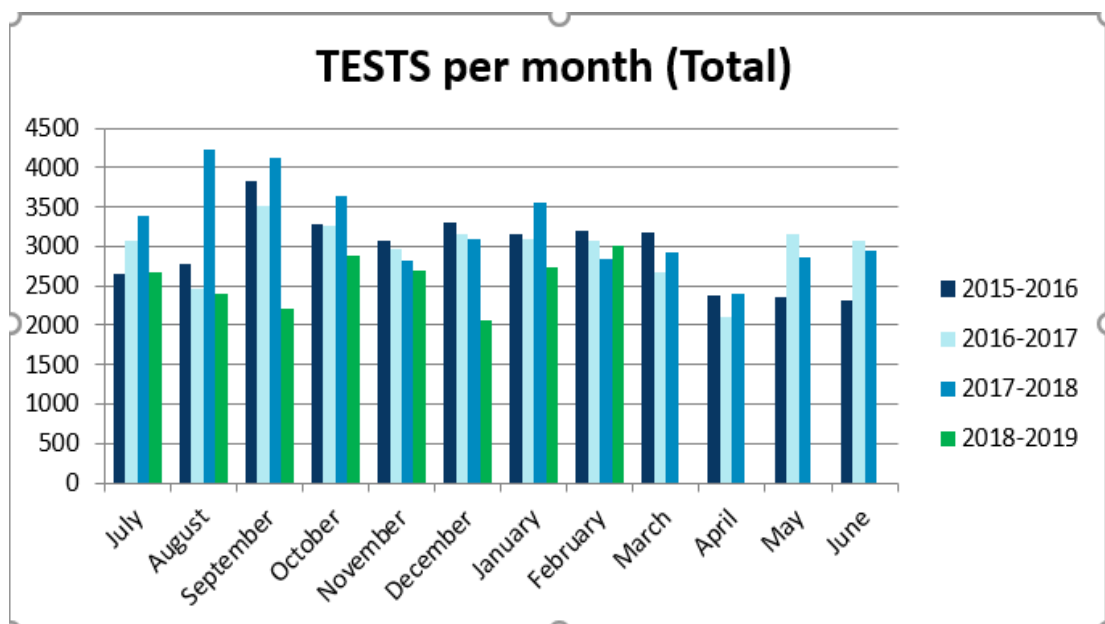


The toilet block at Parakao has been replaced and very well received by local residents, photo below.



Laboratory Report

During February, the laboratory processed 868 samples requiring 3011 tests. 47% of jobs were reported within five working days.



Number of tests performed for the month with year ending 2019 :

Major Projects: Sense of Place

- **New Town Basin Park (Carpark to Park):** The team are working on procuring the services required to undertake detailed design of the different elements. Playground, lighting, toilet, and shade canopy design works have been awarded; the water feature procurement is underway; and artist procurement is being planned. The team are continuing to work closely with both internal and external stakeholders. Physical works will occur in parallel with construction of Hundertwasser Art Centre with Wairau Maori Art Gallery project. Construction of the new park will start in early 2020, with completion in late 2020.
- **Camera Obscura:** The external project team are in the process of seeking funding for the construction of a camera obscura on Pohe Island. Preloading of the site with metal was completed in April 2018. Construction is postponed until funding is secured. Construction is anticipated to take five months. On completion of the physical works WDC will undertake the landscaping work around the sculpture. Some of the WDC funding may carry forward into the next financial year.
- **Complete Streets Masterplan –** Contract has been awarded to Isthmus Group (with Flow as sub-consultants). Kick-off meeting and city walk planned for early March. Uploading of data and further sessions with WDC stakeholders to follow.
- **Pohe Island Central Carpark, William Fraser Memorial Park on Pohe Island development:** Construction began early January. To date, all power and fibre ducting and cables are installed. All stormwater pipes and manholes have been installed and raingarden construction is nearing completion. Car park aisles are under construction with kerb and channel expected to be laid during March.
- **Bascule Carpark –** Contract for construction of a sealed car park with 63 car parks and 8 camper van parks along with a rain garden has been awarded in February 2019, and construction will start March 2019. Completion is planned for June 2019. Stages two (lighting and CCTV) and three (landscape elements like boardwalk and seating) will be awarded once funding becomes available. The coffee container will remain open for the duration of the construction; however it is understood the café staff will take a week annual leave sometime during construction.

Major Projects: Parks and Recreation

- **Matapouri Beach Restoration:** Peer review of the engineering design is complete and comments are being addressed. Community consultation is complete and the consent application has been lodged. It is anticipated the consent will be publicly notified in March. Dependent on the consenting timeline, it is hoped that replenishment works will start in May 2019.
- **One Tree Point Seawall Investigation:** The investigation has looked at the entire length of coast around the One Tree Point area and is the first step to develop a consistent approach to erosion management in the area. The final report has been completed based on feedback from Councillors and the One Tree Point community.
- **Seawall Renewals 18/19:** Ritchie Road and Taurikura seawalls are complete. The design for Princes Road seawall has been updated based on feedback from the Engineer and Arborist. The team are working on getting the new design out to all stakeholders and applying for consents from NRC and WDC.
- **Ngunguru Seawall Renewal:** Detailed design for Stage 2 along Ngunguru Road frontage is now completed and has incorporated some items gathered from the community feedback. Resource Consent has been lodged and referred to Department of Conservation, which will increase the timeframe. Funding is available in 2018/19 to renew the seawall only, including construction of access stair cases.
- **Sandy Bay Beach Restoration:** A long-term solution to manage the dune erosion at Sandy Bay has been proposed and a Resource Consent for the work has been lodged. Some of the car park site is managed by DOC and a concession has been applied for.
- **Otaika Sports Park Field Construction:** Construction of stage 1 which includes two new sports fields, lighting, irrigation and drainage is completed, and the kikuyu stolens are being watered daily to assist with the establishment and have the fields ready for this winter season April 2019. Physical works on stage 2 commenced in November. The works include the construction of one new field and the refurbishment of

an existing field, including lighting, irrigation and drainage. Stage 2 fields will be ready for the following winter season April 2020.

- Ruakaka Sports Fields: Lighting physical works tender has been awarded to Davco Electrical Services who will be getting underway in March. Construction of the new fields cannot start until the sand mound has been removed. An option for sand removal to the Ruakaka Wastewater Treatment Plant is being worked through.
- Laurie Hall Park Asset Renewal: Construction is underway and Robinson Asphalts are working to finish in time for ANZAC Day.
- Laurie Hall Park Waterfall: The detailed design is underway for the redesign of the waterfall area in Laurie Hall Park.
- Whangarei Falls Carpark Amenity Upgrades - Construction is now complete. Grassing and planting will be completed closer to autumn when the weather is suitable.
- Potter Park, Tikipunga - The civil works tender has been awarded to Steve Bowling Contracting. Construction is planned for March/April 2019 after playground and shade sail installation, and in consideration of school holidays.
- Ngunguru Youth Activity Zone – Concept design complete, review with WDC team held in February. Initial concept review with sports complex and Cr. Murphy held 13 March. Full community consultation session planned for mid-April.
- Otangarei Sports Park Toilet: The new toilet, including the mural is now completed.
- Mackesy Bush Track Upgrade – The detailed design of the tracks has been approved and the team are working on obtaining the consents that need to be in place before works start in March.
- Dog Park Drainage – Construction underway. Topsoil removed, paths being formed, new furniture installed. Bunds are almost completed which will improve the amenity of this area.
- Parihaka War Memorial Refurbishment – Design of steps and modifications to planter/wall underway. Procurement planned for March, with construction not starting until after ANZAC Day.

Major Projects - Water

- New Whau Valley Water Treatment Plant – Construction contract was awarded to BROADSPECTRUM on 7 February 2019. Building consent was lodged in October 2018 and is currently being assessed. Earthworks commenced in March 2019. Construction is estimated to take 20 months, to the end of 2020. Commissioning of plant needs to occur while dam and river are full.
- Ruakaka WTP Clarifier Upgrade: Tender evaluation complete with Service Engineers Ltd (Auckland) being awarded the contract. Site works expected to begin mid-2019, after high demand period ends.

Major Projects: Waste and Drainage

- Teal Bay Stormwater Upgrade: Contractor is established on site and construction has begun.
- Whangarei WWTP Odour Control: Design has commenced for odour control to be installed in the process units which are contributing to off-site odour – includes equalisation basin, sludge tanks and the inlet works. All air quality monitoring was completed to prioritise those areas which were the main contributors to the odour.

Major Projects: Compliance and Regulatory

- New Animal Shelter: WSP Opus have been awarded the professional services contract. The site chosen for the location of the shelter has been assessed and has been found to incur construction costs well beyond the budget. Alternative sites are being identified.

Infrastructure Planning

The Proposed Regional Plan for Northland submission was lodged in early November 2017, with evidence presented at the 28 August 2018 NRC hearing. The commissioners report is likely to go to NRC Council meeting in April/May 2019, after which further review of the final version is required to inform whether there are any matters that WDC should appeal.

Co-ordination of infrastructure group input to District Plan changes is continuing.

52

WDC Designations Plan Change hearing was held 26 February where expert planning evidence of Infrastructure Group as the 'Requiring Authority' was presented. The hearing was adjourned for 2 weeks to allow mediation to occur between the Requiring Authority and a submitter.

Notice has been received from The Department of Conservation that The Minster wishes to review a number of delegations to Territorial Authorities in the Reserves Act 1977. Some legal implications have arisen due to changes made in 2013, prompting this review. Potential changes are being considered and comments collated. Feedback is due by 26 April 2019.

The team is continuing to review a steady stream of subdivision and land use consent applications that have a parks or infrastructure element and assessing consent conditions.

Planning assessment and consents are being prepared for capital projects requiring District and Regional consents.

Work has recommenced on the Tutukaka Reserve Management Plan. Engagement with stakeholders will happen in 2019 (subject to resource availability) to identify current issues and options for reserve use and development. Formal consultation processes will follow once a draft plan is prepared.

Over summer customer complaints and enquiries about reserve encroachments increased. The development of a formal Encroachment on Reserves Policy is being discussed with the Parks team.

The Infrastructure Planner position has been filled.

Landscape Architects

The New Town Basin Park is in the final design development stage. A team of consultants are assisting the landscape architect team to deliver full construction documentation. Trees have been ordered to guarantee stock and size for planting in late 2020.

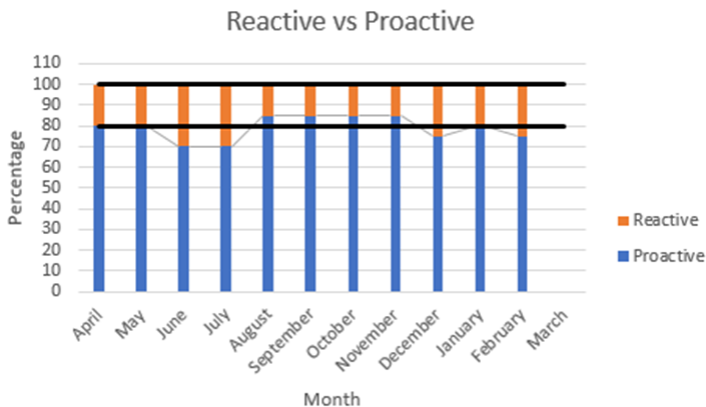
Community consultation has been undertaken by the team for both the 'Refurbishment of the Town Basin Playground' and the 'New Destination Playground on Pohe Island'. Tenders have been awarded to a Play Specialist to start design work on these two projects as well as skate park designer for the refurbishment and extension of the Pohe Island Skate Park. Consultation for the skate park is about to be undertaken to drive the correct design brief. The Pohe Island Masterplan is under final review.

Construction is underway on Laurie Hall Park Upgrades, Pohe Island Central Carpark and Bascule Park. The landscape team will be part of the project team monitoring construction to ensure design outcomes are achieved on these projects.

Parks and Recreation

Operational updates

Public Tree maintenance



Treescape had quite a strong month with roughly 1.5 crews working on the contract. A high number of CRM have resulted from the warm summer where trees have grown very strongly but are also extremely brittle due to low moisture levels. Strong winds now could lead to a high number of failures. The table below shows that we have fallen below our target of being 80% proactive.

Walking Track maintenance

The small amount of rain that did fall in February was enough to trigger a weed strike and some of our tracks are now affected. Northland Park Care have been alerted and are actively cutting and spraying.

The Boswell Track off Waimahanga Road has high use and this is exposing culvert boxes as well as larger rocks and roots, which are a potential safety hazard. It had been hoped that a full upgrade of the northern section of this track might be undertaken by NTA with NZTA subsidy but it appears that funding source could be years away. An interim solution will be needed and costings are being sought from the contractor.

March concludes the first year of the Walking Track Maintenance Contract and the KPI results have generally been excellent.

Variations will be applied to include the Ngunguru Old Coach Trail cycleway and Boswell extension to Pah Road on behalf of Roding.

Coastal Structures

Limestone Island gangway was removed, repaired and reinstalled within 24hrs. Some minor modifications to the gangway runners were also completed to reduce stresses.

Work is underway on the Urquhart's bay wharf steps replacement. Photos below.



A CRM was received requesting rocks at Grannies Bay (Onerahi) be removed to improve swimming. This work was completed leaving only rocks requiring machinery. Photo below.



Sports Fields

Another dry month with only 57 mm rain, however that rain was quite well distributed and enabled fields to survive the heat reasonably well. Growth has dropped off significantly though.

Scarifying (dethatching) operations have been carried on several of the couch fields. The new fields at Otaika are growing in reasonably well although getting the kikuyu to complete coverage is taking longer than anticipated, so under sowing with ryegrass will be done to ensure these fields are ready to be used this winter season.

Renovation work will continue through March with transitioning of couch fields into ryegrass for the winter, under sowing traditional grass fields to boost sward cover, and end of season renovations of the grass cricket blocks.

Winter codes are beginning to send in field requests for the upcoming winter season and extra staff have enabled good progress satisfying code demands for early season games and training.

Average of audit results was 96.8 %, against a target of 90%.

Parks and Gardens

A little bit of rain during the month helped the annual bedding displays although the contractor is struggling to keep certain islands watered due to current TMP restrictions. Dry conditions also led to the dying of plants, especially in the south (Ruakaka and Waipu), where there is a lot of struggling and dying plants.

The contractor gave Ocean Beach carpark gardens a large overhaul in conjunction with Treescape. Visibility has been improved greatly. Mulching has been undertaken of various sites such as Vine St CP, Mariners Heaven, Wolfe St CP, Cafler Park and some others.

The contractors mowing team have been kept busy this last month, with staff absences leaving their teams shorthanded. The grass has been rejuvenated with the bit of rain greening up the grass and increasing growth rates. In the beach areas, growth is still a bit slow. Freedom campers are still around the place, so the contractor cannot always finish areas to spec.

The contractor has been refurbishing 2 unused seats ready to be installed at Potter Park. They have installed bollards and chain gate at Norfolk Reserve in Reotahi, replaced a footbridge at Munro PI, Ngunguru and refurbished several signs. The One Tree Point boat ramp has been water blasted again on the 14th of February. The contractor struck the problem that the low tides are too high to get right to the bottom of the boat ramp and they are getting lots of CRM's coming in regarding this.

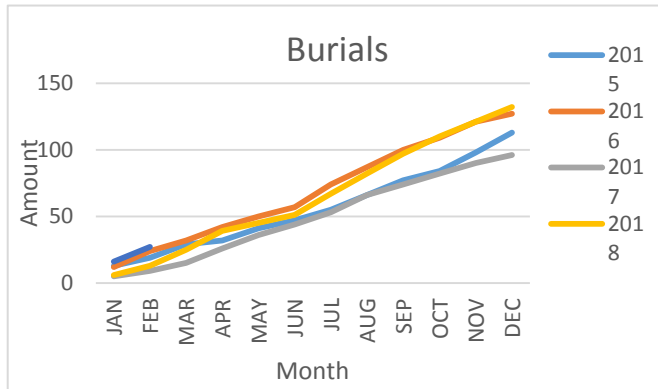
Our pest plant work continues to go well. Our pest plant control team continue to do good work, this month doing a thorough job removing the weeds from Hodges Park. The Natural Area Maintenance work has started systematically tidying up the following sites (Whangarei Falls, AH Reed, Mair Park, Parihaka and Coronation Reserve).

There was a bit of vandalism and some breakages on the playgrounds during February. At the Town Basin some ropes on a climber were cut, a swing seat and chains were stolen from Kamo Sports Park. At Tait St one of the platforms was smashed up.

The Laurie Hall shade sail is now up, but we will need to replace the sail ready for next spring. The contractor is topping up the cushion fall at a number of playgrounds around the district to ensure we maintain the minimum depth of safety fall.

The playground in Hikurangi has been completed and the Norfolk St playground in Reotahi has started. This will be finished in mid-March. After that we will start the last playground for the year – Potter park.

Cemetery



A slightly slower month with 12 burials, compared with 15 last month.



The Crematorium/Chapel have been painted as well as the dated brickwork plastered over to give the place a fresh new look.

The next stage is repairing/replacing the seating in the chapel, also will modernise the interior.

Botanica



Visitor numbers 1727

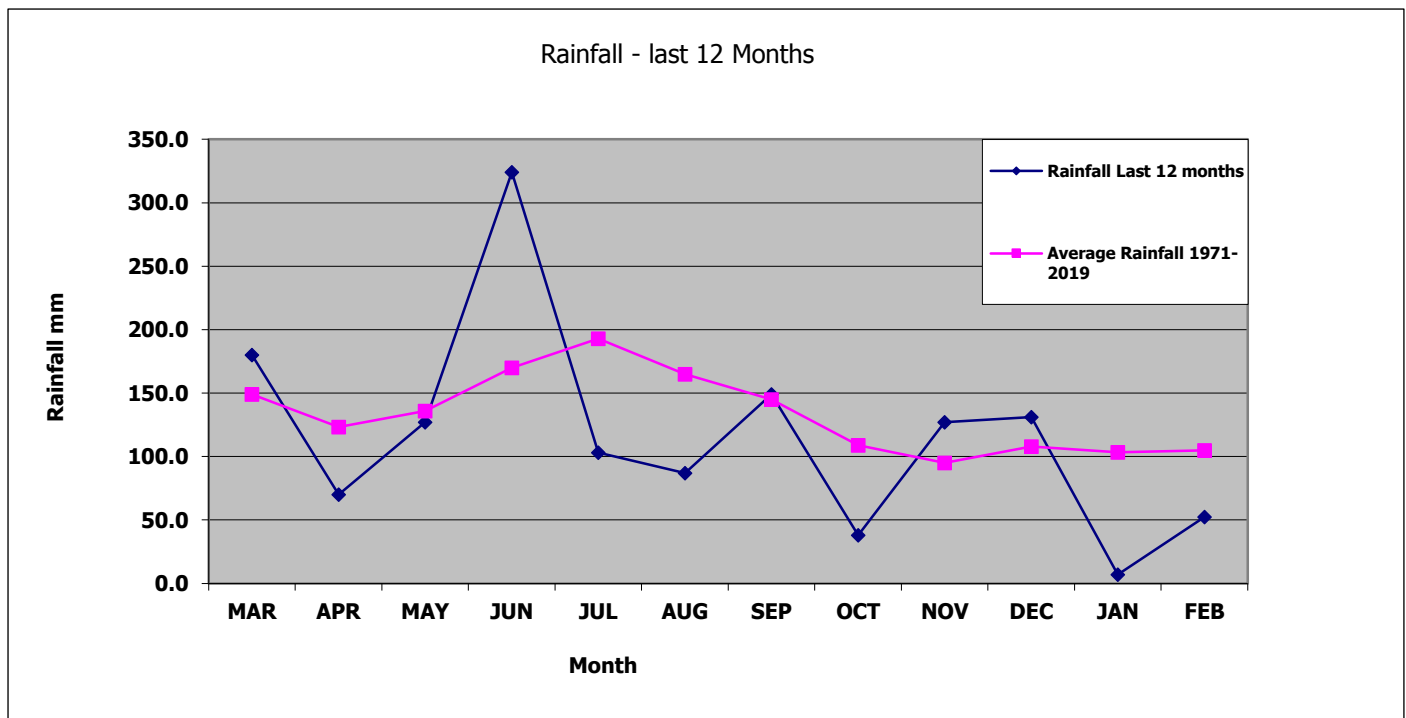
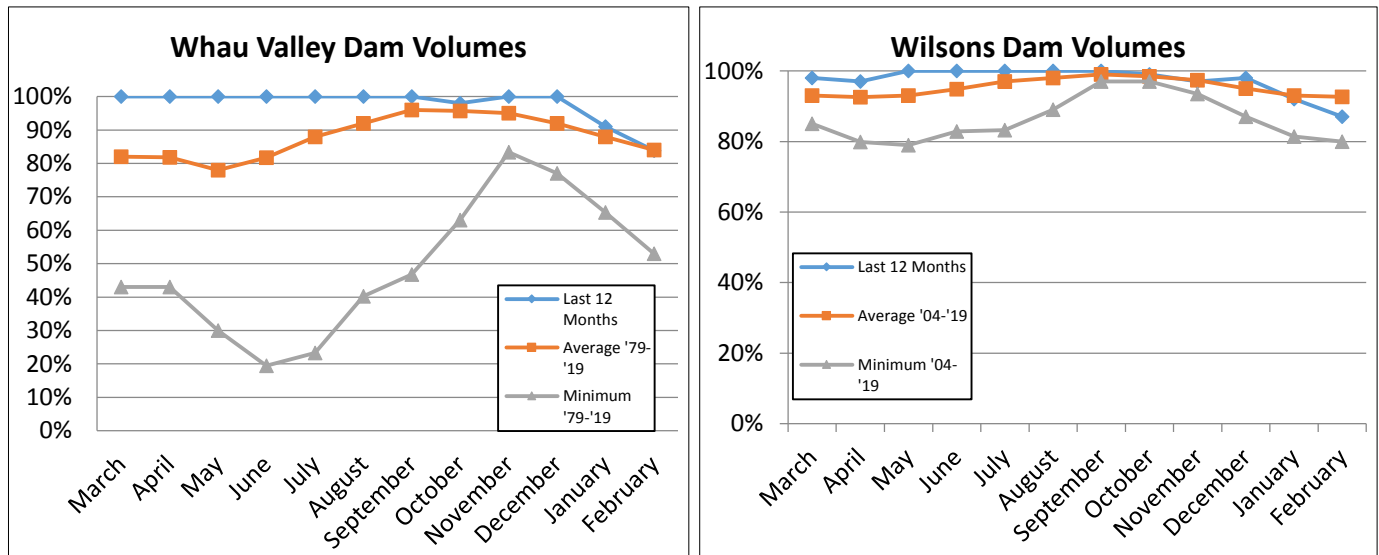
A quiet month at Botanica with nothing outstanding happening. Apart from Florence being off after having surgery on a nerve in her hand. She is recovering well by all accounts.

A photo of the lovely blood Lily, which is in bloom currently. This plant originates from South Africa, and as well as been poisonous it is relatively hard to find if wanting to purchase one.

Water Services

Rainfall and Water Sources

Only 52.5mm of rain fell at Whau Valley water treatment plant in February. This was half the average for February of 105mm. Much of Northland is now struggling for water with restrictions in place in Kaipara and much of the Far North. Although our river and groundwater levels are now beginning to fall the flows are still OK and no restrictions are in place. Whau Valley Dam is currently at 84% and Wilsons Dam at 87%. Although both dams are now beginning to drop it would take several months of very low rainfall before water availability became a concern.



Whau Valley New Water Treatment Plant

The contract to construct the new water treatment plant at Whau Valley has been awarded to Broadspectrum Ltd. Work onsite is due to start at the begiing of March with the majority of Earthworks completed by the end of April. Piling is due to take place in July with the majority of the building following before the end of the year. Commission of the new plant is hoped to begin before Christmas 2020 with the project fully complete by the end of June 2021.

Maintenance

During the month of February pavement repairs and pre-reseal repairs continued the sealed network as part of the reseal programme across the District. The reseal programme continued on the network and this years programme is approximately 80% complete.

Kiripaka Rd was resurfaced with Asphaltic Concrete from the Tikipunga Roundabout to the bottom of the Tikipunga Hill, just under 1.7km. The roundabout and the approach legs were also reconstructed. We did work collaboratively with all the other departments to ensure all their services were checked, CCTVed and repairs completed before we undertook the resurfacing works.



Kiripaka Rd resurfacing operations

The dry weather conditions recently have been detrimental to the unsealed network with a lot of corrugations appearing, and loss of aggregate. The maintenance graders are finding it difficult to grade in these conditions, and this fix does not last and is destructive to our roads. Full grading operations will recommence once the weather provides some moisture in the pavement. Some wet roll and grades have been completed on the various troublespots on the unsealed network.

The trimming of the vegetation envelope programme is continuing has been undertaken through the Marua, Ngunguru Loop.

Pavement Rehabilitation and Seal Extensions

All 18/19 road rehabilitation projects are underway these works are now included within the new maintenance contracts. The final section of the Wright Rd seal extension project was sealed in mid-February and this completes all the sealing of the Wrights/McCardle forestry logging route.

Bridge Repair

18/19 bridge repairs programme has been finalised and design work started, with letting of contracts prior to Christmas. Construction works for this programme commenced during February.

LED Street Light Conversion

The V Category intersection lights have been included in the Twin Coast Discovery Highway lighting contract as a variation and are now completed. The remaining 1,200 V-Category lights have been ordered. Given that there is a 3-4 month lead time, this will result in these lights arriving in May 2019. The installation of these lights is likely to be undertaken from June 2019. Due the late delivery of these LED lights the programme will carryover until the next financial year, however this will not affect the higher subsidy rate Council receives for this work. We are currently investigating using Auckland Transport's central management system (CMS) to control the new LED streetlights. This CMS system has been accepted by NZTA as being suitable.

Speirs and Major (the original UK based lighting designer) has analysed 12 different luminaires and is currently in the process of narrowing this down to a shortlist of three suitable luminaires for pricing. It is expected that a preferred luminaire will be selected by early March. It is likely that it will take 3-4 months for the luminaires to be manufactured and shipped to the country and a further month to install. Based on this it is expected that the new lights will be received by about June/July 2019 and would be installed in Aug/Sept 2019. In the meantime, we will carry out another round of swapping out the lights that are currently flickering in mid March.

Walking and Cycling

Kamo Shared Path:

Stage 1 (Rust Avenue to Cross Street) – complete

Stage 2 (Cross Street to Kamo Road) - complete

Stage 3 (Kamo Rd to Jack Street) – earthworks, ducting and retaining, due to open in May-June 2019.

Stage 4 (Adams Place to Fisher Terrace) – earthworks phase, due to open in May-June 2019.

Stage 4b (Fisher Terrace Underpass) – Underpass is installed, due to be completed in May.

Stage 5 (Fisher Tc to Kamo village) Design is nearly complete for future links to Village, Kamo Intermediate & High Schools. We are seeking funds from NZTA for Stage 5 and other key minor links.

Walking and Cycling Strategy: Adopted by Council in October 2018.

Waipu Walk and Cycle Trust:

Stage 2a (Cullen Rd to Waipu Cove) Physical works is planned for mid-2019, this involves some associated road works to be completed by Council.

Stage 2b (McLean Rd to Cullen Rd) –We are still finalising land take from one landowner. Works cannot proceed until this process is complete. If land not acquired the Plan B is to cross to the opposite side of the road.

Stage 3 (Riverview Place to Cullen Rd) the missing link to connect Waipu to Waipu Cove. Route planning works has nearly been completed, with an aim to finalise the route by Christmas and implement next summer (2019-20). We have ruled out following the estuary after consultation with DOC, due to the Wild Life Refuge encompassing the area we were seeking to utilise.

Low Cost Low Risk Projects (Minor Safety)

Major Intersections (Capacity):

Porowini Avenue/Tarewa Road Intersection Improvements – Physical works completed.

Porowini Avenue/Maunu Road intersection improvements – In tender phase for award in April and completion of physical works by December 2019.

Maunu Road/Central Avenue intersection improvements – Concept design complete and property negotiations progressing. Detailed design to commence pending successful property outcomes. Physical works deferred until after completion of NZTA SH1/ Tarewa Improvement project in mid-2020.

High Risk Rural Roads

Murphy's Bend Short Term surfacing and curve signage (2018-19) Long Term design of curve realignment and shape correction (2019-20)

Guardrail Onstallations

- Vinegar Hill Rd (2018-19).
- Whangarei Heads Rd / Pepi Rd intersection (2018-19)
- Cove Rd, Waipu Cycleway Stage 2, (2018-19 or 2019-20) – dependent on property negotiations
- Mill Rd / Whareora Rd Intersection, (Design 2018-19, implement 2019-20)
- Corks Rd / Gillingham Intersection
- Fisherman's Point (Whangarei Heads Rd) Short Term – survey and review curve shape & surface drainage (2018-19), Long Term – reshape curve and surfacing (2019-20)

Cove Rd Culvert Extension (Waipu Cycleway Stage 2). to be built with Cove Rd Guardrail works.

Port Rd / Kioreroa Rd Intersection

- Stage 1 – improve markings and islands – complete.
- Stage 2 – minor road widening – design nearly complete ready to implement 2019-20
- Stage 3 – major upgrade – part of Port Nikau Development, timing depending on rate of development.

Kamo Rd / Kensington Ave Intersection – modify phasing to improve safety (filter-phase)

Kamo Rd / Station Rd Intersection – improve capacity and safety by increasing stacking distance

Bank St / Rust Ave Intersection – improve capacity and safety by increasing stacking distance

Bank St / Vine St Intersection – improve capacity and safety by increasing stacking distance

Corks Rd / Gillingham Intersection – safety improvements; widen curve and install guardrail (2019-20)

Five-Finger Roundabout & Walton Street – detailed review of crashes; report (2018-19)

Mill Rd / Whareora Rd Intersection – guardrail. Design 2018-19, implement 2019-20

Intersection and rail crossing upgrades as part of Kamo Shared Path:

- Rust Ave – signalised pedestrian crossing - complete.
- Vinery Lane – upgrade to rail crossing – complete.
- Manse St – complete
- Dinniss Ave – upgrade to rail crossing – complete.
- Wrack St – upgrade to rail crossing – complete.
- Kensington Ave – complete
- Kamo Rd – signalised pedestrian crossing and upgrade to rail crossing (May-June 2019).

Whangarei District Road Safety Promotion

Key Activities for February 2019:

SAiD (Stop Alcohol Impaired Driving): In February, 7 completed the programme.

Drive Soba: There are 12 and 11 participants attending two courses due to completed on 12 April and 16 May respectively.

Young Drivers Programme Passes

- Ngatiwai: 0 Learners, 0 restricted and 0 Full licence passes as the programme is just getting up and running for this calendar year.
- People Potential: 15/15 Learners 2/4 Restricted (27ytd).

Restraints: This month technician training occurred thanks to personnel from ACC, Brain Injury Association and Blue Light participating . Planning was undertaken for Childrens Day and Pukapuka party on 3rd and 2nd of March respectively.

Fatigue Stops:

Date	Vehicles	People		Vehicles	People
19.10.18	64	162	15.02.19	78	199
21.12.18	77	187	1.03.19	Reserve	Day
25.01.19			18.04.19		

Speed:

- Social Media digital platform advertising planning for March commencement.
- Bus Back and cinema advertising ongoing.
- Drive Smarta presentation developed

Key district issues

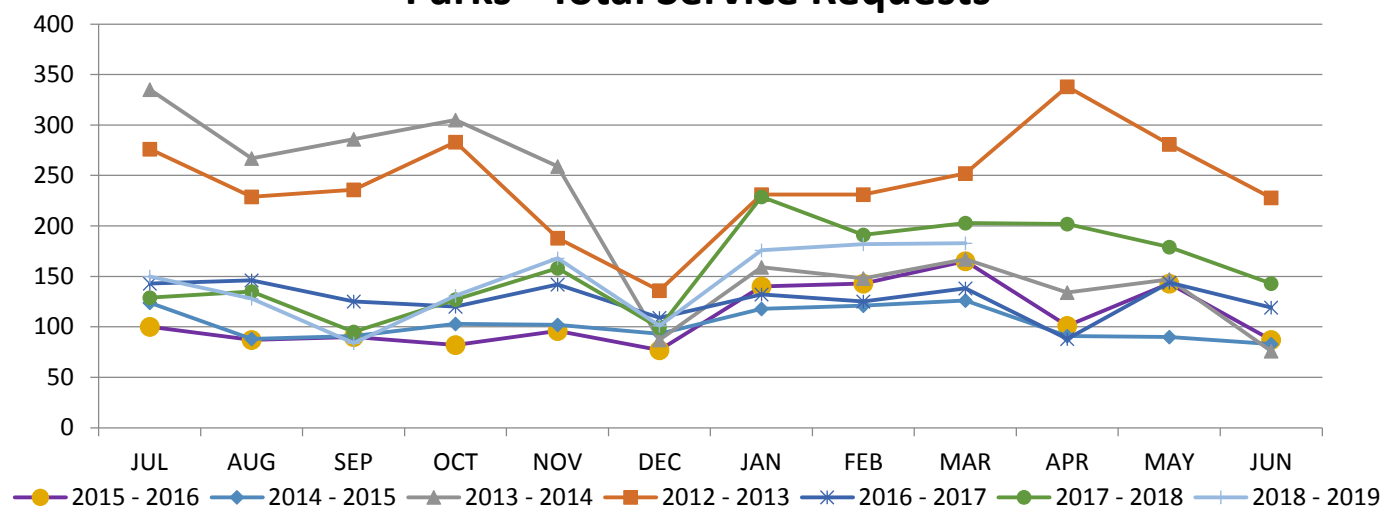
- Young Drivers
- Alcohol and/or drugs
- Speed
- Rural speed zone loss of control/head-on

Road Toll	Combined Total for all 2017	Combined Total for all 2018	Total for 2019 until the end of Feb	Northland SH Network Feb 2018	Northland Local Roads Feb 2018
Whangarei	14	14	4	3	1
Kaipara	5	5	0	0	0
Far North	22	16	2	1	1
Totals	41	35	6	4	2

Customer Request Management Services (CRMs)

The Infrastructure Group received a total of 1927 CRMs in the month of February 2019. 5683 CRMs received in total for 2019, to date. A total of 20,183 CRMs were received for the Infrastructure Group in 2018.

Parks - Total Service Requests

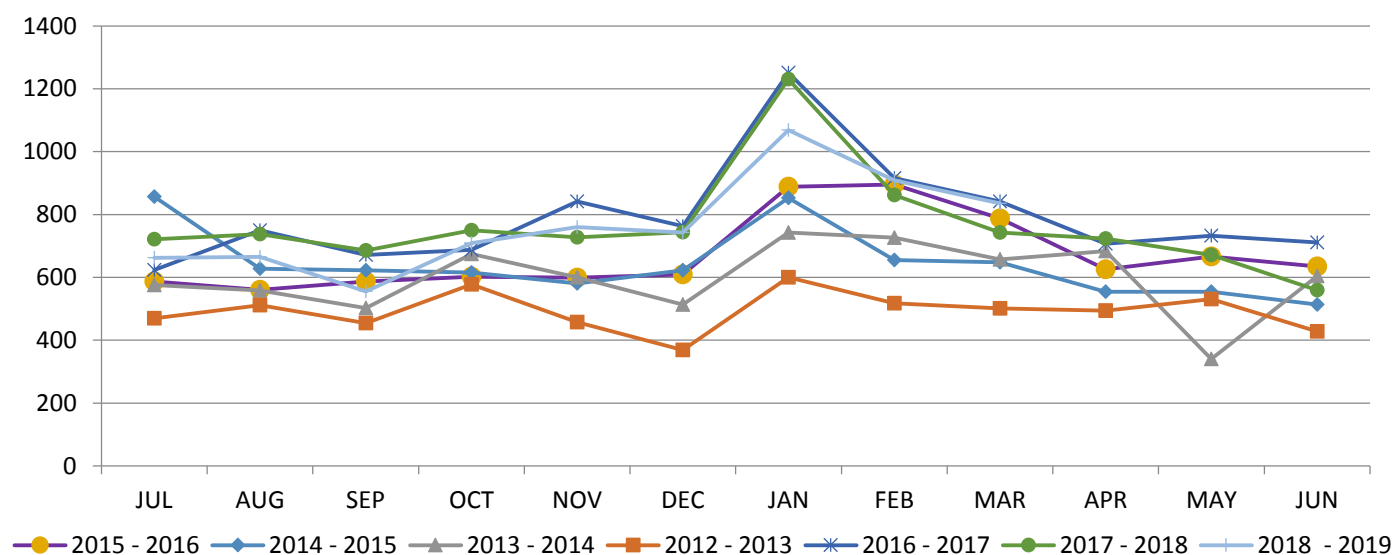


The Parks and Recreation team received 182 CRMs in February 2019. Impressed feedback was received on four CRMs in February, with no dissatisfied customer feedback for the month.

The top five CRM issues for our Parks and Recreation Department for the month of **February** were:

- General Parks queries- 54 (eg access to reserves, Drone requests etc)
- Tree and Street Tree queries- 54 (eg tree fallen over/branches down)
- Cemetery enquiries- 17 (Burial enquiries etc)
- Walkways- 11 (issues within walkway areas)
- Playgrounds- 10 (Issues with Playgrounds and equipment)

Waste - Total Service Requests

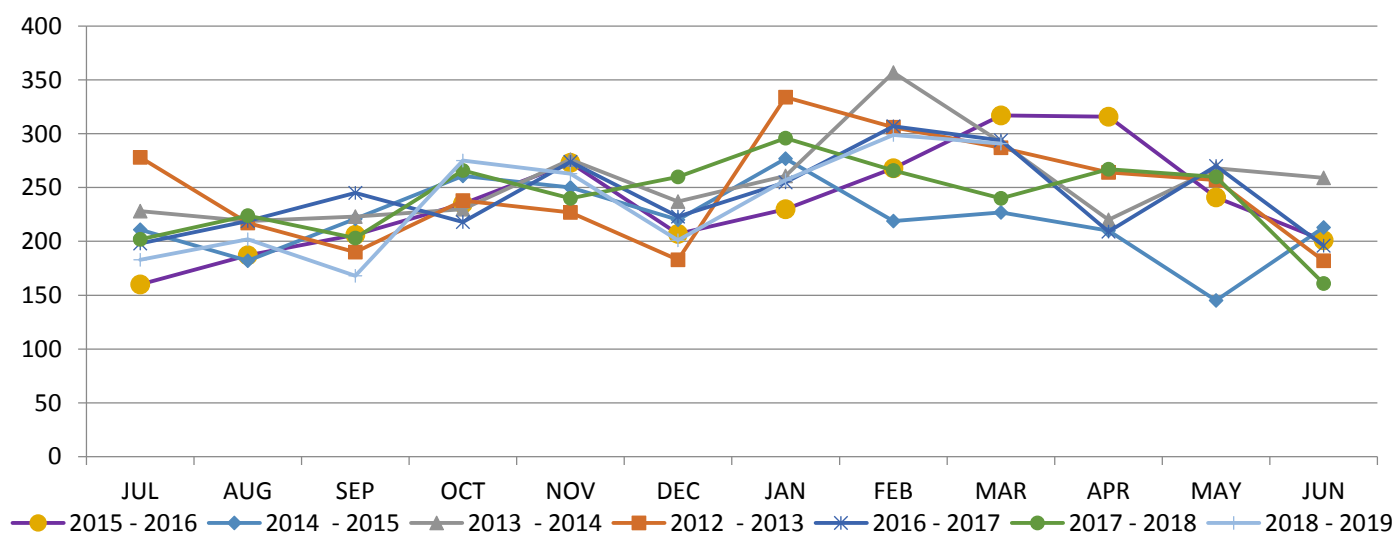


The Waste and Drainage Team received 909 CRMs in February 2019. There were 2 impressed CRMs recorded for February and no dissatisfied feedback received.

The top five CRM issues for our Waste and Drainage Department for the month of **February** were:

- Rubbish Queries – 128 calls (non-collection, fly tipping etc)
- Public Toilet queries/complaints 56 (eg Blocked toilet, soap dispenser empty).
- Recycling queries and complaints- 40 (eg Bin missed during collection)
- Sewer queries- 39 (eg blocked waste drain)
- Stormwater queries- 26 (eg blocked storm drain)

Water - Total Service Requests

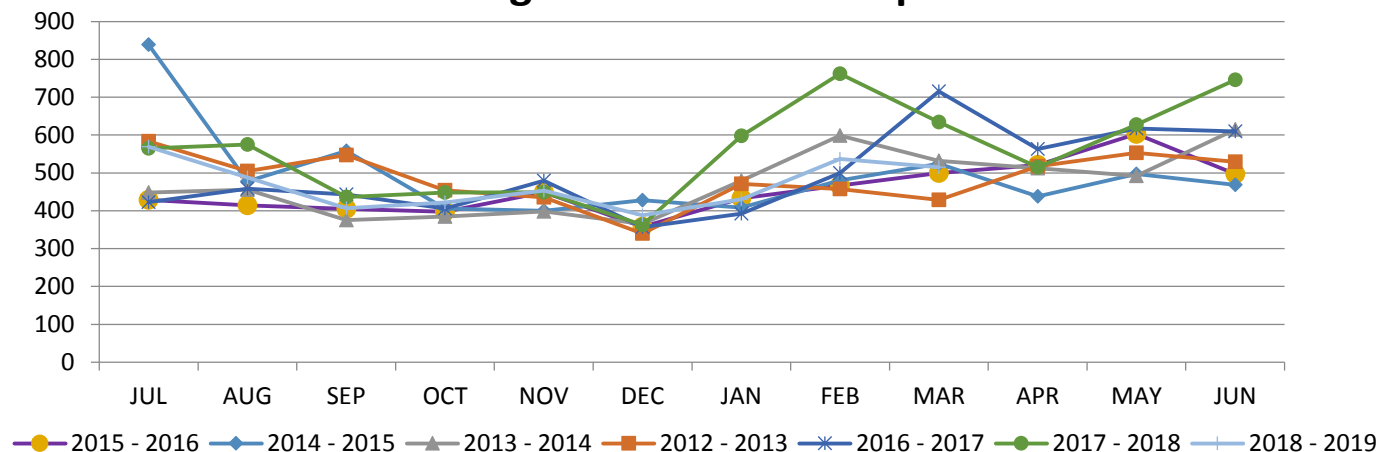


The Water Services team received 299 CRMs in February 2019. Water Services received 5 impressed calls during the month of February with 1 dissatisfied call received.

The top five CRM issues for our Water Department for the month of **February** were:

- Water Leaks- 164 (Leak repairs or concerns)
- Meter Box Queries- 36 (New box, new meters)
- Water Quality- 15 (Dirty water etc)
- General Water Queries- 14 (Various other enquiries etc)
- Water Pressure- 13 (Pressure issues)

Roading - Total Service Requests



The Roding Team received 537 Customer Service Requests in February 2019. Sixteen follow up calls were made this month. Eight customers found our service acceptable. One customer was dissatisfied. Seven customers were impressed by the Roding team and contractors.

The top five CRM issues for our Roding Department for the month of **February** 2019 were:

- | | |
|---------------------------------------|--|
| 1. 82 reports of Roding General | E.g. General and Safety issues. |
| 2. 82 reports of Unsealed roads | E.g. Maintenance and repair of unsealed roads. |
| 3. 56 reports of Trees and Vegetation | E.g. Trimming and Maintenance of trees and vegetation. |
| 4. 40 reports of Road Maintenance | E.g. Pot holes and sweeping, general maintenance. |
| 5. 39 reports of Road signs | E.g. Missing signs and maintenance |

END OF REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

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

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

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

Resolution to allow members of the public to remain

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

Move/Second

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

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

Note:

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