

Infrastructure Committee Agenda

Date: Thursday, 9 May, 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 meeting 11 April 2019	3
4. Decision Reports	
4.1 Procurement Plan for CON18078 New Town Basin Park Construction	7
4.2 Temporary Road Closure - Matariki Whanau Festival 2019	37
4.3 Relocation of the Rose Street Bus Terminal	43
5. Information Reports	
5.1 Contracts Approved Under Delegated Authority May 2019	53
5.2 Infrastructure Operational Report - May 2019	63
6. Public Excluded Business	
7. Closure of Meeting	

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

Infrastructure Committee Meeting Minutes

Date: Thursday, 11 April, 2019
Time: 10:30 a.m.
Location: Council Chamber
 Forum North, Rust Avenue
 Whangarei

In Attendance	Cr Greg Martin (Chairperson) 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
Not in Attendance	Her Worship the Mayor Sheryl Mai
Scribe	C Brindle (Senior Democracy Adviser)

2. Apology

Her Worship the Mayor

Moved By Cr Greg Innes

Seconded By Cr Sue Glen

That the apology be sustained.

Carried

3. Confirmation of Minutes of Previous Infrastructure Committee Meeting

3.1 Minutes Infrastructure Committee Meeting held 7 March 2019

Moved By Cr Vince Cocurullo

Seconded By Cr Sue Glen

That the minutes of the Infrastructure Committee meeting held on 7 March 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

4. Decision Reports

4.1 Active Recreation and Sport Strategy – Summary Report final draft

Moved By Cr Greg Innes

Seconded By Cr Tricia Cutforth

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.

Carried

5. Information Reports

5.1 Contracts Approved Under Delegated Authority

Moved By Cr Sue Glen

Seconded By Cr Anna Murphy

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

Carried

5.2 Infrastructure Operations Report - April 2019

Moved By Cr Vince Cocurullo

Seconded By Cr Sharon Morgan

That the Infrastructure Committee notes the Infrastructure Operations Report update.

Carried

7. Closure of Meeting

The meeting concluded at 10.51am.

Confirmed this 9th day of May 2019

Councillor Greg Martin (Chairperson)

4.1 Procurement Plan for CON18078 New Town Basin Park Construction

Meeting: Infrastructure Committee
Date of meeting: 9 May 2019
Reporting officer: Shelley Wharton (Manager Infrastructure and Capital Works)

1 Purpose

To obtain approval from the Infrastructure Committee for the Procurement Plan for CON18078 New Town Basin Park Construction.

2 Recommendation

That the Infrastructure Committee approves the Procurement Plan for CON18078 New Town Basin Park Construction.

3 Background

The New Town Basin Park project (formerly Car Park to Park) envisages the transformation of the informal carpark area between the Victoria Canopy Bridge and Dent Street into a regionally significant park that will be a destination and provide a vital connection between the CBD and the Town Basin.

This procurement plan is for the construction of the park, which will include the construction of most of the park elements and the coordination and management of the playground and central art piece installer and the water feature equipment and tree suppliers.

The current cost estimate for this procurement is likely to be above \$3.5 million. In accordance with the Whangarei District Councils Procurement Policy, the Procurement Plan must be approved by the relevant Council Committee, in this case the Infrastructure Committee, before the procurement process can begin.

4 Discussion

This section is a summary of the proposed procurement plan. For further information refer to the attached document *Procurement Plan for CON18078 new Town Basin Park Construction*.

4.1 Evaluation Method

The evaluation method to be used to select the preferred contractor will be the Price Quality Method with the following attributes and weightings;

Attribute	Weighting
Program	10%
Contractor's Representative Experience and Track Record	15%
Contractor Experience and Track Record	15%
Quality	10%
Price	50%

4.2 Procurement Process

The procurement will be undertaken in three stages as follows;

Stage	Description
Stage 1 - Expressions of Interest	An Expression of Interest (Eoi) shall be publicly advertised on TenderLink. The Eoi shall include questions on the company's attributes and these shall be used to shortlist a maximum of 4 tenderers.
Stage 2 - Request for Proposal	On completion of the detailed design a Request for Proposal will be given to the shortlisted tenderers. This will ask for a price for the works and further attributes based on the details of the work. The evaluation shall be undertaken using the Price Quality method, with attributes from both stages being taken into consideration.
Stage 3 - Negotiation	If the price from the preferred tenderer (determined in Stage 2) is higher than the budget available, negotiations will be entered into with the preferred tenderer to reduce the price to match the budget. This could take the form of a change in materials or Council staff taking on some of the responsibilities. In the event that the negotiations fail to reduce the price to an acceptable level, WDC reserve the right to begin negotiations with the tenderer that came second in the Price Quality evaluation, and so on until an agreement is reached.

4.3 Financial/budget considerations

The current Engineers Estimate for this procurement is above \$3.5 million, but still within the budget available for the project. The Engineers Estimate will be refined as the detailed design is undertaken, but is not expected to alter drastically as the design is being undertaken with this budget in mind.

4.4 Policy and planning implications

This procurement is following Council's Procurement Policy 2018.

4.5 Risks

Refer to the risk register included in the attachment *Procurement Plan for CON18078 New Town Basin Park Construction*.

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.


6 Attachment

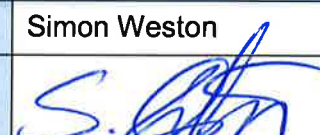
Procurement Plan for CON18078 New Town Basin Park Construction

Procurement Plan for CON18078 for New Town Basin Park Construction

Authorisations

Department Manager – Infrastructure Planning and Capital Works	
Name	Shelley Wharton
Signature	
Date	10/04/19.

General Manager - Infrastructure	
Name	Simon Weston
Signature	
Date	15.4.2019

Chief Executive (Acting)	
Name	Simon Weston
Signature	
Date	15.4.2019

Infrastructure Committee	
Copy of Resolution	

Procurement Information

Date	2 nd April 2019
Procurement Project name	CON18078 for New Town Basin Park Construction
Department	Infrastructure Planning and Capital Works
Prepared by	Rachael Mannion
Project Manager	Rachael Mannion
Project Sponsor	Shelley Wharton
Background and Scope	The New Town Basin Park project envisages the transformation of the informal carpark area between the Victoria Canopy Bridge and Dent Street into a regionally significant park that will be a destination and provide a vital connection between the CBD and the Town Basin.
Estimated value	Whole project; \$5.2million This procurement (construction); \$4.0 million ± 30%
Specification & KPIs	Construction of the park will include earthworks, installation of underground services, installation of above ground infrastructure and structures and coordinating with other contractors to construct / install the key elements such as the art piece, water feature and playground.
Associated documents	Detailed Procurement Plan for CON18078: New Town Basin Park Construction (Appendix 1) Conflict of Interest Declarations (Appendix 2) New Town Basin Park project documentation (refer PRO16012)
Procurement Method	Works will be procured through and open tender process in line with the Whangarei District Council's Procurement Policy 2018
Risks	Refer to Appendix 3
Procurement Policy Risk Matrix Category	Low Risk Whole of Life Cost of Procurement = \$3.5mil - \$10mil Business Expertise and Capacity to Lead and Support Procurement = Extreme (refer to Whangarei District Council Procurement Policy 2018)
Health and Safety	Contractor Risk Level Classification = Higher Risk Contractor Procurement process will ensure that the winning tender is either; <ul style="list-style-type: none"> - Already WDC health and safety approved as a <i>Higher Risk Contractor</i>, or - Is capable of being health and safety approved to the level of <i>Higher Risk Contractor</i>, And, if the winning tender isn't health and safety approved to <i>Higher Risk Contractor</i> , this process will be undertaken before the Contract is awarded.

Proposed timeline	Stage 1 – Expression of Interest		
	Release date	May 2019	
	Closing date	May 2019	
	Evaluation date	June 2019	
	Stage 2 – Pricing		
	Release date	July 2019	
	Closing date	August 2019	
	Evaluation date	August 2019	
Project team members	Name	Title	Position
	Shelley Wharton	Manager – Infrastructure Planning and Capital Works	Project Sponsor
	Rachael Mannion	Project Engineer	Project Manager
	Jed Whitaker	Senior Landscape Architect	Designer
	Tracey Moore	Landscape Architect	Designer
	Heather Osbourne	Infrastructure Planner	Planner
Specialist assistance	N/A		
Conflicts of Interest	None have been identified at this stage of the process (refer Appendix 2)		
Evaluation method	The method shall be Price Quality and evaluation will be undertaken by at least 3 of the project team members listed above (provided no conflicts of interest are identified later in the process). Refer to Appendix 1 for full details on the tender process, evaluation methods and attributes to be used.		

Appendices**Appendix 1: Detailed Procurement Plan**



Detailed Procurement Plan for

CON18078: New Town Basin Park Construction

March 2019

Table of Contents

1	Introduction	3
2	Background	3
2.1	The Project	3
2.2	The Market	4
3	The Attributes	5
3.1	'Pre-Conditions'	5
3.2	Scored Attributes	7
4	Procurement Process	10
4.1	The Process Selected	10
4.2	Reasoning	11
5	Next Steps	11
5.1	Procurement Plan Approval	11
5.2	Stage 1 - EoI	11
5.3	Stage 2 and Stage 3	11

1 Introduction

The New Town Basin Park project (formerly Car Park to Park) envisages the transformation of the informal carpark area between the Victoria Canopy Bridge and Dent Street into a regionally significant park that will be a destination and provide a vital connection between the CBD and the Town Basin.

This procurement plan is for the construction of the park, which will include the construction of most of the park elements and the coordination and management of the playground and central art piece installer and the water feature equipment and tree suppliers.

The current cost estimate for this procurement is in the order of \$4 million. In accordance with the Whangarei District Councils Procurement Policy, the Procurement Plan must be approved by the relevant Council Committee, in this case the Infrastructure Committee, before the procurement process can begin.

2 Background

2.1 The Project

This section is about understanding what we are procuring.

Project Aim	To transform the carparking area bordered by Dent Street, Riverside Drive and the Town Basin into a regionally significant park that will be a destination for both residents and tourists and will provide a vital connection between the CBD and the Town Basin.
General Project Works Description	Construction of the park will include earthworks, installation of underground services, installation of above ground infrastructure and structures and coordinating with other contractors to construct / install the key elements such as the art piece, water feature and playground.
Location Description	Town Basin, Whangarei
Scale	\$4.0 million ± 30%
Scope	<p>Key activities / disciplines required;</p> <ul style="list-style-type: none"> - Earthworks, - Wastewater, water and stormwater infrastructure, - Lighting, CCTV and electrical, - Paving / concreting, - Coordination of other contractors, - Gardens and plantings, including large trees, - Construction of toilet block, shade and other structures.

Related Projects	Hundertwasser, City Centre Master Plan and the projects this results in, Town Basin lighting upgrades and any others that come from the Waterfront Working Group.
Alignment with Procurement Strategies and Plans	This procurement will follow the Whangarei District Council's Procurement Policy.
Impacts on social/ environmental/ economic wellbeing & sustainability	This project, aligned with Hundertwasser could have large social and economic impacts on the Whangarei District by creating a major draw-card into the Town Basin and the CBD.
Interested parties	Hundertwasser, Town Basin Business Owners, Loop Users, Whangarei District Council internal staff and elected members.

2.2 The Market

This is about understanding the market, who is likely to tender and what form they might take to ensure we don't exclude anyone suitable.

Number of known capable suppliers	There are four large companies in the district that could have most of the capabilities in-house and multiple other smaller companies would be capable of completing the work if they team up or engage sub-contractors.
Location	Most of the interested companies would have a base within the Whangarei District, however there may be some interest from companies as far away as Auckland.
Supplier Size	Larger companies are more likely to tender but there may be some medium sized companies with multiple sub-contractors or even smaller companies that form a consortium.
Supplier Pricing	Over the last 6 to 12 months we have experienced some low prices emerging due to new companies attempting to break into the market. That may occur for this procurement but is unlikely due to the scale of the works.
Supplier Resources	Most of the larger companies should be able to obtain the resources either internally or through sub-contractors. It will be important to ensure that their resources are not over committed.
Existing relationships and track record	Within the District there are some Contractors that we have had varying experiences with. The difference between the types of experiences has often been due to the Contractor's Representative.

Characteristics of unsuitable suppliers	Poor track record (i.e. difficult to work with, poor workmanship) Over commitment of resources Poor attention to detail i.e. limited focus on amenity Poor management of teams and sub-contractors (timing and coordination of teams will be vital for completing on time)
Appetite and potential for new suppliers	High – the more competition the better, particularly if they are local as Council is always interested in growing the local economy.

3 The Attributes

3.1 'Pre-Conditions'

These are the requirements that a tenderer must meet to be considered for the work and these are all evaluated on a 'pass' or 'fail' basis. These are attributes that a Contractor either has, or has not and there is no additional value in the Contractor exceeding these requirements.

Attribute	Core Capability
Health and Safety	Site Wise approved, or capable of being Site Wise approved, to at least 50%, as per WDC Health and Safety Policy
Financial Viability	Company is financially viable
Certifications	<u>Wastewater (WDC Requirements)</u> Licensed Drainlayer to install the wastewater system AND Approved Drainlayer to connect the wastewater system to the existing system
	<u>Potable Water (WDC Requirements)</u> Registered Contractor to install the potable water system AND Licensed Contractor to connect the potable water system to the existing system
	<u>Electrical (Statutory requirements)</u> NZ Electrical Qualification and Current New Zealand Practicing License held by personnel completing the electrical installation.
	<u>Toilet Block (Statutory requirements)</u> Licensed Building Practitioner to monitory construction Plumber, drainlayer and electrician have current NZ Practicing Licence

Relevant Skills	<p><u>Personnel / Contractor experienced and capable in:</u> High quality, complex patterned paving installation, Tree planting and maintenance, Creation of bespoke concrete elements including patterns,</p> <p><u>Main Contractor experienced and capable in:</u> Working to a Site Management Plan (<i>potential NES requirement</i>), Working with sediment control, Working under an Accidental Discovery Protocol</p>
------------------------	--

3.2 Scored Attributes

These are the attributes that are scored out of 100. They are based on the project risks and opportunities that a Contractor could have an impact on. The score is based on the level of 'positive' impact that a particular Contractor could have, either through mitigation of risk or taking advantage of an opportunity. Tenderers can still 'fail' if they do not meet the minimum requirements for each attribute and these minimum requirements are generally based on the level of risk that Council is willing to accept.

3.2.1 Identify the Attributes

Grouping	Description / Considerations
Program	<p>Program has some float and time at the end for fixing up minor issues</p> <p>Contractor has contingency plans in case they fall behind program</p> <p>Contractor has enough resources to complete the works on time and extra resources available if program falls behind</p> <p>Program shows understanding of;</p> <ul style="list-style-type: none"> - The order in which the works must be done, - How the order could result in time-savings, - When the WDC managed contractors are required
Contractor's Representative Experience and Track Record	<p>Contractor's Representative has recent experience managing;</p> <ul style="list-style-type: none"> - projects of similar size, scale and complexity. - projects with sub-contractors and other contractors involved <p>Contractor's Representative time commitment and availability</p> <p>Contractor's Representative has a track record for being responsive, communicative, cooperative and pro-active.</p> <p>Contractor's Representative has a track record that shows them to be fair and reasonable when it comes to variations</p>

Grouping	Description / Considerations
Contractor Experience and Track Record	<p>Contractor has recent experience with;</p> <ul style="list-style-type: none"> - projects of a similar size, scale and complexity - managing sub-contractors and other contractors involved <p>Contractor has a track record that shows they are capable of completing a project of this nature and that they are reasonable to work with.</p>
Quality	<p>Contractor has a proven track record in regards to quality management, attention to detail, taking pride in their work.</p> <p>Contractor has quality management plans and defects management plans that are robust, tested and proven.</p>

3.2.2 Determine the Weightings

This is based on how important a risk or opportunity is deemed to be.

Attribute	Importance (1-5)	Note	Weighting
Program	3	While program is important, competent construction management is more likely to impact program than the statements made in their tender so the Contractor's Representative and Contractors experience and track record are more important.	10%
Contractor's Representative Experience and Track Record	2	The ability for the Contractor's Representative to manage the project is the biggest risk to the program and their communicate and cooperation with WDC and other stakeholders can have a major impact on how successful the project is seen to be.	15%
Contractor Experience and Track Record	2	The Contractors ability, experience and internal process used to manage a project of this scale and nature is important to ensure timely completion and acceptable quality finish. No matter how experienced and capable a Contractor's Representative is, they may still fail if the Company doesn't have the processes in place and the support structure the Contractor's Representative requires.	15%
Quality	3	While having quality management and defects management systems is important to ensure success, they are of limited use if the Contractor's Representative / Contractor do not use them, or do not know how to use them.	10%
Price	1	The budget is limited and value for ratepayer's money is always a priority.	50%

4 Procurement Process

4.1 The Process Selected

The proposed procurement for the construction of the New Town Basin Park is a three stage process;

Stage 1 - Expressions of Interest	An Expression of Interest (Eoi) shall be publicly advertised on TenderLink. The Eoi shall include questions on the company's attributes and these shall be used to shortlist a maximum of 4 tenderers.
Stage 2 - Request for Proposal	<p>On completion of the detailed design a Request for Proposal will be given to the shortlisted tenderers. This will ask for a price for the works and further attributes based on the details of the work.</p> <p>The evaluation shall be undertaken using the Price Quality method, with attributes from both stages being taken into consideration.</p>
Stage 3 - Negotiation	<p>If the price from the preferred tenderer (determined in Stage 2) is higher than the budget available, negotiations will be entered into with the preferred tenderer to reduce the price to match the budget. This could take the form of a change in materials or Council staff taking on some of the responsibilities.</p> <p>In the event that the negotiations fail to reduce the price to an acceptable level, WDC reserve the right to begin negotiations with the tenderer that came second in the Price Quality evaluation, and so on until an agreement is reached.</p>

4.2 Reasoning

A three-stage process was selected over a traditional one-stage process for the following reasons;

Cost of Tendering	The cost of putting together a tender for a contract of this nature and scale would be relatively high due to the complexity and variety of the work. Having to bid against an unknown number of companies could make some reluctant to take the risk. By using a staged process, they only have to commit a small amount of time and resource to the first stage and, if they are shortlisted, they know the odds of winning the tender and should be more willing to spend the time and resources required.
Increased Control over Winning Tenderer	By shortlisting tenderers, we can be confident that whomever ultimately wins, they are someone capable of completing the work and someone we would be satisfied to work with.
Timeframes	Stage 1 can be completed before the detailed design and specifications have been completed, reducing the time between completion of these and award of tender. We can give tenderers ample time to put their tender together and we can take out time during evaluation, ensuring we are confident with the results.
Resourcing	By shortlisting in advance, the shortlisted companies will be able to take this project into consideration when planning their workload and resourcing levels.

5 Next Steps

5.1 Procurement Plan Approval

Take the Procurement Plan to the Infrastructure Committee for approval in May.

5.2 Stage 1 - EoI

Complete Stage 1 of the process (EoI and evaluation) and report the results to the New Town Basin Park Working Party and Infrastructure Update Meeting

5.3 Stage 2 and Stage 3

Complete Stage 2 and, if necessary, Stage 3 of the procurement process before August 2019 and take the results to Infrastructure Committee for approval of contract award.

Appendix 2: Conflict of Interest Declarations

Conflict of Interest Form

Contract Name	CON18078
Contract Number	New Town Basin Park Construction
Staff Name, position and role in the procurement ¹	Simon Weston Manager - Infrastructure Approval of Procurement Plan and Contract Award

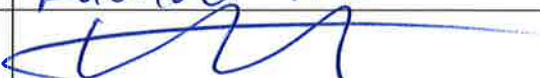
"In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully." Controller & Auditor General

Conflict/Bias Example	Yes	No	Comment
Do you have any personal interest in the purchasing decision? (e.g. you own shares in a supplier or related company)		✓	
Are you a relative or close friend of someone with a personal interest in the goods or services being purchased or who could personally be affected by the purchasing decision? (e.g. a family member is an employee or shareholder of a supplier)		✓	
Do you have any personal obligations, loyalties or bias that could influence the way you evaluate offers and recommend purchases? (e.g. a close friendship with an employee of a supplier)		✓	
Have you recently been offered any special discounts, gifts, trips, hospitality, rewards, favours by suppliers of the goods or services being purchased?		✓	
Are you aware of anything that could give the appearance that you might be biased towards or against a particular supplier?		✓	
Without making specific enquiry, to the best of your knowledge does any member of your immediate family have an interest as described above with any respondent?		✓	

Declaration – I confirm that the above details are correct to the best of my knowledge and I make this declaration in good faith.

Signature:		Date: 5.4.2019
------------	---	----------------

Review by Project Manager – I confirm that I have received this declaration and noted the contents. Where a conflict of interest is declared the following mitigation steps have been agreed:

Name:	Rachael Mannion	
Signature:		Date: 5/4/19

¹ Conflicts should be completed for Project and Evaluation team members and approving staff at key decision points in the process

Conflict of Interest Form

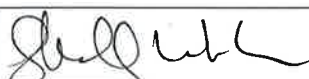
Contract Name	CON18078
Contract Number	New Town Basin Park Construction
Staff Name, position and role in the procurement¹	Shelley Wharton, Manager Infrastructure Planning & Capital Works

"In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully." Controller & Auditor General

Conflict/Bias Example	Yes	No	Comment
Do you have any personal interest in the purchasing decision? (e.g. you own shares in a supplier or related company)		✓	
Are you a relative or close friend of someone with a personal interest in the goods or services being purchased or who could personally be affected by the purchasing decision? (e.g. a family member is an employee or shareholder of a supplier)		✓	
Do you have any personal obligations, loyalties or bias that could influence the way you evaluate offers and recommend purchases? (e.g. a close friendship with an employee of a supplier)		✓	
Have you recently been offered any special discounts, gifts, trips, hospitality, rewards, favours by suppliers of the goods or services being purchased?		✓	
Are you aware of anything that could give the appearance that you might be biased towards or against a particular supplier?		✓	
Without making specific enquiry, to the best of your knowledge does any member of your immediate family have an interest as described above with any respondent?		✓	

Declaration – I confirm that the above details are correct to the best of my knowledge and I make this declaration in good faith.

Signature:



Date: 02/04/19

Review by Project Manager – I confirm that I have received this declaration and noted the contents. Where a conflict of interest is declared the following mitigation steps have been agreed:

Name:

Rachael Mannion

Signature:



Date: 2/4/19



¹ Conflicts should be completed for Project and Evaluation team members and approving staff at key decision points in the process

Conflict of Interest Form

Contract Name	CON18078
Contract Number	New Town Basin Park Construction
Staff Name, position and role in the procurement¹	Rachael Mannion - Project Engineer - Evaluation Team leader

"In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully." Controller & Auditor General

Conflict/Bias Example	Yes	No	Comment
Do you have any personal interest in the purchasing decision? (e.g. you own shares in a supplier or related company)		✓	
Are you a relative or close friend of someone with a personal interest in the goods or services being purchased or who could personally be affected by the purchasing decision? (e.g. a family member is an employee or shareholder of a supplier)		✓	
Do you have any personal obligations, loyalties or bias that could influence the way you evaluate offers and recommend purchases? (e.g. a close friendship with an employee of a supplier)		✓	
Have you recently been offered any special discounts, gifts, trips, hospitality, rewards, favours by suppliers of the goods or services being purchased?		✓	
Are you aware of anything that could give the appearance that you might be biased towards or against a particular supplier?		✓	
Without making specific enquiry, to the best of your knowledge does any member of your immediate family have an interest as described above with any respondent?		✓	

Declaration – I confirm that the above details are correct to the best of my knowledge and I make this declaration in good faith.		
Signature:		Date: 2/4/19
Review by Project Manager – I confirm that I have received this declaration and noted the contents. Where a conflict of interest is declared the following mitigation steps have been agreed: N/A		
Name:	Rachael Mannion	
Signature:		Date: 2/4/19

¹ Conflicts should be completed for Project and Evaluation team members and approving staff at key decision points in the process


Conflict of Interest Form

Contract Name	CON18078
Contract Number	New Town Basin Park Construction
Staff Name, position and role in the procurement ¹	JED WHITAKER - SNR LANDSCAPE ARC

"In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully." Controller & Auditor General

Conflict/Bias Example	Yes	No	Comment
Do you have any personal interest in the purchasing decision? (e.g. you own shares in a supplier or related company)		✓	
Are you a relative or close friend of someone with a personal interest in the goods or services being purchased or who could personally affected by the purchasing decision? (e.g. a family member is an employee or shareholder of a supplier)		✓	
Do you have any personal obligations, loyalties or bias that could influence the way you evaluate offers and recommend purchases? (e.g. a close friendship with an employee of a supplier)		✓	
Have you recently been offered any special discounts, gifts, trips, hospitality, rewards, favours by suppliers of the goods or services being purchased?		✓	
Are you aware of anything that could give the appearance that you might be biased towards or against a particular supplier?		✓	
Without making specific enquiry, to the best of your knowledge does any member of your immediate family have an interest as described above with any respondent?		✓	

Declaration – I confirm that the above details are correct to the best of my knowledge and I make this declaration in good faith.

Signature: 	JED WHITAKER	Date: 9/4/19
--	--------------	--------------

Review by Project Manager – I confirm that I have received this declaration and noted the contents. Where a conflict of interest is declared the following mitigation steps have been agreed:

Name:	Rachael Mannion
Signature: 	Date: 10/4/19

¹ Conflicts should be completed for Project and Evaluation team members and approving staff at key decision points in the process

Conflict of Interest Form

Contract Name	CON18078
Contract Number	New Town Basin Park Construction
Staff Name, position and role in the procurement ¹	Heather Osborne, Infrastructure Planner

"In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully." Controller & Auditor General

Conflict/Bias Example	Yes	No	Comment
Do you have any personal interest in the purchasing decision? (e.g. you own shares in a supplier or related company)		✓	
Are you a relative or close friend of someone with a personal interest in the goods or services being purchased or who could personally be affected by the purchasing decision? (e.g. a family member is an employee or shareholder of a supplier)		✓	
Do you have any personal obligations, loyalties or bias that could influence the way you evaluate offers and recommend purchases? (e.g. a close friendship with an employee of a supplier)		✓	
Have you recently been offered any special discounts, gifts, trips, hospitality, rewards, favours by suppliers of the goods or services being purchased?		✓	
Are you aware of anything that could give the appearance that you might be biased towards or against a particular supplier?		✓	
Without making specific enquiry, to the best of your knowledge does any member of your immediate family have an interest as described above with any respondent?		✓	

Declaration – I confirm that the above details are correct to the best of my knowledge and I make this declaration in good faith.

Signature:



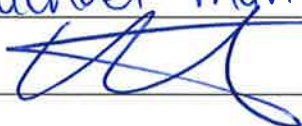
Date: 2/4/19

Review by Project Manager – I confirm that I have received this declaration and noted the contents. Where a conflict of interest is declared the following mitigation steps have been agreed:

Name:

Rachael Mannion

Signature:



Date: 2/4/19

¹ Conflicts should be completed for Project and Evaluation team members and approving staff at key decision points in the process



Conflict of Interest Form

Contract Name	CON18078
Contract Number	New Town Basin Park Construction
Staff Name, position and role in the procurement¹	Tracey Moore, Landscape Architect Tender Review.

"In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully." Controller & Auditor General

Conflict/Bias Example	Yes	No	Comment
Do you have any personal interest in the purchasing decision? (e.g. you own shares in a supplier or related company)		✓	
Are you a relative or close friend of someone with a personal interest in the goods or services being purchased or who could personally affected by the purchasing decision? (e.g. a family member is an employee or shareholder of a supplier)		✓	
Do you have any personal obligations, loyalties or bias that could influence the way you evaluate offers and recommend purchases? (e.g. a close friendship with an employee of a supplier)		✓	
Have you recently been offered any special discounts, gifts, trips, hospitality, rewards, favours by suppliers of the goods or services being purchased?		✓	
Are you aware of anything that could give the appearance that you might be biased towards or against a particular supplier?		✓	
Without making specific enquiry, to the best of your knowledge does any member of your immediate family have an interest as described above with any respondent?		✓	

Declaration – I confirm that the above details are correct to the best of my knowledge and I make this declaration in good faith.

Signature:		Date: 02/04/19.
Review by Project Manager – I confirm that I have received this declaration and noted the contents. Where a conflict of interest is declared the following mitigation steps have been agreed:		
Name:	Rachel Mannion	
Signature:		Date: 2/4/19

¹ Conflicts should be completed for Project and Evaluation team members and approving staff at key decision points in the process

Appendix 3: Risk Register (Construction and Procurement Risks)

PRO16016 New Town Basin Park Project Risk Register

Only risks relevant to CON18078 for New Town Basin Park Construction

Summary				Description						Preventative Actions				
ID	Title	Stage	Status	Description of Risk and Triggers	Description of Consequence	Area of Impact	Likelihood Rating	Impact Rating	Risk Score	Response / Strategy	Preventative Actions / Treatment	Contingency Actions	Action Date	Result
6.1	Hundertwasser	Construction	Closed	Hundertwasser construction may be occurring at the same time as the construction of the park.	Have to plan / stage the work around Hundertwasser and be prepared to accept some delays / restrictions.	Program	90%	4	3.6	Mitigate	Close contact with Hundertwasser and come to agreement around timing. Ensure staging etc. clearly understood by contractor.			Hundertwasser have confirmed their construction will take up the majority of the car park to park site for two years. Car park to park construction delayed.
6.2	Hundertwasser	Construction	In Progress	Hundertwasser occurring at the same time as the park. Hundertwasser site office in the way of vital construction area and they are unwilling to move until the end of their project.	Delay in construction and won't be finished before Hundertwasser opening.	Program	70%	3	2.1	Mitigate	Work with Hundertwasser to find a compromise.	Accept delay and finish after their opening.		
19.1	Traffic	Construction	Open	>200 traffic movements into and out of Site per 24 hours period.	Need consent	Other	30%	4	1.2	Avoid	State in construction contract that movements must not exceed requirements	N/A		
21.1	Noise	Construction	Open	Noise requirements may be broken during construction.	Need consent	Other	50%	3	1.5	Accept	List of noisy tasks to Heather to assess.	Obtain consent		
22.1	Earthworks	Construction	In Progress	Requirements around earthwork stockpile heights, off-sets etc.	Need consent	Other	30%	2	0.6	Avoid	State limitations in construction contract	Obtain consent		Included in professional services scope
22.2	Earthworks	Construction	Open	Requirements around earthwork stockpile heights, off-sets etc. Won't get consent to allow so contractor needs to adhere to.	Site shut-down by NRC.	Program	30%	5	1.5	Avoid	State limitations in construction contract. Require plan before work starts and monitor.			Included in professional services scope
26.1	Trees	Construction	Closed	Kauri trees to be planted. Risk of contaminating / spreading Kauri die-back.		Other	10%	2	0.2	Mitigate	Ensure methods used in construction / planting adhere to KDB protocol	None	18 Feb 19	Kauri trees removed from planting plan due to availability
28.1	Construction Program	Construction	In Progress	Poor program / construction management results in delays.	Park not finished before Hundertwasser opens.	Program	30%	5	1.5	Mitigate	Attribute in procurement process to score contractor their program and ability to manage construction.	Work with Contractor to ensure program is efficient and achievable and assist with management.		
29.1	Contractors Rep.	Construction	In Progress	Contractors representative inexperienced or incompetent.	Poor quality, delays, increased cost, poor relationship with stakeholders.	Other	30%	5	1.5	Avoid	Attribute in procurement process to ensure experienced and capable Contractors representative			
30.1	Contractor Experience	Construction	In Progress	Contractor inexperienced or incompetent.	Poor quality, delays, increased cost, poor relationship with stakeholders.	Other	30%	5	1.5	Avoid	Attribute in procurement process to ensure experienced and capable Contractor			
31.1	Contractor Quality Management	Construction	In Progress	No quality management plan or inability to follow quality management plan	Poor quality, delays, increased cost, scope and requirements not meet.	Other	30%	5	1.5	Avoid	Attribute in procurement process to ensure Contractor has robust quality management plan and can use			
32.1	Conflict of Interest	Procurement	In Progress	Conflict of interest identified after evaluation of tenders	Tender evaluation compromised and could be challenged	Other	30%	4	1.2	Avoid	Conflict of interest declarations to be completed by all team members before procurement process starts and again once submissions have closed. Anyone with a conflict to be excluded from evaluation.	Re-evaluate tenders with a new tender evaluation team.		Pre-process Col's completed

Summary				Description						Preventative Actions				
ID	Title	Stage	Status	Description of Risk and Triggers	Description of Consequence	Area of Impact	Likelihood Rating	Impact Rating	Risk Score	Response / Strategy	Preventative Actions / Treatment	Contingency Actions	Action Date	Result
33.1	Time	Procurement	In Progress	Procurement policy requires Infrastructure Committee to award. Elections in October could mean long delay between September meeting and next meeting. If contract not awarded in 2019, construction will be delayed.	Delay in construction and won't be finished before Hundertwasser opening.	Program	50%	5	2.5	Mitigate	Start Stage 1 of procurement as soon as possible to minimise time required for evaluation at the end of the process. Keep Infrastructure Committee informed of progress / decisions to increase chance of approving award.	Obtain consent from Infrastructure Committee to allow CE approval of award of this Contract if award can't be approved in September and elections delay next Infrastructure Committee until 2020.		
34.1	Tenders - Stage 1	Procurement	Open	No conforming tenders are received.	Delay while stage 1 is undertaken again.	Program	30%	4	1.2	Mitigate	Ensure that the companies we know are capable are informed of this tender process as soon as it begins, or even before it is started.	Discuss with known companies why they didn't tender and change process / attributes.		
34.2	Tenders - Stage 1	Procurement	Open	No conforming tenders are received.	Shortlist a tenderer who does not meet our standards.	Quality	30%	4	1.2	Mitigate	Ensure that the companies we know are capable are informed of this tender process as soon as it begins, or even before it is started.	Negotiate with the shortlisted tender to engage assistance / let WDC assist to ensure good outcome.		
35.1	Tenders - Price	Procurement	In Progress	Prices received are over the allocated budget	Reduction in scope to reduce cost	Scope	30%	3	0.9	Mitigate	Continue to refine construction cost estimate and alter design as needed to reduce risk or being over budget.	Negotiation		
35.2	Tenders - Price	Procurement	In Progress	Prices received are over the allocated budget	Delay in construction while addition funding requested.	Program	30%	4	1.2	Mitigate	Continue to refine construction cost estimate and alter design as needed to reduce risk or being over budget.	Request further funding		

4.2 Temporary Road Closure – Matariki Whanau Festival 2019

Meeting: Infrastructure Committee
Date of meeting: 9 May 2019
Reporting officer: Petra Gray (Community Events Coordinator)

1 Purpose

To seek approval of the proposal to temporarily close roads to allow the Matariki Whanau Festival to be held on Saturday 22 June 2019.

2 Recommendations

That the Infrastructure Committee

1. Approves the proposal to temporarily close the following roads to ordinary traffic for the Matariki Whanau Festival event in accordance with the Transport (Vehicular Traffic Road Closure) Regulations 1965

Saturday 22 June 2019 from 7am to 4pm

Reyburn House Lane, from 9/197 Reyburn House Lane to where it meets Herekino Street and Lower Dent Street

Lower Dent Street, from 160 Lower Dent Street to where it meets Herekino Street and Reyburn House Lane

Herekino Street, from 58-24 Herekino Street to where it meets Lower Dent Street and Reyburn House Lane

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 closures, to consider any objections and to either approve, cancel or amend any or all of the temporary road closures if applicable.

3 Background

The Matariki Whanau Festival in its sixth year is being held on Saturday 22 June 2019 at Hihiaua Cultural Centre and Hihiaua Park. The event is organised by Whangarei District Council in partnership this year with the Hihiaua Cultural Centre Trust.

The event has previously been held at the Canopy Bridge and Town Basin, this year due to the construction happening in the nearby areas the decision has been made to relocate the event.

The event attracts up to 8,000 people and is a celebration of Matariki and our community. The event includes entertainment on stage by local acts and some of New Zealand's legendary musicians, activities and educational stalls for all ages, and food and craft vendors of local Marae and community groups a lot using the event as an opportunity to fundraise.

4 Discussion

Consultation will take place with the business owners effected by this closure, this consultation will continue throughout the lead up to the event including offering opportunities for businesses to be involved on the day and promote their business.

The Venues and Events team are experienced in managing this event and will ensure the event is safe, well managed and a great day out for our community.

Kia Tupato will be engaged to submit a traffic management plan to Council for approval and for implementation on the day. Kia Tupato have experience working on this event and many others with Venues and Events.

4.1 Risks

Venues and Events are working to eliminate or minimise risks as detailed in the Risk Management Hazard ID Register for the event. All vehicle movement in and out of the event area during pack in and pack out will be strictly managed.

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 marketing by Venues and Events Whangarei.

6 Attachments

1. Road Closure Request Letter
2. Proposed road closures Map

17 April 2019

Dear Petra

The Matariki Whanau Festival is being held on Saturday 22 June 2019 at Hihiaua Park, Whangarei.

In order to assist us with the delivery of the event and to ensure the safety of the public, we would like to request partial road closures of the following streets from 7:00AM – 4:00PM on Saturday 22 June 2019.

Reyburn House Lane – from 9/197 Reyburn House Lane to where it meets Herekino Street and Lower Dent Street

Lower Dent Street – from 160 Lower Dent Street to where it meets Herekino Street and Reyburn House Lane

Herekino Street – from 58-24 Herekino Street to where it meets Lower Dent Street and Reyburn House Lane

Refer to attached map

Yours faithfully



Rachel O'Gorman
Team Leader – Marketing & Events
Whangarei District Council

Matariki Whanau Festival 22 June 2019

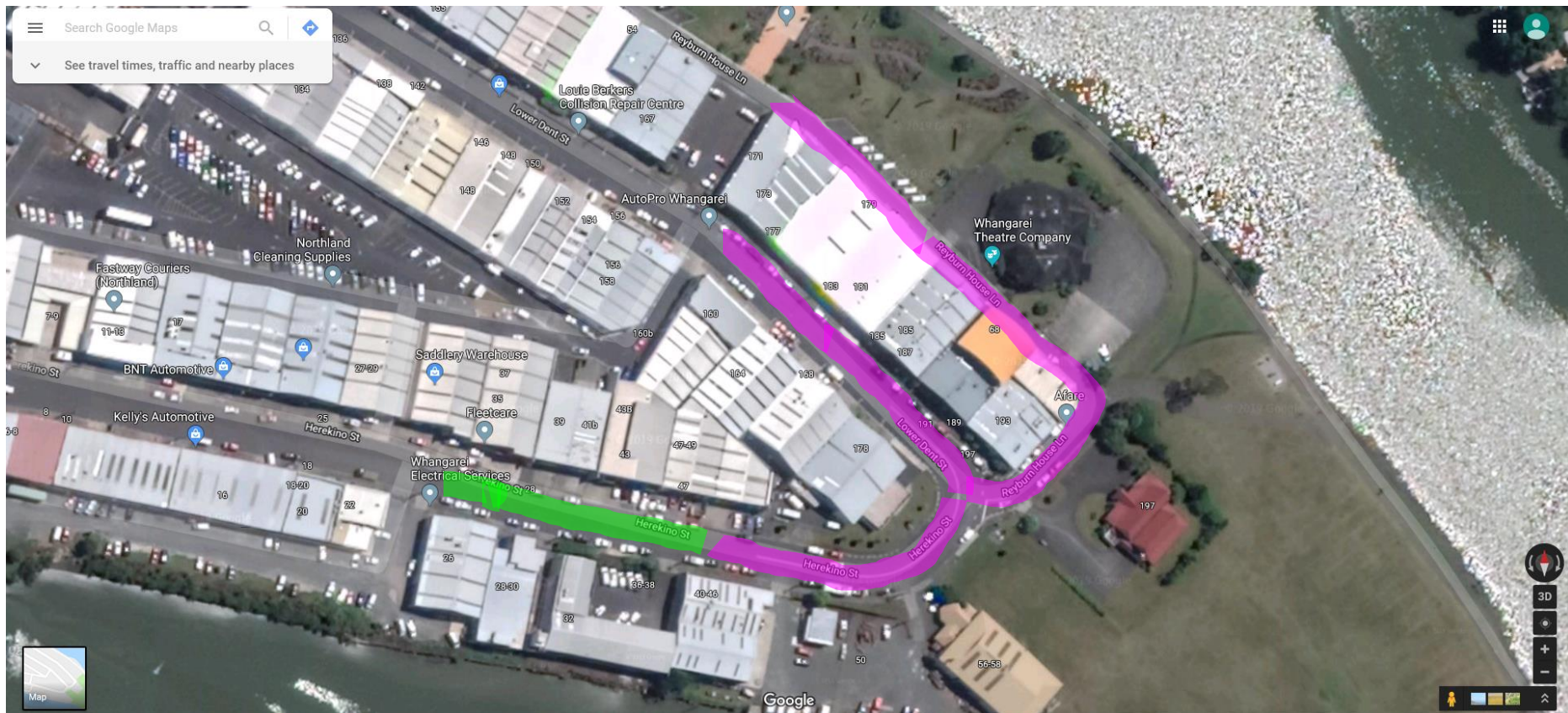
Requested Road Closures (pink)

Reyburn House Lane – from 9/197 Reyburn House Lane to where it meets Herekino Street and Lower Dent Street

Lower Dent Street – from 160 Lower Dent Street to where it meets Herekino Street and Reyburn House Lane

Herekino Street – from 58-24 Herekino Street to where it meets Lower Dent Street and Reyburn House Lane

Proposed Controlled Traffic Management point (green)



4.3 Relocation of the Rose Street Bus Terminal

Meeting: Infrastructure Committee
Date of meeting: 9 May 2019
Reporting officer: Jeff Devine (Strategy and Planning Manager, NTA)

1 Purpose

To present a recommendation from the NRC/WDC Public Transport Working Party, that the option of moving the CityLink routes terminus, with associated roadside infrastructure, to Vine Street be proceeded with, in the 2019/20 Financial year.

2 Recommendation

That the Infrastructure Committee approves the option of moving the CityLink routes terminus, with associated roadside infrastructure, to Vine Street in the 2019/20 Financial year.

3 Background

In 2015, Council asked the Northland Regional Council (NRC) to consider a relocation of the Rose Street Bus Terminal, to accommodate the redevelopment of the Vine Street Carpark site, for a potential development of a new Farmers Store.

Following a review by WDC, NRC staff and the bus operators, at the time, a report on potential new sites for a relocated bus terminal was considered by Council at an Infrastructure Committee meeting on the 13 April 2017.

Council resolved at that meeting:

“That the Infrastructure Committee:

a) Receive the information

b) Note the staff will continue to investigate options to be presented to Council for consideration through the 2018-28 Long Term Plan process, for the upgrade of the Whangarei CBD Bus Services Hub.”

A Workshop was held with Councillors on the 11 October 2017 on the “Whangarei Bus Service Upgrade”, and the attached agenda was presented for that workshop. The agenda report has been approved for public release.

NRC staff also attended the workshop and presented on the following items;

- potential new routes
- bus stops/shelters and signage
- public transport to support major events
- upgrade or replacement of Rose Street Terminus.

Council allocated a budget of \$319,590, in year 3 of the 2018-28 Long Term Plan, for a project titled "Rose Street Bus Terminal Relocation/Development".

4 Discussion

The relocation of the Rose St terminal has been considered as part of the Centre City Planning exercise recently undertaken by Council.

Whangarei City Centre Plan (WCCP) and draft City Core Precinct Plan (CCPP)

Through the WCCP and the CCPP, WDC and stakeholders identified that as our District grows and our city centre is regenerated a long term strategic proposal is needed for the bus terminus. This work also identified that the Rose St site could be better utilised as a key entranceway to the city and tie in with development of the adjacent car park site.

This work supports the move of the bus route terminus to Vine St as having benefits at least in the short/medium term including:

- The active edges from Vine Street businesses provide bus passengers with a sense of safety.
- Vine Street is large enough to accommodate the bus services.
- Improved streetscape supporting pedestrian movements to and from the city.
- Could support any future development on the Vine Street carpark site.

For the medium to long term other options have been investigated, in particular the Robert St site. This will be subject to ongoing work and other projects in the City Centre, such as intersection upgrades, streetscape design work and traffic modelling.

The item was referred to the NRC/WDC Public Transport Working Party and was considered at their February 2019 meeting.

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 of this Agenda on the website.

6 Attachments

1. Recommendation from the NRC/WDC Public Transport Working Party, Feb 2019.
2. Workshop Agenda, Whangarei Bus Service Upgrade, 11 October 2017.

TITLE: Relocation of CityLink Bus Service Route Terminus

ID: A1164613

From: Chris Powell, Transport Manager and Sonya Seutter, Whangarei District Council - Senior Strategic Planner

Executive summary/Whakarāpopototanga

The current Rose Street CityLink routes terminus has for years been considered by customers, the bus contractors and service provider (NRC) to be not fit for purpose and a barrier to increasing passenger numbers. Investigations by Whangarei District Council (WDC) and Northland Regional Council (NRC) into relocation options, have concluded that Vine St provides the most suitable cost-effective short to medium term option. The move to Vine St, including a significant streetscape upgrade, can be undertaken using available NZTA subsidy and WDC local share funding in the 2019/20 financial year. A recommendation is made to proceed with the move in the 2019/20 FY.

Recommendation(s)

1. That the report 'Relocation of CityLink Bus Service Route Terminus' by Chris Powell, Transport Manager and Sonya Seutter, Whangarei District Council - Senior Strategic Planner and dated 15 February 2019, be received.
2. That the Whangarei Public Transport Working Party recommend to WDC and NRC that the option of moving the CityLink routes terminus, with associated roadside infrastructure to Vine Street be proceeded with, in the 2019/20 Financial year.

Background/Tuhinga

The current Rose St site of the CityLink bus route terminus has for several years been considered by both passengers and operators to be not fit for purpose, for the following reasons:

- The current site does not meet operational requirements and has insufficient space for buses at peak times,
- Poor pedestrian access.
- Isolated and prone to anti-social and disorderly behaviour such that passengers feel unsafe and security guards are required.

It is generally considered by stakeholders to be a barrier to increasing bus patronage.

The possibility of having it upgraded to accommodate the additional buses, and to provide a safer and more attractive waiting place for CityLink's passengers was jointly investigated by WDC and NRC staff. In 2016, the NRC staff were requested by WDC to source an alternative location due to potential redevelopments surrounding the current location. Staff from both councils and the operator surveyed possible locations where passengers could easily transfer from one route to another, provided safe and quick access to the inner city, and met bus operational and safety requirements.

This resulted in four potential options being identified and assessed in more depth. The report on the findings of that work (which has been previously provided to the Working Party and reported to WDC) concluded that Vine Street was the preferred location, best meeting the needs while requiring only modest investment, much of which would contribute to a streetscape upgrade which would also benefit local businesses and street users.

Based on preliminary plans NRC applied for and has been granted NZTA subsidy funding of up to 54% of the estimated \$300,000 project cost and WDC has provided for the local share in its Long Term Plan budget. Further consultation, planning and detailed design will be undertaken prior to the project implementation and relocation. NRC made a formal submission to WDC in 2017 requesting WDC support for the move.

During this time, the Whangarei City Transportation Network Strategy – Programme Business Case, was developed. One of the investment objectives contained in the Strategy was an increased focus on public transport and supported providing investment to contribute to a 3% increase in patronage (Investment Objective 2).

Whangarei City Centre Plan (WCCP) and draft City Core Precinct Plan (CCPP)

Through the WCCP and the CCPP, WDC and stakeholders identified that as our District grows and our city centre is regenerated a long term strategic proposal is needed for the bus terminus. This work also identified that the Rose St site could be better utilised as a key entranceway to the city and tie in with development of the adjacent car park site.

This work supports the move of the bus route terminus to Vine St as having benefits at least in the short term including:

- The active edges from Vine Street businesses provide bus passengers with a sense of safety.
- Vine Street is large enough to accommodate the bus services.
- Improved streetscape supporting pedestrian movements to and from the city.
- Could support any future development on the Vine Street carpark site.

For the medium to long term other options have been investigated, in particular Robert St. This will be subject to ongoing work and other projects in the City Centre, such as intersection upgrades, streetscape design work and traffic modelling.

WDC and NRC staff will continue to work together on the medium/long term options, with both an operational and strategic review of all options.

Conclusion

In support of the objective of increasing CityLink passenger numbers and after reviewing the various investigations and work referred to above, it is agreed and recommended by NRC and WDC staff that the CityLink route terminus be moved to Vine St in the coming financial year.

Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Tony Phipps
Title: Group Manager - Customer Services - Community Resilience
Date: 25 February 2019

2. Whangarei Bus Service Upgrade

Meeting:	Council Workshop
Date of meeting:	11 October 2017
Reporting officer:	Jeff Devine (Roothing Manager)

1 Purpose

To update governance prior to seeking formal approval to continue with stakeholder negotiations to develop a project for inclusion in the 2018-21 LTP for the upgrade of the Whangarei CBD Bus Services Hub.

2 Background

The Northland Regional Council (NRC) is responsible for running the Passenger Transport Service in Whangarei and manages the contract for the provision of the Bus Services in the City. The NRC receives a subsidy from NZ Transport Agency (NZTA) for the provision of these bus services.

Council's Roothing Department is responsible for providing the physical infrastructure to support these bus services, including roadmaking, bus stops, signage etc. These activities are funded from Council's normal subsidised Roothing budgets. NZTA offer an additional capital subsidy for the construction of new bus services infrastructure (e.g. new bus shelters) where it can be shown that this new infrastructure will support the bus service and generate more passengers.

This NZTA subsidy is paid to the Council via the NRC and only for approved projects. The current Passenger Transport Hub for Whangarei is situated at Rose St in the CBD and is the origin and destination for CityLink and school bus routes in the City. Rose Street is also the transfer point for all passengers undertaking multi-route trips and for connections between school bus routes and CityLink bus routes.

The Council infrastructure at the Rose Street Hub is in a poor condition; the location is relatively isolated from other general CBD activity and affected by weather and wind conditions. The current situation can and does attract undesirable people and activity that discourages potential use of the Passenger Transport Services in general and particularly from this location.

Feedback through the 20/20 Momentum engagement on a proposed Transit Centre shows 100% support for improvement to the existing Rose Street Transport Hub. Options supported include an upgrade of the existing location, relocation to Vine Street, the Town Basin, and relocation to various stops throughout the CBD. Details of the 20/20 Momentum consultation of a Transit Centre are shown in **Attachment 3**.

Council staff have worked closely with NRC staff to undertake an initial investigation into potential options for an upgrade to the Rose Street Hub with the intention of improving the Passenger Transport Service provided in the city, attracting more users of the Service, and generating an upgrade project that will attract NZTA subsidy funding.

This fits well with Council's recently funded Walking and Cycling Strategy implementation plan, giving people more viable alternative transport choices, and reducing reliance on Council funding larger Roading and Parking projects to cope with peak commuter traffic loadings.

3 Discussion

In the initial investigations, Council and NRC staff reviewed a number of potential bus service options throughout the CBD, and these discussions included the current CityLink Services contracted supplier, Ritchie's Buses from a practical and operational viewpoint.

Options to relocate the Bus Hub to the old Z Station site on Water St or alternatively spreading the hub bus stops throughout the CBD were investigated but were rejected by the NRC and the current operator as not being suitable for their needs and too spread out to cater for passengers requiring transfers between bus routes.

Four alternative options have been investigated for relocation of the Bus Hub to sites in the CBD for comparison to the existing location in Rose Street.

The relocations are seen as an opportunity to improve the service provided with a more inviting environment to encourage this.

The number one concern raised by NRC and the Ritchie's Bus Company was the detrimental effect of having toilets incorporated into the bus station. Currently this is seen as the biggest issue in contributing to antisocial behaviour at the existing Rose Street terminal and as such they have requested that public toilets are not provided in the immediate vicinity of the new bus terminal.

The provision of toilet facilities in the CBD should be provided by WDC in accordance with a strategy to provide adequate public facilities for the CBD, but not directly linked to a new bus terminal.

The options have been ranked below in order of preference.

Option 1 Vine Street

Relocating to Vine Street provides the greatest benefit with the least disruption to the existing service with no physical works required to the roading infrastructure to accommodate the bus routes. It is envisaged three stops would be provided on each side of Vine Street as per Figure 1 below. The exact location would be determined to fit in around possible amendments to the access to the Vine Street Car Park.

On the south side of Vine Street, three bus stops would be adjacent to the existing car park as much as possible to minimise having to place bus stops adjacent to the businesses. As such, a number of bus shelters would be required. These are expected to be clear to create good visibility and an environment that is inviting to users.

The north side would be adjacent to existing businesses with verandas, requiring only seating to be provided. Adequate access to and from the site can be provided at each end of the Street and this location fits well with the current bus routes.

A total of 20 parking spaces would be required to accommodate the new bus stops, but these can be replaced with the provision of new carparks on Rose Street once the current bus stops are removed. Rearrangement of the parking, loading zones and taxi ranks on Vine St would also be reviewed.

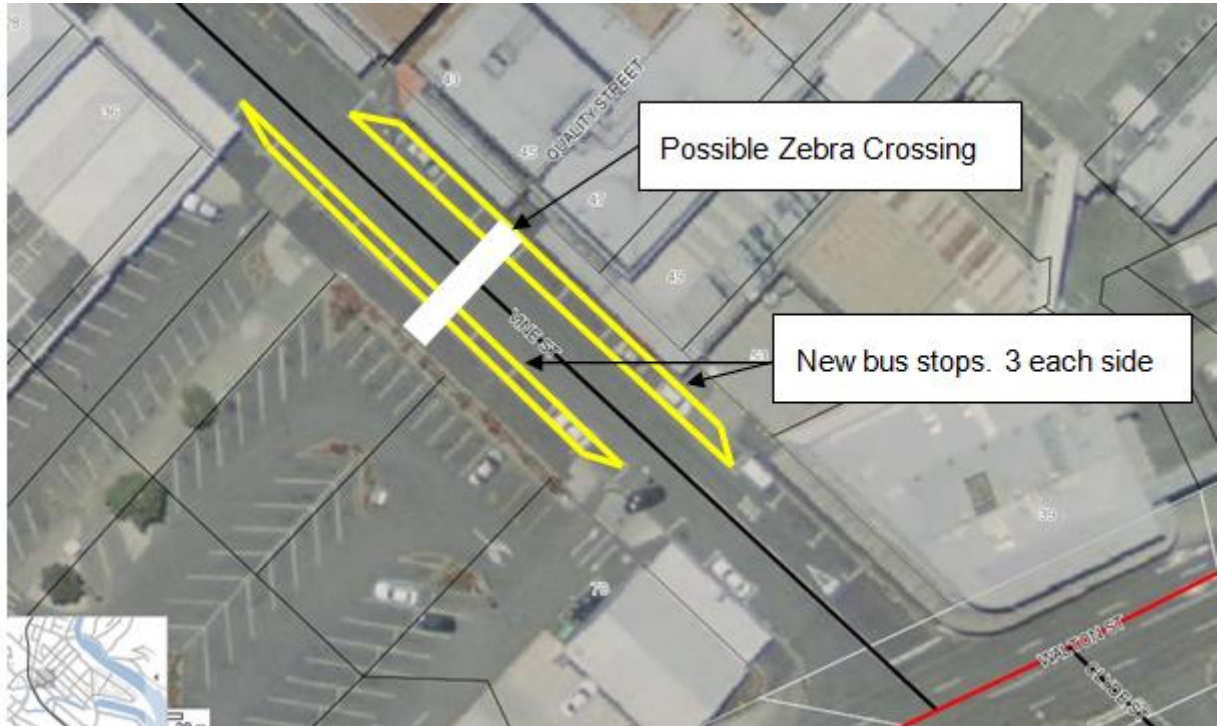


Figure 1 Rose Street

Option 2 James Street

Providing the bus terminal at this side of the CBD does provide greater connection to the intercity services located at the Town Basin site. The distance to the city centre is similar to the Vine Street proposal.

This option is also similar to the Vine Street proposal in that the locations will be adjacent to an existing car park requiring approximately three new bus shelters. Existing verandas can be utilised for the remaining stops, only requiring some seating to be provided.

This option does create some disruption to the existing bus service, requiring the Onerahi route to re-route via Dave Culham Drive, Port Road, CBD, possibly requiring several additional stops along the new route. This would result in Riverside Road not being serviced by the Onerahi Route, but could potentially be picked up by the new inner city Loop service.

Some works would be required to existing traffic islands, 15 angled parks would be replaced with 7 parallel parks. With a further 3 parks removed.

The existing roundabouts would require some work to improve the ride quality for the buses.

The traffic restrictions at the intersection of Walton and Robert streets may require amending/removal.

All buses would enter from various directions. Bank, Cameron, Rathbone/Walton, Robert and possibly Walton, Cameron, James, Robert streets. This option could restrict future options for a stronger connection of the CBD with the Town Basin.

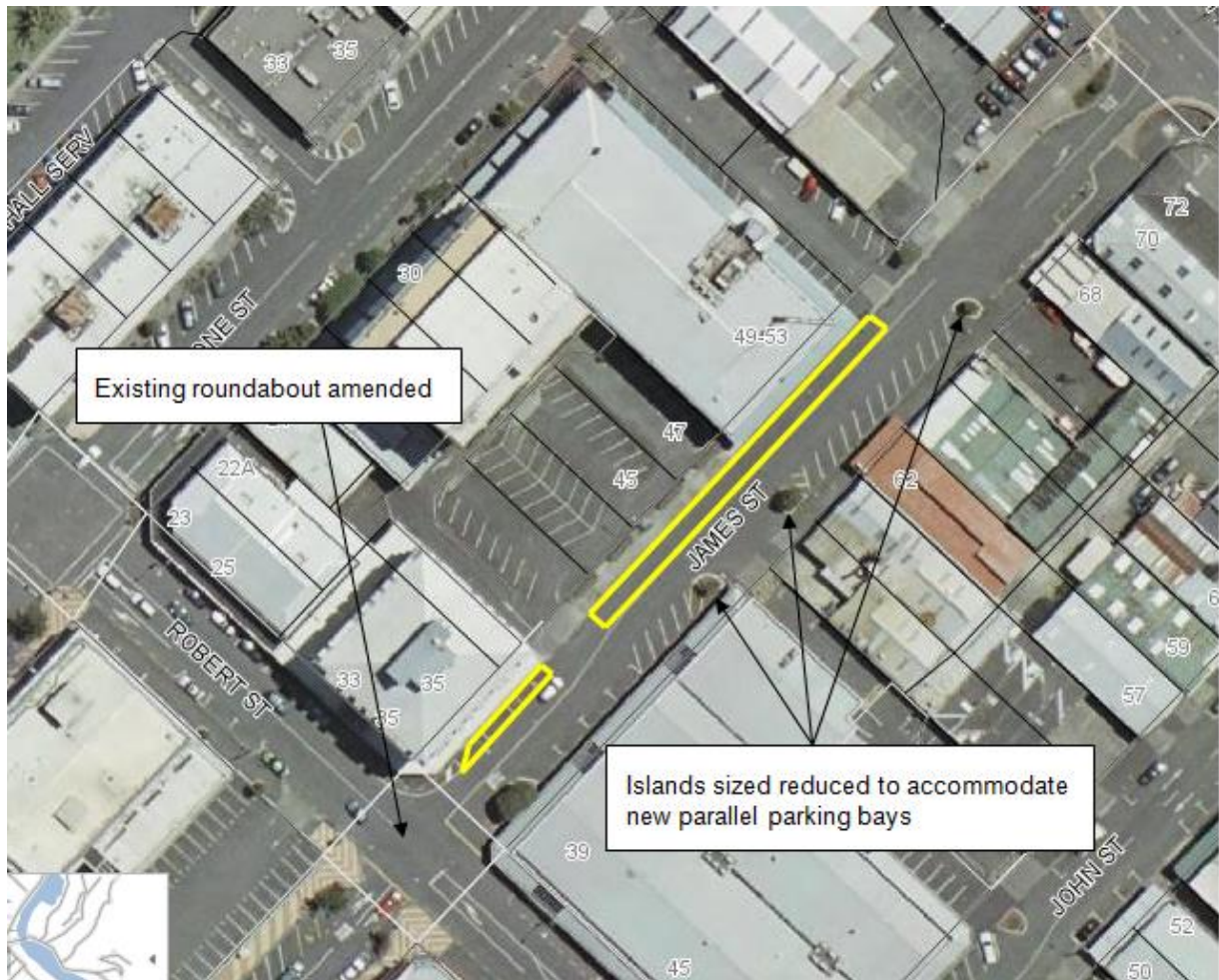


Figure 2 James Street

Option 3 John Street

This option is also very similar to the James Street option. Providing the bus terminal at this side of the CBD does provide greater connection to the intercity services located at the Town Basin site and is slightly nearer than the James Street option. The distance to the city centre is slightly shorter than the previous two options.

It is also similar to the first two proposal in that locations will be adjacent to an existing car park, so less effect on businesses. Existing verandas can be utilised for all stops, only requiring seating to be provided.

It is expected all existing bus services would continue to operate with no changes. Access could be via several routes, but at this time it is thought all buses would enter via Walton, Cameron intersection and exit onto Dent Street with the exception of the Onerahi service which may exit via Robert, Walton.

This option requires the removal of 22 parking spaces, however converting Rose Street back to more carparking will offer some replacement.

The existing roundabout would require some work to improve the ride quality and access for the buses.

The traffic restrictions at the intersection of Walton and Robert streets may require amending.

The existing trees on John Street will require trimming or possible removal.

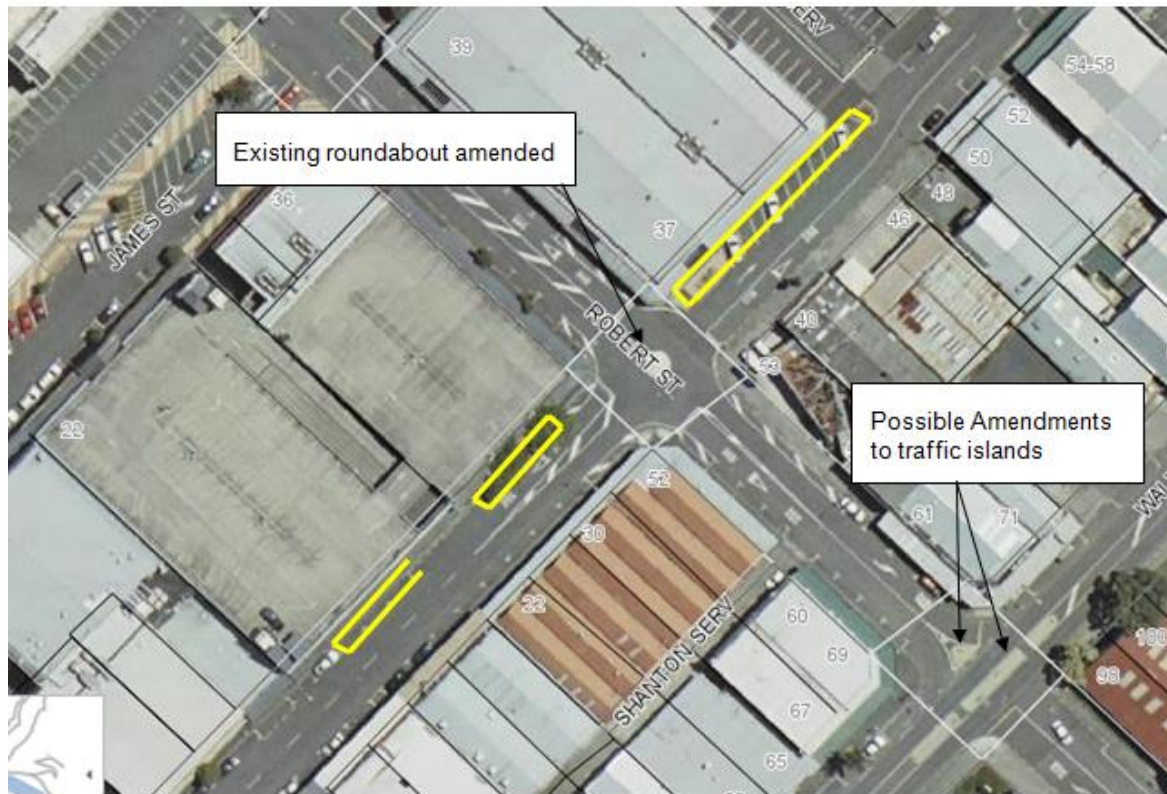


Figure 3 John Street

Option 4 Laurie Hall Carpark

This option was reviewed with NRC and the Ritchie's bus company and determined that the access and manoeuvring was too difficult and as such was discarded as a viable option.

Option 5 Existing Rose Street Hub

As detailed above the existing site is isolated from other CBD activities, and affected by weather and wind conditions. The current situation can attract undesirable people and activity that discourages potential use of the Passenger Transport Services in general; and particularly from this location.

An option to relocate from Rose Street, would give the opportunity to situate the Hub in a part of the CBD with more activity, which would deter undesirable activity currently associated with Rose Street, enabling Council to upgrade the Hub with more modern facilities and improve the image of the current bus service and attract more passengers.

In doing this, Council may also be able to develop a project that will attract NZTA subsidy (via the NRC) at a 50% subsidy rate.

4 Considerations

4.1 Financial/budget considerations

Initial estimates of the cost of an upgraded Hub site located on Vine St (Option 1) is approximately \$300,000, and would allow for, road markings, signage, new modern bus shelters, or adjustments to existing verandas, street furniture (seats etc.), and adjustments to footpath levels to match the kneeling buses for disabled passengers. This may also include new footpath paving for these locations as part of urban design.

Additional costs would be incurred converting the existing Rose Street Terminal into carparking, possibly as an extension to the Vine Street carpark. This could also incorporate the landscaping proposals for the Walton Street Entranceway project.

Draft provision for this project and potential subsidy has been provided for in the Draft 2018-21 LTP currently being considered by Council.

4.2 Consultation with Stakeholders

To further develop this project, Council would need to consult with the NRC, the Ritchie's Bus Company, Landowners, tenants on Vine Street (or an alternative option) and NZTA to enable Council to prepare a funding application for the 2018/19 LTP.

5 Summary

It is recommended that Council proceeds with negotiation with the Passenger Transport Stakeholders to develop a project for 2016/17 for the upgrade of the Whangarei CBD Bus Services Hub based on a new location on Vine Street.

6 Attachments

1. Map of existing Whangarei City Link Bus Routes.
2. Examples of modern Bus shelter facilities.
3. 20/20 Momentum Feedback on Whangarei Transit Centre

5.1 Contracts Approved Under Delegated Authority

Meeting: Infrastructure Committee
Date of meeting: 9 May 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	
CON17016	Professional Services for Design of New Town Basin Park
CON19002	Design and Construct Otangarei Sportsfield Lights
2. Roading	
CON18052	Variation to Contract: Safety Improvements Package 18-19
CON18077	Thornburn, Ngunguru and Finlayson Bridge Upgrades
3. Waste and Drainage	
CON19014	Whangarei WWTP Odour Control – Professional Services
CON19015	Whangarei CBD Stormwater Manhole Survey

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 May 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.

1.0 Parks and Recreation

CON17016 Professional Services for Design of New Town Basin Park

Introduction

This procurement is for the detailed engineering design for the New Town Basin Park to be constructed at the Town Basin between the Canopy Bridge, Riverside Drive, Dent Street and the Hundertwasser building.

Procurement Process

The works were procured using an open tender process. The tender was advertised on Tenderlink on the 29th of January 2019 and closed on the 26th of February 2019.

Tenders Received and Evaluated

Four tenders were received and were evaluated using the Price Quality and the final scores were;

Tenderer	Price	Supplier Quality Premium	Adjusted Tender Price
Chester Consultants Ltd	\$152,900.00	\$0.00	\$152,900.00
Stellar Projects Ltd	\$264,844.00	\$14,800.67	\$250,043.33
Vision Consulting Engineers Ltd	\$180,893.70	\$52,041.05	\$128,852.65
WSP Opus / JBGLA	\$157,059.00	\$7,161.61	\$149,897.39
Engineer's Estimate	\$233,946.00		

All prices are excluding GST.

The tender was focused on engaging a team of experienced engineers, led by an experienced project manager, who would complete the detailed design of the park, while working closely with WDC's Landscape Architects.

Vision Consulting Engineers Ltd stood out with a Project Manager who has a significant amount of experience in managing multi-disciplinary design projects with an amenity focus, as well as strong communication skills. Their tender showed a clear understanding of WDC's requirements and demonstrated their ability to develop and incorporate innovative ideas into the design to reduce costs, increase amenity value and reduce the impact on the environment.

Although Vision Consulting Engineers Ltd did not have the lowest price, their highly-experienced team, clear design and management processes, innovative cost saving ideas and plan for regular communications with stakeholders are likely to result in a better outcome than could be provided by the other Consultants and have the potential to result in future time and cost savings.

Financial

The total budget for this project is \$5.2million and the cost of this procurement has been accounted for in that budget.

General Manager Approval

The contract for CON17019 for Professional Services for Design of New Town Basin Park be awarded to Vision Consulting Engineers Ltd for the tendered sum of \$180,893.70 (One hundred and eighty thousand, eight hundred and ninety three dollars and seventy cents) excluding GST.

CON19002 Design and Construct Otangarei Sportsfield Lights

Introduction

This contract is for the design and construction of replacement sports field lighting at the Otangarei Rugby League Club facilities in Otangarei.

Procurement Process

The works were procured through open tender and tenders closed on the 29th of January 2019.

Tenders Received and Evaluated

One only tender was received;

Tenderer	Tender Sum (Excl GST)
Recreational Services Ltd	\$381,193.45
Engineer's Estimate	\$395,365.00

The evaluation method used was Price Quality. As only one tender was received, the attributes were evaluated on a pass / fail basis and Recreational Services tender passed on all attributes and was found to be free of errors and omissions.

Financial

Funding for this project will come from the Sports Field Renewals budget, which has the funding available this financial year.

Chief Executive Approval

The contract for CON19002 for Design and Construct Otangarei Sportsfield Lights be awarded to Recreational Services for the tendered sum of \$381,193.45 (Three hundred and eighty one thousand, one hundred and ninety three dollars and forty-five cents) excluding GST.

2.0 Roothing

CON18052

Variation to Contract: Safety Improvements Package 18-19

Background

The original award of 'Contract 18052 for Safety Improvements Package 18-19' to United Civil Construction Limited was approved by Rob Forlong within the Chief Executive's financial delegation on 26th February 2019 for \$1,059,002.33 excluding GST. This agenda outlines Roothing's recommendation for approving a variation to this contract.

Discussion

This contract involves realignment of a series of curves in the road which require relocation of telecommunication cable services within the road reserve. WSP Opus, the appointed engineering consultancy for this project, roughly estimated the costs for these works to be \$10,000 excluding GST. Chorus, the responsible utility operator for telecommunication services, was requested to provide a quote for undertaking these relocation works.

It was decided to advertise the tender by allowing a provisional sum of \$10,000 excluding GST in the tender document for these works, while a quote was being arranged from Chorus, to avoid any delays to the project. The quoted price received from Chorus to undertake these works was \$75,656.65 excluding GST. This is \$65,656.65 excluding GST higher than the costs estimated by WSP Opus. The difference is because the cables cannot simply be slewed as first thought, but need to be cut, manholes installed and cables jointed again.

After further investigation of the breakdown of costs associated, the Chorus' estimated price is believed to be slightly conservative and it is anticipated that the actual costs will be lower than their estimated price. WSP Opus has been tasked to closely monitor Chorus' expenditure on labour and materials to ensure that Chorus only invoices for the actual expenditure. The price received is deemed fair and reasonable and is based on United Civil Construction Ltd providing traffic management and installing ducts, therefore keeping costs down.

It is requested that the value of this contract be increased by \$100,000 excluding GST to accommodate the difference between the actual costs and WSP Opus estimated costs for telecommunication relocation works (\$65,656.65 excluding GST) and a contingency of \$34,343.35 excluding GST be added to allow for any unforeseen variations to the overall contract that may arise in the future.

Description	Amount (Excl GST)
Original Contract Value	\$ 1,059,002.33
Difference in WSP Opus estimated costs and actual costs of telecommunication services relocation	\$ 65,656.65
Contingency	\$ 34,343.35
Proposed New Contract Value	\$ 1,159,002.33

Financial Discussion

There are sufficient available funds within the Whangarei District Council 2018-19 Roothing budget to complete the proposed works.

The proposed works will be funded from the 'Minor Improvements to Roothing Network' budget of the 2018-21 Long Term Plan, with a total budget of \$6,712,000.00 excluding GST.

The estimated contract budget was \$1.1 million excluding GST. However, there are sufficient funds available in the Roothing budget to accommodate this variation without affecting other projects.

Delegation

This contract is within the Chief Executive Officer's \$3,500,000.00 excluding GST financial delegation.

Chief Executive Approval

It is recommended that the proposed variation to CON18052 for Safety Improvements Package 18-19 of \$100,000.00 excluding GST be accepted and the contract value be increased to \$1,159,002.33 (One million, one hundred and fifty-nine thousand, two dollars and thirty-three cents) excluding GST.

CON18077 Thornburn, Ngunguru and Finlayson Bridge Upgrades

Introduction

CON18077 for Thornburn, Ngunguru and Finlayson Bridge Upgrades is for the completion of upgrade works at Thorburn Road Bridge No. 289, Ngunguru Road Bridge No. 405, Finlayson Brook Road Bridge No. 544 in the Whangarei District.

Procurement Process

Tenders have been evaluated in accordance with the Conditions of Tendering stated in the tender documents. The tender evaluation method is Price Quality Method, in accordance with the New Zealand Transport Agency Procurement Manual (March 2018).

Tenders Received and Evaluated

The Tender with the lowest evaluation sum was from Steve Bowling Contractors Ltd at \$169,203.00 excluding GST.

The tender price received from Steve Bowling Contractors Ltd is 115% of the Engineer's estimate and is considered competitive. An arithmetic check was carried out on the lowest price received. No errors were found in the submitted Schedule of Prices. All non-price attributes were assessed as conforming.

Tenderer	Tender Sum (Excl GST)	Tender Evaluation Sum (excl GST)	Supplier Quality Premium (excl GST)
Steve Bowling Contracting Ltd	\$169,203.00	\$164,703.00	\$0.00
Engineer's Estimate	\$147,126.00		

Financial

The budget for the Thorburn, Ngunguru and Finlayson Brook Roads Bridge Upgrades, is \$175,000.00 excluding GST.

General Manager Approval

The contract CON18077 for Thornburn, Ngunguru and Finlayson Bridge Upgrades be awarded to Steve Bowling Contracting Ltd for the tendered sum of \$169,203.00 (One hundred and sixty-nine thousand, two hundred and three dollars and zero cents) excluding GST.

3.0 Waste and Drainage

CON19014

Whangarei WWTP Odour Control – Professional Services

Introduction

In 2013, an RFT for Professional Services for Odour Control at the Whangarei WWTP – Stage 1 Investigation was tendered and won by CH2M Beca. Beca had an overall attribute score of 35.5/40 and their price was \$8,500.00 less than the next bidder and \$9,000.00 higher than the Engineers Estimate.

Beca undertook site and desk top investigations on the sensitivity of the receiving environment, odour sampling and dispersion modelling. Beca then provided WDC with a comprehensive report which outlined the odour assessment criteria based on the requirements of the Resource Consent, assessed the discharge of odour from the site, provided concept designs for covering structures and extract ventilation and treatment of foul air using bark biofilters and prioritized the odour control stages providing preliminary cost estimates for each stage. This was all provided on time and within budget.

Further, The Scope of Services for the RFT stated “Council will discuss directly with the successful tenderer, the provision of Stage 2 Professional Services.”

Procurement Process

A Variation in Procedure to Council's Procurement Policy was sought to engage Beca to provide the Professional Services for Stage 2 of the Whangarei WWTP Odour Control. This was approved on the 28th August 2018. To date, Beca have:

- Reviewed the Whangarei WWTP Odour Control – Stage 1 Investigation Report prepared by CH2M Beca Ltd – Jan 2014
- Undertaken a review of the on-site meteorological data collected from the weather station installed in front of the WWTP
- Repeated dispersion modelling using the CALPUFF atmospheric dispersion model or equivalent (initial modelling used CALMET)
- Undertaken odour emission testing to inform the odour control measures for the Concept Design Report
- Produced an Options and Concept Design Report

The professional services provided by Beca to date have been very good. The deliverables were to a high standard. Their work has been timely and communication has been good. They have provided fair and reasonable costs for the work. Due to their previous performance and reputation within the industry Waste & Drainage are confident that Beca are the best professional services providers for this project.

If this work had been tendered on the open market, we are confident that the following consultants would prepare an RFT:

- Beca
- Mott MacDonald
- OPUS

- MWH

The outcome of the tender process would be similar to the outcome in 2013 with Beca providing the lowest price conforming tender. They have already undertaken considerable investigative work which has allowed them to provide WDC with an options and concept report which clearly outlines the scope of the odour issue and the best means to address it. Other consultants would have to include the review of all the work completed to date and may also require additional testing. It is also pertinent to mention that the consultants listed above will also likely be based in Auckland as they do not have this expertise locally.

The next stage of the work required to be undertaken includes:

- Preliminary Design – process, mechanical & electrical, HAZOP, safety in design
- Geotechnical investigations and interpretive report
- Consenting – planning assessment and contaminated land assessment if required
- Preparation of detailed design documentation including specifications and drawings
- Procurement of physical works contract including preparation of tender documentation, response to contractor queries during tendering, tender evaluation and tender negotiations
- Construction monitoring of physical works including provision of Engineer to the Contract
- Commissioning of treatment plant including training of staff
- Preparation of hand over documentation including as-builts, asset schedules and operation and maintenance manual.

It is proposed to run this stage as a Contract using General Conditions of Contract for Consultancy Services.

Financial

The cost for the first stage of the work approved by the CE on the 8th August 2018 was \$66,116.50. The value for the next phase is 548,222.00 excluding GST. This includes a contingency of \$46,817.00 and \$33,231.00 disbursements. This fee is in accordance with the ACENZ and Engineers New Zealand Fee Guidelines for Consulting Services for this type of project. The estimated cost for construction of the odour control measures is in the range \$3.5M –\$ 6.5M.

A breakdown of the costs for the professional services is provided in the following table:

Description	Fee	Proposed Completion
Preliminary Design	\$ 115,158.00	May 19
Detailed design	\$200,116.00	June – Sept 19
Consenting	\$5,400.00	July – Sept 19
Tendering	\$26,600.00	Oct 19
Construction & Commissioning	\$ 110,600.00	Nov 19 – May 20
Handover	\$10,300.00	May 20
Disbursements	\$33,231.00	Throughout
Contingency 10%	\$ 46,817.00	
Total estimated Professional Services Fee for CON19014	\$ 548,222.00	

Table 1- Cost Breakdown Professional Services Fee

The preliminary design will be completed by the end of May 2019 to avoid carry over from Year 1 of the LTP. This preliminary design will also include 30% of the detailed design. The remainder of the work will be completed by the end of Year 2 of the LTP.

The CAPEX budget is 1.67M for 2019/20 and 2.0M for 2020/2021. It is proposed to invite tenders in October 2019. The Tender shall be detailed in three separable portions – odour control for the equalisation basin, odour control for the sludge tanks and odour control for the inlet works. The outcome of the tender submissions will direct the next steps:

- An agenda item to Council recommending the 20/21 CAPEX budget for odour control be brought forward
- Award only those separable portions which the CAPEX budget allows

Chief Executive Approval

The contract for CON19014 for Whangarei WWTP Odour Control – Professional Services be awarded to Beca for the tendered sum of \$548,222.00 (Five hundred and forty eight thousand, two hundred and twenty two dollars and zero cents) excluding GST.

CON19015 Whangarei CBD Stormwater Manhole Survey

Background

Waste and Drainage is looking to undertake detailed hydraulic modelling of the stormwater network in Whangarei city. Our asset database is missing numerous types of data for much of the network, especially manhole lid levels and pipe inverts. We have undertaken an extensive search of historic as-builts to extract available data. We are aiming to update our database to an appropriate level of detail for a large proportion of the remainder of manholes missing relevant data attributes.

Scope of Works

Information to be gathered as part of this exercise includes:

- Manhole lid levels
- Manhole x, y coordinates
- Manhole depths
- Pipe invert levels
- Pipe diameters
- Pipe orientation/direction

The proposed budget for this work is up to approximately \$60,000.00.

The work must be completed and invoiced before the end of June 2019.

Procurement Process

Four quotes were requested from relevant specialist contractors. We received three quotes from the four companies contacted: Surveyworx, Recon Limited and Boundary Hunter.

The quoted prices were inserted into a spreadsheet for comparison ([CONLEA-749238478-31065](#)). Despite supplying a template for quotes, unexpected variations were encountered in the way each quote was supplied. It was necessary to calculate an estimated price per manhole to include travel costs, traffic management costs, office costs, and the difference in collection efficiency and traffic management needs between night and day work (details and assumptions are outlined in the above spreadsheet).

Tenders Received and Evaluated

Tenderer	Calculated price per manhole (Excl GST)	Less all Scheduled Fixed Amounts	Supplier Quality Premium	Adjusted Tender Price (Excl GST)
Surveyworx	\$144.33	N/A	N/A	\$144.33
Recon Ltd	\$86.58	N/A	N/A	\$86.58
Boundary Hunter	\$250.00	N/A	N/A	\$250.00
Engineer's Estimate	\$125.00	N/A	N/A	

Financial

There is sufficient existing budget for this project in LTP Project 00120 Stormwater Condition Assessments.

General Manager Approval

The contract for CON19015 for Whangarei CBD Stormwater Manhole Survey be awarded to Recon Limited for the tendered sum of \$60,000.00 (Sixty thousand dollars and zero cents) excluding GST.

5.2 Infrastructure Operational Report – May 2019

Meeting: Infrastructure Committee
Date of meeting: 9 May 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 Operational 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/April 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 Attachments

Infrastructure Operational Report – May 2019

Infrastructure Operational Report – May 2019

Projects Overview

Infrastructure Planning & Capital Works

Planning & Capital Works Projects	Current Stage	Expected Start Date	Expected Completion Date
Major Projects - Sense of Place			
New Town Basin Park	Design	2017	Jun-19
Camera Obscura (3rd party project)	Funding approved	unknown	Apr-20
Bascule Carpark	Construction	Mar-19	Jun-19
William Fraser Memorial Park on Pohe Island Carpark	Construction	Jan-19	Jun-19
Major Projects - Parks & Recreation			
Matapouri Beach Restoration	Consenting	Feb-19	Jun-19
Princes Road Seawall Renewal	Consenting	Mar-18	May-19
Otaika Sports Park Field Construction	Construction Stages 1 & 2	-	Apr-20
Laurie Hall Park Asset Renewals	Construction	Jan-19	Apr-19
Ruakaka Sports Field Lighting	Construction	Apr-19	Jun-19
Whangarei Falls Carpark Amenity Upgrades	Planting	Apr-19	May-19
Potter Park playground	Construction	Apr-19	Jun-19
Laurie Hall Park Waterfall Refurbishment	Detailed Design	Feb-19	Jun-19
Mackesy Bush track Renewal	Construction	Apr-19	Jun-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
Hikurangi and Hukerenui Sportsfield Drainage	Awaiting Construction	Oct-19	Dec-19
Major Projects - Water			
Whau Valley Water Treatment Plant	Construction	Mar-19	Oct-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	Jul-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	May-19
Major Projects – Venues & Events			
NEC Lighting Upgrade	Investigation	Apr-19	Jun-19
Major Projects – Compliance & Regulatory			
New Animal Shelter	Investigation	Jan-19	Jun-19

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

Water

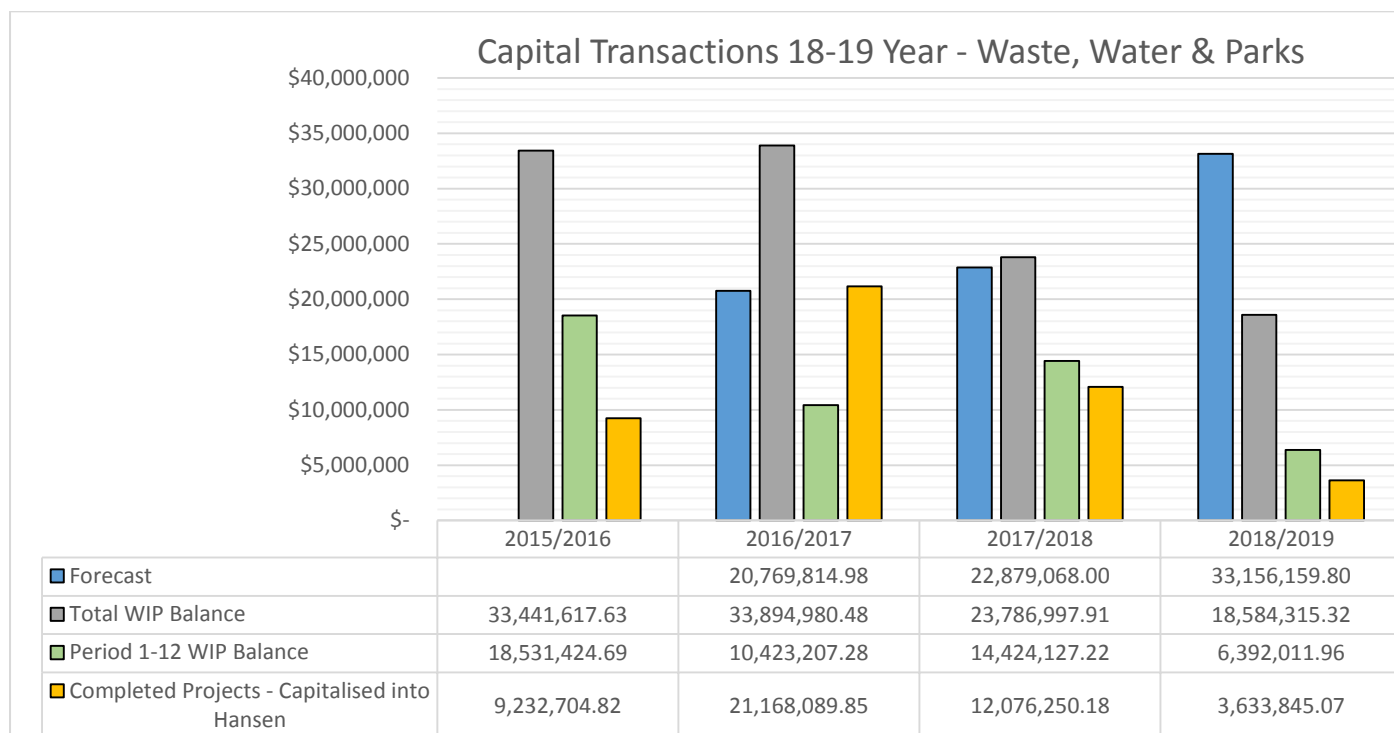
Water Projects	Current Stage	Expected Start Date	Expected Completion Date
Water Treatment Plant Upgrades	Construction	Sep-19	Jun-19
Meter Replacement Contract 2018/19	Construction	Nov-19	Apr-19
Reticulation Programmed Works 2018/19	Construction	Sep-19	Jun-19
Minor Projects - Emergency Works	Construction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

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	May-19	Dec-20
CON18047 Maunu Rd / Porowini Ave Intersection Improvements	Tender Evaluation and Award	Mar-19	Apr-19
Road Safety Promotion (2019-21)	Tender	-	Jul-19
Bike Skills Training	Award	-	Apr-19
CON18012 KSP Stage 4a (Fisher Tc Underpass)	Construction	-	Jun-19
CON17056 KSP Stage 3 & 4b SP1 (Kamo Rd to Puna Rere Dr)	Construction	-	Jul-19
CON17056 KSP Stage 3 & 4b SP2 – (Jack St to Fisher Tc)	Construction	-	Jul-19
Te Matau a Pohe Road Light Replacement	Procurement	Mar-19	May-19
Inner CBD Transport Model	Design	Dec-18	May-19

Asset Capitalisation

As previously reported, capital works projects underway such as Whau Valley Water Treatment Plant and New Town Basin Park, the WIP balance is expected to increase over the next couple of years. A steady flow of vested assets from sub-divisions as well as the plant equipment renewals in some areas continues. The forecast works remains high due to delays as per the project report.



Asset Data Management / Valuation of Assets

The scheduled March/April AMS project workshops have been completed.

The procurement process for the valuation of assets is almost complete, and an offer has been made to the preferred supplier.

Development Engineering

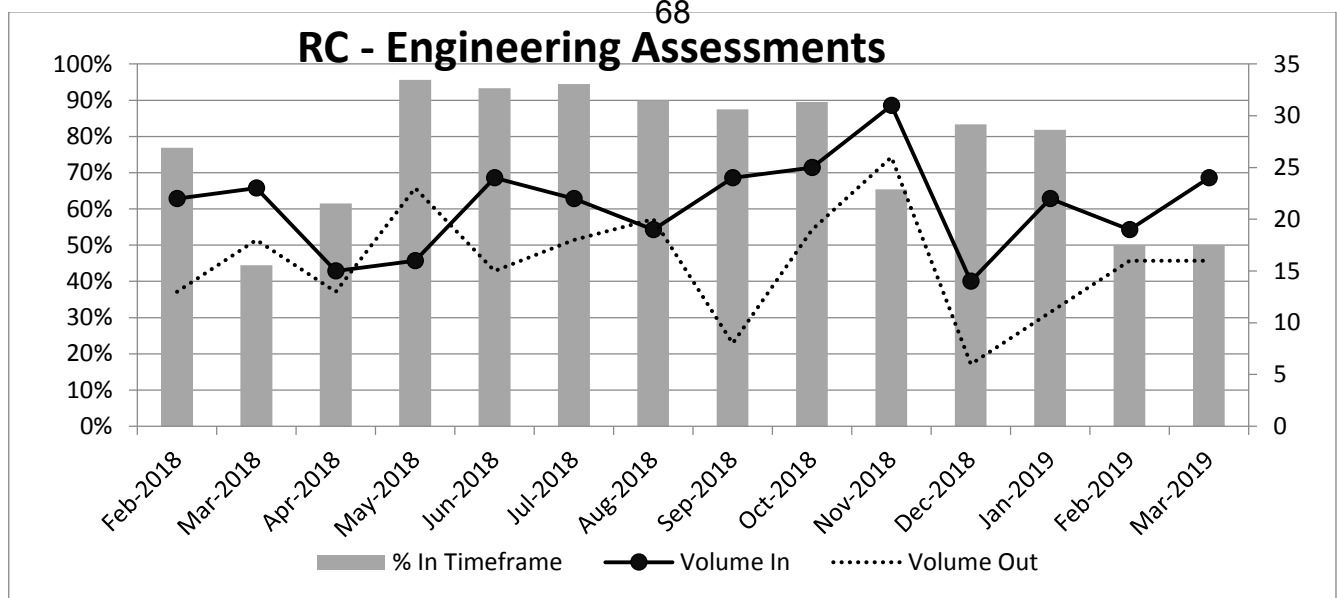
The number of applications received in March were 25, an increase from the 19 applications received in February. The high number of applications represents the steady increase in the development and housing sectors. Applications completed within the service level agreement timeframe was 50%, same as in the in the previous month. Development Engineers are still working under pressure to ensure the high number of applications are processed in time. It should be noted that the completion target is based on reports being completed within 8 days, an internal service level of agreement, this target does not necessarily effect the statutory timeframes under the RMA.

There was a total of 16 reports completed in March. These reports included Kiwi Kids Early Learning Centre, expansion of Arise Church and 28 Lots in the Kotata Developments. Several smaller applications were also received from Rural property owners.

Council Engineers are currently assisting developers with several larger proposals in preparation for lodgement of Consent.

Larger developments currently under construction and nearing completion are;

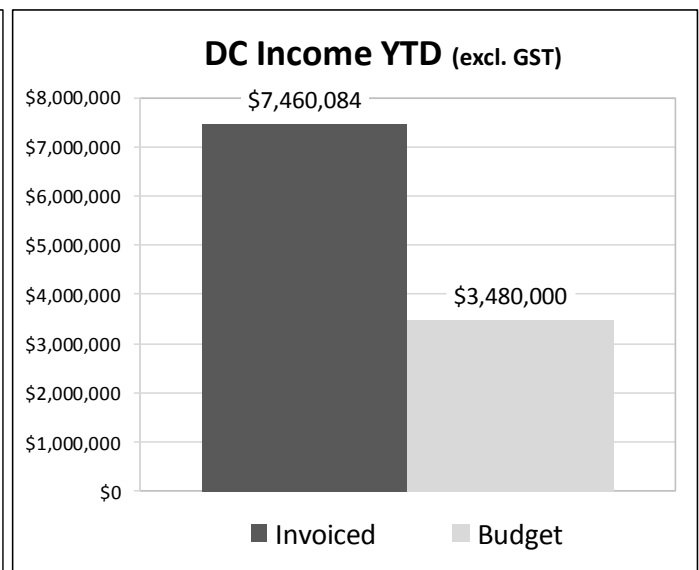
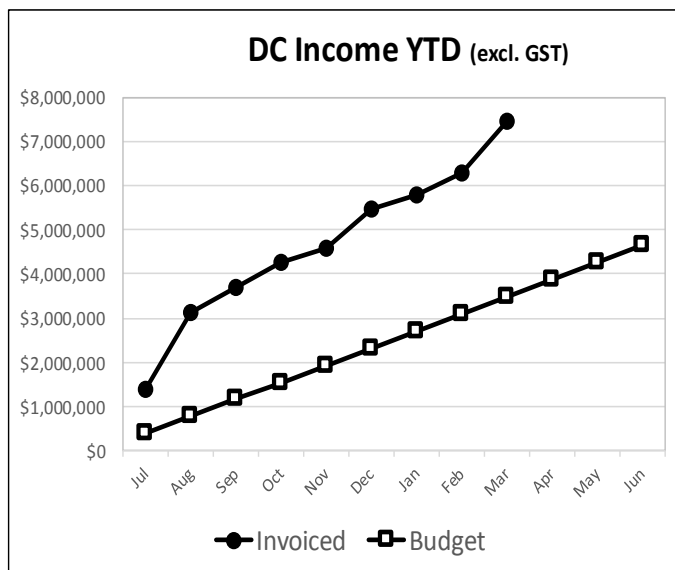
Barret Homes on Vinegar Hill/ Corks road; first 12 of 113 Lots, Marsden Cove Stage 5 - 69 Lots, Blue Moon - 75 Lots, Argyle St Waipu – 20 Lots, Nova Scotia River Estates 37 Lots, Te Hape – 48 Lots, Totara Parklands Stg 5 - 50 Lots, Kensington Heights – 14 Lots.



All Resource consent, Building Consent and Public Utility applications are assessed for development contributions. 29 applications were assessed as having a liability for contributions in March, bringing the total to 79 for the calendar year.

Development Contributions

Year to date (YTD) income is \$7,460,084 with \$1,168,887 received in March, this is well above budgeted YTD of \$3,480,000. The end of year budget has been revised to \$8 Million.



Infrastructure Support

Internal audits are progressing well with 3 audits completed this month and another 3 booked in for April. The buddy system for new auditors is working well.

Work on internal process improvements is tracking well with 4 processes being reviewed and 1 new process created this month.

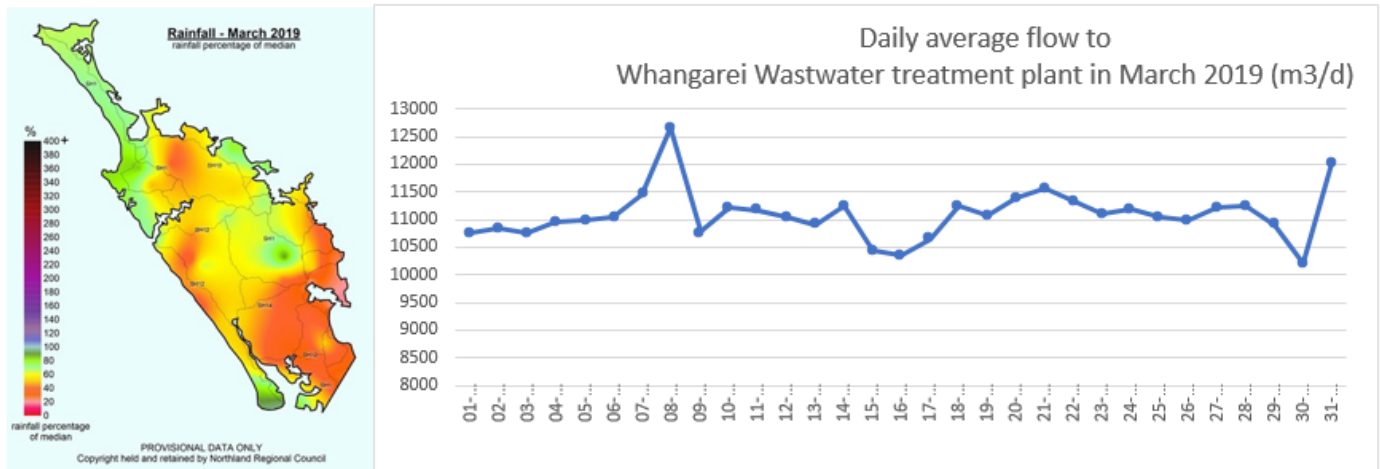
The interim contract solution is progressing with UAT2 testing completed and additional testing required to iron out the final issues that arose from UAT2. The predicted go live of 1st April 2019 is unknown with a meeting scheduled with Finance and IT to discuss the risks and a decision will be made whether we can go live.

Team vision sessions and team value sessions have been booked in for April as part of the leadership training.

Waste and Drainage

Operations and Maintenance

Daily average flow to Whangarei wastewater treatment plant had a steady trend in March 2019. The flow had its peak on 8 Mar with approximately 12,700 m³/d while the lowest point dropped to just above 10,000 m³/d on 30th March..



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

Health and Safety

Winches are used to open the flood gates in Hikurangi pockets, picture of standar winch to the right.

The handles were kept away to prevent people from using them, however the gears were not covered and were a hazard. A plate to cover the gear has been designed and installed on all winches for Hikurangi pockets.



Rural WWTP Operation and Maintenance

Hikurangi MBR (membrane bioreactor)

- Waste and Drainage team have engaged Thomson Wilson to advise on the failed Hikurangi membrane.
- A site visit was held with UV suppliers and we are currently awaiting a design option.

People and Capability (P&C)

The position for the Engineering Officer had been interviewed. People and Capability are undertaking the final reference checks.

Reticulation

There were 2 spill incidents recorded in March 2019. All areas had been disinfected and cleared.

Capital Works Projects

Sewer & Stormwater CAPEX

Takahe St Sewer Diversion: The project involves construction of a diversion line to resolve the sewage overflow at Takahe St, Tikipunga. The new diversion line is now in operation.



New diversion line



Takahe St sewer overflow-photo taken in 2018

New 300mm line diversion manhole at Takahe St now in operation

Hikurangi Sewer Rehabilitation Stage 2: Quick-shot of works being carried out for the project to rehabilitate Hikurangi sanitary sewer network, which will reduce groundwater infiltration and restore structural integrity of the pipes. Pre-construction CCTV is near completion. Relining and upgrade of sewer lines has started.



Gravity Sewer Upgrade at Park St, Hikurangi

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 was planned to start in March but has been delayed due to other site issues.

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 closed and evaluation to select the construction contractor is underway.

Sewer and Stormwater Renewals

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

Leith Catchment Sewer Rehab: Relining of 900 meters of 150mm gravity sewer at Leith St, Morningside. The work is being undertaken by Hydrotech.



Leith St sewer catchment-blue lines to be relined

Riverside Dr/Pohe Island Sewer Rising Main Replacement: Opus have been engaged to investigate and prepare tender documents and resource consent 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.

Solid Waste Operations

Negotiation regarding the variation of the recycling collection contract is ongoing regarding timing of roll out and contract costs.

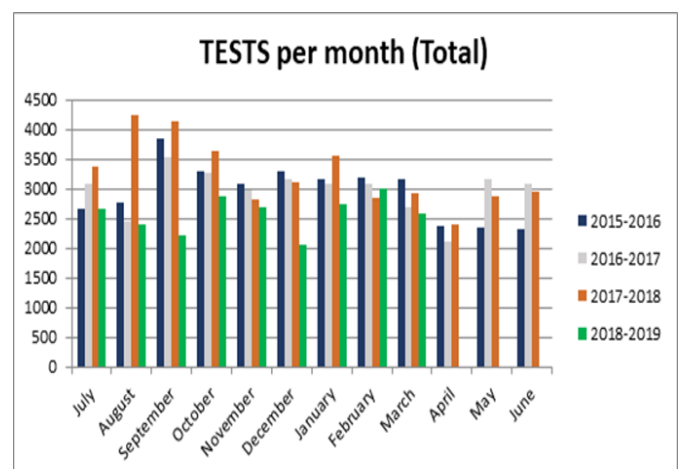
The resource consent hearing for the Parua Bay transfer station has been withdrawn as the Parua Bay Residents and Ratepayers association, Whangarei Heads Citizens association and Pataua Area Ratepayers association all asked for the transfer station to be closed. In addition, hapu objected to the consent meaning that the application was likely to be declined.

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.

Laboratory Report

During March, the laboratory processed 783 samples requiring 2594 tests, 47% of jobs were reported within 5 working days.

A Government initiative to form a laboratory network has come out of the Havelock North Drinking Water enquiry. ESR was requested to facilitate a workshop involving all NZ Laboratories involved in testing drinking water. The overall purpose of the proposed network would be to ensure communication and collaboration between drinking water laboratories, provide support for each other to improve the robustness and accuracy of drinking water test results in NZ.



The Laboratory Team Leader was invited to form part of the initial workshop stakeholder group meeting, this was held in Christchurch on March 13. The outputs of the workshop will form part of the terms of reference draft for the network. This is the next step in establishing a network. Other topics that were discussed included administration/ownership of a network, what resources would be required, ensuring consistency of

Infrastructure Planning and Capital Works

Major Projects: Sense of Place

- **New Town Basin Park (Carpark to Park):** The detailed engineering design services have been awarded to Vision Consulting Engineers. The procurement of an artist to design the central art-piece is underway and due to be completed in May. 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 now have full funding for the construction of a camera obscura on Pohe Island. Preloading of the site with metal (externally funded) was completed in April 2018. Construction is anticipated to start in May 2019 and take five months. On completion of the physical works WDC will fund the landscaping work around the sculpture. WDC funding will be carried forward into the next financial year 2019/20.
- **Complete Streets Masterplan:** Kick-off meeting and city walk held in March. Uploading of data and documents now done. Second workshop held 2nd April. First concepts have been presented with review ongoing via Skype meetings.
- **Pohe Island Central Carpark - William Fraser Memorial Park:** Construction began early January. To date, all power and fibre ducting and cables are installed. All stormwater pipes, manholes and raingarden construction is complete. Although the carpark will not be useable during the Rally in early May, a new loop and jump for the rally road will be complete to mitigate loss of rally length due to the new carpark, and sufficient space will be available for the rally to go ahead as normal.
- **Basculer Carpark:** Construction of the park section of the Basculer carpark area has started. In May work will start on the sealed carpark area. 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.

Major Projects: Parks and Recreation

- **Matapouri Beach Restoration:** Peer review of the engineering design is complete and comments were addressed. Community consultation is complete and the consent application with Northland Regional Council (NRC) was lodged, who publicly notified the application in April 2019. Dependent on the consenting timeline, it is hoped that replenishment works will start in May 2020.
- **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: Princes Road Seawall:** 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 complete and has incorporated some items gathered from the community feedback. Resource Consent has been lodged with NRC earlier this year. Following comment from the Department of Conservation an additional coastal assessment report was prepared and submitted in April 2019. It is anticipated that NRC will publicly notify the application. All available funding in 2018/19 to renew the seawall and construct access stair cases will be carried forward into the new financial year. Dependent on the success of the consent application, works are planned to be undertaken in April – June 2020.
- **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. Two further reports are required – an Ecological Impact Assessment and a Coastal Processes Assessment – both are underway.

- 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 and fertilised regularly 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 April once the required lights and light poles have arrived. 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 finished 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. A geotechnical Investigation is required and this is scheduled to take place after Anzac Day.
- 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 April/May 2019 after playground and shade sail installation, and working around school holidays.
- Ngunguru Youth Activity Zone: Concept design is complete and will be presented to the community at a consultation session planned for 12 April. The community have been generally supportive.
- Mackesy Bush Track Upgrade: Detailed design of the tracks has been approved by the Park Department, the relevant consents have been granted and Plant Pro are gearing up to start the works. Construction is expected to take two and a half months, weather dependent.
- Dog Park Drainage: Construction is almost complete. Hydroseeding is now complete. Park will remain closed until there is a good grass strike and the area has undergone its first mow.
- Parihaka War Memorial Refurbishment: Project to be split into 3 Phases. Phase 1 – restoration of monument, cenotaph modifications and electrical/lighting upgrade is now underway. Design of steps and planter/wall is done. Contractors met on site to review work package and consider site access. Developing proposals and awaiting pricing. Phases 2 and 3 to be presented to Iwi leaders on 18th April at Te Kapua Whetu School with a view to securing support for a Provincial Growth Fund application.
- Hikurangi and Hukerenui Sportsfield Drainage: The Physical work contracts have been awarded to Tractors AG and Turf. Construction will be between October and December 2019.
- Pohe Island Destination Playground and Skate Park: Design is underway with first workshop held at the beginning of April.
- Town Basin Play Ground Renewal: Design is underway with first workshop to be held at the beginning of April.
- Town Basin Wharf Renewal: condition assessment has been undertaken for the wooden wharf nearest the canopy bridge, and has found that some of the piles need to be replaced. Renewal works are planned to start in November when a barge is available.

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, and physical works are due for completion in October 2020. Commissioning of plant needs to occur while dam and river are full, and are planned to take place in Autumn 2021.
- Ruakaka WTP Clarifier Upgrade: Construction planning underway with Service Engineers Ltd (Auckland). Initial site meetings and site measure done. Construction drawings and modifications underway mid-April. Site works expected to begin mid-2019, after high demand period ends.

- Teal Bay Stormwater Upgrade: Construction almost complete. Contractor expected to disestablish at the end of April.
- 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 major construction costs well beyond the budget. Alternative sites are being identified.

Major Projects: Venues & Events

- Northland Events Centre (NEC) Lighting Upgrade: Whangarei District Council (WDC) was successful with their bid to host the 2021 Women's Rugby World Cup. New Zealand Rugby (NZR) have defined within the bid the required flood light lux levels for the field of play. An investigation is underway to confirm if the existing flood lights meet NZR lux level requirements, to determine the condition of the existing light tower structures and their structural capacity. Once this information has been collated a decision will then be made as to whether an upgrade or full replacement of the existing flood lights and towers is required.

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.

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. Mediation has occurred, and further diagrams for the airport designations is being prepared.

Notice has been received from The Department of Conservation that The Minister 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. The level of landscape information is noted to have declined within the applications.

Planning assessments 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.

Landscape Architects

The New Town Basin Park project detailed design specifications and construction documentation is being prepared. A team of consultants are working in parallel with the landscape architect team to deliver full construction documentation. The team are also managing the artist expressions of interest for the main feature piece.

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'. Internal workshops are currently being run with staff.

Consultation for the Pohe Island Skatepark Upgrade is about to be activated with a consultation at the park programmed in for Monday 6th May. Similar communication tools will be used to communicate with our community as were used for the successful playground consultation.

Tenders have been awarded to start design work on these playground projects as well as the skate park designer for the refurbishment and extension of the Pohe Island Skate Park. Start-up meetings have taken place and WDC Landscape Architects are helping to drive the design in the correct direction to accommodate our district and visitors.

Involvement in various other projects including the City Centre Plan, Parihaka War Memorial, Ball Clock, Camera Obscura and Ngunguru skatepark are ongoing.

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

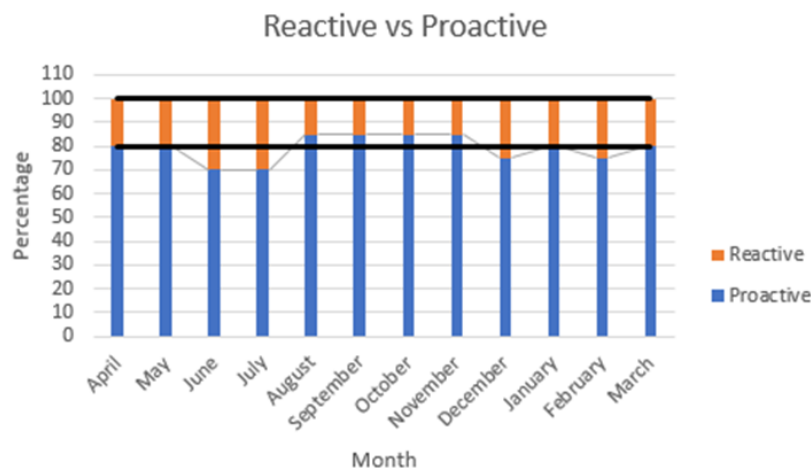
Parks and Recreation

Operational updates

Public Tree maintenance

Treescape had a crew working the on the WDC contract full-time throughout March. They all but completed major tree renovation and pruning in Tikipunga Sports Park and commenced on Cut Trim notifications issued by Northpower for a number of street trees.

Treescape have again achieved their targeted 80% proactive and 20% reactive work balance although there is now a considerable build-up of reactive CRM issues to work through. Strong summer tree growth and the early onset of autumn have resulted in a steep increase in customer requests.



It is increasingly clear that the five-year cycle is inadequate in some areas, particularly where liquidambar trees grow. It may be necessary to work on a shorter cycle where these trees are prevalent.

Removal of willow trees along the stream at Barge Park is planned as well as clearance of problematic trees at the Cemetery.

Major work removing the casuarina trees on Miro Street, Otangarei is planned for April / May and this will be preceded by publicity to make the community aware of the planned work.

Walking Track maintenance

Improvements to the Waimahanga Road end of the Boswell Track will be undertaken during June and July to spread the cost of \$30,000 maintenance over two financial years. This will be an interim measure to make this route safer of cycles which now use this walking track extensively.

Final consents are through for the upgrade of the walking tracks through Mackesy Bush and work will commence there early April. A 'Parihaka Trail Run' in June organised by Sport Northland has been re-routed in light of the proposed construction work.

The kauri dieback hygiene stations are being so well used by the public that we have received a spike in the number of CRM's informing us that disinfectant is empty or brushes / nozzles worn, broken or stolen. We are working with NRC/DOC on improvements to the design of the stations.

Coastal Structures

A number of CRM's are being received relating to requests for 'new seawalls/coastal protection' throughout the District. A standard response is being provided stating that until we have a good understanding of the risks across the district, our approach is to avoid the construction of coastal protection structures unless absolutely necessary.

Routine programmed inspections are up to date.

Council inspections of gangways has identified a mix of fitting methods. The Onerahi/Beach Rd gangway presented the safest most practical scenario and all existing gangways will be upgraded to this method where practical.

Non consented and non-complying steel steps on the reserve at 76-84 Marsden Point Rd are scheduled for removal in the next month. Residents were notified by mail and several have contacted council. The contractor has been in discussion with NRC and is yet to provide a detailed methodology.



76-84 Marsden Point Rd - non-complying steel steps

Sports Fields

Another dry month with only 35.8 mm rain over 10 days, with even distribution, so fields have managed reasonably well. Temperatures have dropped and growth is slow.

The new fields at Otaika are growing in reasonably well and should be available for use at the end of April.

Renovation work will continue through April with under sowing traditional grass fields to boost sward cover, and end of season renovations of the grass cricket blocks.

Winter codes started towards the end of March, while the last of the summer codes finished their season.

New fencing at Koropupu will secure the boundary from neighbours livestock and gives some protection from footballs rolling into the streams and drains. Further planting of the non-active areas at this park are also planned.



Koropupu Sports Ground safety fence with gates

Parks and Gardens

The reasonably dry month limited the grass growth but the horticulture teams have been busy with watering high profile plantings.

The annual bedding displays slowly declined over the month and by month end the contractor started to remove the plants and prepare the beds for the upcoming winter plantings starting first week of April. The hanging baskets are still giving a great display and a decision has been made to keep them up a little bit longer.

During the month, the contractor pulled all their teams together to give two sites a very good tidy up. At the Nook, the teams spent a day tidying up the shrub borders to get more light into the area and then headed out to Matapouri to tidy and mulch all flax gardens along the beach front. Mulching has been undertaken at various sites including Forum North/Library, Elliot Reserve/Aquatic Centre, Matapouri and Tutukaka Marina.

Good progress is being made removing weed species from a regenerating native area near Rauiri Drive at Marsden Cove.

Contractors will remove some of the willow trees in the Te Hihi stream at Barge Showgrounds in preparation for planting native species in the riparian margins.

Significant funding has been granted by Matariki Tu Rakau to plant living memorials around Whangarei district honouring New Zealand Defence Force members. Around 10,000 trees are being planted at Whangarei Falls, Otangarei in-fill planting near Pune Rere Drive, Koropupu sports fields in-fill planting, Barge Park stream planting, Blacksmiths Creek, Ruakaka, Puke Kopipi, Ngunguru, Tanner Place and Springs Flat esplanades. Community planting days will be organised by Forward Whangarei, Puke Kopipi group and Whaitebait Connection between mid-May and July.

Sport Northland wish to promote images and stories about our Legends of Sport in a public space. We have discussed a number of high profile sites and we have agreed to include feature as part of the William Fraser Memorial Park on Pohe Island development. This will be a high profile recreational hub in the future including a destination playground and skatepark, the soccer and rugby fields and the eventually a bike park. This feature will be included in the master plan and will be a promenade from the new central car park towards the destination playground. This will provide the scale needed and allow for expansion of the legends over time. Sport Northland are now going to start work on designing an example sign for review.

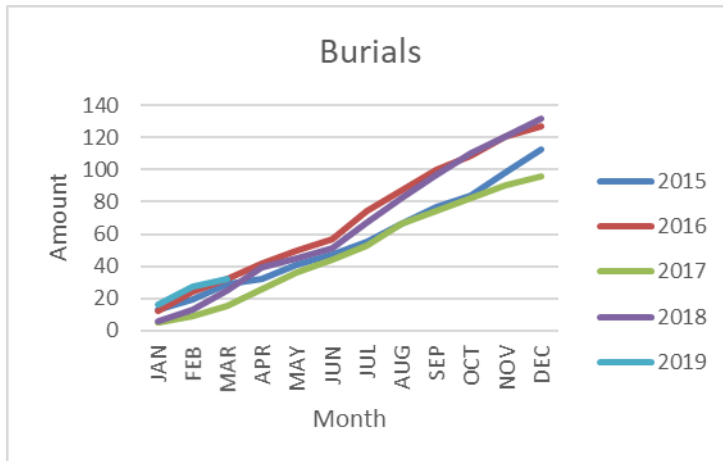
Playgrounds and Skate Parks

We have suffered quite a bit of vandalism in March especially Mander Park where the basket swing was stolen along with hand holds off climbing walls and various other bolts loosened or removed. The contractor made sure the playground is safe but the swing hasn't been replaced yet. Also at Tait St someone damaged a slide and some of the decks on the playground. We have also had graffitiing at various playgrounds.

Our renewed playgrounds at Hikurangi and Norfolk Ave have been well received. Both playgrounds are now complete, the Reotahi site is still proving challenging for the contractor as the site slopes and it is the first time they have built a tower.

There has been a delay in the construction of Potter Park playground which will now start in early May. The other park development work will start in the meantime with the playground and shade sails being constructed last.

Cemetery



It has been a very slow month with only five burials.

This allowed the team to catch up on a lot of little jobs, in particular getting ready for Anzac Day.

The flag pole garden has been refreshed with new planting carried out, as well as a fresh coat of paint on the flag pole base.

New bins have been installed around the cemetery.



Freshly painted flag pole and new planting



New bins around the cemetery

Botanica

March visitor numbers :1469

2/3 Italy & Germany campermate "Cacti garden. Loved it."

4/3 Manganui - Found it whilst walking "Beautiful & peaceful. Well done."

Whangarei - Live nearby "Love to come and look at the flowers, so beautiful."

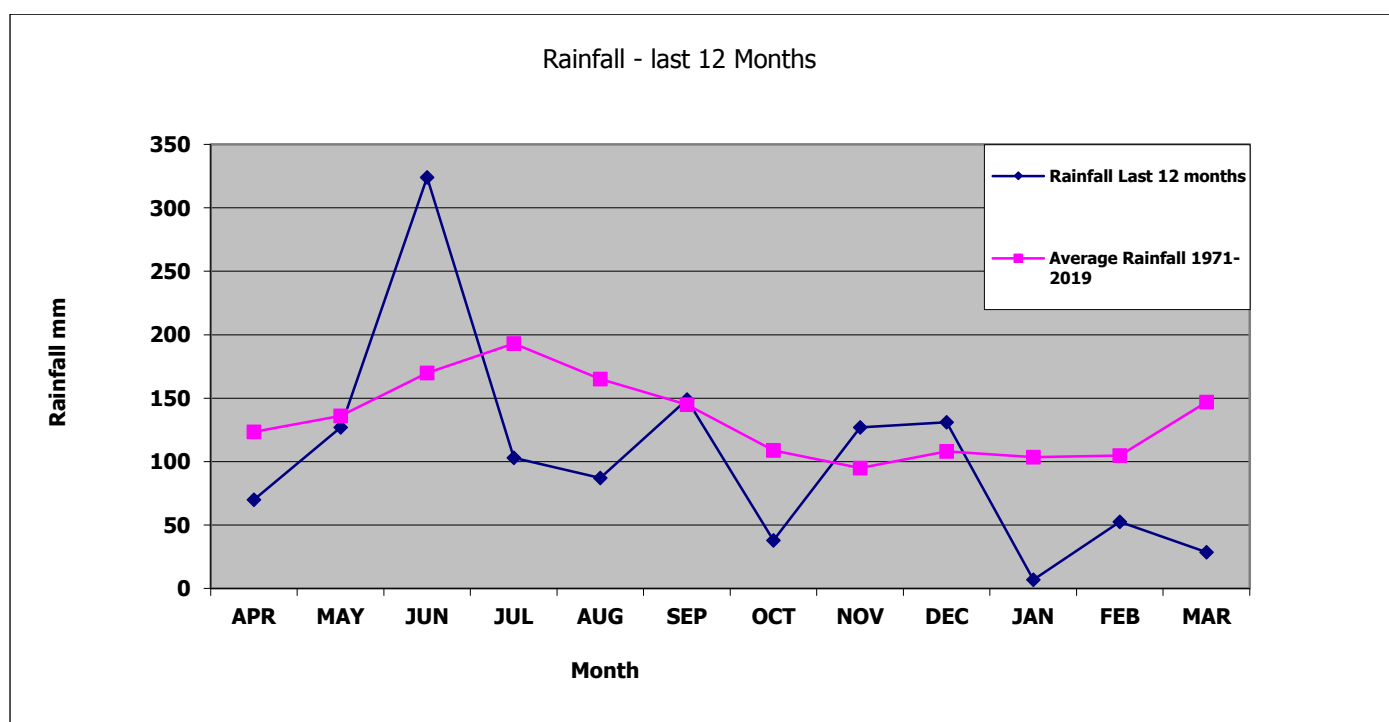
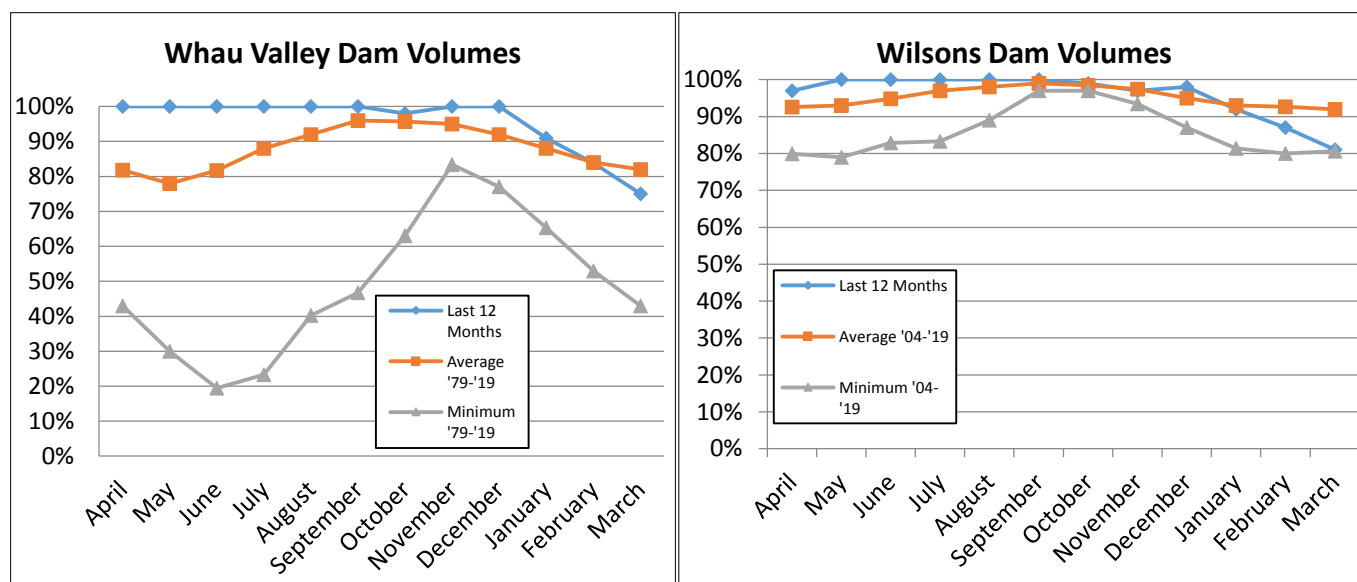
20/3 Whanganui - "Ferns I haven't seen for years and the crazy mirrors."

20/3 Whangarei Live here "It is lovely, calming & peaceful."

Tamborine Mountains, Queensland Australia "Fabulous and the staff are wonderful."

Rainfall and Water Sources

Only 28.5mm of rain fell at Whau Valley water treatment plant in March. This was well below the average for March of 147mm. A total of only 88mm of rain has fallen in the first 3 months of the year, this is the third lowest on record although some way behind the lowest of 36mm in 2013. Much of Northland continues to struggle for water with restrictions in place in Kaipara and much of the Far North. Although our river and groundwater levels are low we have managed to avoid restrictions or having to cart water to Mangapai. Whau Valley Dam is currently at 75% and Wilsons Dam at 81%. Whau Valley Dam is now below the average for the time of year and Wilsons is heading towards an all time low of 79%. However, neither levels are of concern yet with reasonable rainfall amounts forecast heading in to Winter.



Production Compliance

All treatment plants were fully compliant for protozoa and bacteriological measures.

The Drinking Water Assessors recently verified the Water Safety Plan for Whangarei. The evaluation assessed the plan as being suitable and there were no non-compliances. Several areas for improvement were noted and these are being address by staff.

The contract to construct the new water treatment plant at Whau Valley was awarded to Broadspectrum on 7 February. The Contractor has undertaken additional test bores to confirm the length of piles required. The piles have been ordered and are coming from overseas. They have also predominately completed the earthworks, ready for the construction of access tracks and the first buildings. However, the majority of the buildings will not progress until after the piling is complete in September.

Roading

Maintenance

During the month of March, 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 90% complete.

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.

Pavement Rehabilitation and Seal Extensions

All 18/19 road rehabilitation projects are underway these works are now included within the new maintenance contracts.

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 March.

LED Street Light Conversion

The remaining 1,200 V-Category (arterial road) lights in Whangarei City have been ordered in mid January and these are arriving in mid May. Negotiations are well underway with the P-Category light contractors (Currie Electrical and McKay) to include the V-Category retrofit lights (i.e. swapping the old light for new LED) based on their existing rates. This work should commence in May and run through to August.

New tender documents are also being prepared for the installation of completely new V-Category infill streetlights (i.e. those requiring new poles). The tenders are likely to go out in May.

In addition to the above, there are another 200 V-Category lights that are being designed for rural towns. These designs should be finalised in May. We are currently investigating both Auckland Transport's central management system (CMS) and the NB Smart Cities CMS to control the new LED streetlights.

Te Matau a Pohe Road Light Replacement

Speirs and Major (the original UK based lighting designer) has analysed 12 different luminaires has shortlisted this to the preferred 3 luminaires. We have received detailed quotes for the shortlisted luminaires and are currently seeking samples to test on the bridge to determine the preferred supplier. This is taking a bit of time because the sample luminaires need to be supplied from overseas because they are not an off the shelf unit. It is expected that we should be in a position to place the order for the preferred luminaire in May. Once the order is placed it is likely that it will take 3 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 August 2019 and would be installed in September 2019.

Another round of swapping out the lights that are currently flickering was undertaken 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 June-July 2019.

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

81

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.

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 Installations

- 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.

High Risk Intersections (Safety), Review, design, implement

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, Kamo Rd – signalised pedestrian crossing and upgrade to rail crossing (May-June 2019).

New Footpaths

New footpath construction works are currently being undertaken by two Contractors Broadspectrum and Downers:

- Paranui Valley Rd – works nearly complete
- Tawhai PI – works started
- Riverside Dr (Mackesy Rd) – works started
- Tauraroa Rd – works to be complete by end of June 2019
- Ngunguru Rd (Marae to Glenbervie School) – works to be complete by end of June 2019
- Ngunguru Rd (Ngunguru Hall) – works to be complete by end of June 2019
- Porowini Ave – works to be complete by end of June 2019
- Okara Drive (Porowini Ave to Commerce St) – works to be complete by end of June 2019
- Albert St (Woods Rd to Clyde St) – works to be complete by end of June 2019

Pedestrian facilities

Hikurangi Township - zebra and school access safety improvements. Working with Hikurangi Revive and the school to provide alternative access to school with improve pedestrian crossing for local business. (2019)

Corks Rd Zebra – relocation of Zebra Crossing on Corks Rd, Waitawa Dr (Totara Parklands) (2018-19)

Hatea Drive crossing – new crossing in Hatea Drive near Rurumoki Street (access to Mair Park) (2018-19)

Whangarei Heads Rd – upgrade pedestrian crossing to a School Kea Crossing (2018-19)

Tangihua Rd (Maungakaramaea) – upgrade pedestrian crossing to a School Kea Crossing (2018-19) – complete.

Potter Park – Corks Rd and Vinegar Hill Rd crossings to access new Potter Park playground (May 2018).

Slow Streets

Otangarei Area: Keyte St and Churchill St. Consultation & Design and implementation of the last two streets accessing Otangarei to be treated (2018-19). Awarded to Broadspectrum, works has started in Manse St with the most invasive works during school holidays.

Avenues; First, Second and Third Avenue between Kauika Rd and Central Ave (2019-21).

Speed Management:

Key Stakeholder Workshop complete. Proposed minor amendments to the body of the Speed Bylaw to support regional consistency and reflect recent changes in legislation endorsed by full Council.

Consultation on proposed Bylaw changes from mid-March to mid-April 2019. Assessment of self-explaining high benefit areas and recommendations for speed limit changes to be ready April 2019.

Inner CBD Transport Model

Aurecon consultants were engaged in December to develop a detailed transportation model of the inner CBD area. This model will help determine upgrades to the CBD to cater for current and future traffic flows.

Video surveys of key intersections and floating car surveys were undertaken in mid February. Additional video surveys were undertaken in mid March to allow the model to be developed as a network model rather than a corridor model. This has delayed the model development for about a month while these additional surveys were being undertaken.

The model is expected to be built by end of April and then packages of upgrade options will be modelled over the next two months, with results being known by end of June. These options will include proposals identified in the Whangarei City Transportation Network Strategy and those resulting from the Complete Streets Masterplan project.

Key Activities for March 2019:

SAiD (Stop Alcohol Impaired Driving): 8 current March attendees 54 ytd,

Drive Soba: 12 and 9 are attending two programmes due to complete in April and May, (30 YTD). The April programme has insufficient numbers to start in April. The in-court Drug and Alcohol counsellor has been withdrawn

LCQ: 22 participants from 9 clubs are booked for a course in April .

SADD: A workshop was held in March with 4 Whangarei Schools (21 people) registered. On the day, 2 schools attended with 3 students from Tauraroa and 4 from Huanui plus a teacher. Two schools registered didn't show. Excellent support for the day was provided by Police, ACC IPC, The Brain Injury Association, and Said programme facilitator. 3 Whangarei schools' students will attend SADD conference in April.

Young Drivers Programme Passes

Ngatiwai : 0 Learners(18ytd), 2 restricted (16ytd)and) 0 Full licence (3ytd).

People Potential: 11 Learners (114ytd) 3 Restricted (41ytd) 3 Full (16ytd)

Restraints: Three new CRT's are part trained and available. Pukapuka Party: The event had an overwhelming number of parents and nearly 700 children attending with some 110 interacting with the safe restraints activity, and parent queries were answered.

Speed: Cinema advertising is ongoing.

Drive Smarta: The programme under development. The planned Judges meeting was postponed by the Court until April. The digital platform multimedia programme commenced in March and runs until June.

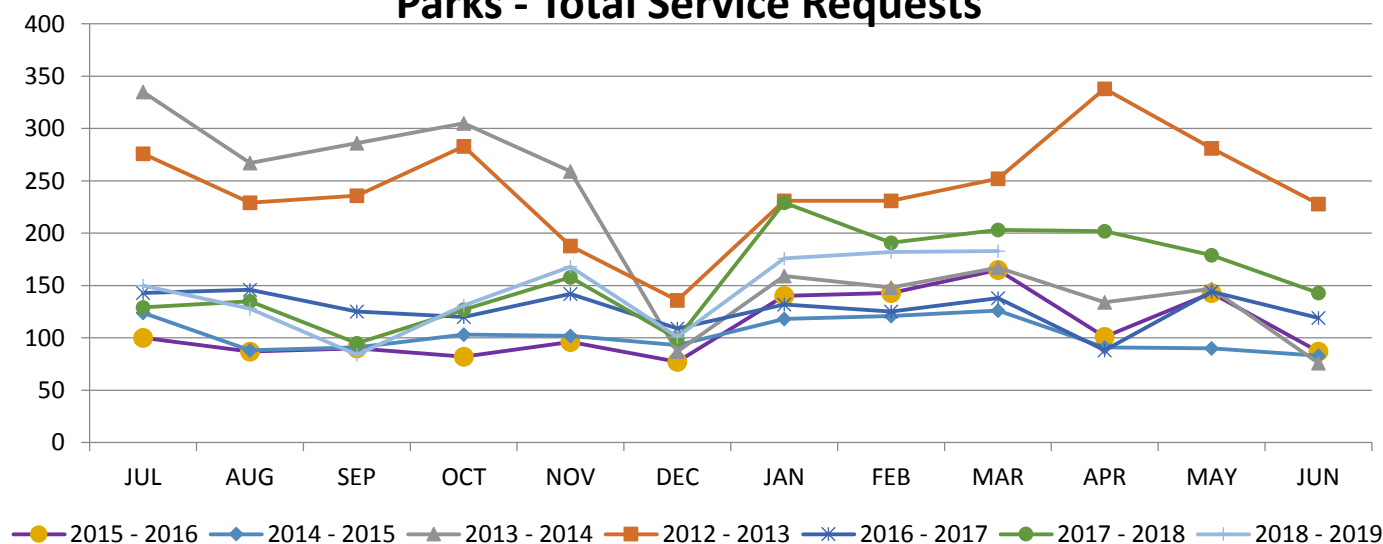
Signs Project: The old signs on Heads Road were removed and new poles installed in March. The boards will be erected in the first week of April After lengthy delays, 2 new hard frame education signs have been constructed for Heads Road and will be installed in February. "Make it Home" is the recurrent theme.

Northland Road Toll

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 1824 CRMs in the month of March 2019. 5683 CRMs received in total for 2019, to date. A total of 20,183 CRMs were received for the Infrastructure Group in 2018.

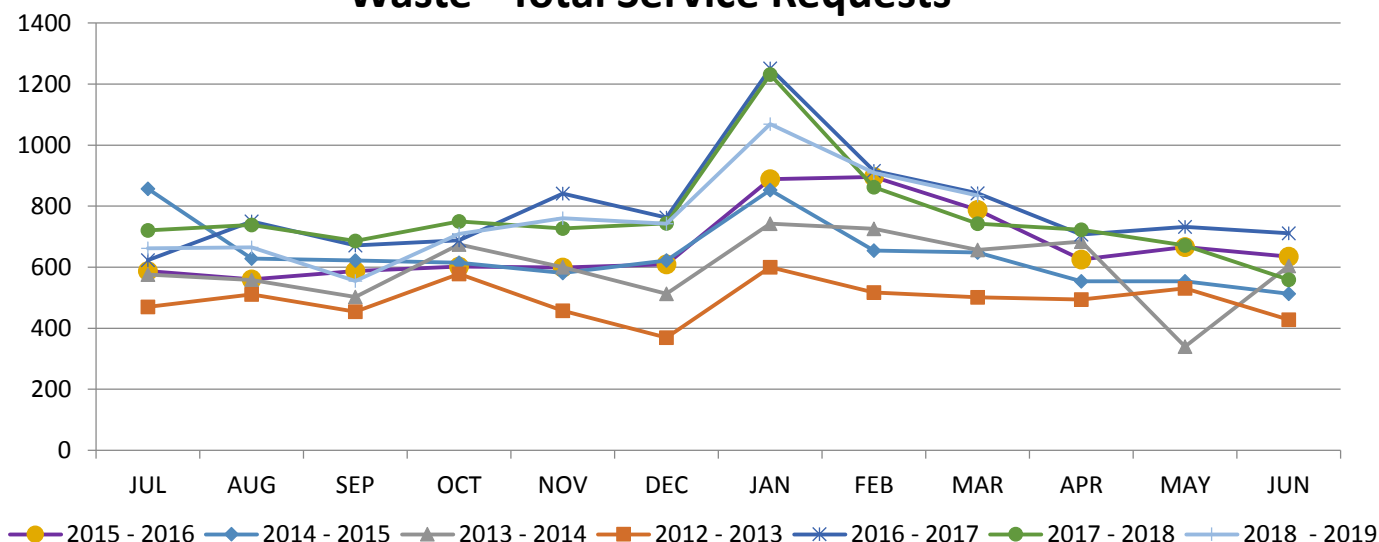
Parks - Total Service Requests

The Parks and Recreation team received 183 CRMs in March 2019. Impressed feedback was received on four CRMs in March, with no dissatisfied customer feedback for the month.

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

1. General Parks queries- 72 (e.g. access to reserves, Drone requests etc)
2. Tree and Street Tree queries- 56 (e.g. tree fallen over/branches down)
3. Cemetery enquiries- 17 (Burial enquiries etc)
4. Playgrounds- 9 (Issues with Playgrounds and equipment)
5. Walkways- 6 (issues within walkway areas)

Waste - Total Service Requests

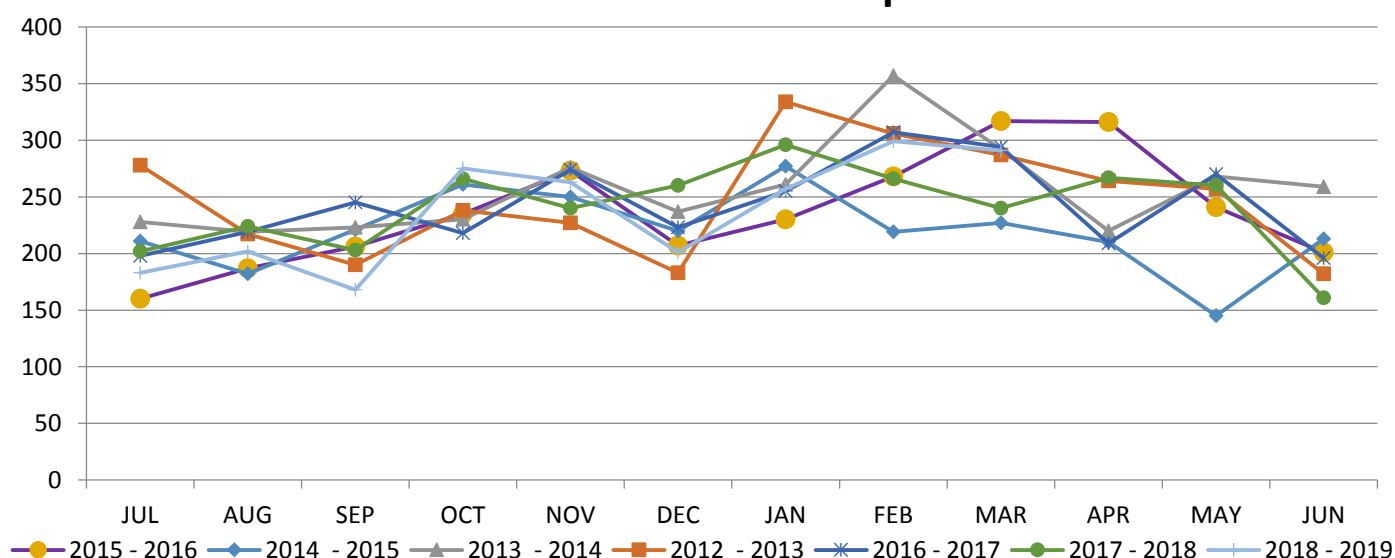


The Waste and Drainage Team received 835 CRMs in March 2019. There were 9 impressed CRMs recorded for March and no dissatisfied feedback received.

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

1. Rubbish Queries – 135 calls (non-collection, fly tipping etc)
2. Public Toilet queries/complaints 58 (e.g. Blocked toilet, soap dispenser empty).
3. Recycling queries and complaints- 50 (e.g. Bin missed during collection)
4. Sewer queries- 42 (e.g. blocked waste drain)
5. Stormwater queries- 24 (e.g. blocked storm drain)

Water - Total Service Requests

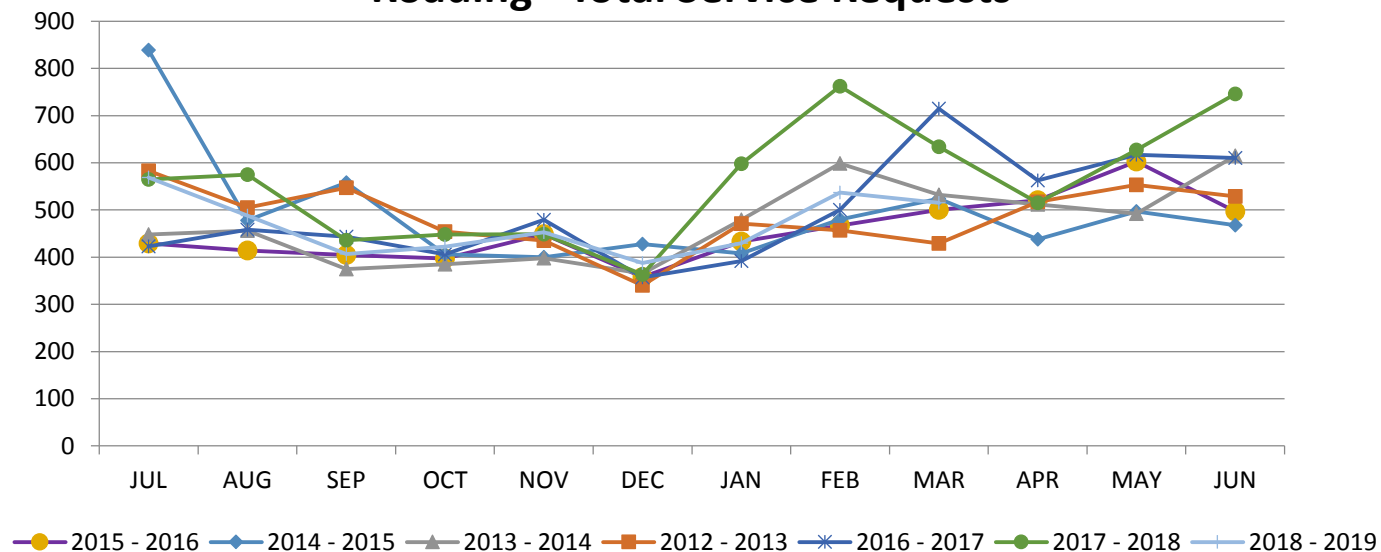


The Water Services team received 291 CRMs in March 2019. Water Services received 14 impressed calls during the month of March with no dissatisfied call received.

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

1. Water Leaks- 161 (Leak repairs or concerns)
2. Meter Box Queries- 38 (New box, new meters)
3. General Water Queries- 25 (Various other enquiries etc)
4. Water Quality- 19 (Dirty water etc)
5. Water Pressure- 7 (Pressure issues)

Roading - Total Service Requests



The Roding Team received 515 Customer Service Requests in March 2019. Thirty-nine follow up calls were made this month. Twenty customers found our service acceptable. Eight customers were dissatisfied. Thirteen customers were impressed by the Roding team and contractors.

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

- | | |
|---------------------------------|--|
| 1. 90 reports of Roding General | E.g. General and Safety issues. |
| 2. 80 reports of Unsealed roads | E.g. Maintenance and repair of unsealed roads. |
| 3. 42 reports of Footpaths | E.g. Maintenance of footpaths. |
| 4. 35 reports of Road Signs | E.g. Missing signs and maintenance. |
| 5. 37 reports of Road signs | E.g. Missing signs and maintenance |

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.