

Notice is given that an ordinary meeting of the Operations Committee will be held on:

Date: Thursday 13 May 2021
Time: 9.30am
Meeting Room: Tasman Council Chamber
Venue: 189 Queen Street
Richmond

Operations Committee

AGENDA

MEMBERSHIP

Chairperson	Deputy Mayor S Bryant	
Deputy Chairperson	Cr C Mackenzie	
Members	Mayor T King	Cr D McNamara
	Cr C Butler	Cr D Ogilvie
	Cr M Greening	Cr T Tuffnell
	Cr C Hill	Cr A Turley
	Cr B Dowler	Cr T Walker
	Cr K Maling	Cr D Wensley

(Quorum 7 members)

Contact Telephone: 03 543 7617
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Website: www.tasman.govt.nz

AGENDA

1 OPENING, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That apologies be accepted.

3 PUBLIC FORUM

4 DECLARATIONS OF INTEREST

5 LATE ITEMS

6 CONFIRMATION OF MINUTES

That the minutes of the Operations Committee meeting held on Thursday, 1 April 2021, be confirmed as a true and correct record of the meeting.

7 REPORTS OF COMMITTEE

Nil

8 PRESENTATIONS

Nil

9 REPORTS

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10 CONFIDENTIAL SESSION

Nil

9 REPORTS

9.1 CHAIRMAN'S REPORT

Information Only - No Decision Required

Report To:	Operations Committee
Meeting Date:	13 May 2021
Report Author:	Stuart Bryant, Deputy Mayor and Chairman, Operations Committee
Report Number:	ROC21-05-1

1 Summary

- 1.1 The Regional Land Transport Plan (RLTP) and the Regional Public Transport Plan (RPTP) have gone through consultation and deliberation by the Regional Transport Committee (RTC). The RTC have recommended that Full Council consider some changes to active transport and public transport based on the submissions. The RTC will consider final RLTP and RPTP documents for recommendation to Full Council on 1 June 2021.
- 1.2 Further to the report presented by Road Maintenance Programme Leader Brian McManus at the Operations Committee Meeting, 18 February 2021 regarding possible safety improvement options at the Dart River Ford, and the Committee's request that staff undertake further investigation to find a more suitable solution, a task force of Cr Mackenzie, Brian McManus and myself was formed.
- 1.3 This task force met with key Department of Conservation (DoC) Management on 28 April to discuss the ford generally and to see what mutual opportunities and benefits could be obtained by working together to address the issues with the crossing whose primary purpose is to provide access for trampers to the Wangapeka Track, a DoC asset.
- 1.4 Present at the meeting, with task force members, were Mike Davies - Senior Advisor Northern South Island and Roy Grose - Northern South Island Regional Operations Director.
- 1.5 A number of options were raised and discussed at the meeting. It was made clear by DoC management present that they viewed the ford and indeed the Wangapeka Track as low priorities. They felt suitable onsite signage and detailed information, mirrored on both the Council and DoCs websites would be sufficient and consistent with their operations elsewhere in the country. This is consistent with the preferred option (Option 4.2) proposed in the 18 February report to the Operation Committee.
- 1.6 As DoC have extensive experience dealing with visitors, many of whom have little or no experience accessing more remote areas, it was decided that Mike Davies would work with Brian McManus to develop signage and online information to improve what is currently there.
- 1.7 In the longer term it was decided that Brian McManus would approach Waka Kotahi to discuss a possible co-funding agreement for a bridge at the site, with all key stakeholders (Waka Kotahi, Tasman District Council and DoC) contributing.

Item 9.1

- 1.8 Signage and website upgrades as well as Waka Kotahi engagement/feedback will be captured in a report to the Operations Committee once carried out/received.
- 1.9 Special thanks to Cr Mackenzie for chairing the Operations Committee meeting on 01 April 2021, while I was cycling the Otago Rail Trail. It was noticeable the difference between the Otago Rail Trail and the Great Taste Trail particularly in the trail surface and width.



2 Draft Resolution

That the Operations Committee receives the Chairman's Report ROC21-05-1.

Attachments

Nil

9.2 AFFORDABLE HOUSING PROPOSAL - TAKAKA**Decision Required**

Report To:	Operations Committee
Meeting Date:	13 May 2021
Report Author:	Richard Hollier, Reserves and Facilities Manager
Report Number:	ROC21-05-2

Item 9.2**1 Summary**

- 1.1 This report considers a proposal from the Golden Bay/Mohua Affordable Housing Project (GBMAHP) to construct two additional pensioner flats at the Takaka Pensioner Cottages at no cost to Council. These are to be managed by the Mohua Affordable Housing Trust (MAHT) under a lease/licence to occupy agreement for a term of 35 years with ownership of the units transferring to Council at no cost at the end of the lease term.
- 1.2 The GBMAHP is looking to have its first two houses completed and occupied by the end of June 2021. This target is considered optimistic but emphasises the urgency being given to the project. The proposal is based on provision of low cost houses with a basic two-bedroom, 60 m² house, costing \$150,000 which meets the majority of needs.
- 1.3 MAHT has been established as a Trust and is currently seeking registration as a Charity. It will provide governance, operational policies, housing ownership and financial oversight with the GBMAHP taking the lead on managing housing construction. Local builders and suppliers will be utilised to maximise the community benefit.
- 1.4 The proposal is comprehensive and contemplates and addresses many of the identified risks and concerns that Council may have.
- 1.5 If the proposal is approved, it is likely that two agreements will be required, the first to cover the terms and conditions around the construction of the flats including standards, consenting and the like; and the second a licence to occupy or lease agreement for the 35 year term which covers the conditions around management, maintenance standards, asset protection and eventual transfer of the assets at the end of the period.
- 1.6 Staff recommend that Council support the proposal and agree to proceeding with the necessary agreements.

2 Draft Resolution

That the Operations Committee:

- 1. receives the Affordable Housing Proposal - Takaka ROC21-05-2; and**
- 2. supports the Golden Bay/Mohua Affordable Housing Project proposal to establish two additional pensioner flats in Takaka in principle; and**
- 3. requests the Community Development Manager to execute a construction agreement and an occupancy agreement with the Mohua Affordable Housing Trust to ensure Council's interest in the proposed development is protected; and**
- 4. notes its thanks and appreciation to the Golden Bay/Mohua Affordable Housing Project for its work in providing quality affordable housing in Golden Bay.**

3 Purpose of the Report

- 3.1 To consider a proposal from the Golden Bay/Mohua Affordable Housing Project (GBMAHP) to construct two additional pensioner flats at the Takaka Pensioner Cottages.

4 Background and Discussion

Project structure

- 4.1 The Golden Bay/Mohua Affordable Housing Project (GBMAHP) is an organisation established by Dr Christopher Bennett to provide Golden Bay with quality affordable housing. The role of this organisation is to manage the project.
- 4.2 The Mohua Affordable Housing Trust (MAHT) is a trust separate from the GBMAHP and is currently seeking registration from the Charities Commission as a charitable trust. MAHT will provide governance, operational policies, housing ownership and financial oversight with the GBMAHP taking the lead on managing housing construction.
- 4.3 Local builders and suppliers will be utilised to maximise the community benefit.

Proposal

- 4.4 The Council was approached in the later part of 2020 by Dr Christopher Bennett of the GBMAHP who was looking for solutions to provide Golden Bay with quality affordable housing to rent or own. He was seeking sites where affordable houses could be provided in a timely way and had identified that there was capacity at the rear of the Takaka Cottages site located at 189 Commercial Street, Takaka. This space had potential to locate an additional two flats.



Figure 1. – Takaka Pensioner Flats showing proposed location of new units

- 4.5 In December 2020 the Community Development Manager briefed Council on the approach and received feedback that Council would consider a proposal for further development on this site.
- 4.6 A proposal was received from the GBMAHP in late January 2021 with a revised version received in late April 2021, the proposal is included as Attachment 1. The basis of the

proposal is that the MAHT will construct at its cost two additional pensioner flats that meet accessibility and healthy homes standards on the Takaka site. The MAHT will own, manage, maintain and rent the units for a 35 year period and at the end of the 35 years the ownership of the units will transfer to Council at no cost. The units will then be absorbed into the Council's community housing portfolio on the same basis as the other four existing units on the site.

- 4.7 The GBMAHP is looking to have its first two units completed and occupied by the end of June 2021. The proposal is based on provision of low cost houses with a basic two bedroom, 60 m² house, costing \$150,000 which should meet the majority of needs.
- 4.8 The proposal identifies that the GBMAHP has offers from Golden Bay residents to cover the costs of construction but it has not yet identified a means whereby the MAHT can draw upon these funds so this is still a work in progress.
- 4.9 The two units proposed for the Council site will be used to provide rental accommodation for the elderly on a very similar basis to the eligibility criteria used by the Council. The rent will be close to the median rent for two bedroom houses in Takaka of \$280 per week with this reducing to below \$184 per week if tenants qualify for the Government Income Related Rent Subsidy available to Community Housing Providers. The rent will be largely dependent on the final build cost.
- 4.10 MAHT will enter into an appropriate form of agreement with Council for both the construction of the new units and the management of them until their transfer to Council at the end of the term.

Assessment

- 4.11 The land owned by Council is fee simple land with four one-bedroom flats constructed in the 2000s already on the site, they are clustered to the south eastern end. The site has capacity for two additional flats on an area to the rear of the site that was formerly used for a driveway access to an adjoining property. This is the same location suggested by the GBMAHP. There was no longer a need for the access easement and it was removed from the title and the boundary fenced in early 2021.
- 4.12 The Council is free to enter into a lease or licence to occupy to enable the construction of the flats for a term of up to 35 years without constituting a subdivision under the Resource Management Act 1991. This is the term that the GBMAHP has identified as being necessary to recover their costs. At the end of the term the asset would transfer to Council at no cost.
- 4.13 It is likely that two agreements will be required, the first to cover the terms and conditions around the construction of the flats including standards, consenting and the like; and the second a licence to occupy or lease agreement for the 35 year term which covers the conditions around management, maintenance standards, asset protection and eventual transfer of the assets at the end of the period. Advice has been sought on the agreement proposed by the GBMAHP and further information will be available at the meeting on this.
- 4.14 The funding mechanism to cover the initial costs including construction has not yet been resolved. Council will need to ensure that the funding, agreement on the design, resource and building consents are all in place prior to any work commencing on site.
- 4.15 The GBMAHP has proposed that these flats be made available to only elderly persons who meet similar eligibility criteria to those set under Council's pensioner housing tenancy policy. Staff consider this to be important as there are examples where other councils have

broadened their policy to include tenants with wider social housing needs and this has not been successful and caused anxiety to the elderly tenants.

- 4.16 At the conclusion of the 35 years the assets transfer to Council, together with any existing tenancies. It will be important to ensure that the agreement with MAHT covers the condition of the asset at the end of the period and ensures security of tenure for existing tenants.
- 4.17 The Council is part way through a project, on hold until August 2021, to review our role in the provision of housing for older adults. Should the Council decide to divest its interest in community housing it would need to consider how these units would be transferred to the purchaser at the end of the 35 year term or otherwise managed.
- 4.18 The programme to have the first houses completed and occupied by June 2021 is unlikely to be achieved but does indicate the GBMAHP's desire to have these units available as soon as possible.
- 4.19 Apart from these considerations the proposal is comprehensive and it contemplates and addresses many of the identified risks and concerns.

5 Options

5.1 The options are outlined in the following table.

	Option	Advantage	Disadvantage
1.	Accept the proposal (recommended)	Increase the provision of social housing for elderly in Golden Bay by an additional two units. Aligns with Council strategic priorities of; Strong, resilient and inclusive communities and Enabling positive and sustainable development.	No significant disadvantages as there is no cost and little risk to Council.
2.	Decline the proposal	No significant advantage, status quo for provision of social housing for the elderly in Golden Bay.	Missed opportunity to increase provision to meet an established demand for additional affordable housing in Golden Bay and to test a new model for provision of social housing.

5.2 Option 1 is recommended.

6 Strategy and Risks

6.1 This is a low risk proposal, the GBMAHP have prepared a realistic and comprehensive proposal which identifies a solution that has minimal risk and is low cost to Council. It

optimises use of an existing Council housing site with surplus capacity and provides two additional housing units to Council at the end of the 35 year term.

- 6.2 The proposal demonstrates an innovative approach to providing additional community housing within Council's control working with a partner who is prepared to work within the rules.
- 6.3 A risk is that there are significant time delays in consenting or achieving funding; or the cost of providing the units increases beyond that which can be recovered during the term of the agreement. This risk would be mitigated by the agreement not proceeding.

7 Policy / Legal Requirements / Plan

- 7.1 The Operations Committee has a general power to act in all operational matters related to Community Housing so can enter into an agreement with MAHT. The Community Development Manager has the authority to enter into an agreement for development of any Council property and to approve the leasing or granting of any licence to occupy or tenancy.
- 7.2 The proposal aligns with Council's proposed vision in its Long Term Plan 2021-2031, which is "Working together for thriving and resilient Tasman communities".

8 Consideration of Financial or Budgetary Implications

- 8.1 The financial implications for Council are minimal until the transfer of ownership and control of the units to Council at the end of the agreement. All the costs associated with construction of the units including design, consents and construction will be met by the project. MAHT will be responsible for the tenancy management, insurance, rates, building maintenance, repairs and other costs for the duration of the agreement. The assets and any current tenancies will transfer to Council at the end of the agreement and at that time the Council will be responsible for the management and maintenance of these units together with the other four already in the complex.
- 8.2 The development will trigger development contributions at a discounted rate due to the size of the buildings. If it is undertaken after 1 July it may qualify for a remission of development contributions.

9 Significance and Engagement

- 9.1 The wider project that the GBMAHP have embarked on to increase the supply of quality affordable housing to rent or own in Golden Bay has broad community interest. The initial phase to increase the provision of accommodation for elderly by construction of two additional flats is a good first step as the elderly are particularly impacted by the housing crisis.
- 9.2 Staff assess the decisions sought in this report as having a low to moderate level of significance, with the Golden Bay community likely to have a higher level of interest in the decisions, than other areas of the Tasman District. Council has recently consulted on its Long Term Plan 2021-2031 Consultation Document, which contained housing as one of its key issues. There has been general support in the comments contained in the submissions for additional housing for elderly and to meet the needs of people in our communities. Therefore, if the Council considers it has a sufficient understanding of the likely views of

members of the community in relation to housing provision, it can make the decisions sought through this report without further community engagement.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Moderate in Golden Bay Low in the remainder of the District	There is likely to be a reasonable level of community interest in the projects aspirations to provide affordable housing for the elderly.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Moderate in Golden Bay Low in the remainder of the District	There will be positive impacts with a significant improvement in the availability of affordable housing in the Golden Bay Ward through the GBMAHP project.
3.	Is there a significant impact arising from duration of the effects from the decision?	High	This decision if adopted would be one of the first projects to provide an increased stock of affordable housing in Golden Bay. The duration of the project is 35 years, with the houses being constructed having a longer life.
4.	Does this activity contribute or detract from one of the goals in the Tasman Climate Action Plan 2019 ?	Low	The provision of modern energy efficient buildings will provide a contribution to reduction of carbon emissions.
5.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Yes	Council's community housing portfolio is a strategic asset. Approval of this proposal will enable better utilisation of an under capacity site.
6.	Does the decision create a substantial change in the level of service provided by Council?	No	
7.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	The proposal has a nil impact on debt and rates with nil effect until at least the end of the agreement. Council does not currently plan for expenditure beyond the next 30 years.
8.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
9.	Does the proposal or decision involve entry into a private sector partnership	Low	While the proposal does not affect delivery of any of

Item 9.2

	Issue	Level of Significance	Explanation of Assessment
	or contract to carry out the delivery on any Council group of activities?		Council's groups of activities, it does involve entering into a partnership with a Trust for the construction and management of two new older persons houses. The contract will be for a period of 35 years.
10	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
11	Does the proposal require inclusion of Māori in the decision making process (consistent with s81 of the LGA)?	Low	GBMAHP have engaged in discussions with local iwi.

10 Conclusion

- 10.1 The proposal from GBMAHP will enable the first step in the provision of additional quality affordable housing in Golden Bay. It enables two additional flats to be built in Takaka on available land within the existing pensioner housing complex with the assets transferring to Council at no cost at the end of a 35 year period.
- 10.2 Staff recommend that Council support the proposal and agree to proceeding with the necessary agreements.

11 Next Steps / Timeline

- 11.1 Staff will enter into discussions with GBMAHP and the MAHT to progress agreements for construction of the buildings and a lease of the site. GBMAHP is seeking to have the first houses completed and occupied by June 2021, this programme will need to be revised and a new programme agreed with the GBMAHP.

Attachments

1. [Golden Bay/Mohua Affordable Housing Project Proposal](#)

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GOLDEN BAY / MOHUA
AFFORDABLE HOUSING PROJECT
www.mohuahousing.co.nz

Proposal to Tasman District Council Takaka Commercial Street Pensioner Flats



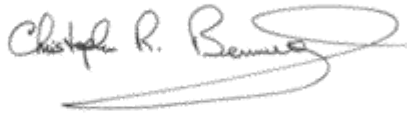
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Version Control

Date	Version	Changes
12/1/21	0.8	Final draft for internal review
22/1/21	0.9	Updated with site layout plan
23/4/21	2.0	Updated to reflect changes to project since January

Prepared By:



Dr. Christopher R. Bennett
 B.Eng., M.Eng., Ph.D.

Reviewed By:



David MacInnes

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Proposal to Tasman District Council Takaka Commercial Street Pensioner Flats

Introduction

This proposal for Tasman District Council (TDC) has been prepared by the Golden Bay/Mohua Affordable Housing Project (GBMAHP). The GBMAHP has been started with the mission of providing Golden Bay/Mohua with quality affordable housing to rent or own. This proposal is for the provision of two pensioner flats on the site of TDC's four existing pensioner flats at 189 Commercial Street, Takaka.

The Golden Bay/Mohua Affordable Housing Project

Golden Bay, with a population of some 5,000 has a major housing crisis:

- Some 100+ homeless, low income families and pensioners are in need affordable housing¹
- No public housing is planned by Government
- No affordable houses are for sale in existing market
- All new house construction is aimed at high income quintiles
- Rentals are limited, expensive relative to income, and declining in number

The Golden Bay/Mohua Affordable Housing Project (GBMAHP) has developed a low-cost solution to this problem. We are on schedule to have our first two houses completed and occupied by the end of June: just six months after starting the project.



¹ Housing Register has 54 families (June 2020); the Golden Bay/Mohua Affordable Housing Project (GBMAHP) have 50+ families homeless or needing housing. Tasman District Council (TDC) has a waiting list of 12 pensioners; Golden Bay Community Health Centre has at least two disabled clients needing accessible accommodation.

Proposal: Takaka Commercial Street Pensioner Flats

The project is designed to be scalable and replicable elsewhere in New Zealand and there is already interest from elsewhere who want to try and implement this solution—Ruru Tiny Homes has expressed interest in constructing our affordable houses in Motueka.

The GBMAHP has a unique approach to land: land is often available; all one needs is a way to access it:

- The GBMAHP treats land availability independently from the house
- People are 'hosting' houses on their existing land either for free or a nominal 'occupancy license' or lease payment
- There are currently over 30 locations available to host houses before the project has built its first house
- The GBMAHP is trying to secure large areas of land to construct multiple homes on a leasehold arrangement

	Secondary Minor Dwelling	Occupancy License	Development
Number of Houses	One	One or Many	Large Number
Land Ownership	Land Owner	Land Owner	MAH Trust
Land Tenure	Permanent	35 Year Resource Consent	Permanent
Ultimate House Ownership	Land Owner	MAH Trust	Tenant (Buy or Rent-to-Own) MAH Trust

The GBMAHP's goal is to be able to provide low-cost houses, which translate to low-cost rent. The basic house² is an architect designed \$150,000 two-bedroom, 60 m² house³:

- Affordability and rapid construction considered in all aspects of the design
- Fully compliant with the building code
- Meeting all the Government's 'Healthy Home' standards
- Houses are on piles and transportable so potentially can be built in yards rather than onsite
- 'Accessible' homes for pensioners and the disabled are expected to be Lifemark 5 Star rated (highest possible)



The project uses **local builders and suppliers** so that there are community benefits from the project. It is estimated that for every three houses built there will be **one person-year of employment** for local tradespeople. The project is being used to train apprentices. For example: ITM Takaka is supplying most of the building materials; the windows are made by Rylock in Nelson, the flooring is from Flooring Xtra in Motueka, electrical from Radcliffe's in Richmond.

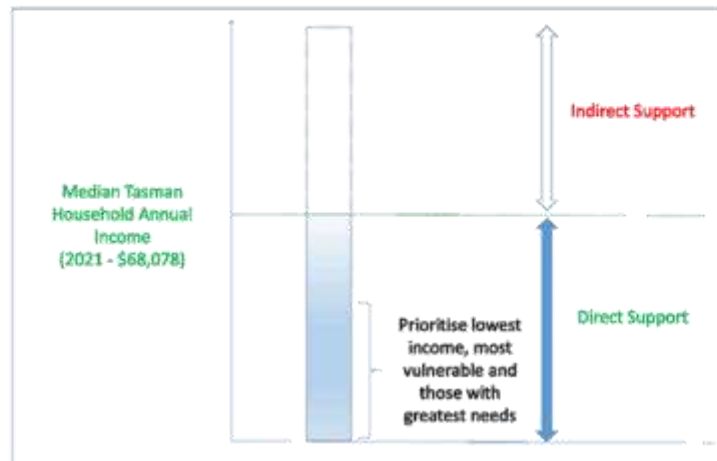
² For a video 'walk through' visit: <https://mygbhousing.info/index.php/our-houses>

³ Research suggests that some 70% of the housing needs in Golden Bay could be met by a two-bedroom house. The project has designs for larger three and four bedroom houses to meet the other needs.
Proposal: Takaka Commercial Street Pensioner Flats

The figure below shows the governance of the project. The **Mohua Affordable Housing Trust** has been formed and is currently being reviewed by the Charities Commission to confirm our charitable status. There are four Trustees, with a further two Trustee positions reserved for Tasman District Council and Habitat for Humanity, should they wish to participate.



Eligibility for housing through the GBMAHP is illustrated in the figure below. The project aims to directly help those below the median Tasman income, with the focus on the most poor and vulnerable.



The Need for Elderly Accommodation

One of the pressing needs in Takaka is for accommodation for the elderly and pensioners. **Currently 12 people are on the TDC wait list for pensioner accommodation.**

This need was recognized almost a decade ago in the 2012 report "Aging in Place" in Golden Bay: An investigation of the ageing population in Golden Bay and what they need to be able to "Age in Place". This report found:

"... that people want to grow old in Golden Bay because of its beauty, the leisure activities it affords and their sense of identity and belonging to the land, the community, to family and to friends. It also found that the quality of people's accommodation (house and section); their financial situation, the quality of their social network and their health are the main issues contributing to their ability (or not) to Age in Place in Golden Bay."

*"The overwhelming majority of interviewees reported that they want to become old in Golden Bay" ...
"The longer people have lived in Golden Bay the more that sense of being a part of the land was expressed in terms of a 'taken for grantedness' – this is who and what I am."*

The Government's 2016 'Healthy Ageing Strategy' and detailed action plan identified five key strategic themes:

- Prevention, healthy ageing and resilience throughout people's older years
- Living well with long-term health conditions
- Improving rehabilitation and recovery from acute episodes
- Better support for older people with high and complex needs
- Respectful end-of-life care.

A key element of the first theme is ensuring that **elderly have suitable accommodation in their community** as this makes a massive contribution towards their resilience and health aging. Unfortunately, Golden Bay's housing crisis makes this very difficult.

Proposal: Takaka Commercial Street Pensioner Flats

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The elderly—especially those on pensions—are particularly affected by Golden Bay’s housing crisis. For this reason, the Golden Bay Housing Trust have advised that their next project will be to construct up to four homes to meet what they described as an “infinite” need for elderly housing. This will not meet the current needs, hence this proposal.

Proposal

It is proposed that the GBMAHP will construct two additional pensioner flats in the parking lot behind the existing four flats owned and operated by TDC at 189 Commercial Street, Takaka (see below). This area was used as access to the St John Ambulance station on Edinburgh Street, but St John has now constructed a new access from Edinburgh Street to the station, so this route is no longer used (it is understood that the easement behind the old Edinburgh Street medical centre was removed, necessitating this change). The proposed site layout is shown below. This meets the TDC set back requirements, and has access for vehicle parking. Plantings would be done adjacent to the houses, but these will be low maintenance.



The Houses

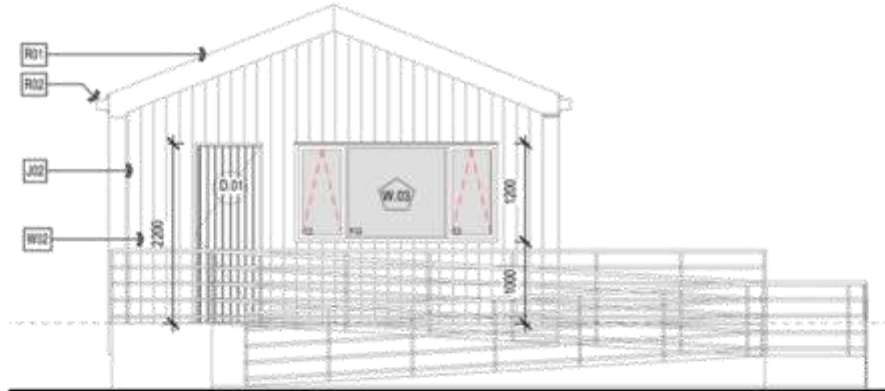
The houses to be built would be built using the GBMAHP ‘Accessible’ house. As noted earlier, this meets the Lifemark criteria for a 5 star accessible house. Among the features:

- All doors 860 mm wide for wheelchair access
- Cavity door from bedroom directly into bathroom
- Bathroom designed for accessibility:
 - Basin which is wheelchair accessible
 - Toilet 450 mm high for ease of access, with large buttons

Proposal: Takaka Commercial Street Pensioner Flats

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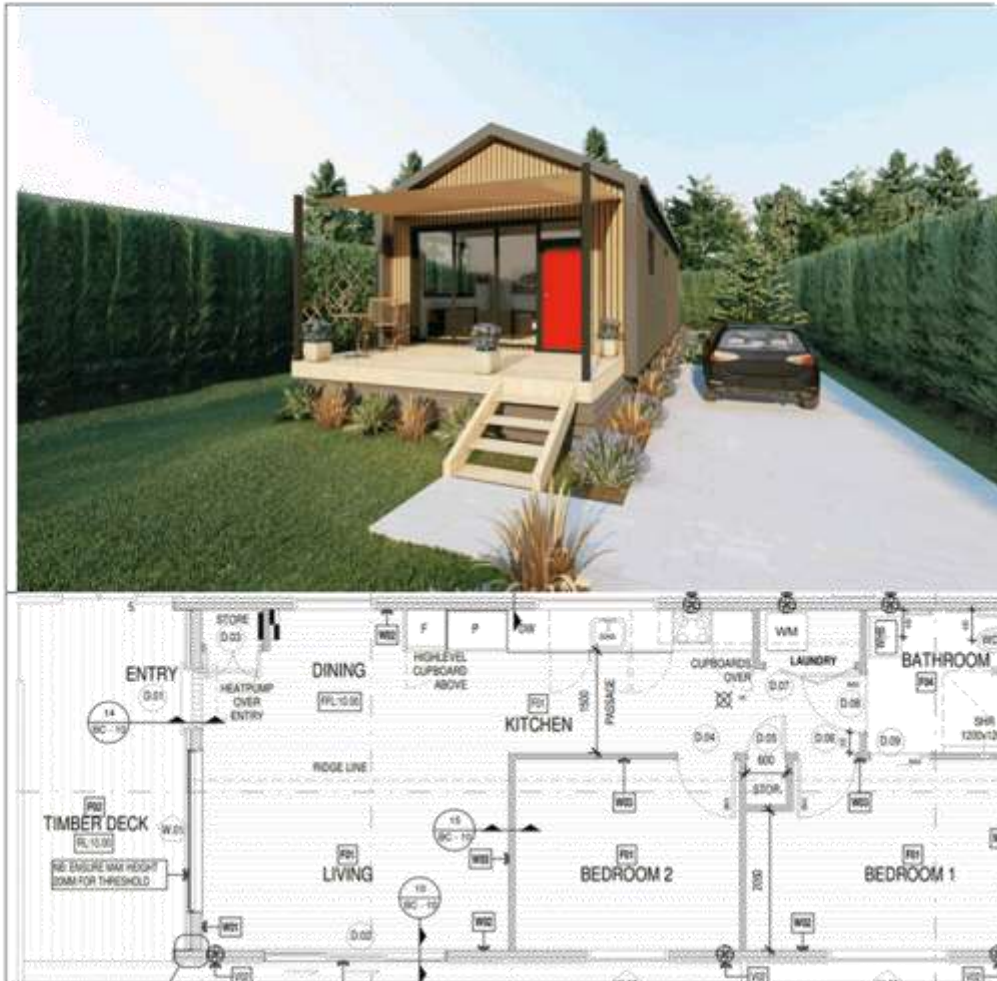
- Wet shower area 1200 x 1200
- High friction laminate flooring throughout
- Kitchen design for accessibility:
 - All major appliances within reach
 - Drawers for ease of access
 - Induction hob to reduce risk of burns
- All houses have ramps:
 - 1:16 gradient (compared to 1:12 standard so easier to use)
 - High friction fibre reinforced plastic ramps



The houses come equipped with brand new appliance courtesy of our partner Panasonic. These include:

- Refrigerator
- Dishwasher
- Induction Hob
- Stove
- Combination Washer/Dryer
- 4 kW Heat Pump

Below are examples of the accessible house. It should be noted that this has a larger ramp area than would be provided at 189 Commercial Street.



Proposed Arrangements

The proposed arrangements are:

- The GBMAHP will
 - finance all costs associated with the construction of the two dwellings, including resource consent, development contributions, building permits, etc.
 - own the two dwellings for a duration of 35 years, after which ownership would transfer to TDC at no cost to TDC.

Proposal: Takaka Commercial Street Pensioner Flats

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- pay \$1 per annum per dwelling, as ground rent to TDC
- manage the Units and pay all running and maintenance costs, receiving all rental income for the duration.
- After the 35 year duration:
 - the ownership of the two dwellings will transfer to TDC at no cost to TDC.
 - all management, maintenance, costs, and rental income associated with the two dwellings will be the sole responsibility of TDC.

A draft contract for TDC's consideration is included as Annex 1.

Eligibility

It is understood that TDC maintains a registry of interest for pensioners seeking accommodation in Takaka and that there are 12 people on the list. The GBMAHP would work with TDC to identify suitable candidates for the two dwellings. The GBMAHP have based our eligibility criteria on TDC's, and these are as follows:

- **Household Income:** The household annual income must be below the median Tasman household income (\$68,078 for 2021)⁴; and,
- **Assets:** Total assets, including cash, investments, house and other property (but not including car and furniture) do not exceed \$50,000⁵.

The following general eligibility criteria must also be met:⁶

- Be a New Zealand citizen or permanent resident;
- Any home provided by the GBMAHP must be for use exclusively as the household's Primary Residence;
- Applicants cannot own a home or land already;
- Must have ties with Golden Bay:
 - having resided in Golden Bay continuously for a minimum of two years; or,
 - having immediate—and preferably dependent—family who have resided in Golden Bay continuously for a minimum of two years.

Rent

Correspondence with TDC staff have advised that the current rent for the four existing units is \$184/week. Based on our financial modelling, for us to receive only \$184/week we would have to be able to construct a house for about \$97,500—unfortunately impossible: the cost of our materials alone are over \$100,000.

In the event that the tenants qualify for the Government's 'Income Related Rent Subsidy' (IRRS) which Habitat for Humanity is eligible to use, the weekly rental to tenant would be below \$184/week. Otherwise, the likely rental to

⁴ Median annual household income for Tasman / Nelson / Marlborough / West Coast for year ending June 2020.

⁵ This is the same criteria used by Tasman District Council for eligibility for support for council owned pensioner cottages.

⁶ At the discretion of the GBMAHP there may be from time-to-time exceptional circumstances that allow for exemptions to be applied for on a case-by-case basis.

Proposal: Takaka Commercial Street Pensioner Flats

the tenant will be close to the median rent of \$280/week⁷—although this will be entirely dependent on the final build cost which the project is endeavouring to minimize.

Next Steps

If TDC approves of this proposal:

- TDC should prepare an appropriate contract (see the proposed draft in Annex 1)
- TDC will need to remove existing easements on the property
- GBMAHP will
 - prepare and submit a resource consent for construction of the dwellings
 - finalize the pensioner designs
 - submit building permit applications
 - commence construction once funding is secured⁸

⁷ <https://www.tenancy.govt.nz/rent-bond-and-bills/market-rent/> Takaka median rent for 2 bedroom houses for the period July 2020 to December 2020

⁸ We already have offers from Golden Bay residents to cover the costs of the construction, but have not identified a modality whereby the Trust can draw upon these funds. This is a work in progress.
Proposal: Takaka Commercial Street Pensioner Flats



Annex 1: Proposed Contract

Contract Agreement

Relating to

189 Commercial Street Takaka Pensioner Units

Mohua Affordable Housing Trust

and

Tasman District Council

Council

Date

This Contract comprises of the following Parts

Part 1 – The Contract Agreement

Part 2 – General Conditions of Contract Agreement

Part 2 – Introduction

Part 3 - The GBMAHP model

Part 3 – Participants and Nature of Parties Obligations

Part 4 - Commencement and duration

This Contract Agreement is made on: 2021

Between Mohua Affordable Housing Trust (MAHT)

And Tasman District Council (Council)

The parties agree as follows:

1. The MAHT shall construct, at their own cost, two Units as described in the Contract.
2. The MAHT will own the Units for the Duration, and pay \$1 per annum per Unit, as ground rent to the Council.
3. The MAHT, or its agreed agent, will, for the Duration manage the Units and pay all running and maintenance costs, receiving all rental income for the Duration.
4. After the Duration the ownership of the Units will transfer to the Council at no cost.
5. After transfer, all management, maintenance, costs, and rental income associated with the Units will be the sole responsibility of the Council.

SIGNED

For and on behalf of the Council by:

Full name of authorised signatory

Signature of authorised signatory

For and on behalf of MAHT by:

Full name of authorised signatory

Signature of authorised signatory

GENERAL CONDITIONS OF CONTRACT AGREEMENT

PART 2: GENERAL CONDITIONS OF CONTRACT AGREEMENT

1. THE CONTRACT AND DEFINITIONS

- 1.1 Evidence of Contract: No contract or other legal relationship shall exist between the MAHT and the Council until the Contract Agreement is executed by both parties.
- 1.2 No Agency: The relationship of the MAHT to the Council is that of an independent entity to its customer, and nothing else.
- 1.3 No Authority: The MAHT acknowledges that it does not have the authority to enter into contracts or incur debts on behalf of the Council. Neither party will make any contrary representation to any other person.
- 1.4 Mutual obligations: Each party agrees to:
- promptly advise the other party on becoming aware of any material breach by it of its obligations under this Agreement;
 - to take reasonable care not to do anything, or omit to do anything, that would cause the other party to be in breach of applicable Laws;
 - to consult with the other party as soon as practicable (subject, in the case of the Council, to duties of confidentiality), as to any event that may materially affect the performance of its obligations under this Agreement;

1.5 Definitions:

"**Commencement Date**" means the date that is the latter of the date Resource Consent is granted or the date that Council makes the Site available to start building.

"**Contract**" means the written agreement signed by the Council and the MAHT, and includes all documents in Parts 1 to 6

"**Council**" means Tasman District Council.

"**Council's Representative**" means Susan Edwards or such other person from time to time nominated by the Council.

"**Drawings**" means the MAHT's drawings of the Works as provided as part of the Building Consent process

"**Duration**" means a period of 35 years from Commencement Date.

"**Final Completion Certificate**" is the certificate issued under 4.4.

"**General Conditions**" means the Part 2: General Conditions of Contract comprising all of sections 1 to 6.

"**MAHT**" means the Mohua Affordable Housing Trust

"**MAHT Representative**" means Dr. Christopher R. Bennett

Proposal: Takaka Commercial Street Pensioner Flats

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GENERAL CONDITIONS OF CONTRACT AGREEMENT

"**Practical Completion**" is as defined in 4.3.

"**Site**" means the land and other places on or over or under which the Works are to be carried out together with any other places made available to the MAHT by the Council conditionally or unconditionally for the purpose of the Contract.

"**Specifications**" means the document(s) approved by Council as part of the building consent process.

"**Units**" means the proposed MAHT dwellings to be constructed

"**Works**" means the works to build and complete the Units in accordance with the Contract.

2. THE MAHT'S OBLIGATIONS

- 2.1 The Mohua Affordable Housing Trust is a charitable Trust. It is operating the Golden Bay/Mohua Affordable Housing Project with the mission to provide quality affordable housing to rent and own in Golden Bay. Its potential partner Habitat for Humanity,⁹ a not-for-profit organisation, part of a global network, and registered Community Housing Provider.
- 2.2 **The MAHTs Representative:** The MAHTs Representative for the purposes of administration of the Contract is the person named in the Definitions. The MAHT must notify the Council in writing of any replacement MAHT Representative. The MAHTs Representative is authorised to perform all of the MAHTs obligations and exercise all of MAHTs powers under the Contract.
- 2.3 **Works generally:** The MAHT must:
- 2.3.1 commence the Works as soon as practical after the issuing of the Resource Consent and Building Consent;
 - 2.3.2 provide all services, labour, materials, plant, temporary works, transport and everything necessary to undertake and complete the Works;
 - 2.3.3 proceed with the Works with due care and diligence and in a proper and workmanlike manner;
 - 2.3.4 ensure the Works on completion are fit for purpose.
- 2.4 **Comply with Laws and Authorities:** The MAHT must comply with the requirements of all relevant authorities and with all relevant statutes, regulations and by-laws of relevant authorities.
- 2.5 **Subcontractors and Suppliers:** The MAHT is fully responsible for the acts or omissions of any subcontractors and suppliers. The MAHT's obligations and liability are not affected by the subcontracting or supplying of any part of the Works. In addition:
- 2.5.1 The MAHT must not subcontract or assign the Contract without the prior written approval of the Council.

⁹ Habitat for Humanity Charities Registration: CC28026; Community Housing Regulatory Authority: RA011
 Proposal: Takaka Commercial Street Pensioner Flats Page 14

GENERAL CONDITIONS OF CONTRACT AGREEMENT

- 2.5.2 The MAHT will engage and manage subcontractors and suppliers as it deems necessary to complete the Contract. The subcontractors and suppliers currently engaged include: Goodison Architecture; Frank Byrne Builders; Golden Bay Plumbing and Gas; Golden Bay Roofing; Azimuth Renewables; and Golden Bay ITM
- 2.6 **Co-operate with Others:** The MAHT is not entitled to exclusive possession of the Site and must co-operate with any other persons who come on to the Site, including but not limited to representatives of the Council, existing tenants, and other third parties.
- 2.7 **Protect People and Property:**
- 2.7.1 **Site-Specific Risk Assessment:** Prior to commencing work on Site the MAHT must undertake a Site-specific risk assessment, including identifying:
- a. any hazards and risks to health and safety associated with the Works or the Site, including the means of entering and exiting the Site; and
 - b. any special health and safety measures required to ensure so far as is reasonably practicable that the health and safety of any person is not put at risk from the carrying out of the Works; and
 - c. the site specific health and safety plan shall not relieve the MAHT of any obligation or liability under the Contract or at law
- 2.7.2 **Provide and Protect:** The MAHT must provide all overseeing and provide, erect, maintain and when no longer required remove all barricades, fencing, temporary roadways and footpaths, signs and lighting necessary for the effective protection of property, for traffic and for the health and safety of others.
- 2.7.3 **Avoid Nuisance:** The MAHT must take all reasonable steps to avoid nuisance (including unnecessary or excessive noise, dust, fumes) and prevent damage to property.
- 2.8 **Salvage materials:** Any materials that may be salvaged during Site preparation become the property of the MAHT and must be removed from the Site by the MAHT at the MAHT's cost. The MAHT shall be deemed to have allowed at its entire cost everything necessary to comply with this.
- 2.9 **Indemnify the Council:** The MAHT must indemnify and hold harmless the Council against all claims, liabilities, costs, losses or damages arising from damage to any property, or personal injury to any person or illness or death of any person that arises from the MAHT's performance of the Works.
- 2.10 **MAHT to insure:** The MAHT must:
- **Insure against Public Liability:** arrange and maintain public liability insurance in the amount of *[insert]* until issue of the Final Completion Certificate to indemnify the Council (including for any vicarious liability) and the MAHT against legal liability to third parties for damage, loss, or injury caused by an act or omission of the MAHT arising out of the performance of the Works. The insurance must be for at least the amount stated in the Special Conditions.
 - **Insure the Units:** arrange and maintain Units insurance in the name of the MAHT in the amount of *[insert]* from the Practical Completion of the Works for the Duration of the

GENERAL CONDITIONS OF CONTRACT AGREEMENT

MAHTs ownership. The insurance must be sufficient to cover replacement cost plus any increased costs, professional fees, and demolition.

- 2.11 **Obtain and Assign Warranties:** The MAHT must obtain warranties from all suppliers and subcontractors
- 2.12 **Obtain Consents:** The MAHT must obtain all necessary consents and compliance certificates required by relevant authorities and pay all required consent fees.
- 2.13 **Intellectual Property:** The MAHT warrants it is the sole owner of or holds a licence to use all the proprietary rights and intellectual property in the Works and it is not in breach of any intellectual property rights of any third party.
- 2.14 **Weathertightness:** The MAHT shall ensure that the Works comply with the Weathertightness Requirements.
- 2.15 **Healthy Homes:** The MAHT shall ensure that the Works comply with the Healthy Homes Standards.
- 2.16 **Design:** The MAHT is responsible for any design and/or documentation work it carries out, and the performance and “buildability” of that design work and the MAHT must ensure that such works are designed, developed and documented with the degree of skill, care and diligence reasonably expected of a professional providing services similar to the design work, and in accordance with this Contract. The MAHT must ensure that:
- a. the Units are designed for the MAHT in accordance with proper professional architectural and engineering practices and principles;
 - b. the Units and all services and features included are professionally designed to be appropriate, adequate and fit for purpose;
 - c. such work is cost effective in terms of proposed solutions.
- 2.17 **Conflict of interest:** The MAHT acknowledges and agrees that it has no, and is not aware of any conflict of interest, that it has not disclosed in writing to the Council prior to signing the Contract, and the MAHT undertakes to advise the Council immediately if any conflict of interest should arise:
- 2.18 **Substituted products or materials:** Where the MAHT wishes to use alternative products or materials to those specified by the Drawings and Specifications, the MAHT may do so providing it continues to meet its obligations under the terms of the Building Consent.
- 2.19 **Tenant Management:** The MAHT acknowledges the Units are for the sole use of Pensioner rental and the Council recognises the MAHT has autonomy to maintain and manage all aspects of the Unit for the Duration, which includes:
- 2.19.1 implementing its proprietary tenant selection criteria, with the only restriction being the tenant must be a Pensioner. Any gap in rental income due to a crossover in tenant does not affect the Duration or terms of the Lease.
 - 2.19.2 implementing the MAHTs existing rental policy, which if partnering with Habitat for Humanity or another eligible community housing provider includes taking advantage of the Income Related Rent Subsidy, where possible, in accordance with its mission to provide quality affordable housing to rent. Maximum rent is capped in accordance with government policy.

Proposal: Takaka Commercial Street Pensioner Flats

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2.19.3 paying Building insurance in accordance with clause 2.10.

2.19.4 paying Rates, which the Council will invoice directly to the MAHT.

2.20 **Unit Maintenance:** The MAHT will endeavour to repair any damage as soon as the MAHT becomes aware of it. The type of repair, either full replacement, or spot repair, will be determined by the MAHT alone. In deciding the type of repair the MAHT will bear in mind the requirement to maintain the Unit to a satisfactory level for the Duration. In addition, the MAHT will manage the maintenance schedule and carry out either earlier or later than scheduled. This does not affect Unit quality required at the conclusion of the Duration.

3. THE COUNCIL'S OBLIGATIONS

3.1 **The Council's Representative:** The Council's Representative for the purposes of administration of the Contract is the person named in the Definitions. The Council must notify the MAHT in writing of any replacement Council's Representative. The Council's Representative is authorised to perform all of the Council's obligations and exercise all of Council's powers under the Contract.

3.2 **Give the MAHT Possession of the Site:** The Council must make the Site available to the MAHT for commencement of the Works once any easements have been removed, and resource and building consents have been granted. The MAHT must liaise with and comply with the reasonable directions of the Council regarding access including method, timing and route to the Site.

3.3 **No payments:** The Council have no payments to make to the MAHT.

3.4 Council's insurance:

3.4.1 The Council will maintain insurance for:

- a. the existing structures;
- b. other structures in the vicinity; and
- c. any contents which are owned by the Council or contained within the existing or other structures,
- d. for the purposes of the contract, "existing structures" are defined as being those structures directly affected by construction activity where the construction involves working in, on, under, over or in connection to existing structures that are owner by the Council.

3.4.2 The MAHT must pay the full amount of any of the Council's insurance policy deductibles or excesses where the loss, damage or liability arises out of an act or omission of the MAHT.

3.5 Lease:

3.5.1 The Council agrees to lease the land at 189 Commercial Street, Takaka, on which the Units are built to the MAHT for the Duration.

3.5.2 Annual ground rent, payable in advance, from Commencement Date is \$1 per Unit, fixed for the Duration.

3.5.3 The lease includes access, curtilage, and the right to convey services.

GENERAL CONDITIONS OF CONTRACT AGREEMENT

4. TIME FOR COMPLETION

- 4.1 **Due Date for Completion:** The MAHT must achieve Practical Completion by the Due Date for Completion.
- 4.2 **Extension of Time:** The Council must grant an extension of time to the Due Date for Completion if the MAHT is fairly entitled to an extension by reason of delays caused by any circumstances not reasonably foreseeable by an experienced MAHT and not due to any default of the MAHT, providing as a condition precedent that the MAHT notifies the Council in writing as soon as reasonably practicable after the MAHT becomes aware of the relevant circumstances.
- 4.3 **Practical Completion:**
- 4.3.1 **Practical Completion:** Practical Completion means when:
- a. the Site is cleared and the Works and any adjacent buildings affected by the Works are cleaned to the satisfaction of the Council; and
 - b. all other Works are completed except for minor omissions and minor defects which in the opinion of the MAHT:
 - i. do not prevent the Works from being used for the intended purpose; and
 - ii. rectification of which will not prejudice the convenient use of the Works.
- 4.3.2 **The MAHT to notify Council:** The MAHT must notify the Council in writing when it considers the Works are at the stage of Practical Completion, confirming that it has:
- c. reinstated all areas affected by the Works;
 - d. connected, tested, balanced and certified all services as fit for operation for their intended purpose in accordance with the Contract;
 - e. removed all rubbish from the Site and the building; and
 - f. cleaned the Works properly and effectively to an acceptable standard.
- 4.4 **Final Completion Certificate:** Once the MAHT has obtained a Certificate of Code Compliance.

5. DISPUTES

- 5.1 **Negotiate in good faith:** If either party notifies the other in writing of any dispute arising out of or in relation to the Contract, the parties must in good faith endeavour to resolve the dispute. The parties may agree to use a mediator.
- 5.2 **Arbitration:** If the dispute is not resolved within twenty (20) Working Days after the date of the notice of dispute, then unless both parties agree otherwise, the dispute must be referred to a sole arbitrator, to be agreed between the parties or appointed under the procedures of the Arbitration Act 1996, for resolution in accordance with the Arbitration Act 1996. The award in the arbitration shall be final and binding on the parties.

GENERAL CONDITIONS OF CONTRACT AGREEMENT

6. CONFIDENTIALITY

6.1 The MAHT must use its best endeavours to keep confidential all matters relating to the Contract. The MAHT must not disclose any information except to the extent that:

6.1.1 the disclosure of that information is necessary for the MAHT to carry out its obligations under this Contract to enforce any of its rights under it; or

6.1.2 that disclosure is required by law.

6.2 The MAHT must keep confidential any claim or dispute under the Contract.

6.3 The MAHT must not advertise its relations with the Council or its involvement in the Works without the written permission of the Council.

6.4 The MAHT must ensure that its subcontractors are bound by a similar clause in any subcontract.

9.3 PMO - GOVERNMENT STIMULUS PROGRAMME PROGRESS REPORT

Information Only - No Decision Required

Report To: Operations Committee
Meeting Date: 13 May 2021
Report Author: Anette Becher, Reporting and Insight Analyst - PMO;
Chris Blythe, Programme Delivery Advisor
Report Number: ROC21-05-3

1 Summary

- 1.1 This report outlines progress with the establishment of a Programme Management Office to oversee and coordinate the delivery of projects funded or partially funded by various government departments as part of the post-Covid-19 Stimulus Funding Packages.

2 Draft Resolution

That the Operations Committee receives the PMO - Government Stimulus Programme progress report ROC21-05-3.

3 Purpose of the Report

- 3.1 To provide an update on the establishment of the Project Management Office (PMO) and on the delivery of projects funded or partially funded by various Government departments as part of the post-Covid-19 Government Stimulus Funding packages.

4 Programme Management Office (PMO) Update

- 4.1 The delivery of the Government Stimulus Programme is on track. The degree of under spending is partly due to invoicing occurring a month in arrears and the gap is expected to reduce significantly in the last months of the financial year. Underspent funds can be carried forward into next financial year for most of the projects. All the funders are aware of our financial position.
- 4.2 The total value of the Government Stimulus Programme appears to have reduced since last month. This is because the Significant Natural Areas Weed Control project is likely to be hosted by The Nature Conservancy as part the Kotahitanga mō te Taiao Alliance, and the full amount of \$6.0 million funding will therefore no longer be held by the Council. Of this, it is expected that up to \$2.0 million will be spent on weed control in the Tasman District. The Council has requested \$300,000 over three years to support staff costs for the project (liaison with landowners and quality assurance). We expect this agreement to be completed in the next few days.
- 4.3 There have been minor health and safety incidents on the Wilding Conifer Control project. This is work in rough, forested terrain, and the incidents are trips, slips, and wasp stings.
- 4.4 The last Crown Infrastructure Partners (CIP) project (Richmond West Water Mains) has completed its procurement process and has moved into the delivery phase. Four applications in the Jobs for Nature programme have been awarded in principle and are awaiting formal sign-off in the next few days. Once these have been signed off, all projects in the Government Stimulus Programme will be in the delivery phase.
- 4.5 The Memorial Halls Renovation and Roding Re-deployment projects will be completed in May.
- 4.6 The PMO is monitoring programme issues. The attached dashboard shows that the PMO is closing out programme issues successfully. The four key issues the PMO is working on are: Improving financial reporting for the programme, resolving issues that have the potential to affect project spending, working with partners to ensure the Council meets employment targets, managing project resourcing until Project Managers are appointed.
- 4.7 The attached Dashboard and Reference Table provide a visual summary of Government Stimulus Programme project status, key progress indicators, risks and issues.

5 Attachments

1. [↓](#) PMO Dashboard Report

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Item 9.3

Update Time Stamp
30/04/2021 10:46

LGOIMA Requests
There have been no LGOIMA requests relating to the programme in this reporting period.

Delivery Issues Status
Status: Closed (Green), Open (Red)

 2020 Dec: 100%
 2020 Nov: 100%
 2020 Dec: 83%
 2021 Feb: 100%
 2021 Mar: 71%
 2021 April: 100%

Comments: Delivery
Unresolved issues are to do with FTE targets required by funders in the Jobs for Nature projects

GOVERNMENT STIMULUS FUNDING OPERATIONS COMMITTEE 13th May 2021

Total Potential Value: 19.42M
 Total Value: 37.51M (196.67%)
 Total Funding Signed: 30.90M (178%)
 Total Funding Submitted: 6.60M (16.67%)
 Total Funding Negotiating: 6.60M (16.67%)

Project Stage and Total Value at Stage

5 Delivery: 30.88M
 1 Application: 6.60M
 4 Close: 0.02M

H&S Status

4 October: 1 Injury
 5 November: 1 Incident
 6 December: 2 Incident
 7 January: 3 Injury
 8 February: 1 Injury
 9 March: 2 Injury
 10 April: 1 Injury

Comments...
New minor injury in April

Cumulative Cash Flow FY 2021

July: 0.00M Expenditure, 1.35M Income
 August: 0.10M Expenditure
 Sept: 0.73M Expenditure
 Oct: 1.00M Expenditure
 Nov: 1.55M Expenditure, 7.62M Income
 Dec: 2.02M Expenditure, 7.98M Income
 Jan: 2.46M Expenditure, 7.99M Income
 Feb: 3.11M Expenditure, 8.74M Income
 March: 4.09M Expenditure, 8.55M Income
 April: 4.71M Expenditure, 8.81M Income

Comments: Financials
With the last CIP project moving into delivery, spending is expected to increase significantly in May and June 2021

Snapshot

- The Nature Conservancy will act as banker for the \$6.0M Significant Natural Areas (SNA) Invasive Weed removal funding and the TDC will invoice for expenses. As a result of this change of fund holder, the Total Potential Value has reduced by \$6.0M
- We expect the last three deeds of funding to be signed in the next few days and then all Stimulus projects will be in the delivery phase
- Three applications in the Jobs for Nature Programme have been awarded in principle and await formal sign-off (expected in May). Once signed-off, all projects will be in the delivery phase

Targets: Employment

Transportation: Target ~60, Actual ~50
 Libraries: Target ~5, Actual ~5
 Jobs for Nature: Target ~10, Actual ~10
 Halls: Target ~25, Actual ~25
 Climate Resilience: Target ~20, Actual ~20
 3 Waters: Target ~65, Actual ~65

Comments...
No changes requested guidance from CIP for how to report on employment figures

Top Programme Risks

Risk Description	Likelihood	Consequence	Residual Risk
TDC is unlikely to be able to meet FTEs targets for projects in the Jobs for Nature Programme based on current costs	5	4	4
Council and Government procurement processes not followed	3	3	3
COVID Level 3 - Mar 2021 - potential for UK variant to create cases in South Island	3	3	3

Government Stimulus Funding OPERATIONS COMMITTEE 13th May 2021

Date Time Stamp

30/04/2021 10:46

Project ID Reference Table

Project ID	Project Name	Programme Name	Project Stage
1056	Pohara WTP Upgrade	CIP 3 Waters Services Reforms	Delivery
1138	Emergency Storage Tanks at Pump Stations	CIP 3 Waters Services Reforms	Delivery
1171	Richmond Reticulation Richmond South Trunk Water Main Section C&D	CIP 3 Waters Services Reforms	Delivery
1185	Motueka Reticulation Thorp Street Water Main Renewal	CIP 3 Waters Services Reforms	Delivery
1190	Mapua Reticulation Pomona Road Reservoir Upgrade	CIP 3 Waters Services Reforms	Delivery
1213	Motueka Stopbank Refurbishment	Climate Resilience	Delivery
1221	Dovedale Source and WTP Upgrade	CIP 3 Waters Services Reforms	Delivery
1223	Waimea Inlet One Billion Trees	Jobs for Nature	Delivery
1224	Wilding Conifer Project	Jobs for Nature	Delivery
1225	SNA Invasive Plant Removal	Jobs for Nature	Application
1227	FIF Wetlands	Jobs for Nature	Application
1228	FIF Fish Passage	Jobs for Nature	Application
1231	Teapot Valley Fire Restoration	Jobs for Nature	Application
1233	Library Secondment Funding Project	Libraries	Delivery
1234	Collingwood Memorial Hall Interior Repaint Project	Town Halls and Memorials	Close
1234	Lower Moutere Memorial Hall Interior Repaint Project	Town Halls and Memorials	Close
1234	Motueka Recreation Centre Roof Insulation Lighting	Town Halls and Memorials	Delivery
1234	Spring Grove Drill Hall Reroof project	Town Halls and Memorials	Delivery
1235	PGF Drainage	Transportation	Delivery
1235	PGF Hazardous Trees	Transportation	Delivery
1237	Waimea Inlet Enhancement	Jobs for Nature	Delivery

9.4 COMMUNITY DEVELOPMENT OPERATIONS UPDATE REPORT**Information Only - No Decision Required**

Report To:	Operations Committee
Meeting Date:	13 May 2021
Report Author:	Richard Hollier, Reserves and Facilities Manager; Chris Choat, Community Relations Manager; Glennis Coote, Libraries Manager
Report Number:	ROC21-05-4

1 Summary

- 1.1 This report provides the Committee with an update on some of the key highlights of the Community Development Department's operational work on our approved work programmes. This report covers the work undertaken by the Community Relations, Reserves and Facilities and Libraries sections of the Community Development Department.
- 1.2 The 'commentary and patronage' pages of the February 2021 report from the Richmond Aquatic Centre Manager is attached (Attachment 1).

2 Draft Resolution

That the Operations Committee receives the Community Development Operations Update Report ROC21-05-4.

3 Purpose of the Report

- 3.1 This report provides the Committee with an update on some of the key highlights of the Community Development Department’s operational work on our approved work programmes. This report covers the work undertaken by the Community Relations, Reserves and Facilities, and Libraries sections of the Community Development Department. We alternate reporting on libraries and customer services, so that each of those sections reports quarterly on their work.

4 Richmond Aquatic Centre

- 4.1 For members’ information, attached is the ‘commentary and patronage’ pages of the February 2021 report from the Richmond Aquatic Centre Manager (Attachment 1).

5 Libraries Update – Glennis Coote

- 5.1 This is an update of the Libraries activities from 1 February 2021 to 30 April 2021.

Events and Programmes

- 5.2 Richmond Library took part in TUKU21 Heritage Month Whakatū in March. We offered a range of events including digitising old slides, negatives and photos, using historic New Zealand newspapers for family research and an introduction to the Ancestry.com website.
- 5.3 During the last three months, our Kotahitanga Cloak was on display at libraries across the District. The cloak was the result of a project during the Christmas school holiday period in which we encouraged library visitors to decorate a paper feather with words or symbols relating to kotahitanga, unity and togetherness, for Waitangi Day.



Kotahitanga Cloak at Richmond Library

- 5.4 Our 1,000 Books Before School programme launched in Richmond, Takaka and Murchison in February. The programme aims to encourage parents and caregivers to read aloud to children from birth. By the end of April, 143 children from the Richmond, Motueka and Murchison areas had enrolled in the programme. The programme was developed by Motueka Library staff in partnership with the Motueka Family Service Centre. More than 500

children have enrolled in the programme since it was launched in Motueka in November 2017.

- 5.5 Takaka Library hosted two local history talks in collaboration with Golden Bay Museum. Local identity Geoff Rennison talked about “The hippie years at Totaranui: how a small team of staff created a revolution in green management” and Warwick Briggs gave a photo presentation of “The Dragon’s Teeth: the horror country between Boulder Lake, Adelaide Tarn & Lonely Lake, 40 years of Dragon’s Teeth journeys”. The talks proved to be extremely popular with more than 80 people attending each talk.
- 5.6 Law for Lunch, a programme of lunchtime talks about legal issues, took place in Motueka and Richmond during March and April. Kaye Lawrence from Nelson Bays Community Law Service presented the talks, which covered a range of topics including Power of Attorney, trusts, wills and residential tenancy.

New Zealand Libraries Partnership Programme Funding

- 5.7 We have established a number of new initiatives with the funding received from the New Zealand Libraries Partnership Programme.
- 5.8 A project to record local oral histories and store these in our digital repository is underway. The new oral history collection is intended to be an online living archive of our local voices with a rich, highly representational range of Tasman District’s voices, across all demographics.
- 5.9 As a first step we have reached out to Tasman’s eight iwi to let them know about the project and to find out how the oral history collection could be of most use to them, so that we can make sure that the oral history collection is representational of and useful to iwi. The oral history collection will be representational and inclusive of the different stories of local iwi and people can contribute their story in te reo Māori or English.
- 5.10 Our new Pop-up library has visited events and places around the Tasman District. At the pop-up library, people can sign up and renew memberships, borrow books, learn about the library e-resources, events, activities and all the services our libraries have to offer. The Pop-up Library has been located at Children’s Day at the Aquatic Centre, the Langford Store at Bainham, the Tiny House Expo in Motueka, Skatepark Girls’ Takeover at Richmond Skatepark and the Richmond Council Office. Feedback has been extremely positive and since the launch in March, there have been 220 user engagements at the pop-up library.



Pop-up library at the Aquatic Centre



Pop-up Library at the Big Little House Expo

- 5.11 We have expanded the range of digital skills training and assistance we provide. Our Digital Learning and Digitisation Specialist now runs regular free Digi Drop-In sessions at each of the four libraries. The sessions are open to users of all ages who need help with digital technology. We launched the service at the start of April, by the end of the month we had provided assistance for 34 people. Help topics included online banking, using library apps, help with setting up and using mobile devices, using Facebook and Messenger and using Zoom for online meetings
- 5.12 We have increased the level of support we provide for job seekers. We are working with Ministry of Social Development (MSD) and providers of employment support to identify individuals needing support with creating or updating CVs and doing online job applications. In conjunction with MSD we are organising job fairs to be held at the Motueka and Richmond Libraries in coming months.

Motueka Library project update

- 5.13 The project is progressing well and is currently ahead of schedule.
- 5.14 Installation of the roof and flashings have been completed. External framing is currently being completed and the installation of the support frame for the diaphragm ceiling is well advanced. Seismic bracing will be installed in early May followed by glass installation, which is scheduled to take six weeks.
- 5.15 We are working with our shelving suppliers on the shelving layout and work is progressing on the procurement of furniture and equipment and the storage of stock to transfer to the new library.



Roof close to completion, 22 March



View from the carpark showing the main entrance, 22 March



Roof facade completed, 20 April



Fitting of supports for the ceiling diaphragm, 20 April

6 Reserves & Facilities Update – Richard Hollier**Capital Programme Update**

- 6.1 The table in Attachment 2 contains the key projects and activities that occurred in Council's reserves and facilities since the last Operations Committee meeting in April 2021.

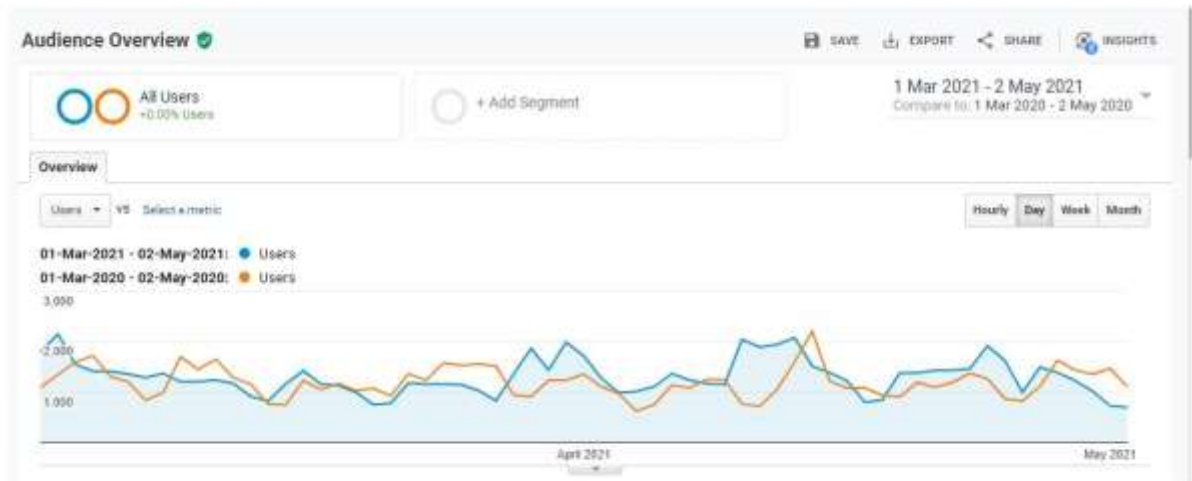
7 Community Relations and Media Update – Chris Choat**Communications activities**

- 7.1 Media activity we have undertaken since the last meeting has included:

- Champion Road roundabout;
- Outstanding Natural Landscapes and Features;
- Motueka floodbank work;
- Hunting on Moturoa;
- Waimea Dam;
- Long Term Plan key issues and consultation;
- Streets for People;
- Mapua Wharf development;
- No more cheques;
- Good wood time; and
- Wet wipe issues.

Online Activity

- 7.2 Online activity has been slightly down over the last six weeks compared to the same period last year (please refer to the graph below). This may be due to greater online activity during Covid-19 lockdown at this time last year.
- 7.3 Ten most viewed pages over the last month included the Lake Rotoiti web cam, environmental data (rivers and rainfall), Anzac Day Services and the boil water notice for Brightwater. The Long-Term Plan page was viewed over 1070 times during the consultation period.



7.4 Social media activity data for the eight weeks from 10 March 2021 – 28 April 2021 is outlined below:

Facebook

- Likes: increase of 240 or 3.92%
- Followers: increase of 280 or 4.01%
- Total likes: 6366
- Total followers: 7266

Antenno

- Installs: number of installs 34, number of uninstalls 16 = net installs 18
- Post statistics: 61 posts, 45% average impression rate (seen post in post list), 11% average view rate (viewed details of post), 1% average thank rate (post thanked), 0.4% share rate (post shared)
- Reports from the public: 11 reports over 50 days (0.2 reports per day)
- Total number of people in Tasman using Antenno: 447

Community Partnerships activities

7.5 Positive Ageing Expo - the Positive Ageing Expo was hosted at the Headingly Centre and attracted large numbers (1500 - 2000). Eighty-five stallholders were kept extremely busy throughout the day. They were extremely pleased with how the day went and the interactions they had with the visitors to the Expo. It also provided an opportunity for attendees to meet and make connections with health, social and activity providers. Activities included line dancing, Dru Yoga and fit for fun, attracting a good attendance to try new challenges. Presentations by Merryn Gott, Bevan Grant and Mal Drummond were informative and were well received.

7.6 Funding:

- The Sport NZ Travel fund closed on 30 April. Funding specifically targets school aged teams to travel to regular competitions.

- Creative Communities funding has been allocated for this year. The last round received 19 applications.
- The Youth Leadership Grants have been fully allocated for this financial year.
- The Community Grants Scheme opens on 1 May and closes on 31 July.
- Staff will collaborate with the Department of Internal Affairs and Rata Foundation to deliver drop in sessions to discuss the available funding opportunities. Drop in sessions will be hosted at Motueka Library on 20 May, Golden Bay Library on 21 May, Richmond Library on 24 May and Murchison Recreation Centre on 25 May. Sessions will operate between 11.00am to 1.30pm.

7.7 Youth Councils and Youth Programmes:

- Golden Bay youth council is going to combine with the Golden Bay High School council. Abbie Langford has resigned from the role as facilitator – we are working with the local Youth Collective to identify a facilitator for this cluster.
- Three youth councillors are to attend the Festival for the Future in Wellington, one each from Motueka, Murchison and Waimea. The radio host of The Jam programme from Takaka will also attend in lieu of a local youth council representative. They will be accompanied by two of the cluster co-ordinators. At the same visit they will attend a dinner hosted by the Deputy Prime Minister and a lunch with attending Mayors under the auspices of the Mayor's Taskforce for Jobs.
- A new mural is going to be painted on the Richmond Skate Park. Young artist Nerys Ngaruhe has been contracted to design and install the mural (same artist who painted the Salisbury underpass mural).
- We will be promoting the Mayor of Peace art competition via schools starting from early May.

7.8 Events:

- Children's Day on 28 March was attended by over 450 children and parents at the Richmond Aquatic Centre.
- Youth Week occurs 8-16 May with events for young people aged 12-24. Youth week is delivered in partnership with Kohine Maia and Tasman Libraries.

7.9 Streets for People:

- Takaka - the feedback survey is closing on 17 May. The road art will be finished in early May.
- Richmond - all interventions are in place. The feedback survey opened on 1 May.
- Richmond #2 - we were asked to assist with a similar project on Crescent Street. Contact was initiated by residents concerned about the speed and amount of traffic in the neighborhood. Next steps are to inform the local community about the project, conduct an online survey and organise co-design meetings.

7.10 Nelson Tasman Climate Forum:

- The Council agreed to sign the Forum Charter as a charter ally.

- Cr Walker (Cr Ogilvie to support) and Council's Community Partnership Officer, Yulia Panfylova, will be representing the Council on the forum's leadership group.
- The forum is preparing a presentation to the Council about their Regional Climate Action Plan.

7.11 Future Plans:

- Top of the South Youth Councils get together on 16 July.
- Matariki rock art auction June-July in partnership with NMIT Trades academy.
- Matariki event in early July.
- Movie in the park in September.
- ITO graduation in November.

8 Health & Safety – Susan Edwards

- 8.1 Since the last report to the Committee there has been one health and safety issue to report. A child was injured due to a failure of a piece of sliding play equipment in a Motueka reserve. The piece of equipment broke while the child was using it. He received facial grazing and bruising when part of the broken equipment hit him, and he also hit his head when he fell. Luckily the child was not seriously injured. Staff have had discussions with the child's family. We will be conducting an investigation into the matter. We will be re-checking other similar equipment throughout the District.

9 Attachments

- | | | |
|----------------------|--|----|
| 1. ↓ | Richmond Aquatic Centre February 2021 Report | 53 |
| 2. ↓ | Reserves and Facilities Capex Report | 61 |



RICHMOND AQUATIC CENTRE MONTHLY REPORT

Report for: **Tasman District Council.**
Attention: **Susan Edwards**
Month: **February 2021**
Prepared by: **Vaughan Hope**

Summary

This report outlines the progress with the Richmond Aquatic and Fitness Centre over the month of February 2021.

Contents:

Commentary and Patronage	1.0
Financial Report	2.0
Marketing and Promotion	3.0
Pool Closure Report	4.0
Maintenance and Plant Room Report	5.0
Water Quality	6.0
Health and Safety Report	7.0
Maintenance	8.0

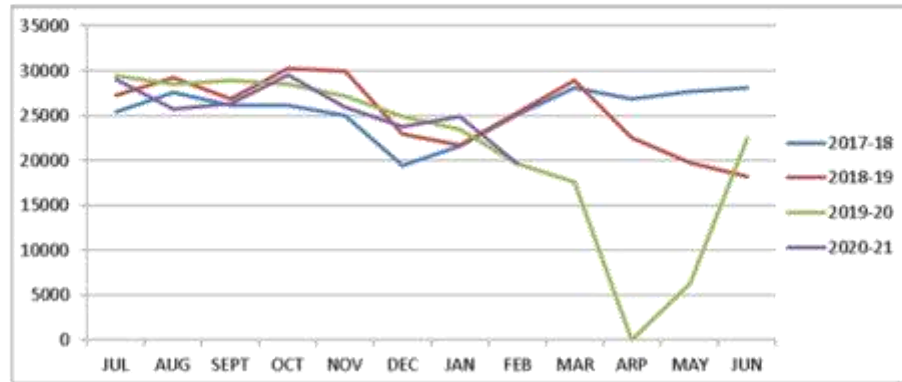


1.0 Commentary and Patronage

User	Total February 2021
Adult	1139
Adult Concession	468
Adult/ Preschooler (x2)	1282
Adult/ Preschooler Concession (x2)	132
Child	1435
Child Concession	90
Green Preciption Swim	12
Community Service Card Holder	109
Community Service Card Holder Concession	164
Family (x4) Shark pass	628
Special Needs/Caregiver (x2)	14
Special Needs/Caregiver Concession (x2)	98
Preschooler	168
Preschooler concession	6
Birthday Parties	180
Splash Time Visit (x2)/Baby Trial Class	142
Senior	205
Senior Concession	783
Visitor	0
Student	261
Student Concession	13
Aquatic Memberships	742
Holiday Programme	0
Before + After School Care	216
Kayaker/Freediver/SUP	4
User Groups	503
Day Rave	0
Wave Rave	467
Promotional Visits Swimming	220
Child School Swim	0
Adult School Swim	0
Child Group Swim	23
Adult Group Swim	10
Swim School	4685
Shower	48
Supervised Child Care	0
Aqua Fitness concession	353
Aqua Fitness casual visits	120
Group Fitness Concessions	19
Group fitness casual visits	15
Green Prescription Gym visit	3
Promotional Visits Fitness Centre	268
Fitness Centre casual visits	41
Fitness Centre concessions	6
Fitness Centre Memberships	5059
Legends Casual Gym Visits	0
Legends Member Visits	287
Legends Group Fitness Visits	34
Building Champions Visit	21
Total Patronage for the Month	20473

February 2020 - 19648

Patronage Tracking



Comparisons:

February patronage was almost identical to February last year. During the month we operated in increased COVID-19 levels which did have a negative impact on patronage due to restricted numbers in classes, pools and programmes. Customers were still happy that they could use the facilities during this time, and with the restrictions in place.



3.0 Marketing and Promotion

A number of marketing mediums were utilised across the facility during the month. These included but were not limited features in the local news papers and Facebook promotions.

Additional Promotions

- **New showers in Family Changing Rooms**
 - Videos and updates posted on all social media channels show casing the new showers. Feedback about these additions has been extremely positive.
- **Race Nights**
 - We started fun race nights again this month. This is a fun event for the swimmers to practice and learn about competitive swimming. They will run once per month throughout the year
- **COVID-19 LEVEL 2**
 - The facility prepared and operated in Level Two restrictions twice during the month. Customers and regular bookings were notified across a number of platforms about the changes to expect during these times.
- **Themed Wave Rave x2**
 - What a month for wave raves! We held a back to school and also a colour themed event during the month with very impressive attendance to each one.
- **Water safety**
 - Our "be safe in and around the water" message was promoted strongly again this month. This was done in local schools and childcare facilities and also on social media and around the facility.

Active and On-going:

Advertisements for the facility and each of its business units continue to be present across a number of marketing mediums. Each advertisement was updated to reflect the message of each business unit this month.

Facebook, Instagram and the website in conjunction with appearances in the community have been very positive for swim school, the fitness centre and the wave rave programme. These means of marketing have been pin pointed as vital in moving the facility forward.

Overall the marketing for the month kept a strong facility presence in the community. This was shown across all mediums utilised, with the majority of the messages having a full facility approach.

Image – Colour Wave Rave



Image – New Teenage Fitness Programme



Image – Wave Rave Theme Nights



Image – Covid Update Example





**8. RICHMOND AQUATIC CENTRE
REPAIRS AND MAINTENANCE REPORT – FEB 21**

Date	Company	Work
2021-02-02	Armstrong Plumbing	Plumbing - Family Change
2021-02-02	Allen's Plumbing	Males - Showers
2021-02-02	Sturrocks	AC issue.
2021-02-04	IMB	Showers
2021-04-02	IMB	showers
2021-02-02	IMB	Progress review
2021-02-04	Allen's Plumbing	Showers
2021-02-04	Sturrocks	AC repair
2021-05-02	IMB	Family Change - shower covers
2021-02-09	Nelson Controls	Temperature monitoring hardware replacement.
2021-02-10	Nelmac	Visual inspection
2021-02-10	Sturrocks	Air flows for extracts
2021-02-10	Sturrocks	Air flows in changing rooms
2021-02-10	Allen's Plumbing	Showers
2021-02-11	Initial Hygiene	Hygiene
2021-02-12	Sturrocks	Comp Service
2021-12-31	CG Coating	Family Change Shower
2021-02-17	Nelmac	scoping control panel replacement
2021-02-17	Ideal	checking control gear codes
2021-02-17	CG Coating	SHOWERS
2021-02-18	CG Coating	SHOWERS
2021-02-19	Sturrocks	Comp Service
2021-02-19	Nelmac	dropping off lights
2021-02-19	AOTEA ELECTRIC	INVESTIGATING ISSUE WHILE LOCKING DOOR
2021-02-19	Nelmac	Probe installation
2021-02-20	Nelmac	lighting
2021-02-22	Armstrong Plumbing	plumbing
2021-02-23	JAE Services	Pest controll
1976-06-03	Allen's Plumbing	un blocking urinal
2021-02-23	Wormald	fire alarm test
2021-02-24	fluid power ltd	air compressor service
2021-02-24	Pumps & Filters	replacing vagiseal/bellow on leisure pool pump 1
2021-12-26	Initial Hygiene	service
2021-02-27	Nelmac	electrical
2021-02-27	Nelmac	Electrical
2021-02-28	Nelmac	lights
2021-02-28	Nelmac	lights

PROJECT ID Number (as relevant)	PROJECT NAME Name of project	WORK DESCRIPTION Brief description of scope of work	STATUS Colour code Green – on track Yellow – slightly off track Red – off track cost concerns	COMPLETION DATE What phase is project in? – date of anticipated completion	PROJECT BUDGET Total budget approved (\$000)	PROJECT COST Total project cost (forecast) (\$000)	COMMENTS General Comments
District							
Saxton	Saxton Fields	Champion Drive Link - Stage 2 construction	Slightly off track	Phase: Construction Complete: Feb 21	1,534.500	1,534.500	Sealing complete. Finishing works underway.
Saxton	Saxton Fields	Complete Tree Planting (Alliance & Champion)	Complete	Phase: Complete Complete: Sep 20	35.000	35.000	Project completed on budget Sept 2020.
Saxton	Saxton Fields	General Development	On Track	Phase: Construction Complete: Jun 21	45.990	45.990	Oval wastewater complete, piping drain underway
Saxton	Saxton Fields	BMX Track development - design	On Track	Phase: Design Complete: Jun 21	35.000	35.000	Location and design agreed with BMX Club.
Golden Bay Ward							
Halls	Bainham Hall	Water tank, pump & boiler	Complete	Phase: Complete Complete: Feb 21	5.700	5.700	Project completed on budget Oct 2020.
Halls	Collingwood Hall	Interior painting - toilets & library	Complete	Phase: Complete Complete: Apr 21	14.500	14.500	Project completed on budget Oct 2020.
Halls	Golden Bay Community Centre	Interior painting - foyer, toilets and reception	Complete	Phase: Complete Complete: Feb 21	14.500	14.500	Project completed on budget Jan 2021.
Halls	Kotinga Hall	Carpark extension	Complete	Phase: Complete Complete: Jun 21	9.000	9.000	Project completed on budget.
Halls	Pakawau Hall	Interior Painting - toilet & foyer	Slightly off track	Phase: Construction Complete: Apr 21	15.900	15.900	Work underway to be completed by June

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Attachment 2

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ResFac	Coastcare	Coastal protection works	On Track	Phase: Construction Complete: Jun 21	50.531	50.531	2020 planting complete. Preparation for planting winter 2021 underway.
ResFac	Collingwood Cemetery	Develop new area	Complete	Phase: Complete Complete: Nov 20	5.000	8.000	Project completed on budget Oct 2020.
ResFac	Golden Bay Rec Park	Footpath & cricket block surfacing	Complete	Phase: Complete Complete: Nov 20	51.150	51.150	Project completed, on budget Nov 2020.
ResFac	Rototai Cemetery	Install signs	On Track	Phase: Design Complete: Jun 21	10.000	7.000	Aerial available work on signs progressing
ResFac	Ruataniwha Reserve	Develop new reserve	On Track	Phase: Construction Complete: Jun 21	24.377	20.252	Construction of concrete works underway, plus preparation of shrubberies.
ResFac	Walkways/Esplanade development	Developments at Sunbelt Cres Esplanade Reserve, Bydder Reserve & bird interpretation signs	On Track	Phase: Construction Complete: May 21	27.184	27.184	Preparation for fencing underway – Sunbelt Cres Esp Reserve. Preparation Apr-June 2021, Bydder planting June 2021. Bird interp signs to 2021/22 year.
RFC Other	East Takaka Walkway	Construction of Takaka walkway - Community project	On Track	Phase: Construction Complete: Jun 21	6.062	6.062	Work continuing with fencing completed for access across farm.

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RFC Other	Small Wharf Rebuild	Wharf restoration - Community project	Off Track	Phase: Planning Complete: Jun 21	40.000	40.000	Awaiting formation of Community Trust, consider abandonment.
RFC Other	Takaka Drama Society	Roof replacement - Community project	Complete	Phase: Complete Complete: Sep 20	13.100	13.100	Project complete Sep 2020.
Motueka Ward							
Halls	Motueka Memorial Hall	Replace fire doors & supper room painting	Complete	Phase: Complete Complete: Feb 21	10.000	3.800	Project complete. Fire doors completed Dec 2020 & painting completed March 2021.
Halls	Riwaka Memorial Hall	Upgrade car park	Slightly off Track	Phase: Awarded Complete: Mar 21	25.000	25.000	Awaiting contractor to start May 2021
ResFac	Coastcare	Coastal erosion control	On Track	Phase: Planning Complete: Jun 21	10.000	10.000	Planting Torrent Bay Sep 2020, further planting Spring 2021.
ResFac	Community Projects	KMB Projects	On Track	Phase: Construction Complete: Jun 21	12.000	12.000	Sanctuary Ponds dig out complete, replanting edge progressing. Thorp Bush fencing planted areas and weed control underway.
ResFac	Goodman Rec Park	Toilet and carpark stage 2 - Consent & construct	Slightly off track	Phase: Consent Complete: Jun 21	302.000	302.000	Engineering approval of services sought.

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ResFac	Little Kaiteriteri - Stephens Bay Walkway	Track formation & planting	On Track	Phase: Planning Complete: Jun 21	45.000	45.000	Work will follow Tapu Bay toilet construction
Halls	Lower Moutere Hall	Paint Interior	Complete	Phase: Complete Complete: Jun 21	9.600	9.600	Project completed on budget Feb 2021.
ResFac	Memorial Park Renewals	Replace irrigation bore and pump, meter	Complete	Phase: Complete Complete: Oct 20	16.329	16.329	Project completed on budget Dec 2020.
ResFac	Motueka Cemetery	New beam	On Track	Phase: Construction Complete: Jun 21	10.000	10.000	Quotes received, underway May 2021
ResFac	Motueka Quay old wharf area	Car park area - stage 2 landscaping	Slightly off track	Phase: Planning Complete: Jun 21	50.000	50.000	Awaiting Heritage consent consultation & application, unlikely to proceed current year.
ResFac	Motueka Skate Park	Skatepark design & development	Slightly off track	Phase: Planning Complete: Jun 21	60.000	60.000	Scope change, Submissions being considered. Application for Rata funding underway. Construction 2021/22.
ResFac	Nga Piko Place Reserve	Development of reserve including planting & playground	On Track	Phase: Construction Complete: Nov 20	65.000	65.000	Park furniture & planting installation May 2021.
ResFac	North St Beach Reserve	Toilets stage 2 - Consent & construct	Slightly off track	Phase: Award Complete: Jun 21	165.000	165.000	Design finalised, pricing and consenting complete, toilet ordered

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							construction June/July 2021.
ResFac	Picnic Areas/Gardens	Park furniture & planting	On Track	Phase: Construction Complete: Jun 21	5.115	5.115	Underway, completion June 2021.
ResFac	Tana Pukekohatu Reserve	Development of reserve including planting & playground	On Track	Phase: Construction Complete: Nov 20	65.000	65.000	Park furniture & planting installation May 2021.
ResFac	Tapu Bay Toilet	Construct new toilet	Slightly Off Track	Phase: Construction Complete: Oct 20	25.000	25.000	Consents approved, installation May 2021.
Moutere/Waimea Ward							
Halls	Brightwater Hall	Carpark Lighting	Complete	Phase: Complete Complete: Jun 21	12.600	12.600	Project completed on budget Dec 2020.
Halls	McKee Campground	Signs and other capex	Slightly Off Track	Phase: Construction Complete: Oct 20	21.328	21.328	Signs completed Sep 2020. Gate being priced, installation June 2021.
Halls	Ngatimoti Hall	Fence - Roadside	Complete	Phase: Complete Complete: Aug 20	26.000	26.000	Completed Aug 2020
Halls	Spring Grove	Reroof	Complete	Phase: Complete Complete: Jun 21	38.500	38.500	Project completed on budget April 2021
Halls	Wakefield Hall	Bargeboards	Complete	Phase: Complete Complete: Aug 20	3.500	3.500	Completed Aug 2020
ResFac	Brightwater Rec Reserve	Playground Upgrade	On Track	Phase: Award Complete: Jun 21	82.070	82.070	Design complete, construction June 2021.

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ResFac	Coastcare	Mapua Grossi Point - Stage 1 Coastal protection	Slightly off track	Phase: Planning Complete: Jun 21	55.000	55.000	Arch Mgmt Plan brief being prepared.
ResFac	LEH Baigent	Designation of picnic area - fencing & planting	Complete	Phase: Complete Complete: Dec 20	10.000	10.000	Completed Aug 2020.
ResFac	Mapua - Ngaio Reserve Development	Landscaping of green space in wharf area	Slightly off Track	Phase: Construction Complete: Nov 20	187.837	187.937	Heritage consent approved, construction May/June 2021.
ResFac	Mapua Recreation Reserve	Playground development	Slightly off track	Phase: Construction Complete: Dec 20	208.000	208.000	Equipment installed, partially open. Wet pour delayed awaiting arrival of product, installation now May 2021.
ResFac	McLeans Beach	Toilet	Slightly off track	Phase: Construction Complete: Mar 21	51.000	51.000	Site preparation underway, installation May 2021.
ResFac	Moturoa /Rabbit Island	Esplanade Reserve development	On Track	Phase: Construction Complete: Jun 21	20.495	20.495	Site preparation progressing. Planting June 2021.
ResFac	Reserve Purchases	Purchase of additional reserve land	On Track	Phase: Planning Complete: Jun 21	270.450	117.000	1 purchase likely, other unlikely 2020/21.
ResFac	Robsons Scenic Reserve	Planting and access	On Track	Phase: Complete Complete: Oct 20	5.000	5.000	Access area & planting complete
ResFac	Rough Island	Toilet	On Track	Phase: Award Complete: Jun 21	70.000	70.000	Resource consent granted, Building

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							consent underway, installation June 2021.
ResFac	Stringer Reserve	Reserve development	On Track	Phase: Construction Complete: Dec 21	5.000	5.000	Sign installed Dec 2021. Furniture & planting June 2021.
ResFac	Waimea River Park	Carry out plantings and projects on river berm land	On Track	Phase: Construction Complete: Jun 21	25.129	18.000	Paths underway completion May 2021, planting June 2021.
ResFac	Wakefield Recreation Reserve	Concept design & consenting	On Track	Phase: Planning Complete: Jun 21	50.000	20.000	Site survey & investigation underway.
Richmond Ward							
ResFac	Dellside Reserve	MTB downhill	Slightly off Track	Phase: Construction Complete: Nov 20	26.150	26.150	Track underway, bridge in for consent.
ResFac	Easby Park	Construct new toilets	Slightly off track	Phase: Consent Complete: Oct 20	53.000	53.000	Awaiting building consent, construction start May 2021.
ResFac	Easby Park	Design carpark extension	On Track	Phase: Construction Complete: Jun 21	25.000	25.000	Construction May 2021.
ResFac	Estuary Place	Construct toilets	Slightly off Track	Phase: Consent Complete: Jun 21	80.000	80.000	Building consent underway
ResFac	Hart Reserve - Fairrose Drive	Reserve development including playground	On Track	Phase: Construction Complete: Jun 21	50.000	50.000	Construction May 2021.

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ResFac	Hope Recreation Reserve	Fitness equipment	On Track	Phase: Pricing Complete: Jun 21	23.876	23.876	Locations agreed, equipment being ordered
ResFac	Jubilee Park	Cricket wicket	On Track	Phase: Complete Complete: Jun 21	35.000	35.000	Completed within budget April 2021.
ResFac	Jubilee Park Renewals	Replace goal post sleeves	On Track	Phase: Complete Complete: Jun 21	5.000	5.000	Completed within budget April 2021.
ResFac	Kingsland	Stage 1 - preparation and planting	On Track	Phase: Planning Complete: Jun 21	205.076	205.076	Landscape masterplan underway. Native planting June 2021.
ResFac	Kingsland Tracks	Reinstate tracks post forestry	On Track	Phase: Planning Complete: Jun 21	120.000	120.000	Some walking track work underway, MTB work June 2021.
ResFac	Reserve Purchase - Richmond	Reserve land purchase (Richmond Central/West)	On Track	Phase: Planning Complete: Jun 21	460.000	130.000	Richmond Central purchase completed. Richmond West carry forward to 2021/22.
ResFac	Richmond Cemetery	Develop new ash berm (F block) & extend road (E block)	On Track	Phase: Construction Complete: Jun 21	203.450	203.450	Road & carpark sealing underway. Landscape & gate to follow. Ash berm installation underway.
ResFac	Richmond West	Reserve development	On Track	Phase: Planning Complete: Jun 21	45.575	45.575	Paths Borck Creek underway, planning progressing other areas.

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ResFac	Richmond West	Play area design & development	On Track	Phase: Design Complete: Jun 21	143.220	143.220	Play equip design finalised.
ResFac	Sabine Drive Reserve	Reserve development including small playground	Slightly off Track	Phase: Design Complete: Jun 21	130.000	130.000	Design revision underway prior to pricing.
ResFac	Waimea River Park	River berm works	On Track	Phase: Construction Complete: Jun 21	18.000	18.000	Planting June 2021 site preparation complete.
ResFac	Washbourn Gardens	Install security cameras in gardens	Slightly off track	Phase: Design Complete: Feb 21	15.000	15.000	Work to be undertaken May/June 2021.
ResFac	Washbourn Gardens	Replace caretaker shed barge boards and gazebo roof	On Track	Phase: Construction Complete: Jun 21	10.664	10.664	Barge boards replaced caretaker shed. Gazebo roof awaiting contractor availability.
ResFac	Washbourn Gardens	Drinking fountain for people & dogs	On Track	Phase: Pricing Complete: Jun 21	8.000	8.000	Installation May/June 2021.

Item 9.4

Attachment 2

9.5 ENGINEERING SERVICES ACTIVITY REPORT

Information Only - No Decision Required

Report To: Operations Committee
Meeting Date: 13 May 2021
Report Author: Richard Kirby, Engineering Services Manager
Report Number: ROC21-05-5

1 Summary

- 1.1 This report provides a summary of Engineering Services activity since the last report to the Operations Committee on April 1, 2021.

2 Draft Resolution

That the Operations Committee receives the Engineering Services Activity Report ROC21-05-5.

ENGINEERING SERVICES ACTIVITY REPORT
3 Purpose of the Report

- 3.1 This report provides a summary of Engineering Services activity since the last report to the Operations Committee on April 1, 2021.

4 Management

- 4.1 Recent recruitment efforts to find a Senior Asset Planner Water and Wastewater and Senior Asset Engineer – Water has proven to be difficult with a low response rate and no appropriate applicants.
- 4.2 There has been a lot of work conducted on the Regional Land Transport Plan and the Regional Public Transport Plan over the month. Recommendations from the submissions and deliberations will be presented to the Regional Transport Committee on June 1, 2021.
- 4.3 Smart Environmental, our solid waste contractors, will be giving a presentation at the today's Operations Committee meeting to give the Councillors a better understanding and overview of their operation and specifically the current state of the recycling markets.
- 4.4 All staff involved in the 1065 Three Waters Maintenance contract undertook the annual health and safety induction with Downers in April.
- 4.5 The Engineering Services Agreement with Nelson City Council was finalised during the first week of May. This will come into effect on 1 July 2021. Once the other agreement related to the funding for the Waimea Community Dam has been finalised, both agreements will be signed contemporaneously.
- 4.6 The Engineering Services Team were invited to do a tour of the Waimea Dam. There were two tours offered and seats were quickly snapped up by the team wanting to see the extent of the construction so far. Feedback received was on how impressive the scale of this project is.
- 4.7 The Capital and Renewals budgets for Below is a table detailing the top 10 projects that are scheduled to have budget underspends by 30 June 2021. Budgets that will need to be carried forward into 2021/22. The causes of the underspend are outlined and the corrective actions that are being considered to manage these in the future.
- 4.8 It should be noted that although the total estimated underspend is \$12.355 million, \$4.031 million of that underspend is funding that has been or will be received from both Crown Infrastructure Partnership (CIP) and Provincial Development Unit (PDU).

Project	Estimated Underspend \$ million	Govt Funding \$ million	Cause	Corrective action
Motueka stop banks	3.260	2.445	Project phasing not sufficiently detailed	Phase project with more detail
Thorp Street water main	0.984	0.215	Project phasing not sufficiently detailed	Phase project with more detail
Richmond S/W Land	0.772	0.0	Complex land purchase agreement	Allow more time for land agreements

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Project	Estimated Underspend \$ million	Govt Funding \$ million	Cause	Corrective action
Richmond South Watermain	0.320	0.278	Consent process has delayed progress	Better assessment of consent timeframes
Pomona Reservoir	0.809	0.496	Additional funding had to be approved	This will be achieved by identifying priority projects in future LTP years which can be brought forward to fill the funding gap.
Headingly Lane	0.817	0.0	Construction method change saves money but delays project	
Pohara stormwater	0.900	0.0	Consent hearing prevents progress	
Brightwater WTP	0.279	0.0	Additional funding had to be approved	
Dovedale WTP	0.605	0.597	Additional funding had to be approved	
Waimea WTP	0.489	0.0	Seismic review	
Motueka WTP	1.941	0.0	Lack of design capacity	
Projects under \$500k	1.179	0.0	Various reasons	
Totals	12.355	4.031		

4.9 Our Health and Safety Lead Indicators (audits/site observations) – 1 July 2020 to 30 June 2021 are listed below.

Measure	Activity Planning	Programme Delivery	Transport	Utilities	Total
H&S observations		7	7	12	26
H&S briefings (also as part of regular meetings)	27	47	46	45	165
Number of H&S courses attended by staff	2	11	10	13	36

5 Development Engineering

Key Subdivisions/Developments

Development and Location	No of Lots	Description	Status
Application Stage			
Cook Terrace, Kaiteriteri	7	Residential development	Approved
Camberley Road	6	Residential development	Approved
Artillery Place	7	Light industrial	Approved
Total lots Application Stage	20		

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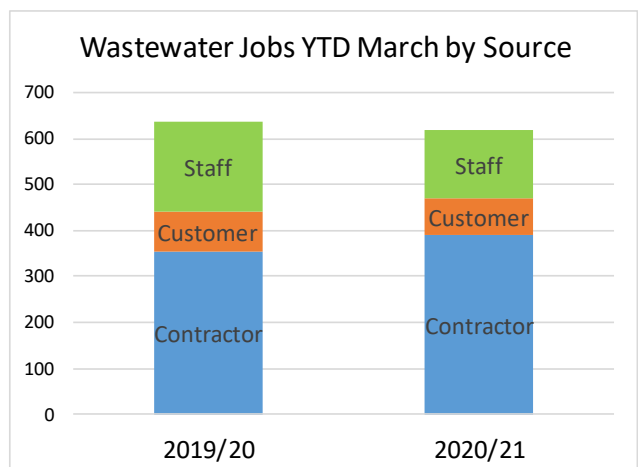
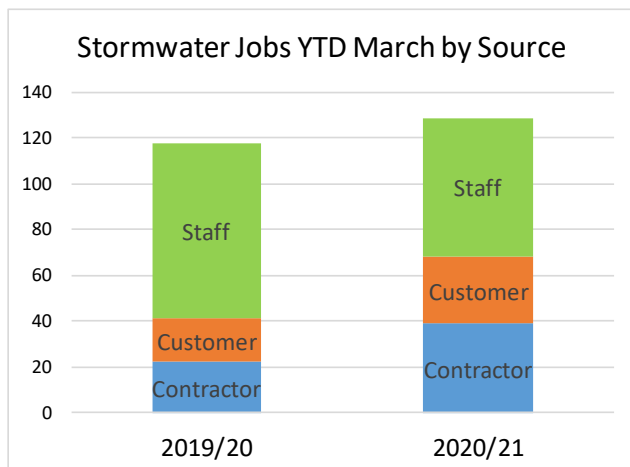
Engineering Plan Stage			
Freilich detention pond and pump station upgrade	N/A	Residential serviced	Plans returned after amendments, currently being reviewed
Freilich subdivision Les Wakefield extension	34	Residential serviced	
Richmond Road development - Pohara	70	Residential serviced for stormwater and wastewater by private pump stations no reticulated water	Plans returned for amendments
Rata Avenue, Tapawera	3	Residential serviced	
Richmond West Stage 5	26	Residential serviced with private pump stations	
Wensley Road Developments subdivision of existing house site	6	Residential serviced with private pump stations	Plans checked currently being signed
Total lots Engineering Plan	139		
Construction Stage			
Māpua Coastal, Iwa Road Māpua (last stages)	40	Residential serviced to receive water after August 2021, no 224 before this date	Development in construction
Mahana Ridge Ltd, Old Coach Road	9	Rural residential un-serviced	
Meadows Stage 6, 8 and 9, Richmond West	68	Residential serviced with private pump stations	
Richmond West Stage 8	67	Residential serviced by individual pump stations	
Harley Road, Stage C	8	Rural residential	
Richmond West Stage 4b	84	Residential serviced with individual wastewater pump stations	
InHaus 3 lots, 57 Hill Street	3	Residential serviced with stormwater retention	
Wakefield Village Developments, Pitfure Road	60	Residential serviced	

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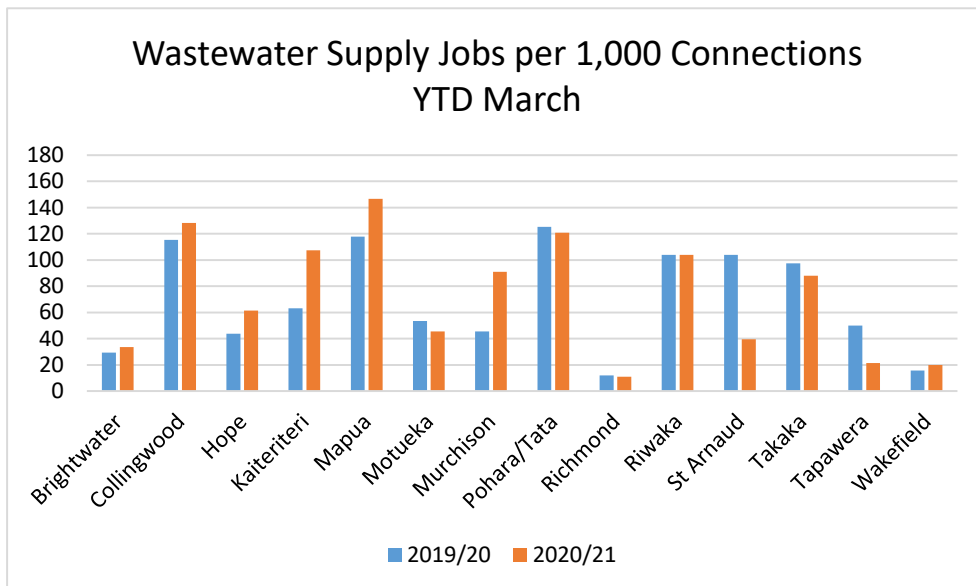
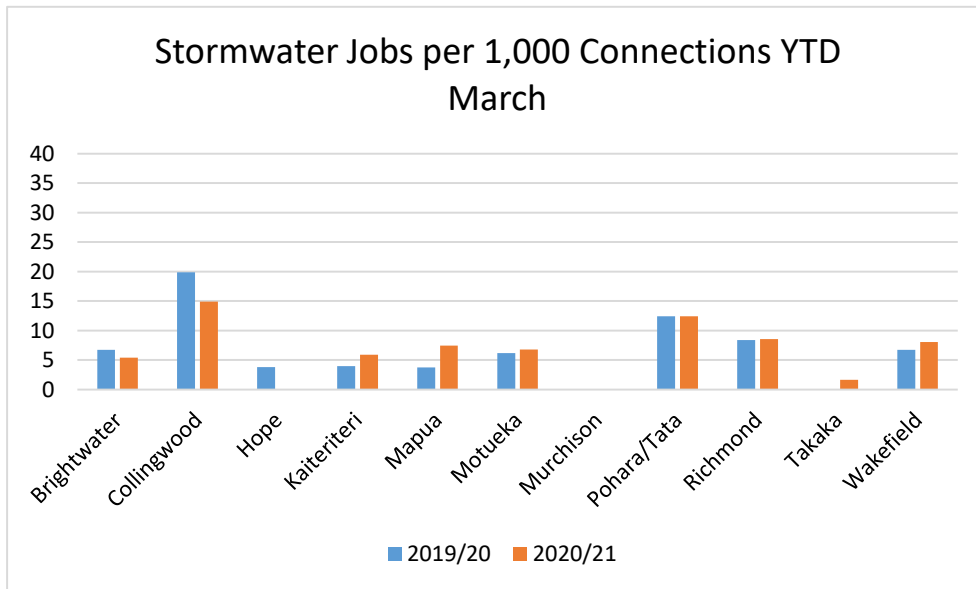
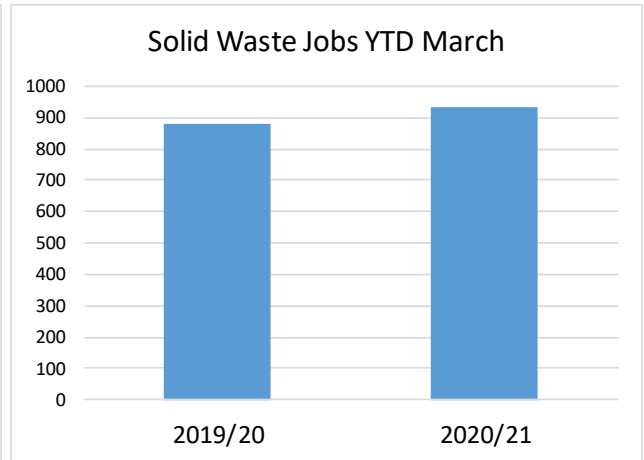
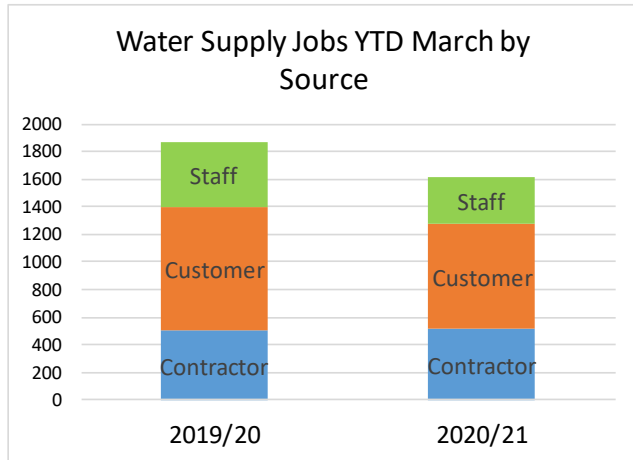
Meadows Stage 9A, Richmond West	18	Residential serviced	
Totara Hill Estates, 45 Hart Road, Richmond	32	Residential serviced	
Gardiner, Maisey Road	2	Rural residential un-serviced	
Cushen, Edward Street, Wakefield	12	Residential serviced	
Ben Nevis Holdings, Edward Street, Wakefield	5	Rural residential un-serviced	
Paton Rise, Bateup Road, Richmond	23	Fully serviced residential	
Greenways Plan, Park Avenue, Tākaka	25	Residential serviced for wastewater and stormwater, private water for firefighting	
Appleby Fields Stage 4A	78	Residential serviced	As-built stage
Appleby Fields Stage 4B	10	Residential fully serviced	
144 Rocklands Road, Tākaka	4	Rural residential	
Eden Stages 1 and 2, Wakefield	33	Residential fully served	
Total lots in construction	581		

6 Utilities

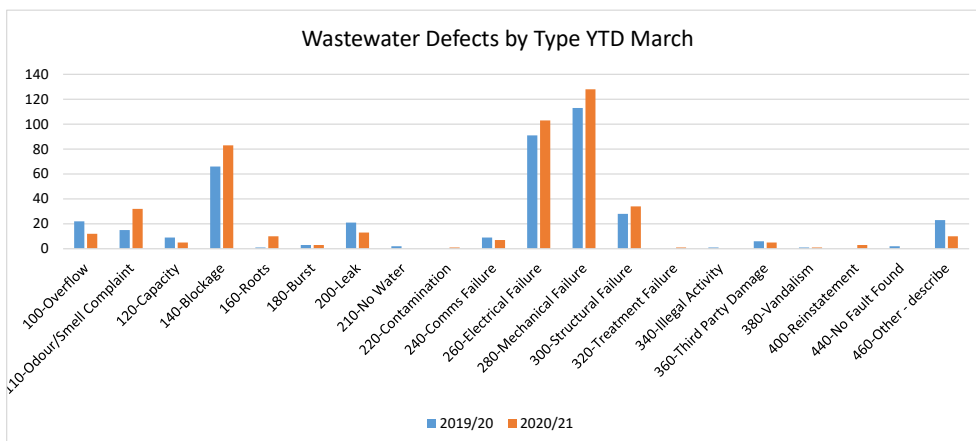
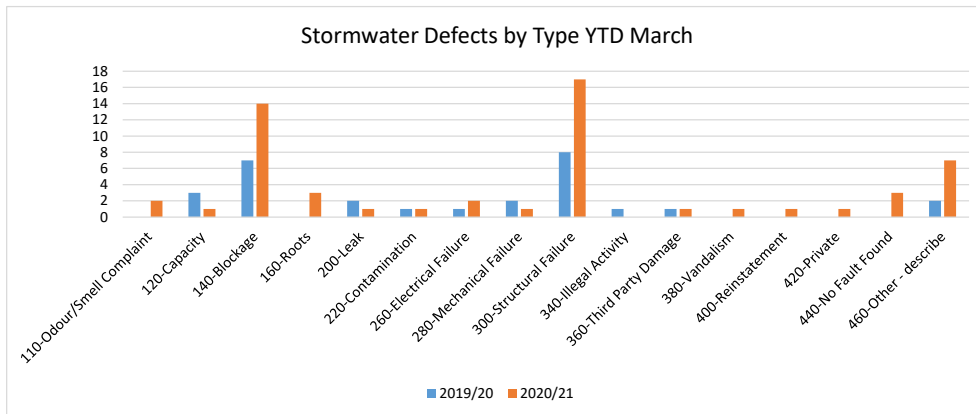
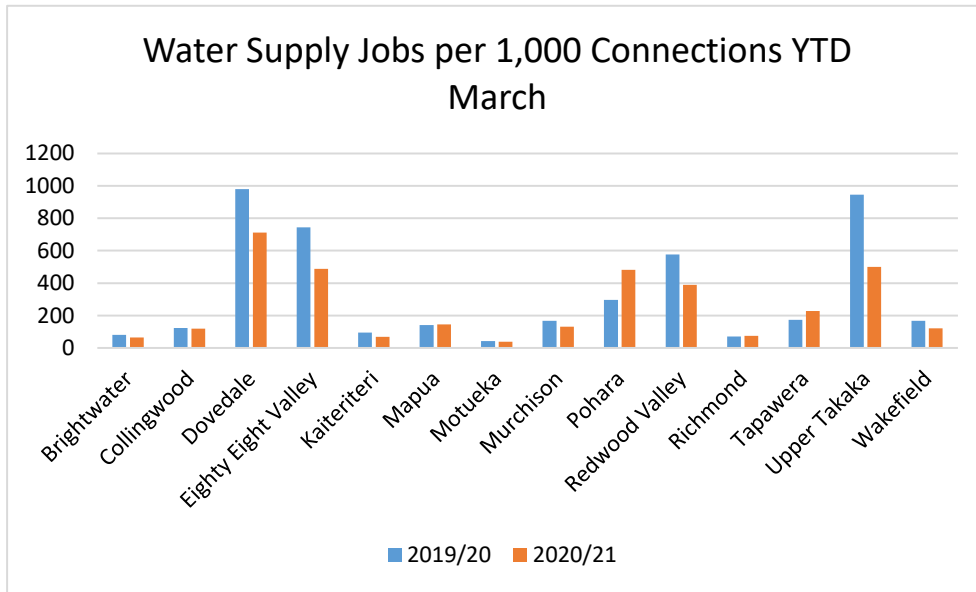
Utilities Trends



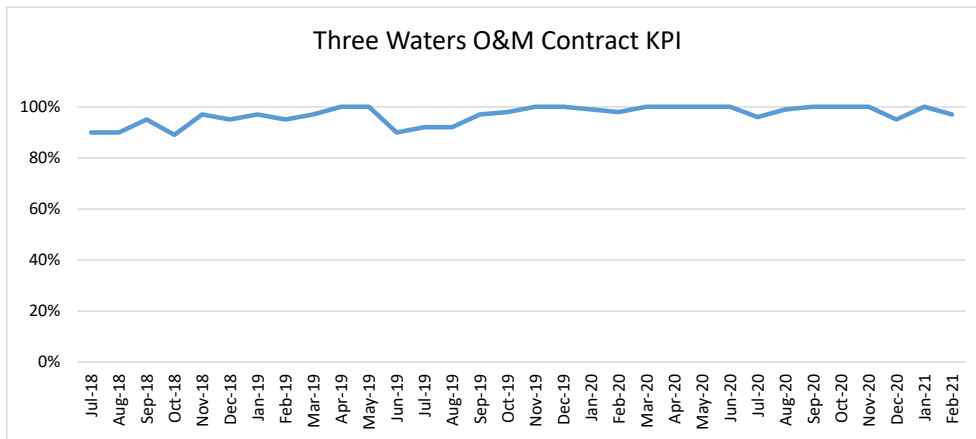
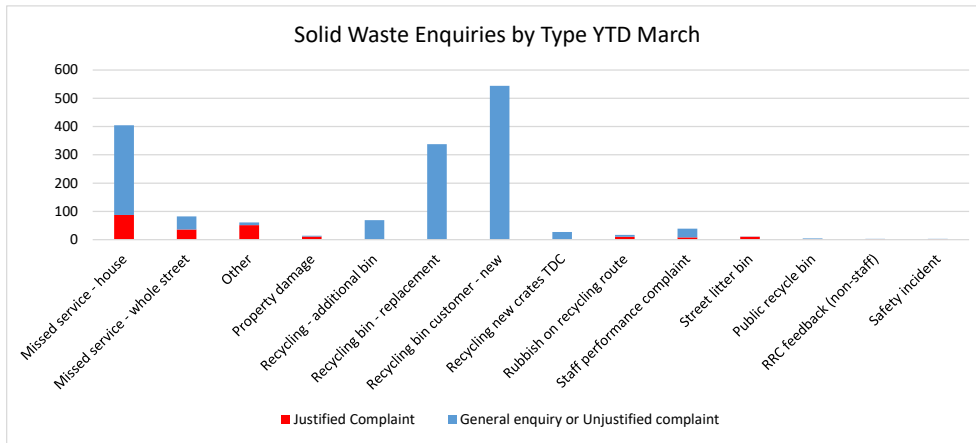
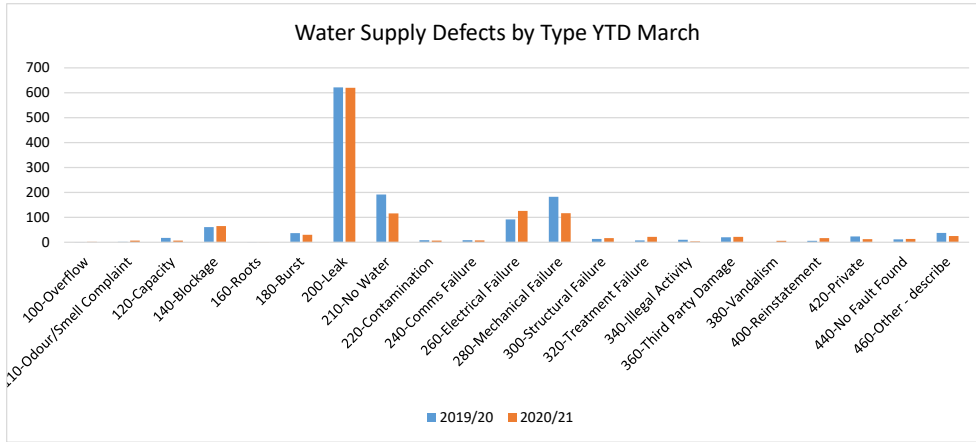
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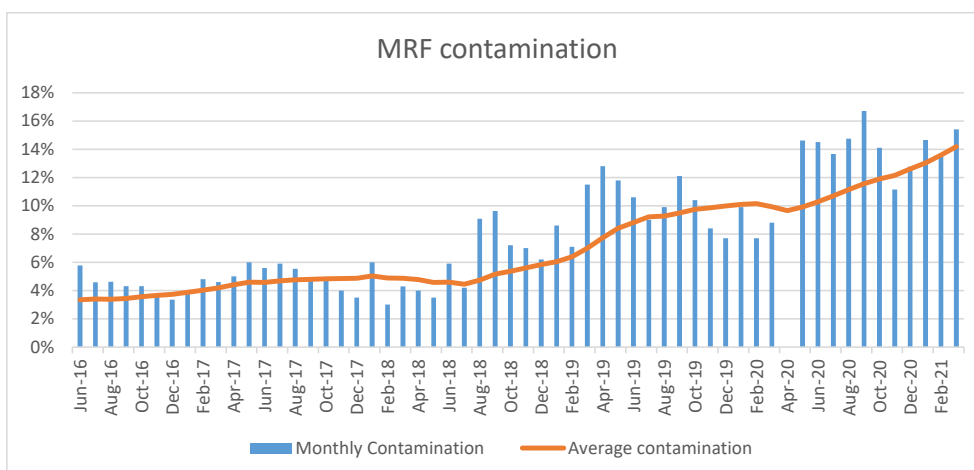
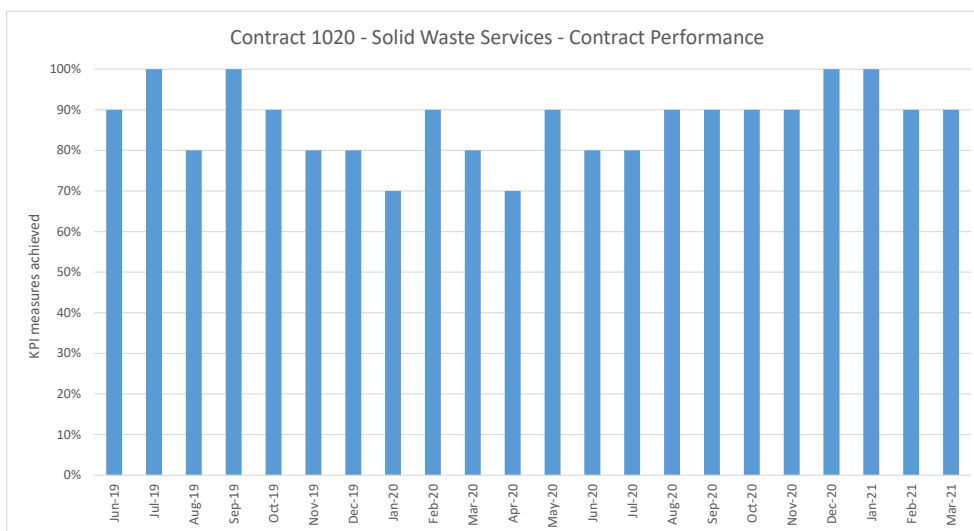
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National Performance Review

6.1 We have now received the National Performance Review report, a national annual benchmarking exercise undertaken by Water New Zealand, for 2019/20. Attachment 1 presents graphs of how we benchmark against other councils.

Water Supply

Activity highlights

- 6.2 Water pipeline work associated with the Champion/Salisbury Roundabout are complete.
- 6.3 The wooden reservoir at Pomona Road, Māpua has been demolished and its replacement is under construction.

Compliance

6.4 Heavy rainfall on the weekend of 10th and 11th April resulted in an increase in turbidity at the Brightwater/Hope Water Treatment Plant. The plant shut down at 2 NTU and reservoirs at the time were unfortunately only at 30% capacity. A precautionary boil water notice was put in place until conditions improved and a good level of residual chlorine could be detected throughout the network. Water was diverted from the Richmond supply to Main Road Hope to facilitate a fast recovery of the reservoirs. *E.coli* sampling was done at the

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treatment plant and in zone to monitor the public health risk. The boil water notice was lifted in consultation with public health on the afternoon of Tuesday 13th April.

Operations update

- 6.5 Water pipeline work associated with the Champion/Salisbury Roundabout are complete and in operation under the new layout. This involved significant changes to major pipelines delivering water to the Champion Road Reservoir, Nelson Industrial area and the incoming main from Nelson City. There was excellent cooperation between the various contractors involved in this project, including council's Utilities Maintenance Contractor, resulting in these works going very well. The final work to complete is the commissioning of the bulk water meter delivering water to the Nelson Industrial area. This bulk meter will be used for bulk charging Nelson City.
- 6.6 The wooden reservoir at Pomona Road, Māpua has been demolished to allow for construction of the new 2,500m³ concrete reservoir. This means Māpua is now operating from a small 700m³ reservoir until the new reservoir is constructed and commissioned. Careful management will be required during any shut downs on the network for other works.
- 6.7 Weekly water usage in Tapawera recently showed a very marked increase. As a result, Downer were tasked with leak detection work which identified a large water leak in Matai Crescent, which was repaired. Due to the nature of the ground in this area, leaks of all sizes often do not show on the surface and we rely on weekly monitoring through the SCADA/Telemetry system to identify excessive water usage indicating possible leaks.
- 6.8 Investigation into excessive water usage in the area of Tasman Cliffs Lane has identified a number of leaks and potential illegal connections to the network. The leaks have been repaired. Staff have contacted residents in the area who are believed to have illegal connections to confirm this is not their primary source of water before we remove the connections. Removal of illegal connections will be undertaken in early May.
- 6.9 A customer on one of our restricted water supply schemes demonstrated unacceptable threatening behaviour towards contractor staff and made threats to a Council staff member. This is not the first time this person has behaved in this way. The incident was logged in the Health and Safety database and a letter is being drafted from the Engineering Services Manager stating that future threats will be referred to the Police and also outlining the obligations of customers on the scheme. The customer will be placed on the NAX database.

Wastewater
Activity highlights

- 6.10 Disposal of wipes into the Marchwood Park caravan dump station in Motueka is causing significant operational issues and pump damage.
- 6.11 Staff have undertaken an electronic survey to determine the locations of the potential inflow and infiltration locations within the wastewater reticulation in Collingwood.

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Compliance

6.12 There are no non-compliances to report for this reporting period.

Operations update

- 6.13 Though there have been some significant rainfall events, there have been no compliance issues with the Collingwood UV disinfection system since 08 March 2021.
- 6.14 The work to remediate the Motueka Wastewater Treatment Plant aeration basin liner was approved on 20 April 2021 and is expected to be completed by early June 2021. This work is regarded as urgent due to the reduced treatment capacity of the oxidation ponds as winter approaches.
- 6.15 There have been four network pump blockages between mid-March and mid-April 2021. Two blockages were due to wipes, the other two were the usual clothing issues in Māpua, which we have still not resolved despite letter drops in the catchment.
- 6.16 A significant number of wipes are being disposed of into the Marchwood Park caravan dump point which is causing pump blockages. One blockage led to the closure of the dump station for two days. A CCTV camera has now been reinstalled and we are monitoring the site operation closely.
- 6.17 Inflow and infiltration (I/I) rates have been growing in the wastewater reticulation in Collingwood. The pump station located at the Elizabeth Street Motels pumps an average of 50 m³/day, however, on a wet day this increases to 136m³. Similarly, the pump station at Wally's Rest pumps an average of 15m³/day and on a wet day pumps 184m³. Reducing this I/I will reduce pumping costs, produce less wastewater for treatment, ensure more effective treatment and mitigate the risk of wastewater overflows to the environment.
- 6.18 Staff have undertaken an electronic survey using Distribution Temperature Sensing equipment. A fibre optic cable is inserted into the gravity reticulation and measures the temperature of the wastewater flowing through the reticulation. A change in temperature indicates the location where I/I is entering the network. The investigation commenced on the 11th September 2020 and several rain events up to the 17th November 2020 were monitored. The findings are categorised as follows:
- 6.18.1 Direct rainfall derived I/I - rain water directed from roofs and sealed areas entering directly into the wastewater reticulation, which shows up very quickly at pump stations and treatment plants.
 - 6.18.2 Ground water derived - rain water soaking into the ground and then entering the wastewater network through joints and cracks in pipes, which gradually enters the network and results in higher flows for several days after a rain event.
 - 6.18.3 A combination of both i. and ii. above where there is a direct rainfall effect followed by a longer period of infiltration.
- 6.19 The following results have been reported from the Collingwood I/I investigations:
- 6.19.1 12 rain derived direct inflow locations.
 - 6.19.2 Three groundwater infiltration location.
 - 6.19.3 One combination of direct inflow and ground water infiltration.

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- 6.20 Over the next few weeks, Council will install boundary inspection points on all laterals with possible direct inflow. A visual inspections will then be undertaken and those properties with confirmed inflow issues will be served with a notice to repair within a time limit, typically 60 days.
- 6.21 The public wastewater network has also been inspected and 2 sections of the pipeline along Elizabeth Street, adjacent to the sea/ river, have been identified as potential I/I sites and will be followed up with a CCTV inspection.

Stormwater**Activity highlights**

- 6.22 There have been reasonably frequent rainfall events over March and April and the stormwater systems have coped well with only a few reports of property flooding. The most significant rainfall over this period occurred in the Tākaka area on the 10th April with around 30mm recorded in one hour which has a 50% Annual Exceedance Probability (AEP) or 1 in 2 year return frequency.
- 6.23 Two pre-storm checks occurred on 29th March and 7th April, prior to forecast rainfall events.
- 6.24 The Motueka Wharf Road tidal gate was closed against the high tides and forecast of rain on the 31st March to 1st April and then again between the 9th and 11th April.

Compliance

- 6.25 There were no known compliance issues from the operation of the stormwater network.

Operations update

- 6.26 Open drain vegetation maintenance continues but will slow as winter approaches and vegetation growth rates decrease. Photos below show typical condition of waterways that are maintained as part of the public stormwater network.



Borck Creek, below Lower Queen Street, Richmond - after mowing.

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Eastern Hills Creek above Gladstone Road, Richmond



Upper Borck Creek downstream from State Highway 6, Hope

ENGINEERING SERVICES ACTIVITY REPORT**Waste Management and Minimisation****Activity highlights**

- 6.27 Kerbside audits of recycling bins to educate and reduce contamination are continuing.
- 6.28 We have extended the additional staffing at the Tākaka Resource Recovery Centre reuse shop to June 2021, with a view to making this change permanent.
- 6.29 Annual closed landfill inspections commenced earlier in the year. Further monitoring of landfill gas on higher risk sites will recommence in May.

Compliance

- 6.30 There were no known non-compliances on waste management sites for the reporting period.

Operations update

- 6.31 Kerbside recycling collections continued over the reporting period with no significant issues and good performance by the contractor. Recycling volumes are consistent with the normal seasonal trends.
- 6.32 Residential property growth in the district is leading to further growth in kerbside recycling collections. The total number of properties serviced now exceeds 19,700, which is 14% greater, an additional 2,393 properties, than when the new service started in July 2015. To manage this growth our contractor has acquired an additional side loader truck. An additional glass truck and a duo-combi truck are to be relocated to Tasman early in the new financial year.
- 6.33 Our contractor has also upgraded their vehicle tracking system recently. This will greatly improve vehicle route planning, customer service and kerbside contamination auditing. The new system includes live and stored video on board each vehicle and we expect this to further improve customer service.
- 6.34 We are seeing an improvement in compliance at the kerbside recycling but contamination at the Materials Recovery Facility (MRF) remains relatively high when compared with previous years. Our contractor's kerbside audits are now consistently indicating that 50-60% of all audited bins are fully compliant and the number of significantly contaminated bins has dropped to 1-2%. For the month of March the MRF contamination was 15.4%, which represents just under 8% contamination for kerbside collections, including glass.
- 6.35 Resource Recovery Centre operations have been busy over the reporting period with waste volumes at the at Richmond and Māriri sites continuing to be significantly greater than last year.
- 6.36 Over the summer period we have funded additional staffing at the Tākaka Resource Recovery Centre to increase the productivity of the reuse shop on site. We have agreed with our contractor to continue to staff the site to a higher level, and for the additional staffing cost to be offset by reuse shop revenue. Investigations into closing in the front of the reuse shop are continuing.

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- 6.37 Closed landfill monitoring commenced over the summer, with further gas monitoring of higher risk sites now due. In past audits we have used a secondary gas monitor owned by the regional landfill business unit, but this unit is now no longer economic to service. We have recently purchased a new gas monitor, which should be in service in May, and will also be available to the landfill business unit as a spare.
- 6.38 We continue to collaborate and share information with Nelson City Council and staff from the regional landfill business unit. Recent 'SWAP' (solid waste assessment protocol) survey work by the business unit has identified the proportion of divertible waste being landfilled and we will be using this information to inform our diversion efforts.
- 6.39 We have received preliminary results of our audit of contamination levels at the MRF and are working through the findings. We have also jointly commissioned with Nelson City Council a survey to identify attitudes and behaviors relating to waste minimisation and recycling. We will be using the results of these two surveys later in the year to identify where we need to improve our information to ratepayers and how to focus our waste minimisation engagement work.
- 6.40 We are also working with Nelson City Council to submit an application for funding to the Waste Minimisation Fund. The next round of funding opens in late April and closes in May. The investment focus for the fund this year is reducing construction and demolition waste and achieving beneficial outcomes for organic waste. This focus aligns with the areas that we are already working on with Nelson City.

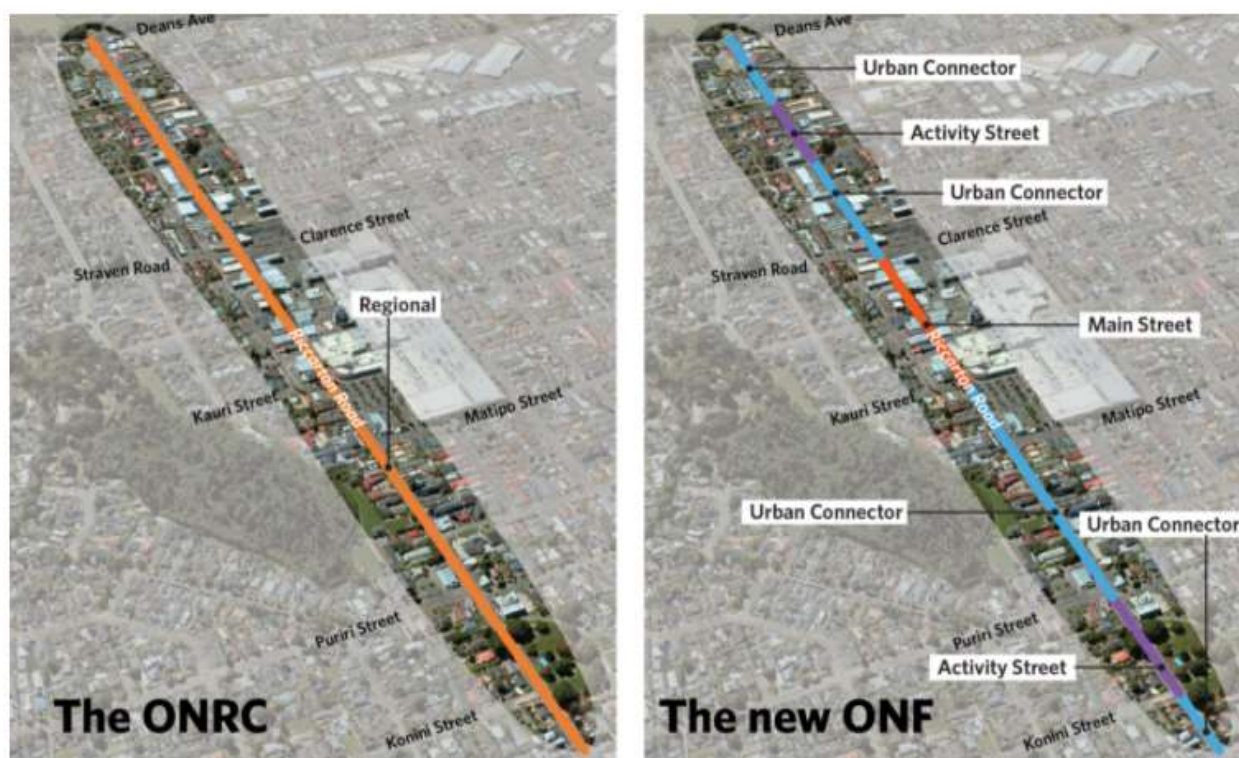
7 Transportation**Roading Activity Report****Summary**

- 7.1 Customer service requests for unsealed roads have reduced with the wetter weather this month as grading operations have been able to resume with additional resources being brought in where required.
- 7.2 The tight (co-funded) budgets are continuing to have an affect with only high priority and safety-related remedial works being carried out. All other works such as culvert replacements and pavement rehabilitations are now being deferred until the next financial year. This means there will be extra work to complete next year, though our ability to complete all works will depend on our funding application presently being assessed by Waka Kotahi - NZTA for the 2021-24 period.
- 7.3 Off-setting this budgetary shortage somewhat has been the Ministry of Business Innovation and Employment funded Provincial Growth Fund (PGF) activities that are now winding down and due to complete next month.
- 7.4 Routine maintenance activities are also having to be reviewed due to these funding shortages with some activities prioritised. One of those is the autumn mowing rounds which have been scaled back to allow for budgetary constraints.

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One Network Framework

- 7.5 The existing One Network Road Classification (ONRC) system, used nationwide, is being evolved into the One Network Framework (ONF). This is to align more closely with the Government's outcomes focus areas, and enable us to better differentiate between urban and rural transport needs.
- 7.6 While the ONRC focussed more on classifying roads according to the traffic volumes, the ONF focusses on intended function using a combination of 'movement' and 'place', to allow us to better consider different mode priorities, surrounding land use, community wellbeing, economic activity, growth, and aspirations for the future.



An illustration of how the ONRC and ONF are different

- 7.7 The Road Efficiency Group, incorporating representatives from LGNZ and Waka Kotahi, is leading this work. Refinement of ONF is presently occurring, with a view to it being fully implemented for the 2024/27 Regional Land Transport Plan cycle. Council staff are engaged in this process and ensuring our relevant systems, plans and standards are kept up to date to reflect it.
- 7.8 Staff are planning a workshop for Councillors to provide a more detailed overview of the ONF once the 2021 LTP is completed.

Alliance Contract Area

Sealed network

- 7.9 Heavy pavement maintenance (dig outs and stabilisation repairs) ceased in March due to budgetary constraints.

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7.10 Several Level 4 faults (high priority) that were unable to be completed have now been programmed for the next financial period (21/22). Remedial work has been carried out on the severest of the faults and they will continue to be closely monitored with holding treatments applied if required.

7.11 In conjunction with these repairs, the Alliance has also undertaken a broader crack sealing programme as a proactive repair strategy for waterproofing and a holding strategy for lesser pavement faults.

Unsealed network

7.12 Cyclic grading programme has continued around the network resulting in minimal Service Requests being received about unsealed roads issues. The unsettled weather over the last few weeks and the associated effect on unsealed roads has been noticeable.

Environment

7.13 With the onset of the autumn’s unsettled weather, environmental maintenance and callouts continue to generate issues around the network of flooding, slips, trees down and wash outs.



Minor slips and surface flooding at Kaiteriteri, Golden Hills ford

7.14 Road side berm mowing continues on a cyclic basis. Road side spraying of signage, assets and water channels was completed earlier in the year, with a further full round of spraying commencing soon.

7.15 Growth on the road envelope is encroaching in some areas, however growth will be minimal coming into winter. A full round of envelope mowing is programmed from June.

7.16 Illegal dumping of rubbish, graffiti on walkways, sign damage and even the odd pallet up a tree kept our patrol crew busy!



Vandalism and dumping is a frustrating use of resources

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Dangerous trees

7.17 High risk trees continue to be targeted under the Waka Kotahi - NZTA co-funded Environmental Maintenance budget now that the PGF budget for hazardous tree removal is fully spent.



Motueka Valley



Kaiteriteri-Sandy Bay Road



Moutere Highway

Other works

7.18 Innovative streets work continues on Talbot Street, Elizabeth Street, D'Arcy Street, Herbert Street and Florence Street.



Elizabeth St/Talbot St intersection

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Reseals

7.19 The remaining district reseals being undertaken by the Tasman Alliance are in Golden Bay and planned for completion by late April. The remaining roads left to reseal are in Pohara and Collingwood townships. Should the weather remain unsettled with cooler temperatures, the remaining sites may be deferred until later this year.

Non-Alliance Urban Work

New concrete water channels

7.20 Eighty-Eight Valley Road had new kerb and channel constructed along the western side from Fitzsimmons Way to the start of the existing kerb.

7.21 Pomona Road is planned to have a concrete swale constructed on the embankment side and extending from opposite Crusader Drive to up the hill and around the corner. The section of Pomona Road above Crusader Drive is narrow with a carriageway width of approximately 5 metres. This work is planned to begin in May 2021.

Richmond Railway Reserve shared path

7.22 A raised crossing table was installed recently across the eastern side lane beside the Appleby Overbridge as a consent requirement for a nearby subdivision. This table gives path users the right of way over vehicle movements.

Street lighting

7.23 Infill lighting improvements for this financial year are almost complete with one light in Poole Street beside the Memorial Hall Walkway and two lights in Pah Street left to install.

7.24 Infill lighting is also planned in Hart Road through the retaining wall cutting, to be completed in May.

7.25 Pole replacements are nearing completion with two poles in Richmond and four in Kaiteriteri programmed for late April/early May.

7.26 The last of the High Pressure Sodium (HPS) luminaires with short steel poles in Warring Carpark are to be replaced shortly.

7.27 A full night inspection of streetlights is due this month and some cleaning of the first LEDs installed back in 2014 are to be completed this financial year.

Thomason Avenue soak pits

7.28 Two new soak pits were installed in April on the corner of Thomason Avenue and Queen Victoria Street. These apparently performed well in recent heavy rain.

Richmond Cemetery new carpark

7.29 Engineering staff have assisted the parks team with design and construction of a new carpark area at Richmond Cemetery. This work is progressing well with sealing expected to be completed by the end of April, weather permitting.

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Richmond Cemetery new carpark

Golden Bay and Murchison

Golden Bay area

7.30 March saw several weather related call outs, with slips occurring on Abel Tasman Drive, Rameka Creek Road, Dry Road and Cobb Dam Road.



Te Hapu Road slip

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7.31 Footpath repairs were completed on Cornwall Place and a cattle stop repair on Limestone Road.



Limestone Road cattle stop repair

- 7.32 Two culvert replacements were also actioned, one on Dry Road and another on Milnthorpe Quay.
- 7.33 On the “west coast” portion of the network, the team completed numerous culvert cleans. In total 156 culverts were cleaned during the month.
- 7.34 Spot metalling was also completed on Canaan and Craigieburn Roads in order to maintain pavement integrity in isolated locations.

Murchison area

- 7.35 It was a quiet month for Murchison with the teams focusing just on drainage and cyclic maintenance due to the budget constructs of this financial year.
- 7.36 Matiri West Bank Road and “Blue Rocks” on Matakītaki Road both had minor rockfall/slippage requiring the crews to attend to clear. The larger scale rock clearance and rock bund works at Blue Rocks have been completed and hopefully this will provide some resilience to this site. Some additional delineation is also to be installed.

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Blue Rocks slip repair



Glenroy washout repair

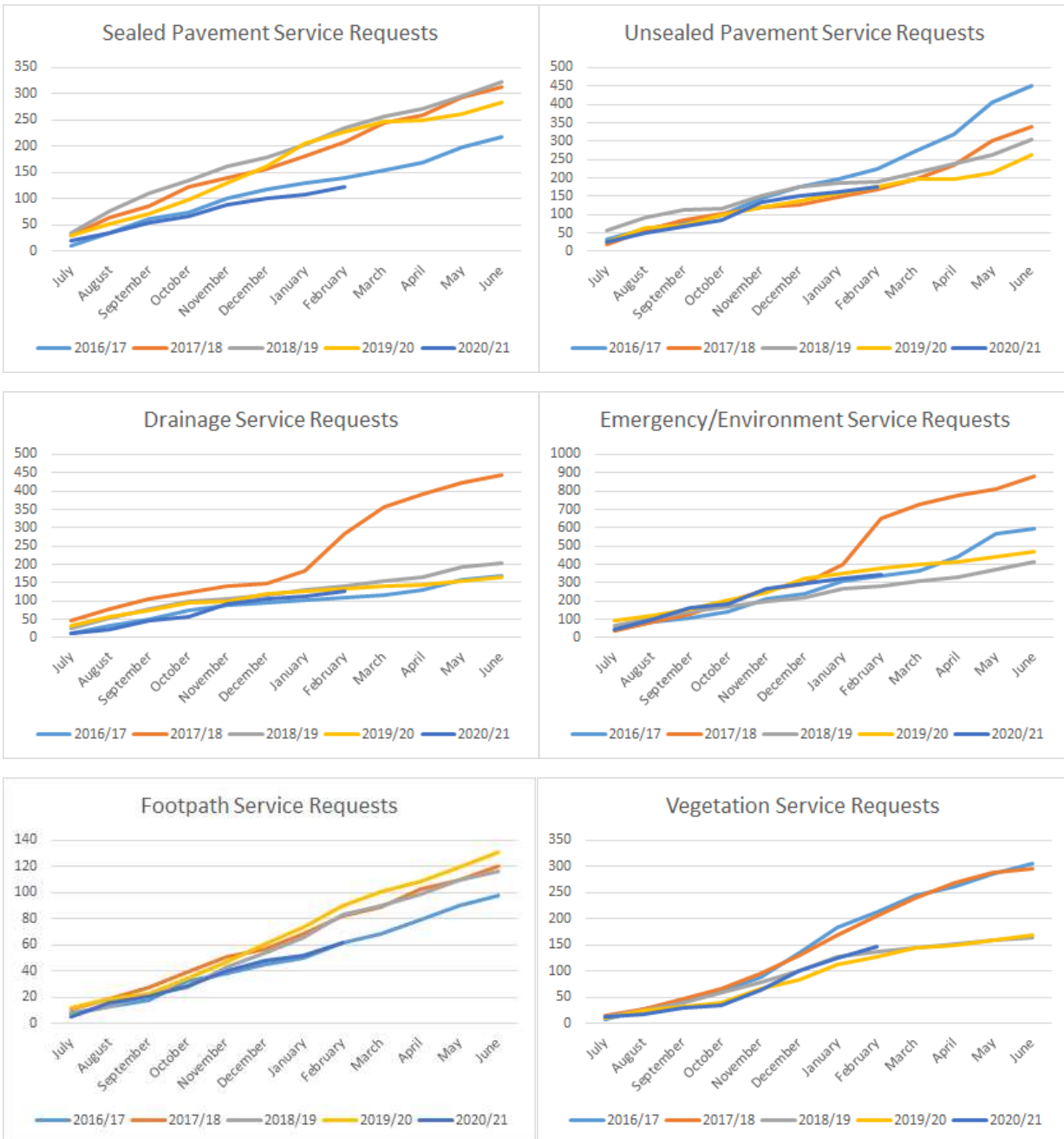
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7.37 Yellow Bristle Grass spraying was undertaken in the Mangles and Blackwater Valleys in order to control this pest plant.

7.38 Rainfall during the month enabled commencement of grading following the summer dry period. In order to bring the network back to standard as quickly as possible, two graders were established on the network.

Roading Customer Service Requests

7.39 The graphs below show a summary of the number of service requests received by subject. Overall service request numbers for year to date 2020/21 is lower than recent years.



ENGINEERING SERVICES ACTIVITY REPORT**River Activity Update****Physical works progress (Council maintained river reaches)**

- 7.40 \$1,789,000 has been spent year to date on maintaining the Council managed river network.
- 7.41 The weather is progressively cooling off and becoming wetter as is to be expected at this time of year, which has slowed work progress.
- 7.42 Since last period channel maintenance, willow and rock bank protection identified works have been completed in the Sherry, Motupiko and Lower Motueka Rivers. A start has been made on the Golden Bay programme with the Tākaka River. Fairway spraying of the Waimea and Wairoa Rivers was also completed, along with final preparations on our native riparian sites for planting this year. The stopbanks have also had their autumn mow.
- 7.43 The monthly outfall inspections have continued and fly tipping and abandoned cars have been removed from the Waimea and Lower Motueka river areas.

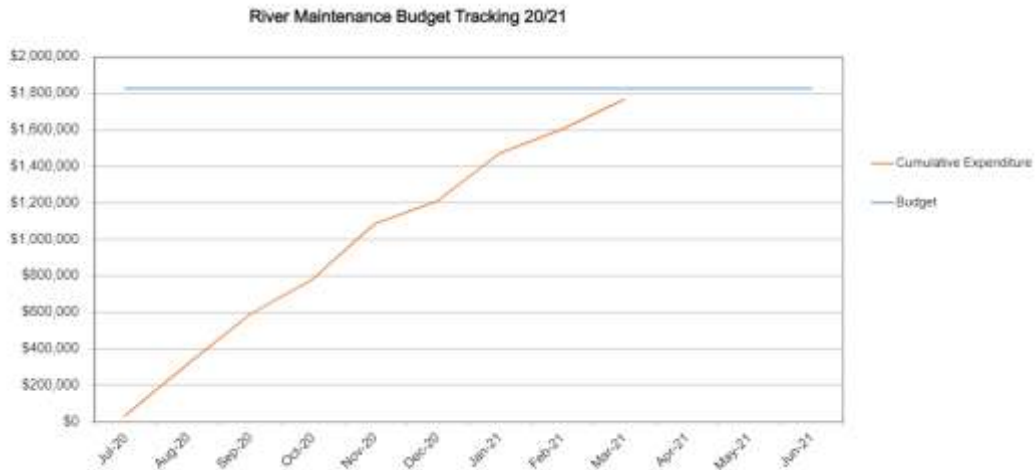
River Z (Z rated river sections)

- 7.44 We have 23 River Z jobs on the books. Twenty are completed and three in progress, with several new ones being assessed.
- 7.45 We have spent just over half our budget for this activity (\$238,000 of \$406,000).
- 7.46 Overall River Z activity is tailing off, we have had no reports of damage as of yet following the rain event from the weekend of 10 April.

Other work

- 7.47 There has been a staff re-shuffle as part of the reorganisation and the rivers team will be combining with the stormwater team.
- 7.48 A Site Specific Environmental Plan for a site in the Coastal Marine Area of Aorere has been amended following consultation with the Department of Conservation and local Iwi.
- 7.49 A section of stopbank along the lower Waimea is being opened for public access, and work to prevent vehicle access and to repair vandalism along the western bank of the Waimea is under way.
- 7.50 We are awaiting the results from the riverbed surveys of the Waimea/Wairoa and Lower Motueka this month.
- 7.51 A resource consent application for Downer to undertake the clean-up of the spoil heaps at the Bartlett Road quarry is being progressed.

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Coastal Activity Update

Marahau rock revetment

7.52 There was no damage to the recently reinstated footpath and fence at the northern end of the rock revetment after the last storm event on 10 April 2021.

7.53 The sand replenishment area that extends from the road reserve into Wakatu Incorporated land has held in well after the last storm event.

Ruby Bay

7.54 The rock revetment that extends from Tait Street to the concrete retaining wall was inspected after the last storm event that occurred on 10 April 2021.

7.55 From the inspection undertaken it appears the foreshore level has dropped approximately 500mm over the full 1125 metre length of rock revetment.

7.56 This has resulted in some movement in the toe rock of the revetment that will need to be topped up with approximately 350 tonnes of rock.

7.57 Both sets of steps over the revetment are still in good condition. The below photo shows the extent of the beach lowering from the bottom step on the Old Mill walkway.



Old Mill Walkway showing degrading of foreshore April 2021

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Māpua Wharf

- 7.58 The floating jetty ramp has had the tread plates repaired and anchored to the main runners of the ramp.
- 7.59 The worn surface of the tread plates will be overlaid with glued down marine carpet to reduce the risk of foot traffic slipping on the ramp surface when wet.
- 7.60 The ladders that hang over the Māpua main wharf will be descaled of mussel growth by the end of April. The Harbourmaster and his team will undertake the work.

Motueka fishing platform and rock protection

- 7.61 The fishing platform along with other foreshore rock protection works were inspected after the last storm event and were found to be in good repair.

Tasman's Great Taste Trail**Operations and maintenance**

- 7.62 The Nelson Tasman Cycle Trails Trust will be undertaking a large proactive effort of trail maintenance into next spring. The Trail Manager is looking at a number of initiatives on how to achieve this.
- 7.63 They are also working on development of an Experience Design Plan, which will look at things like toilets, shelters and the overall user experience.
- 7.64 A number of signs are being installed at present around the trail (minor improvements, no dogs, private land etc.) We also have the new interpretive signs in production.

Development

- 7.65 We are working with our bridge designer to progress the design for the Baton River Bridge and continue to work with landowners to gain access for the Pokororo to Ngatimoti section.

Innovating Streets Trials**Golden Bay**

- 7.66 The trial raised zebra crossing and the closure of the link road between Meihana and Commercial Streets using wooden planter boxes has been completed.
- 7.67 Our community development team has been working with the Golden Bay High School students to get some artwork in place to create a more inviting and people-friendly area.
- 7.68 The overall aim is to shape this intersection and the surrounding area in a way that allows more people to move around safely and creates a space for everyone to enjoy.

D'arcy/Croucher neighbourhood

- 7.69 All trial elements are now in place. We have been receiving some feedback already, some positive "Love what has been done with the street - hope it stays this way", and some questioning why they cannot now drive through this neighbourhood. Now that all the elements of this trial project are in place, we will be letting the changes bed in for a short period, then seek feedback on how effective people feel the changes are. The link to an

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online survey will be available on our website tasman.govt.nz and search “Streets for People”.

New residential greenways

7.70 We have been approached by numerous residents in the Crescent Street and Surrey Road residential area with a desire to reduce vehicle speeds, improve walking and cycling connections and generally enhance neighbourhood amenity. We are looking to learn from our Innovative Streets projects and utilise our Community Development team to replicate the community engagement and co-design elements with a view to delivering neighbourhood improvements in future years. This is budgeted for as part of the draft 2021 LTP.

Road Safety Update

Stopping distance demonstrations 2021

- 7.71 During the week of 22-26 March 2021 we were lucky to be able to hold our biennial Tasman stopping distance demonstrations.
- 7.72 The demonstrations were undertaken by a professional driving instructor and showed students, teachers and parents the first hand effects of speeding ‘just a few kilometres’ over the speed limit. The aim was to remind students that they are vulnerable road users and that drivers are not always focused on the road or driving at safe speeds, so students must be extra aware and cautious when using or crossing the road.
- 7.73 The driver first demonstrated coming to an emergency stop at 20 km/h, which is the legal speed to pass a school bus in either direction when it is picking up or dropping off students. The driver then demonstrated how travelling at 60 km/h instead of 50 km/h means it is not always possible to stop in time when the unexpected happens.



7.74 As per previous years traffic management was supplied by Fulton Hogan, who at some demonstrations had a speed feedback sign which emphasised the fact that there were no tricks involved and that the driver was only increasing his speed by a small amount yet his stopping distance was doubled.

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7.75 Teachers and parents were placed in the vehicle during the demonstration and then asked to share with their students how it felt being in a vehicle travelling too fast and having no control over outcome. Students were encouraged to ask drivers “are we speeding?” if they are travelling in a vehicle and feel like the driver is travelling over the speed limit.



7.76 We had 14 schools and over 1800 students from kindergartens, primary schools and high schools attend the demonstrations during the week, including schools from Murchison and Golden Bay. Excellent feedback was received from all of the schools involved.

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7.77 Some of the demonstrations were filmed and we plan to release a promotional video that can be shared with our residents to try and make our drivers more aware and our streets safer.

Share with Care

- 7.78 In the coming months we plan to roll out a new campaign in partnership with Nelson City Council and Marlborough District Council called 'Share with Care'.
- 7.79 The idea came from the increasing number of residents that contact the Top of the South Council's with concerns around their own safety, and sometimes confusion with other road users behaviour when out and about in the Top of the South.
- 7.80 The campaign aims to promote respect, caring and patience for all road users as our roads and footpaths get busier with the various modes of transport.
- 7.81 Education around road rules and 'etiquette' on shared paths, cycleways and footpaths will form part of the messaging, with the first part of the campaign being the distribution of bike bells and information around how they should be used to let people know when you are coming up behind them.



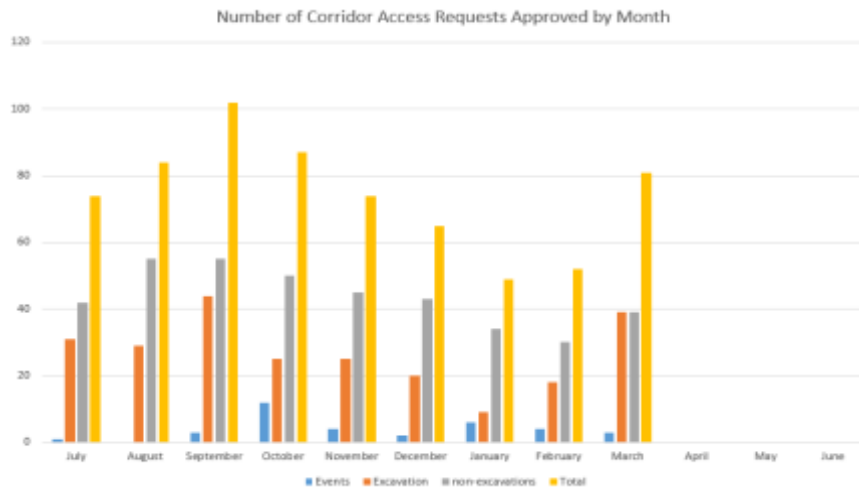
Winter road safety

- 7.82 During May, the Road Safety Coordinators from Tasman District Council and Nelson City Council will join members of the Police Impairment Prevention Team in various locations as part of a joint Cycle Safety campaign.
- 7.83 Cyclists and pedestrians that do not have lights or any high-visibility clothing will be stopped and offered a free set of bike lights, flashing arm bands and/or a Hi-Viz vest.
- 7.84 This campaign was run successfully two years ago and gave Police and Council a chance to spread the safety message and have some positive interactions and conversations with our residents.
- 7.85 We will once again distribute windscreen ice scrapers and demisting cloths to our service centres for our residents to collect during the winter months. This will be alongside radio and social media posts that suggest safe winter driving tips for our drivers.

Corridor access requests

7.86 The graph below shows the number of corridor access requests approved by month this financial year. The number of requests approved during March rose again following a dip in numbers during January and February.

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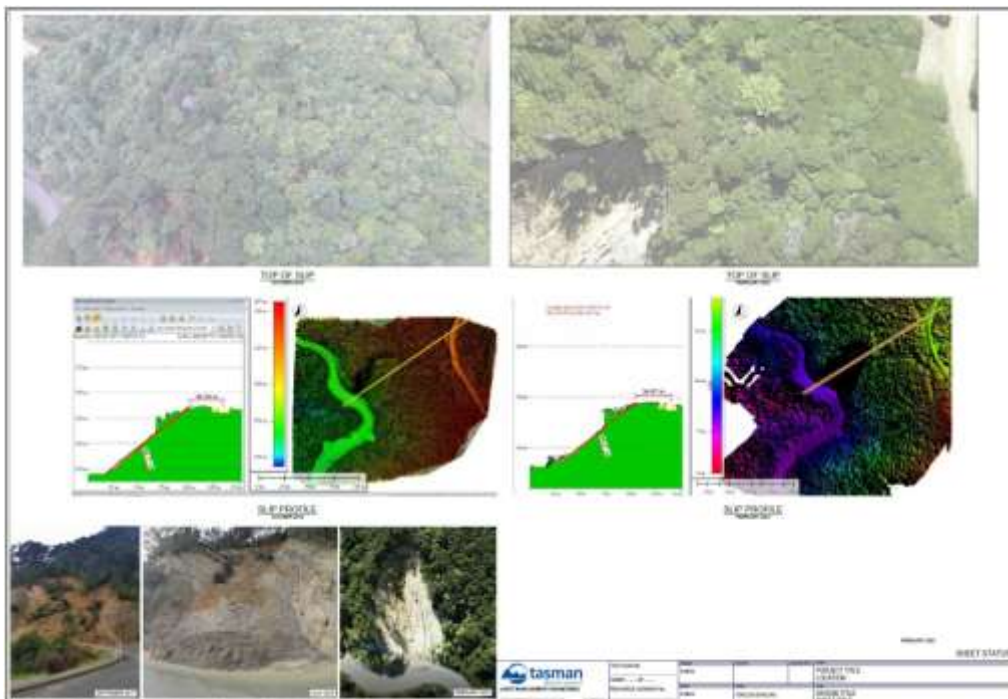


Drone

7.87 The Engineering Team have been taking advantage of Council’s DJI Phantom 2 drone, enjoying the versatility as well as the cost savings. Below are some examples of recent usage.

Wainui Hill slip assessment:

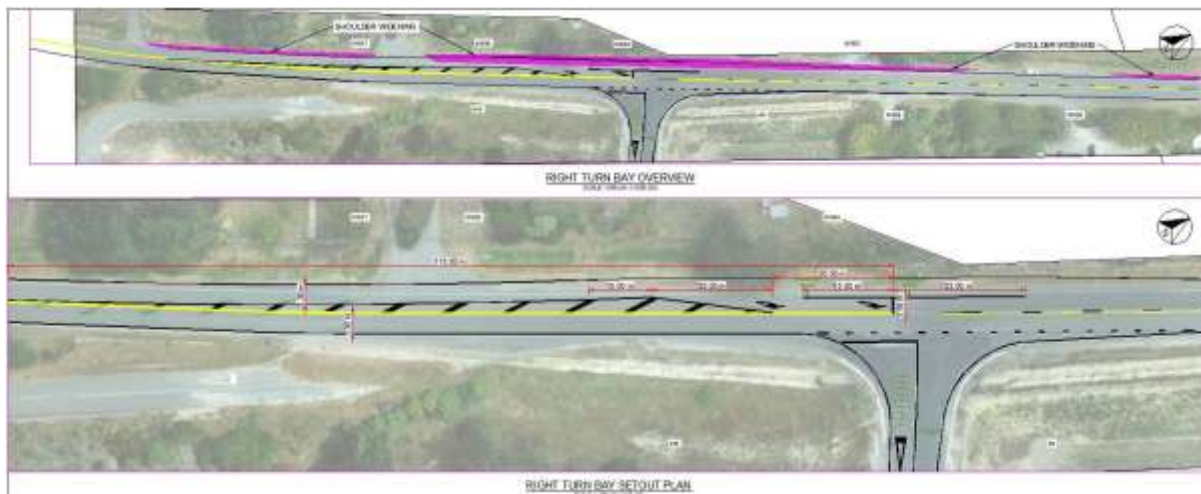
7.88 Over the last 4 years, a major slip has been slowly growing and has extended into private land. The land owner has concerns the slip will extend up to their only access road which would result in high repair costs. The Transportation team have been using the Drone to undertake aerial surveys of the slip over the last few years to track the movement of the slip. Doing this by drone compared to traditional surveying is proving far more cost-effective. Probably a saving of around \$3,000 to Council.



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Gardner Valley intersection:

7.89 The Drone was used to conduct an aerial survey of the Gardner Valley Intersection following a request to investigate and design a right turn bay. The Drone produces survey accuracy of around 20-40mm. This enables in-house design of the intersection rather than engaging specialist survey and design services. The drone survey and a draft design has been completed, and the final design is currently under review. The use of the drone has also resulted in a costs saving or around \$5,000 by not having to engage survey and design expertise.



Wilson Road intersection sight benching:

7.90 The transportation team have identified that the clear sight distance at Wilson Road and Moutere Highway does not meet the minimum requirements. A drone survey has been conducted to allow in-house sight benching design to be undertaken. This is currently in the design stage and planned for construction in the next financial year. The use of the drone has also resulted in a costs saving or around \$4,000 by not having to engage survey and design expertise.

Salisbury roundabout:

7.91 During the construction of the Salisbury Roundabout, the affected shop owners asked if Council could provide a map showing the detour routes. The drone was used to create an up to date aerial map with the traffic management in place.

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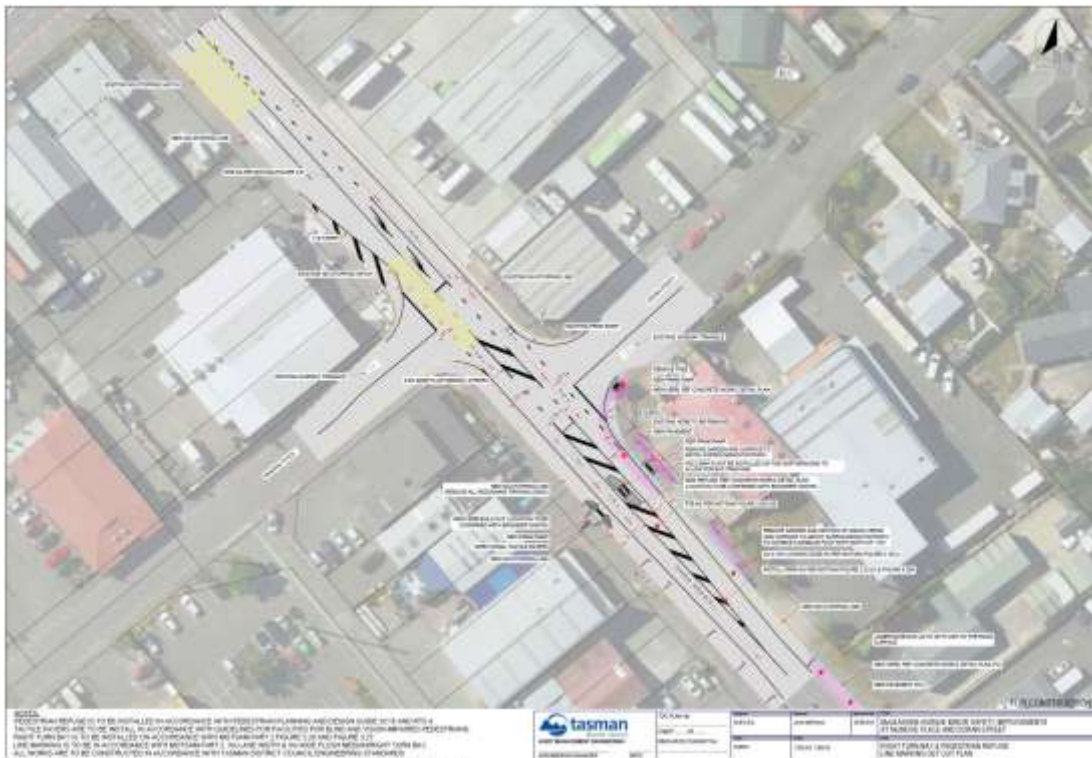
Lower Queen Street line marking redesign:

7.92 This was triggered by an opportunity for Council to make improvements to the current line marking and intersection layouts along Lower Queen Street due to the road being programmed for a reseal. This work included redesigning McShane Road intersection, Estuary Place intersection, Berryfields intersection, pedestrian refuge options and a centre flush median. The Drone was used to complete an accurate survey of the 900m section of road, prior to undertaking the in-house design. The use of the drone has also resulted in a costs saving or around \$9,000 by not having to engage survey and design expertise.

McGlashen Avenue intersection improvements and pedestrian refuge:

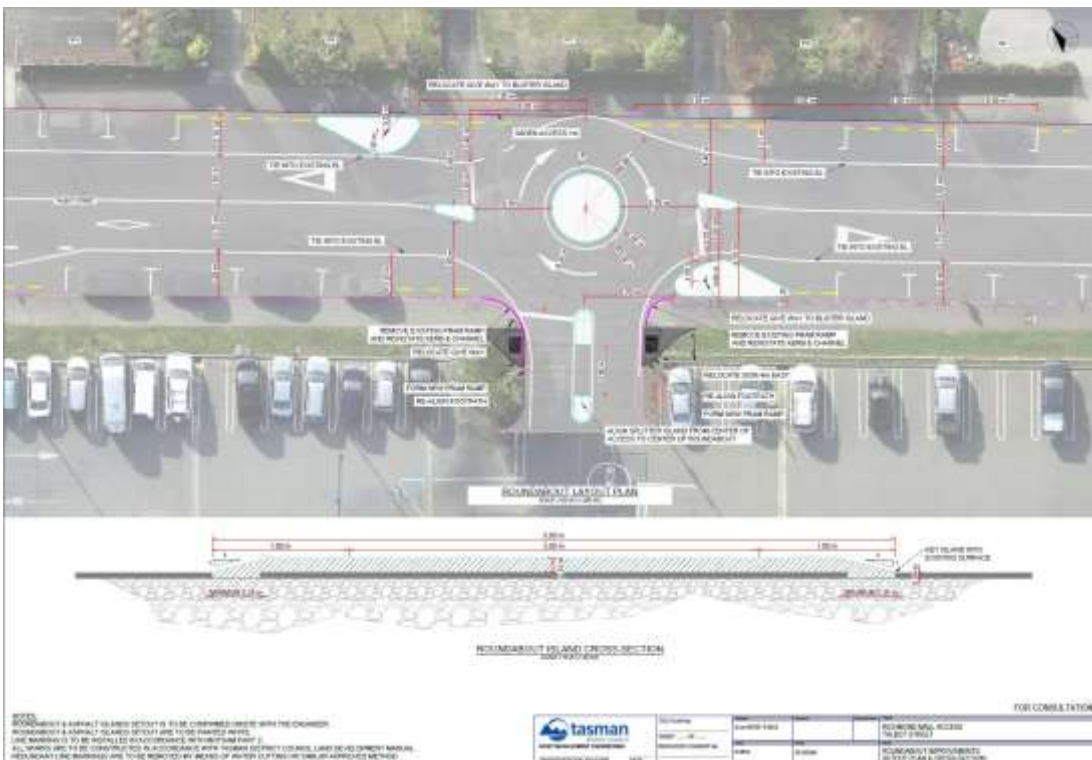
7.93 This was a minor safety improvement project to install a pedestrian refuge on McGlashen Ave. The Transportation team were able to expand the project to include improvements to the intersection by taking advantage of the cost saving made by being able to complete the survey and design in-house. The drone was used to undertake a detailed survey of the intersection which was used to complete the design. The use of the drone has also resulted in a costs saving or around \$9,000 by not having to engage survey and design expertise.

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Talbot Street (Mall entrance) roundabout:

7.94 Following the Queen Street upgrade, the public requested that the temporary roundabout at Talbot Street was kept in place. The Transportation team undertook a drone survey and completed a design that would fit within the property boundary restrictions. The use of the drone has also resulted in a costs saving of around \$5,000 by not having to engage survey and design expertise.



ENGINEERING SERVICES ACTIVITY REPORT**River inspection and flood mapping:**

7.95 The drone allows rapid assessment of flood damage with a high quality photographic record to refer back to. We have direct control over when and where we do this rather than trying to communicate with a third party who may not be familiar with the area and may not be able get there as quickly as we are able to. Our river maintenance contractor own drones and now provide photos to us from monthly river inspections which is where the majority of our river maintenance tasks are generated from. This has saved a lot of time and vehicle running as opposed to undertaking joint physical inspections and means that we are inspecting more of our river network each year including river reaches we could not previously access other than by foot. It also provides us with an ongoing record for river monitoring purposes. We have not undertaken flood mapping yet using a drone, but this is one of the intended uses.

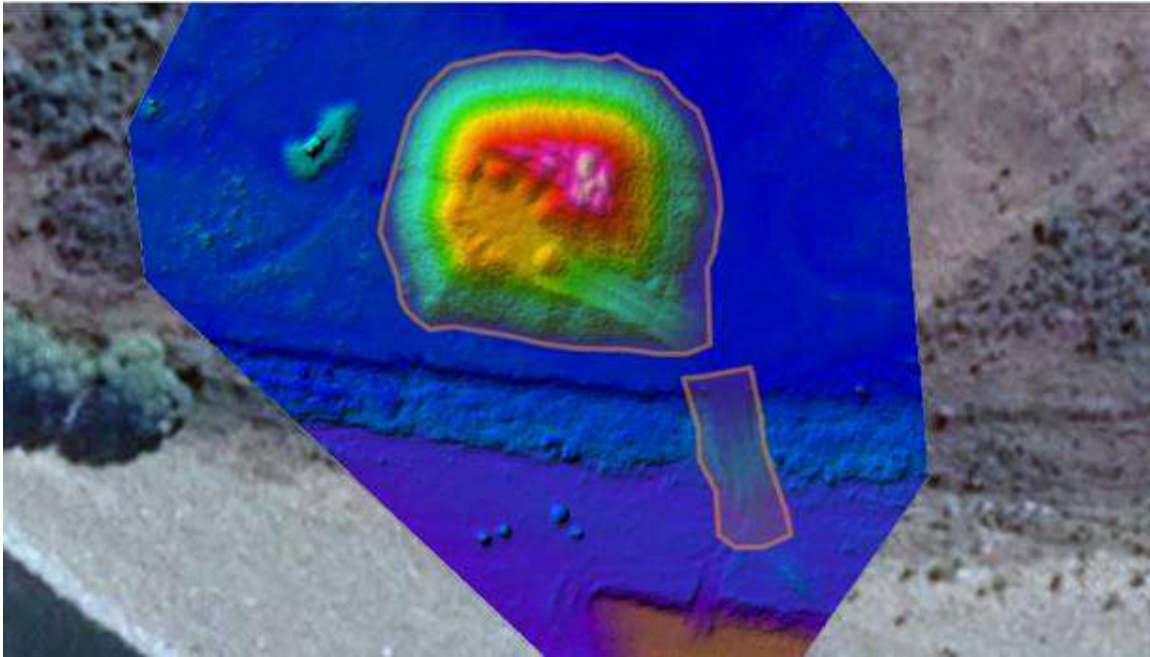


Motupiko River

Gravel extraction surveys:

7.96 We can now accurately survey stockpiles from gravel extraction activities to verify extractors gravel returns, by using a drone. This is important to make sure Council is receiving the full gravel fees due, and to better manage the resource as it means our records are more accurate. It is much more efficient to use our own drone as we know how to access the site and what we want, rather than trying to describe this to a third party. Around a \$500 saving each time. Here is a recent example of this showing the site coloured by elevation value beside the Motueka River.

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7.97 Up to date orthophotos and ground levels for design/quantity estimate purposes.



Bossleman's Creek, Moutere

7.98 The ability to get up to date high resolution images is valuable for undertaking the design of bank protection works and estimating quantities to determine the likely cost.

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8 Programme Delivery

Richmond West Stormwater Projects**Working collaboratively with developers to achieve better outcomes**

- 8.1 Work to upgrade the stormwater network through the Richmond West Development Area is nearing completion. The work has involved the widening of Borck Creek and Poutama Stream to cater for predicted flows from a 1% AEP (1-in-100-year) storm event, including allowances for predicted catchment development and climate change to 2090. The concept design was for a 70m wide, multi-purpose corridor that would function as a stormwater channel in large storm events, and provide a recreation and amenity space, also serving as an ecological and active transportation corridor at other times.
- 8.2 Two projects were included in the 2018 Long Term Plan (LTP), the first to deliver a 10m wide Borck Creek channel to cater for current day flows, and the second to widen and extend Poutama Stream to its full width. The original idea was that Council would defer full development of the Borck Creek corridor to the medium to long term to manage costs. These projects were programmed in the 2018 LTP for construction between 2022 and 2024 with planting to follow.
- 8.3 During 2018, through discussions with developers it quickly became clear that development was progressing at a much faster rate. Deferring construction of the channels would make them much more expensive and disruptive. Developers would be unable to discharge stormwater from the new developments into the channels until the upgrade was done.
- 8.4 Staff asked for the LTP budgets for Borck Creek and Poutama Stream to be brought forward to the 2019/20 financial year to enable Council to complete detailed design of the channels in order for developers to coordinate their subdivision plans, and to construct a lowered channel that would allow stormwater to be discharged from the developments. The combined budget for these projects was \$2.7m.
- 8.5 Once the detailed designs were progressed, staff were able to estimate costs to complete the full development of the channel by disposing of the cut material off-site. These estimates were \$8m to \$10m.
- 8.6 Staff also continued discussions with developers around coordinating projects to enable any potential win-win situations to be capitalised on.
- 8.7 This coordinated approach proved fruitful and enabled staff to reach six separate agreements with developers to excavate the channels of Borck Creek and Poutama Stream through the development area to their final profiles over the 2019-2021 period.
- 8.8 Furthermore, these agreements have allowed developers to progress their developments at a greater pace, and at lower cost due to being able to use the fill material from the channels directly in their developments.
- 8.9 In all around 190,000 cubic meters of earth has been removed from the channels, with the vast majority being able to be re-used in the Meadows, Applebyfields, the Fields, and Oakdale Grove subdivisions.

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- 8.10 The cost to Council of this work to date has been just under \$2M. It has delivered the fully widened and shaped environmental and recreation corridors, rather than the scoped current day stormwater only channels and work is currently underway to complete planting, walkways and bridges, as well as an amenity wetland as part of Poutama Stream.
- 8.11 Having the design work completed well ahead of programme has also allowed us to obtain additional grants through the Provincial Growth Fund, which has funded the construction of gravel pathways and bridges to further enhance the channel.
- 8.12 The approach of working with developers toward common goals has delivered a stormwater network constructed six years ahead of programme to a much higher standard and at a lower cost than estimated. Along with the \$7M cost saving to ratepayers, this approach has also avoided huge amounts of disruption to residents of the new development area, and enabled developers to provide much needed housing more quickly than would have been possible otherwise.



Borck Creek Corridor May 2020



Borck Creek Corridor December 2020

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Borck Creek Corridor April 2021



Some of 6,500 Native plants being planted in the Borck Creek Corridor May 2021

Project stage summary

Stage	Total
Preliminary Design	9
Detailed Design	3
Procurement	2
Construction	25
Grand Total	39

Tenders awarded since last report

Project no.	Project name	Procurement Plan	Award Date	Contract Value at award	Tender Price Range	Contractor
1221	Dovedale Source - New Motueka River Valley water source	Direct source - Quote with due diligence: Downer	31/03/21	\$1,702,162.70	n/a	Downer New Zealand Ltd
1056	Pohara water treatment plant upgrade	Direct source - Quote with due diligence: Downer	31/03/21	\$1,216,921.24	n/a	Downer New Zealand Ltd
1185	Motueka Reticulation - Thorp Street water main renewal	Direct source - Quote with due diligence: CJ Industries	31/03/21	\$2,340,242.00	n/a	CJ Industries Ltd
1171	Richmond South trunk watermain C & D	Direct source: Quote with due diligence: Donaldson Civil	23/04/21	\$1,573,838.30	n/a	Donaldson Civil
1244	Seaton Valley stormwater detention dam construction	Direct source – co-benefits utilising spoil from Pomona Reservoir site	26/04/21	\$80,000.00	n/a	Allied Civil

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1207	Tapawera wastewater reticulation replacement	Design & build - Direct source: Quote with due diligence	30/04/21	\$99,947.19	n/a	Tasman Civil
1102	Waverley Street Watermain Replacement	Direct source: Quote with due diligence: Tasman Civil	4/05/2021	\$662,690.00	n/a	Tasman Civil

Construction contracts completed since last report

Nil

Project portfolio

PROJECT ID.	PROJECT NAME	WORK DESCRIPTION	STATUS	STAGE	STAGE COMPLETION DATE	PROJECT BUDGET THIS YEAR	PROJECT COST FORECAST THIS YEAR	COMMENTS
Rivers Management								
1213	Motueka Stopbank refurbishment	Undertake rebuilds at the top four highest risk sites and top-up other areas of the Motueka flood protection scheme stopbanks, where below current level of service, as identified in the Tonkin & Taylor June/July 2020 report.		Detailed design	07/07/21	\$4,000,000	\$950,000	Construction is almost complete at site 1 using imported material. Consent application, design and investigations for sites 2-12 are in progress. The main contract in this Central Government co-funded project will be awarded later in the year, for construction

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								over 2021/22 construction season. Budget overstated this year by \$3m. \$1m planned budget.
Roads, Walkways, Cycle ways								
1239	Baton River cycle bridge	Construct a new cycle bridge for Tasman's Great Taste Trail.		Preliminary design	05/05/21	275,000	5,000	Tender document being prepared. Construction planned for August 2021.
1240	Motupipi shared path cycle bridge	Construct new shared path bridge over Motupipi river beside existing road bridge.	Cost	Preliminary design	30/06/21	250,000	5,000	Original budget is not sufficient. We are investigating alternative options.
1208	Berryfield/Lower Queen intersection upgrade	Upgrade of Berryfield Drive/Lower Queen Street intersection.	Land	Detailed design	02/02/22	\$102,300	\$384,000	Delay in land purchase from NMIT. Tender document written and now on hold until we purchase the land.
1169	Richmond Champion-Salisbury Roads roundabout	Double-lane Champion/Salisbury Roads roundabout, including 3 pedestrian/cycle crossings.		Delivery	30/04/21	\$2,323,397	\$2,473,397	Construction is complete with some minor works still to happen.
1198b	Upper Moutere shared path	Shared path between the Community Centre and the Village.	Land	Delivery	18/02/22	\$39,500	\$39,500	Project is on hold for a few months pending land agreement.
1210	Berryfield Drive connection (Borck Creek bridge)	Create road connection and shared pathway across Borck Creek to provide		Delivery	25/06/21	\$1,250,000	\$917,359	Construction underway with piles bored and poured, abutments and

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		linkages between new housing developments.						piers being progressively boxed and poured. Forecast expenditure remains on track. Bridge beam construction continues on schedule. Bridge structure programmed for completion in July and approaches completed Sept/Oct.
1247	Brooklyn bridge and footpath	Shared footpath and bridge from Old Mill Road down Motueka West Bank Road to Mickell Road.		Delivery	30/07/21	\$200,000	\$200,000	Design is complete. Waiting on the building consent for the bridge.
Sewerage Treatment and Disposal Services								
1182	New rising main Motueka West to wastewater treatment plant	Design, tendering and construction management of pump station and rising main from Motueka West Development Area to Motueka Bridge.		Preliminary design	26/05/21	\$100,000	\$57,569	Basis of design report underway, as first stage of project feasibility.
1183	Motueka Bridge to Motueka wastewater treatment plant rising main upgrade	Upgrading of wastewater pressure main from Motueka State Highway Bridge to wastewater treatment plant.	On-Hold	Preliminary design	N/A	\$185,000	\$25,000	New pipeline not required as current pipeline has sufficient capacity. Project will be closed out.

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1135	Motueka wastewater treatment plant inlet works duplication	Upgrade of plant - two new inlet screens to replace the existing aging structure.		Delivery	28/05/21	\$623,098	\$762,166	Both screens installed: First screen commissioned before Christmas 2020; second screen to be commissioned end of May 2021. Additional budget approved.
1137	Richmond Headingly Lane wastewater pump station and rising main upgrade	Upgrade of Headingly Lane wastewater pump station and rising main to increase existing capacity of the sewer connection from Headingly Lane to the Beach Road NRSBU pump station.		Delivery	14/01/22	\$1,987,116	\$1,250,000	Pipe has arrived and welding of sections for laying is underway. Trenching has started near Estuary Lane.
1138	District-wide wastewater pump station emergency storage tanks	Emergency storage tanks at wastewater pump stations.		Delivery	31/08/21	\$1,287,000	\$1,134,000	The tank locations are Higgs Road Mapua, Ted Reed Reserve Riwaka, Everett Street Motueka, Malthouse Crescent Brightwater. Work is complete at Higgs Road and underway at Everett Street.
1207	Tapawera wastewater reticulation replacement	Replace approx. 220m above-ground asbestos cement wastewater reticulation with 150mm dia. uPVC pipework.	Late	Delivery	13/10/21	\$80,000	\$30,000	Delayed to September 2021 due to contractor availability and landowner requirements.

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Stormwater Collection and Disposal Services								
1057	Pohara stormwater improvements	Upgrade infrastructure to mitigate flood impact.	Consents	Preliminary design	30/06/21	\$935,000	\$35,257	Consent hearing date has been set for 11 May 2021. Currently of the three submitters, two require submissions to be heard.
1168	Stormwater land purchase programme	Ongoing land purchase programme for Richmond Stormwater.		Preliminary design	Not for Tender	\$2,043,000	\$1,300,000	Two property purchases in Richmond West are planned for the 2020/21 financial year. The first has been finalised and the land is being legalised. The second acquisition is being negotiated. The remainder of the land purchase programme is phased and budgeted in the proposed Long Term Plan.
1192	Borck Creek widening – Poutama to SH60	1. Increase the capacity of the Borck Creek Channel to be capable of containing a 1% AEP flow following completion of currently consented development. 2. Lower the Borck Creek low flow channel to final		Delivery	30/06/24	\$923,143	\$920,000	All bulk excavation has now been completed except for a small area where remediation of chemically contaminated soil is underway. Environmental enhancements of the

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		design level to allow adjacent piped stormwater systems to function as designed.						low-flow channel are now complete and planting is scheduled to commence in late April.
1194	Poutama Stream widening	The current Poutama Stream conveys water from a spring behind Jubilee Park to Borck Creek near McShane Road. The stream also provides stormwater and drainage to a small catchment of mixed horticultural/pastoral land. Rapid development in Richmond has driven the need for the stream to be widened to behead stormwater that could flood Queen Street, and to enable growth in Richmond West. This project is to coordinate the construction of the final channel profile and enhancements.		Delivery	30/06/24	\$444,168	\$443,000	Excavation work to upgrade the channel is now complete. An agreement is being negotiated with an adjacent developer's contractor for the excavation of the Poutama Wetland.
1244	Seaton Valley stormwater Detention dam construction	Construct a stormwater bund.		Delivery	30/06/22	\$100,000	\$100,000	Foundation of the bund will be constructed using excess fill from Pomona Road reservoir site. Stage 1, which includes sediment controls and bund foundation

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								construction, will be completed before winter 2021 and the remainder of works, including the stormwater basin dig out, will proceed in the 2021/22 financial year.
Water Supply Services								
1129	Richmond Salisbury Road watermain replacement	Upgrade existing 150mm pipeline to 200mm pipe.	On-Hold	Preliminary design	16/03/22	\$0	\$0	Budgets pushed out to balance the Long Term Plan, meaning the budget for design will be available from July 2021.
1144	Motueka Recreation Centre water facility upgrade	Site upgrade is to supplement network - storage tanks and booster pump arrangement to be confirmed.		Preliminary design	02/02/22	\$93,000	\$0	Feasibility and preliminary design only this financial year.
1186	Motueka reticulation - Motueka West watermain stage 1	Installation of water main along Grey Street between Green Lane and Pah Street, connecting into existing main in Pah Street. Extension of the new main down Whakarewa Street, connecting into the existing main.		Preliminary design	26/05/21	\$30,000	\$30,000	Design underway.

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1141	Richmond South low level reservoir and Section H of pipeline	Construct new reservoir facility and pipeline (from Arizona subdivision to new reservoir) to extend water supply network in Richmond South.	Land	Detailed design	02/02/22	\$446,000	\$125,731	The estimated demand for this has meant that the project can be delayed 2-3 years. This will allow time to finalise access through private land. Current target is for construction start in financial year 2022/23. Land is secured for the tank location but not for the pipeline route. We are completing a strategy review to make sure we have the best solution, given cost is higher than anticipated in the original business case.
1102	Richmond Waverley Street new water main	New water main in Waverly Street to replace existing 1960's AC main, which has failed several times.		Procurement	21/05/21	\$200,000	\$150,000	Detailed design complete and approved. A tender has been awarded and construction due to start June 2021.
1197	Richmond WTP utilities storage facility	Construct a new storage facility at the southern end of the Richmond Water Treatment Plant.		Procurement	21/05/21	\$347,000	\$448,000	Pricing is pending for this project.

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1221	Dovedale Source - new Motueka River valley water source	Improve water quality and to comply with NZ Drinking Water Standards.		Delivery	10/12/21	\$649,700	\$190,820	Contract awarded to Downer under the Three Waters Alliance Contract. Work scheduled to start in July.
1056	Pohara water treatment plant upgrade	Improve water quality and to comply with NZ Drinking Water Standards.		Delivery	23/02/22	\$248,271	\$286,027	Contract awarded to Downer under the Three Waters Alliance Contract. Work scheduled to start in June.
1058	Motueka new water treatment plant	Design and construct a new water treatment plant at Parker Street site to become the future main point of supply and treatment.	Late	Delivery	31/03/22	\$2,777,640	\$851,034	The contract has been awarded to Apex Ltd as design and build. Design is undergoing final review. Building consent application has been lodged and construction is expected to commence in May 2021
1120	Mapua Stafford Drive-Aranui Road water and wastewater upgrade	Construction of a new Stafford Drive wastewater pump station and new rising main to Mapua Wharf wastewater pump station. Upgrade of Ruby Bay wastewater pump station. Replace water pipes on		Delivery	30/04/21	\$2,719,000	\$2,710,000	Construction is progressing well and completion is now forecast for May 2021.

ENGINEERING SERVICES ACTIVITY REPORT

		Aranui Rd and Stafford Dr. from Mapua Wharf to Pine Hill Rd.						
1147	Waimea Water bores upgrade	Upgrade the raw water supply line from the 5 bores adjacent to the Waimea stop-bank to the Water Treatment Plant on Lower Queen Street. Upgrade the power and system control cabinets. All of this to improve the safety of supply to Richmond and Mapua/Ruby Bay.		Delivery	28/05/21	\$1,591,924	\$1,536,915	Construction is 98% complete.
1147A	Waimea bore water upgrade – electrical works	Electrical work for C.1147 Waimea Bores.		Delivery	21/05/21	included in 1147	included in 1147	Awarded to Industrial Marine Electrical Ltd. They have been working in tandem with Tasman Civil to complete the electrical design and installation of the electrical/communications. They are busy finalising the commissioning of the new variable speed drives and related SCADA reticulation communications. Practical completion is targeted for the end of

ENGINEERING SERVICES ACTIVITY REPORT

								May 2021. This contract has gone well.
1148	Waimea (Mapua/Ruby Bay) water treatment plant upgrade	Water treatment plant process design and build: Upgrade the existing building and balance tank to meet seismic requirements. Upgrade the treatment at the plant to meet NZ Drinking Water Standards. Probable upgrade will be cartridge filtration and UV. Chlorine disinfection will remain.		Delivery	28/01/22	\$1,719,916	\$1,200,000	A design hazard assessment has been completed to support the detailed design. Contractor has taken possession of site and construction has started on the bypass.
1170	Richmond West trunk watermain - section B	New section of Richmond West water main - from Berryfield Dr towards SH16.		Delivery	21/05/21	\$645,000	\$607,000	Work is due for completion within a few weeks.
1171	Richmond South trunk water main C and D	New section of Richmond South water main from Richmond West to Bateup Road.		Delivery	30/11/21	\$555,000	\$530,000	Materials have been purchased to avoid lead-time delays. Construction is due to start in May or June 2021. A section of the works is subject to a land agreement.
1180	Rabbit Island (Moturoa)	Renewal and upsize of the 200mm PVC water main from Best Island across		Delivery	26/02/21	\$2,778,403	\$2,525,347	Construction on the pipeline across Rabbit Island and Best Island is

ENGINEERING SERVICES ACTIVITY REPORT

	reticulation - trunk main renewal	Rabbit Island to the side of the estuary opposite Mapua Wharf.						complete. Procurement for the slip lining of the pipe under the channel is underway.
1184	Brightwater water treatment plant upgrade	Temporary upgrade (5-10 year) of the WTP to meet NZ Drinking Water Standards.		Delivery	18/10/21	\$700,000	\$420,383	Contract awarded to Process Flow Limited. Work scheduled to begin in June 2021.
1185	Motueka reticulation - Thorp Street water main renewal	Replacement of the 200mm main along Thorp Street between Old Wharf Road and Fearon Street (approx. 2.1km) with uPVC pipe. The new pipe will be installed parallel to the existing pipe.		Delivery	30/03/22	\$1,450,000	\$450,000	Contract awarded to CJ Industries. This year budget is over stated by \$1m as construction will start in May.

Attachments

1. [↓](#) National Performance Review Report

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NATIONAL PERFORMANCE REVIEW 2019-2020

Figure 1: Health and Safety – lost time injuries and near misses per staff member (internal and contracted)

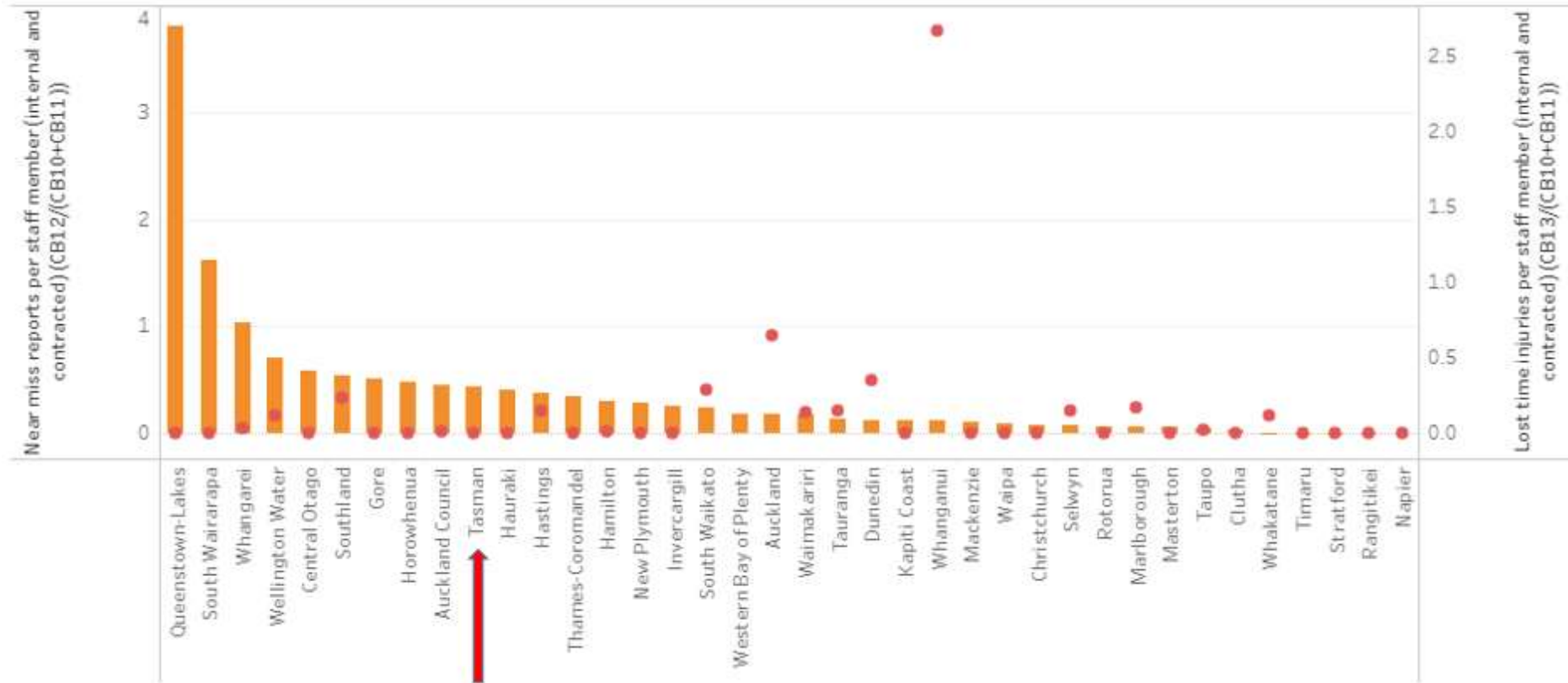


Figure 2: Drinking water service coverage

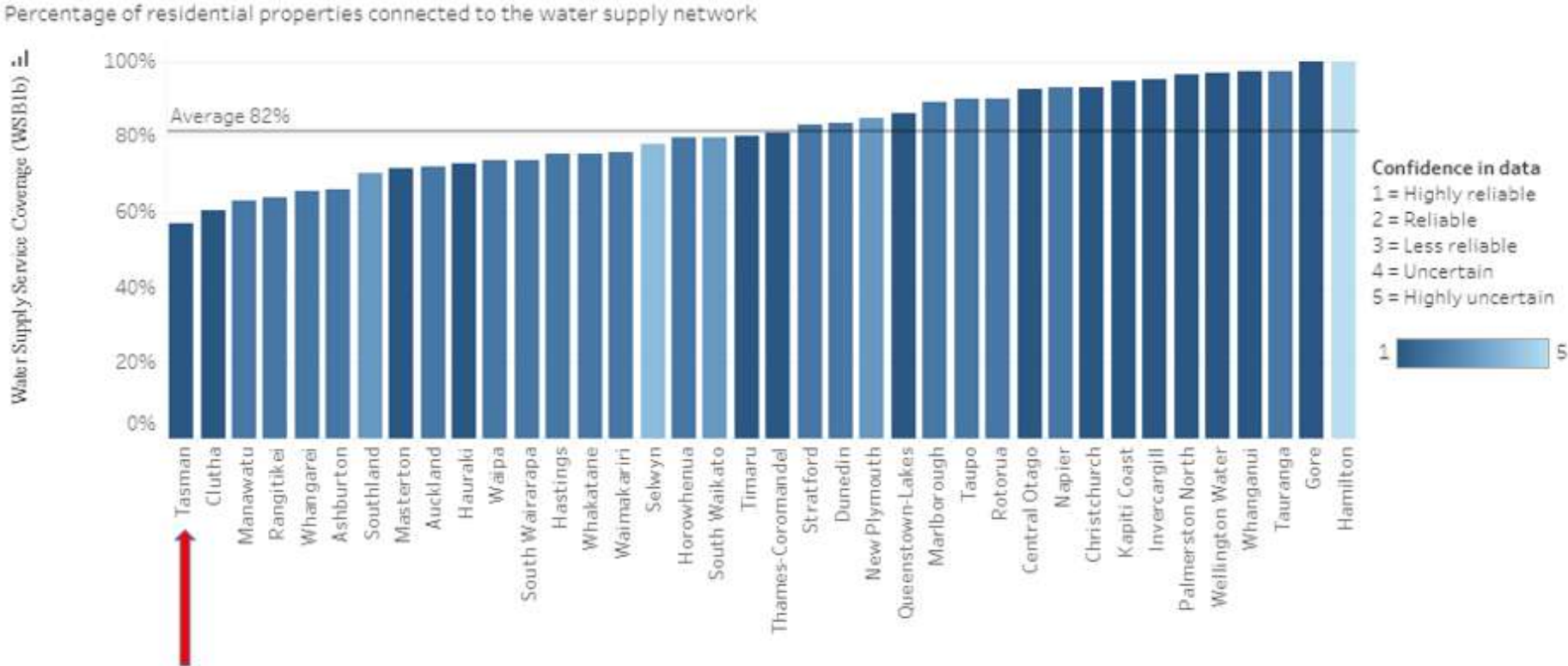
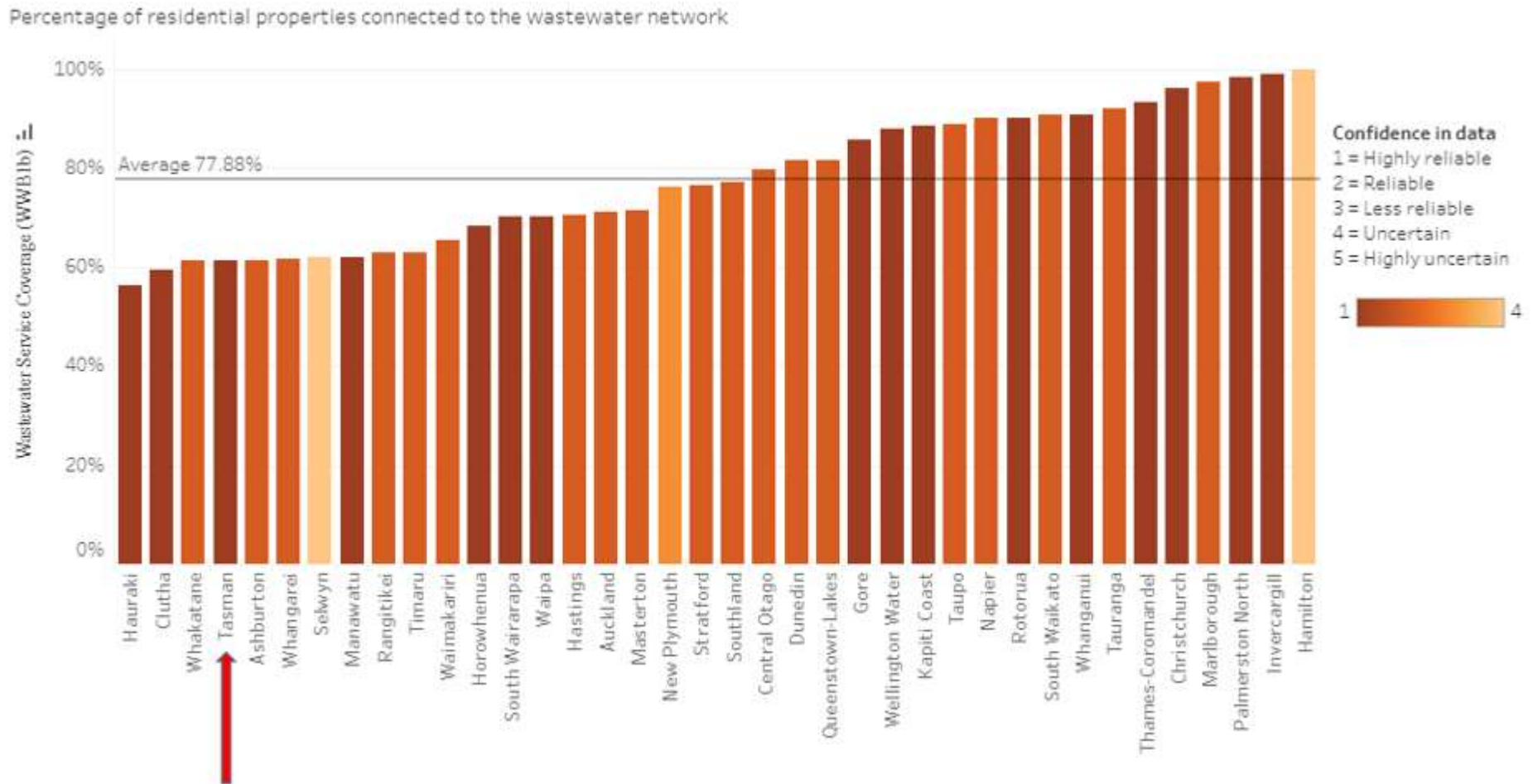


Figure 3: Wastewater service coverage



Item 9.5

Attachment 1

Figure 4: Water serviced properties per kilometre of pipe

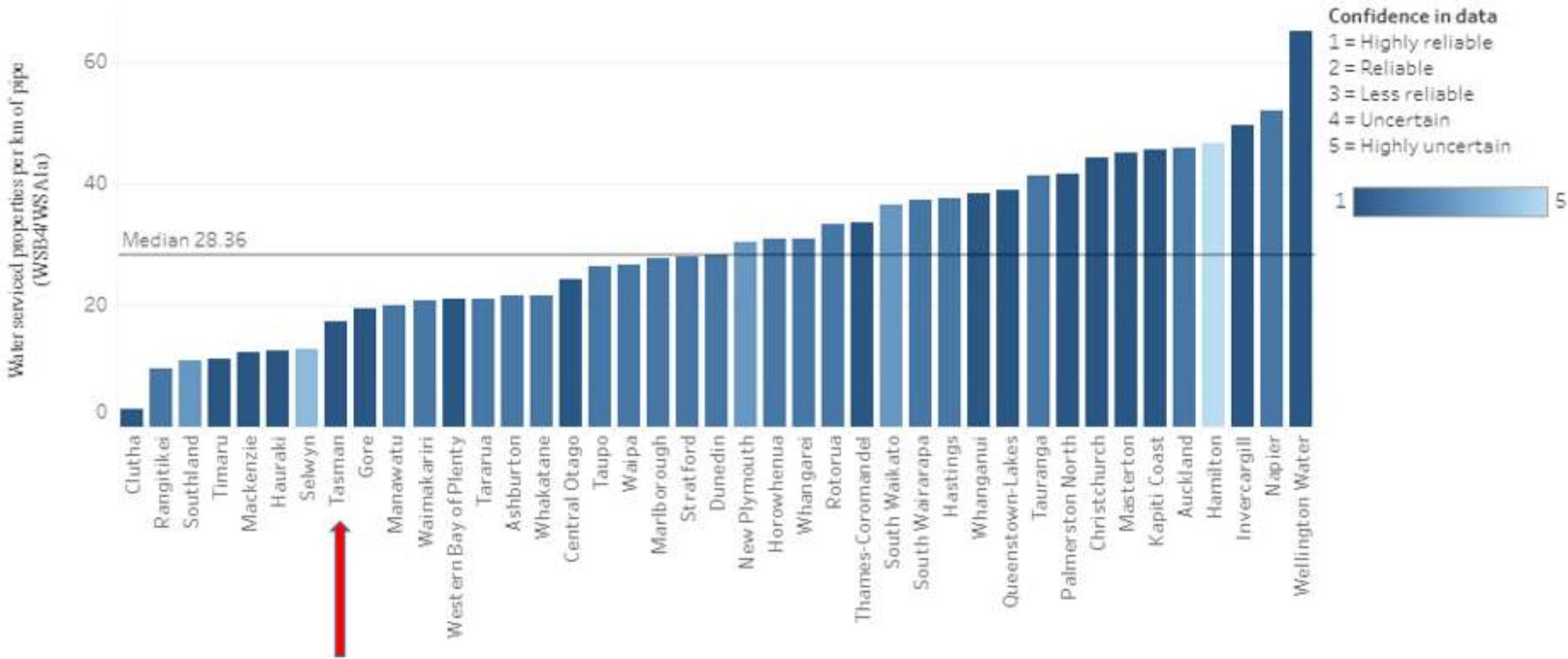
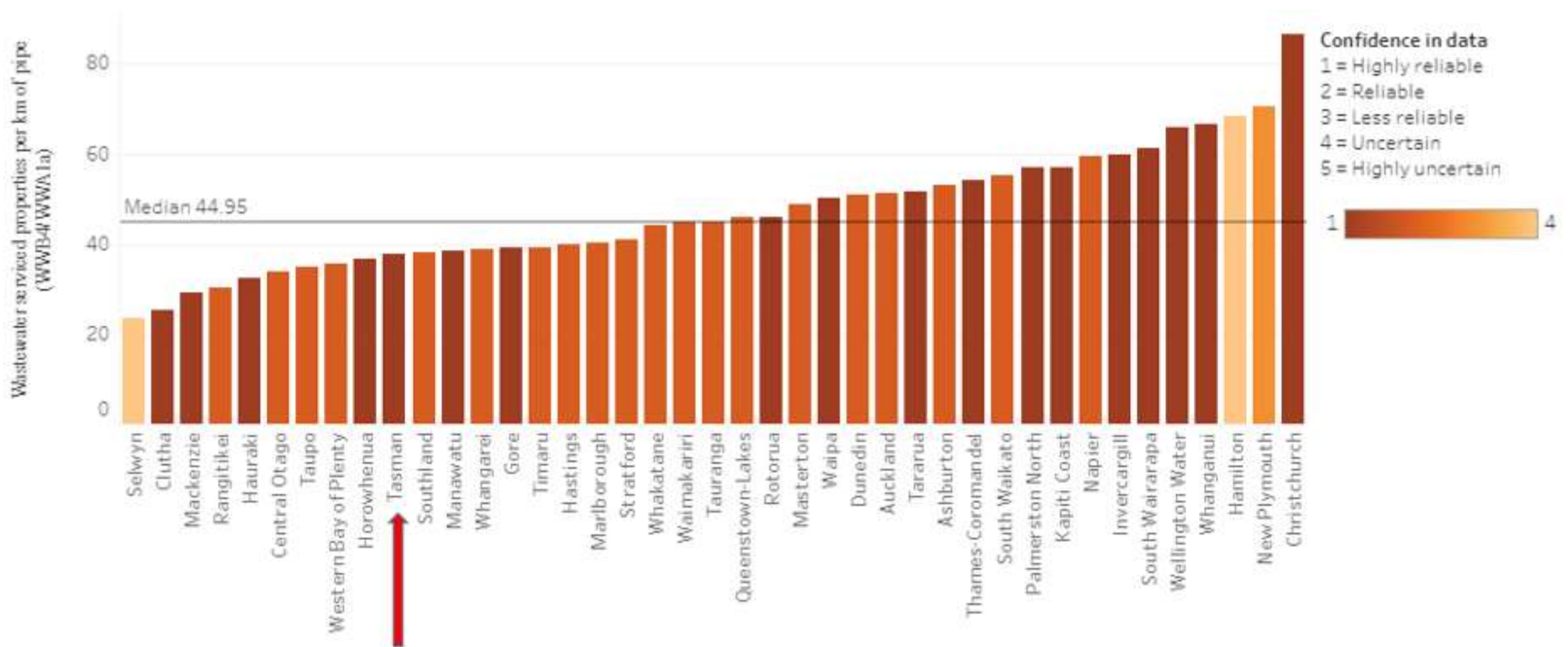


Figure 5: Wastewater serviced properties per kilometre of pipe



Attachment 1 Item 9.5

Figure 6: Dry weather overflows per 1000 wastewater properties

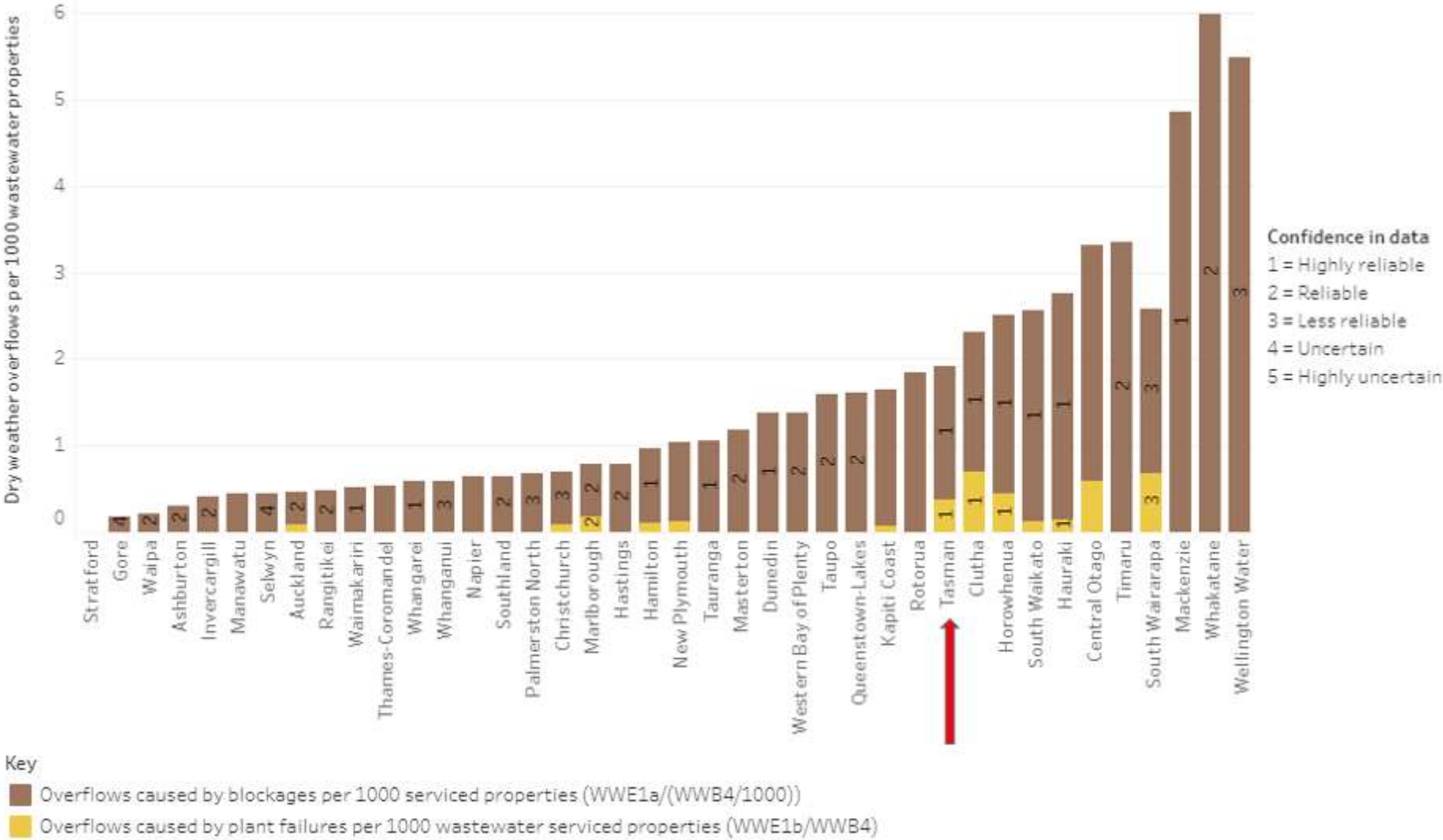
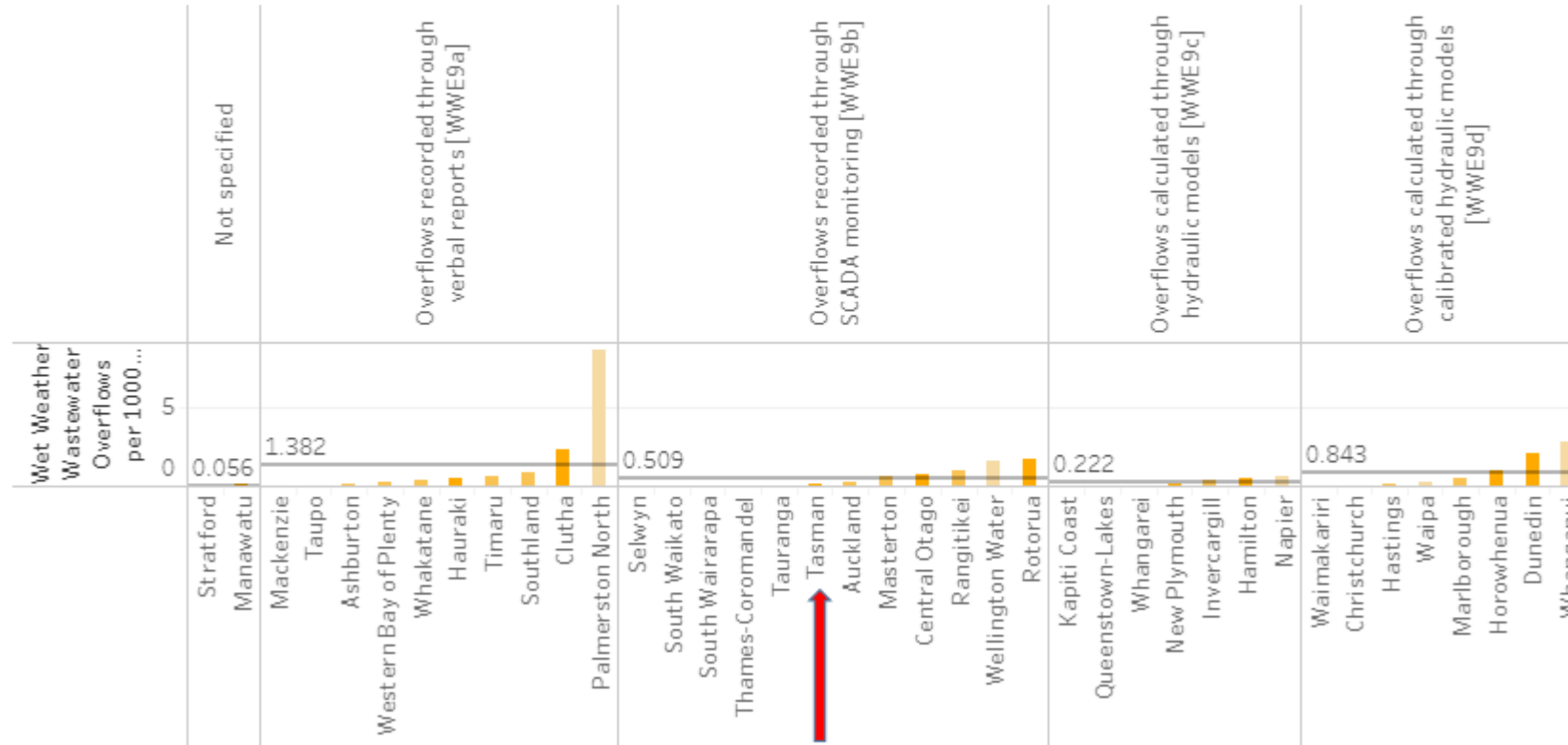


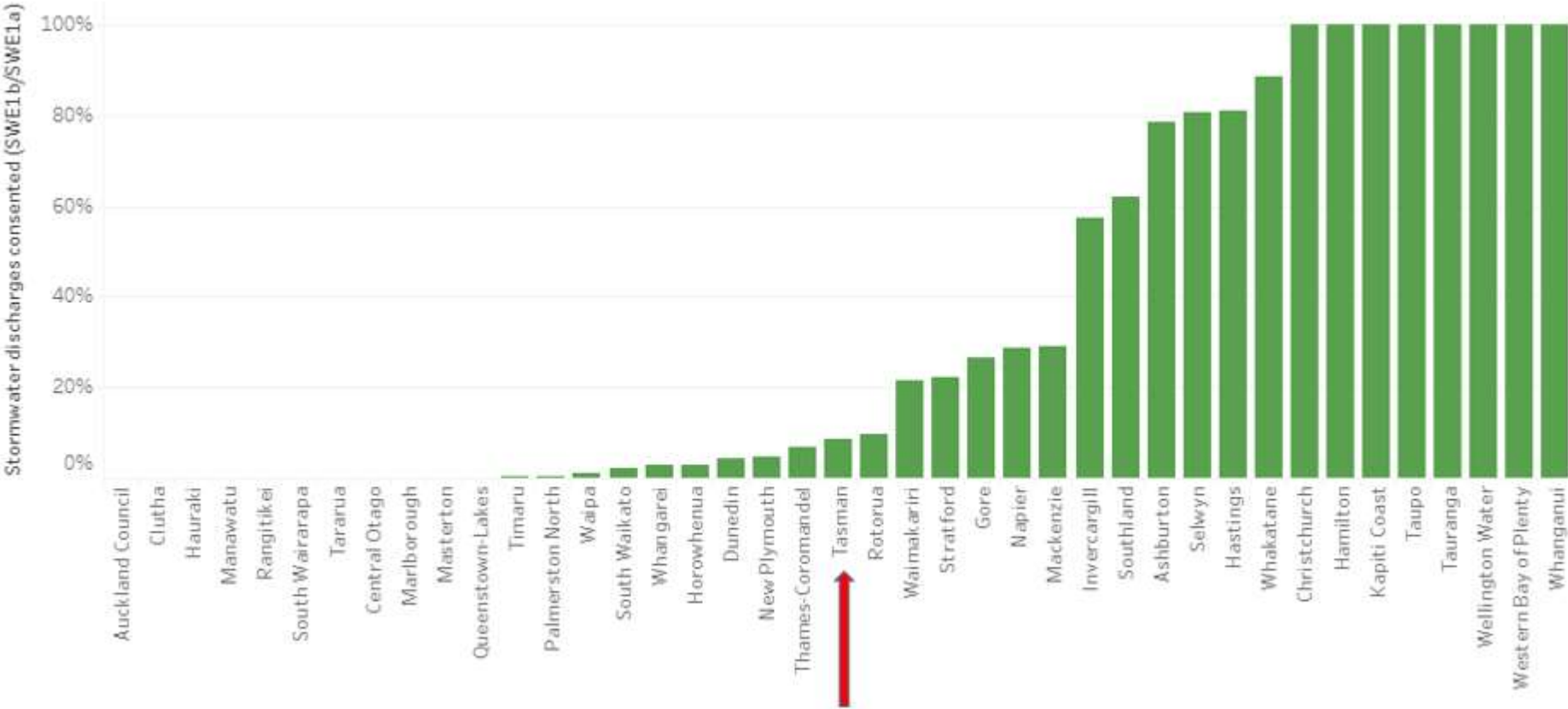
Figure 7: Wet weather overflows per 1000 wastewater properties

Categorised by the most sophisticated approach in place to record wet weather overflows. Participants with higher order approaches (i.e., overflow determination through use of calibrated hydraulic models) generally employ lower order overflow monitoring techniques concurrently (i.e. verbal reports and SCADA monitoring). The shade of the column indicates participants' confidence in their data.



Attachment 1 Item 9.5

Figure 8: Proportion of stormwater discharges covered by a resource consent



We are progressing a global Stormwater consent which is expected to be granted soon.

Figure 9: Residential water and wastewater charges for a property using 200 m³ per year

Average water and wastewater charges for annual water usage of 200 cubic meters are shown on the primary axis.
 The number of hours worked on a minimum wage to finance those charges is shown on the secondary axis.

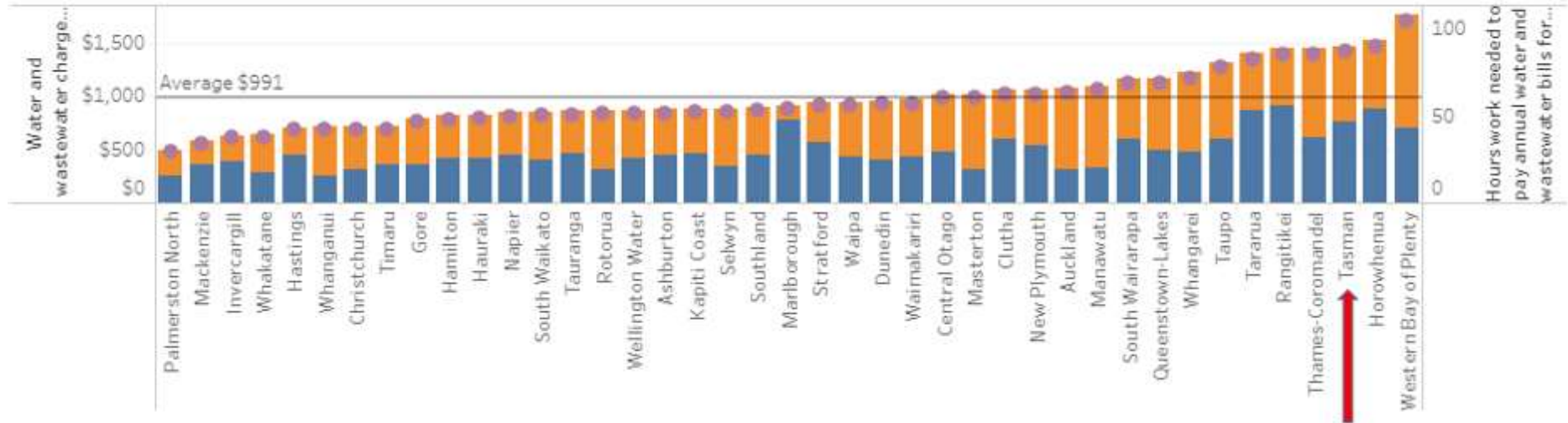


Figure 10: Stormwater charge (\$/year)

Where stormwater charges are based on property values, the district's average value has been used.

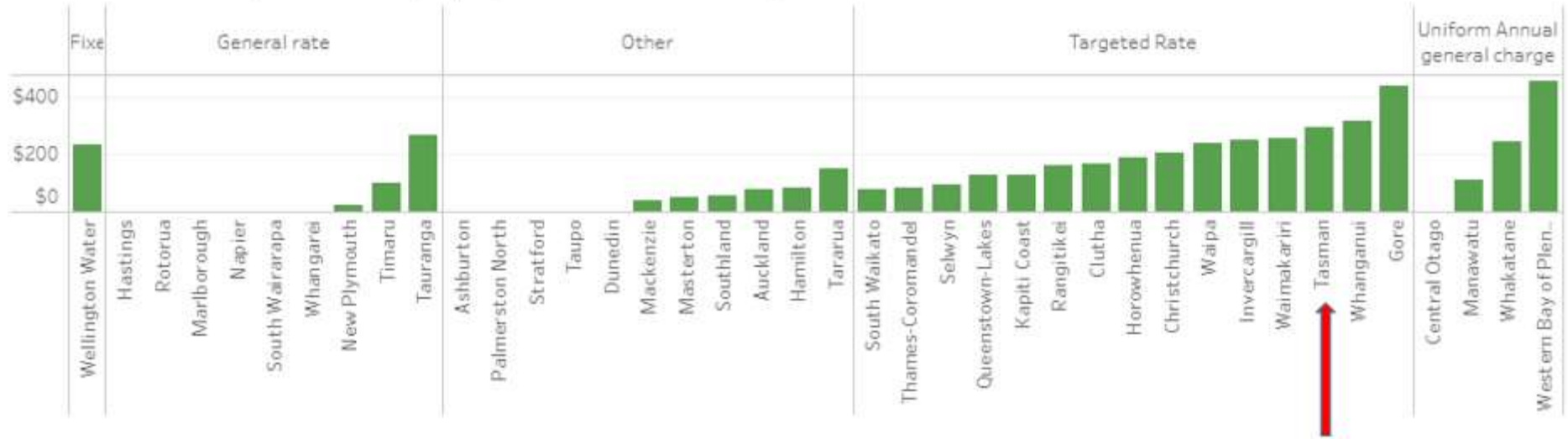


Figure 11: Annual capital expenditure per property connected to the network

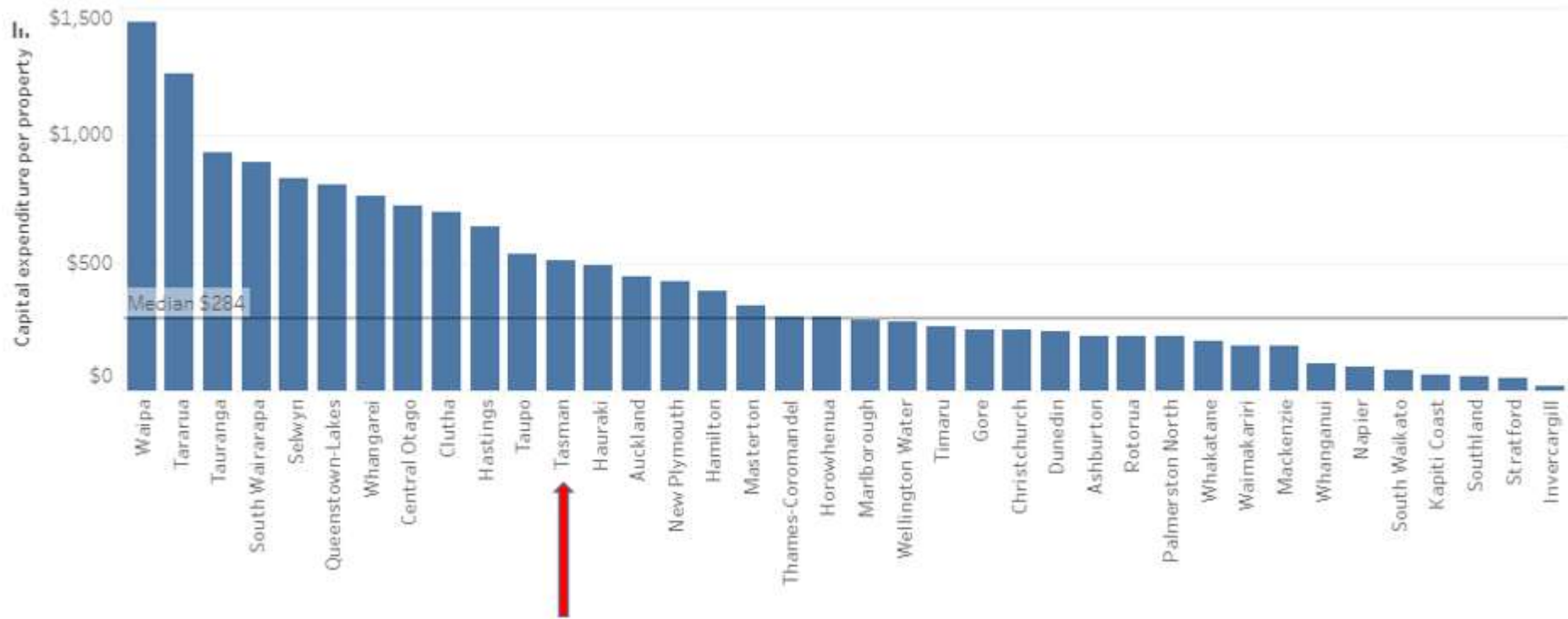


Figure 12: Water supply capital expenditure to replace existing assets as a proportion of depreciation

Capital expenditure to replace existing assets should equal depreciation over time (i.e. 100%) for service levels to be maintained. Theoretically if capital expenditure on the replacement of existing assets consistently exceeds depreciation costs (i.e. >100%), service levels would be expected to improve. Conversely, where capital expenditure is consistently less than depreciation (i.e. less than 100%) service levels would be expected to decrease. Given the long life of infrastructure assets, the time period shown here may not be indicative of the long term CAPEX vs Depreciation trend.

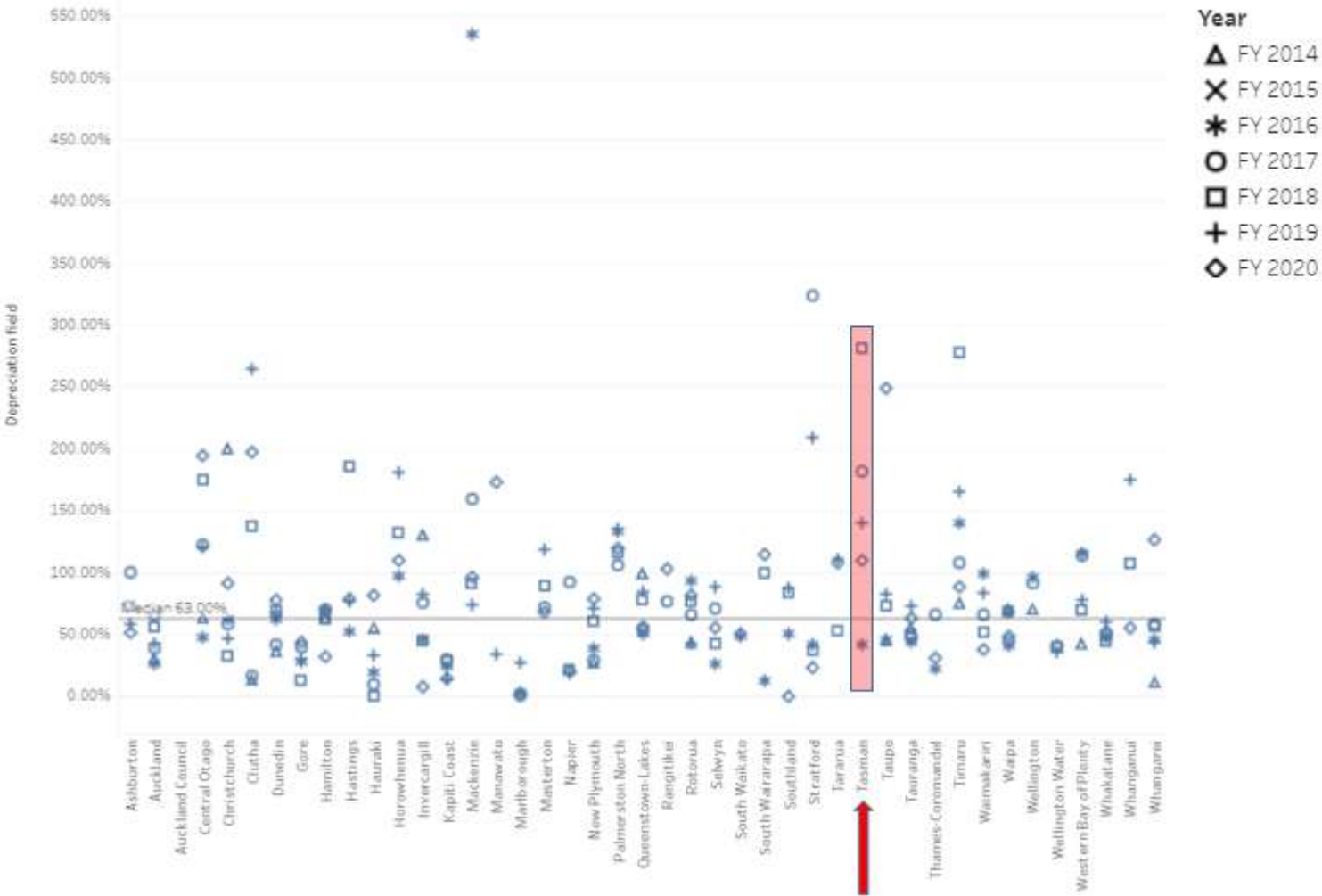
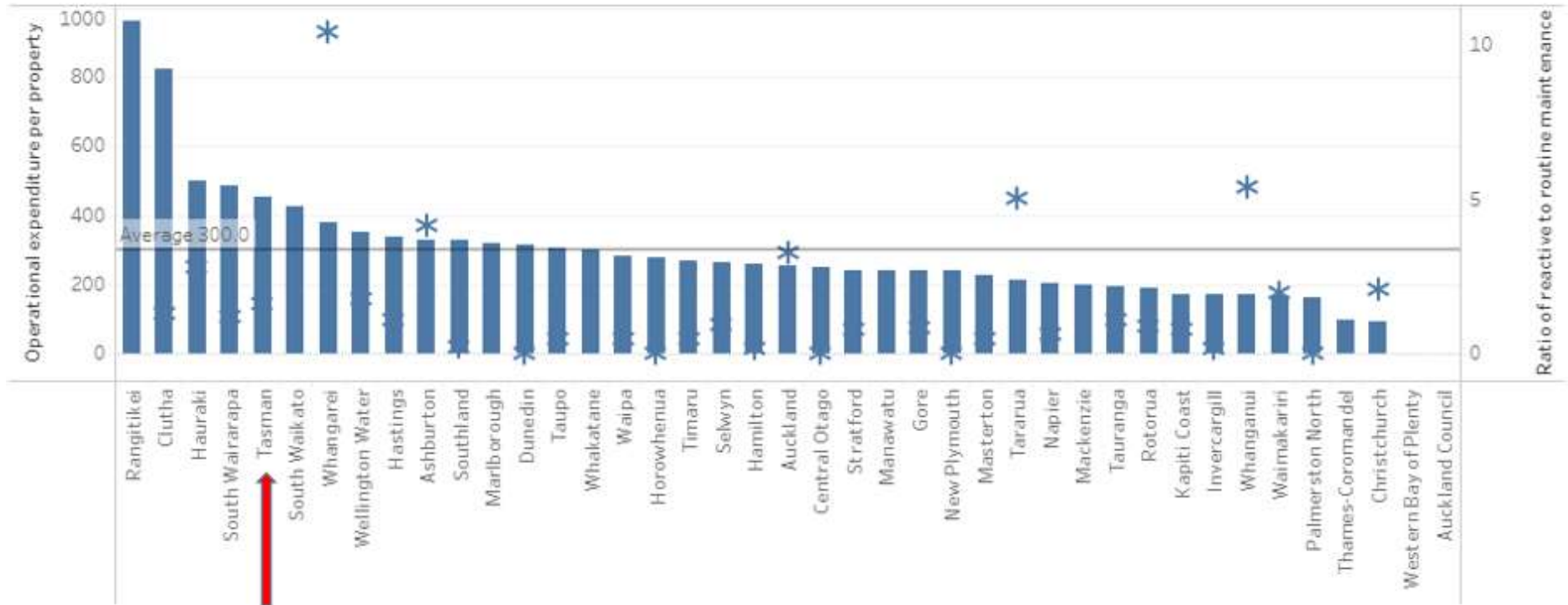


Figure 13: Annual operational expenditure per property and reactive/routine maintenance ratio

Operating expenditure is shown per property serviced. Stars show the ratio of reactive to routine maintenance on the secondary axis.



Attachment 1 Item 9.5

Figure 14: Actual capital expenditure as a proportion of budgeted capital expenditure for drinking water, wastewater and stormwater

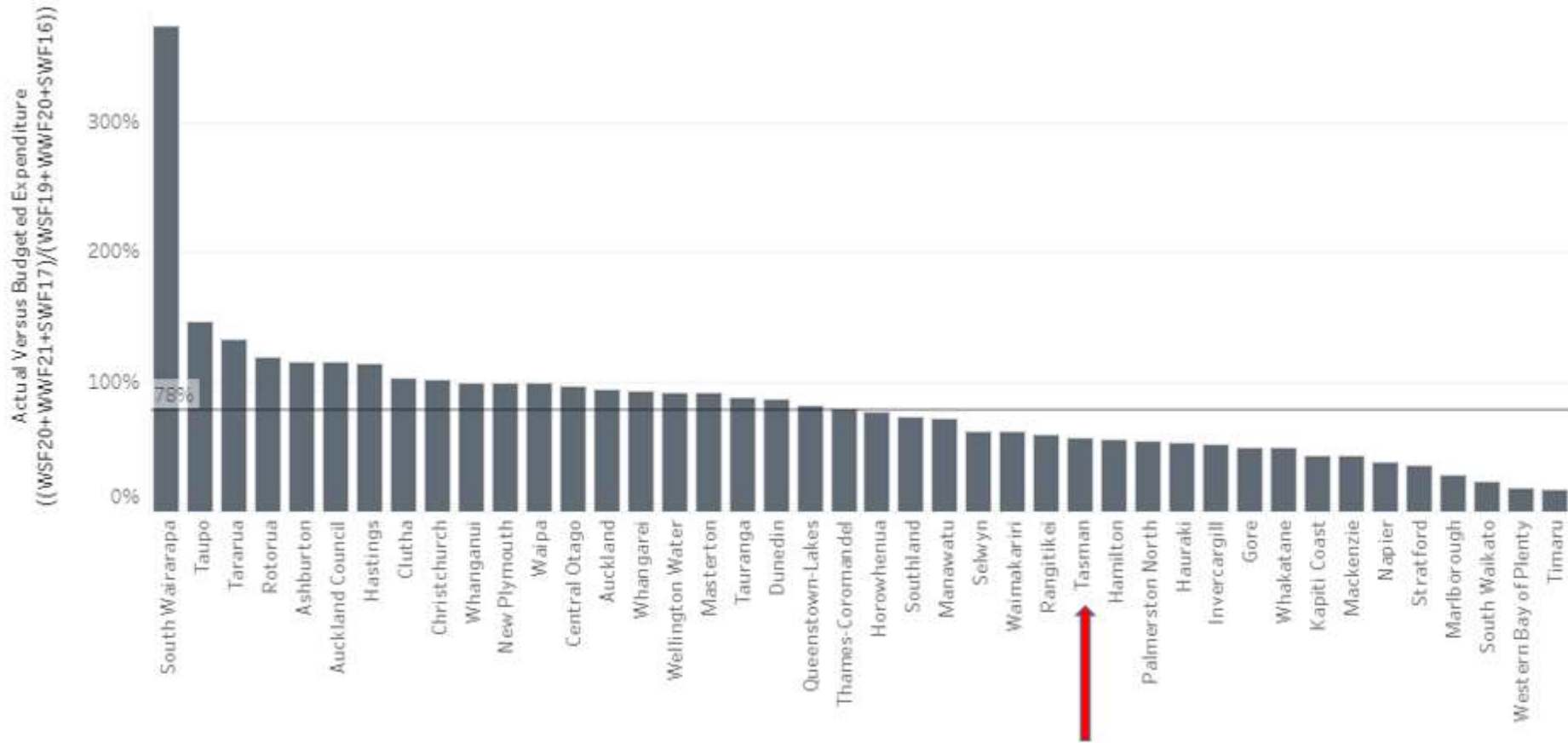


Figure 15: Average number of days worth of water stored in reservoirs

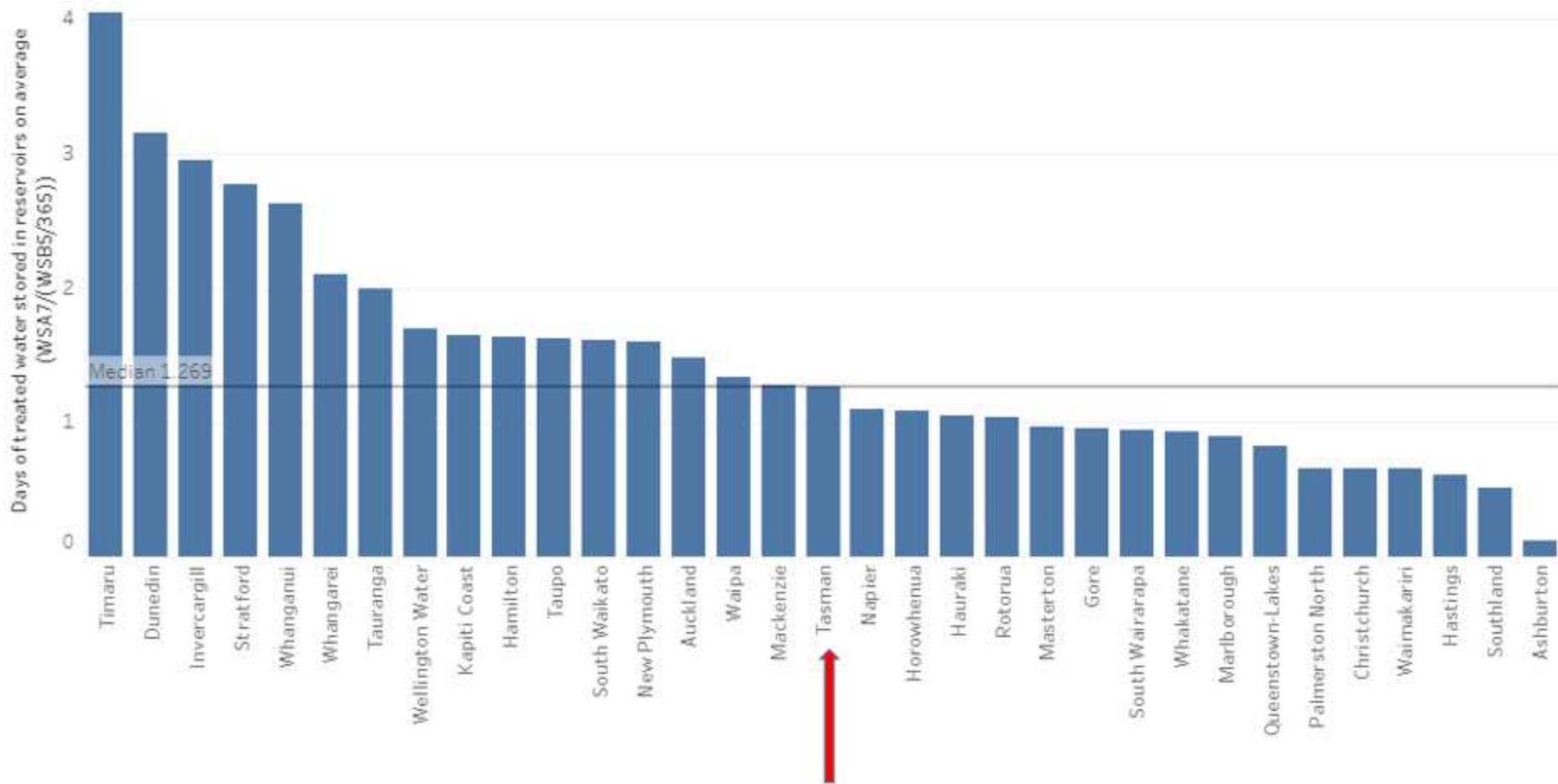
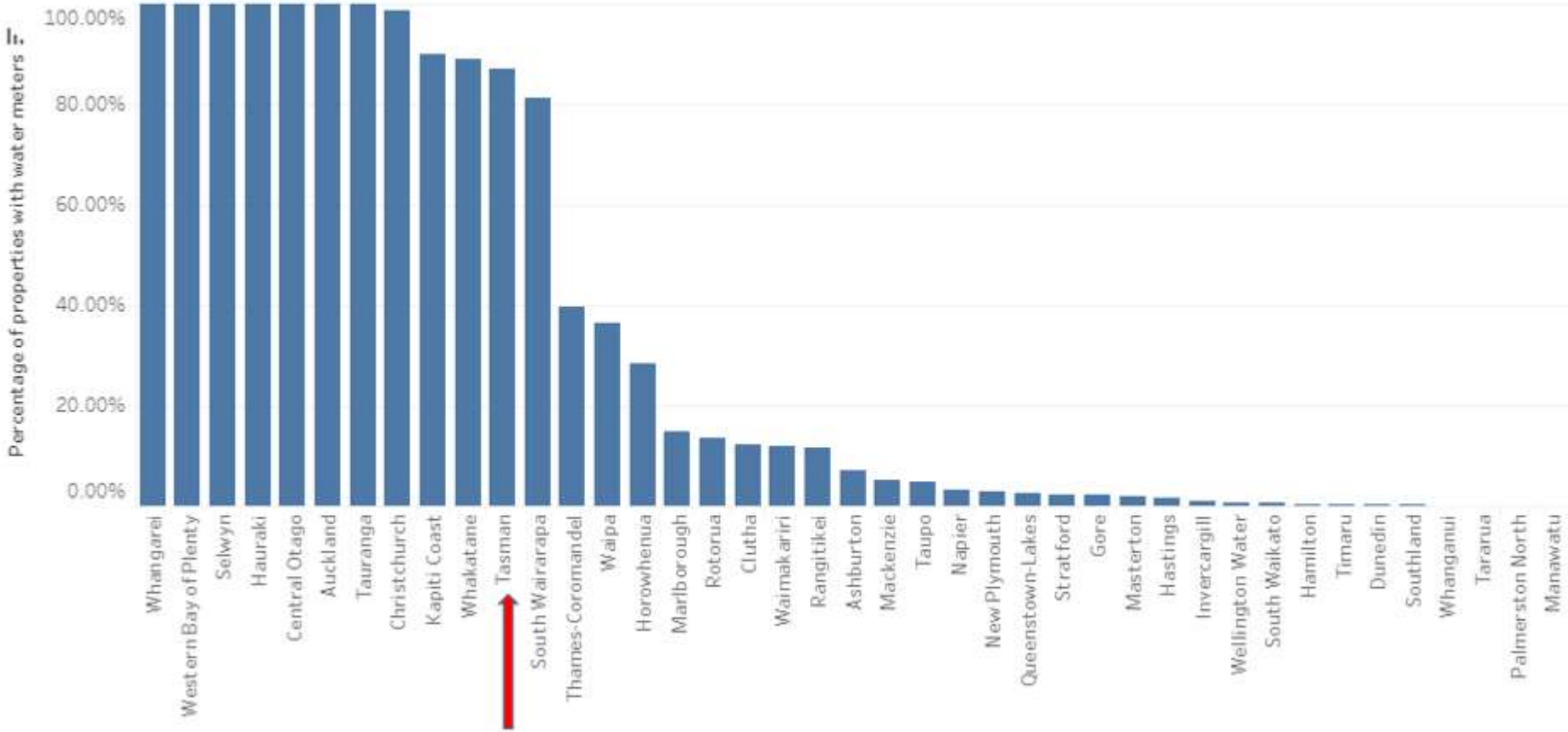


Figure 16: Percentage of residential properties with water meters



The remaining 13% of properties for Tasman are controlled by restrictors.

Figure 17: Average daily residential water use

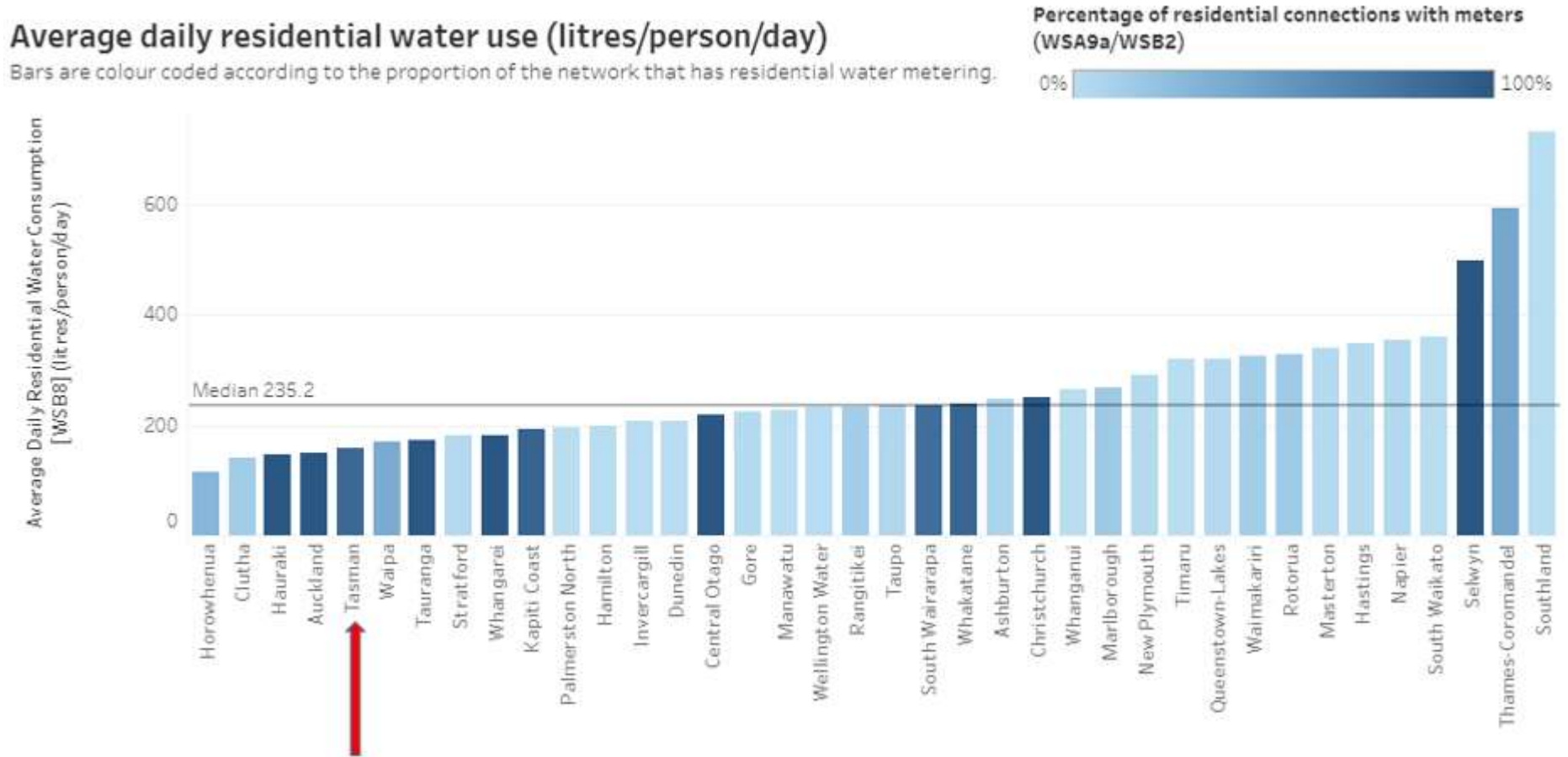


Figure 18: Average water supply pipe age

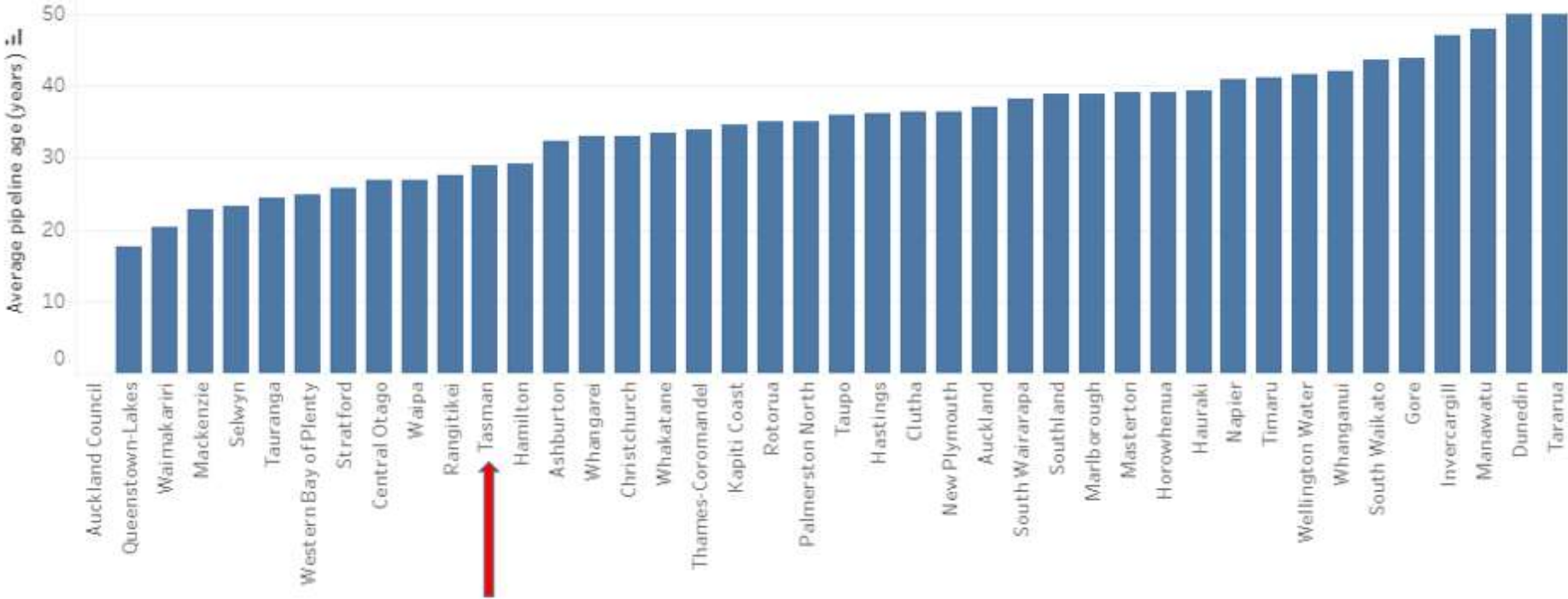


Figure 19: Average wastewater supply pipe age

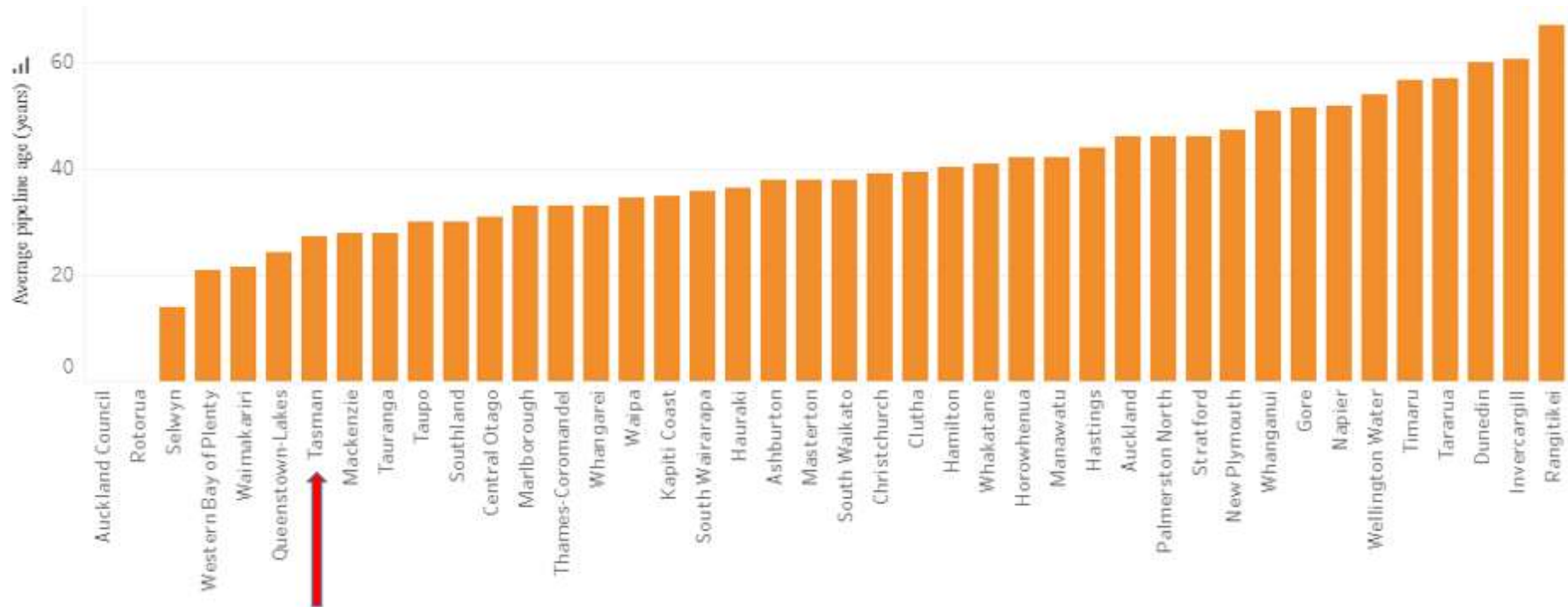


Figure 20: Average stormwater supply pipe age

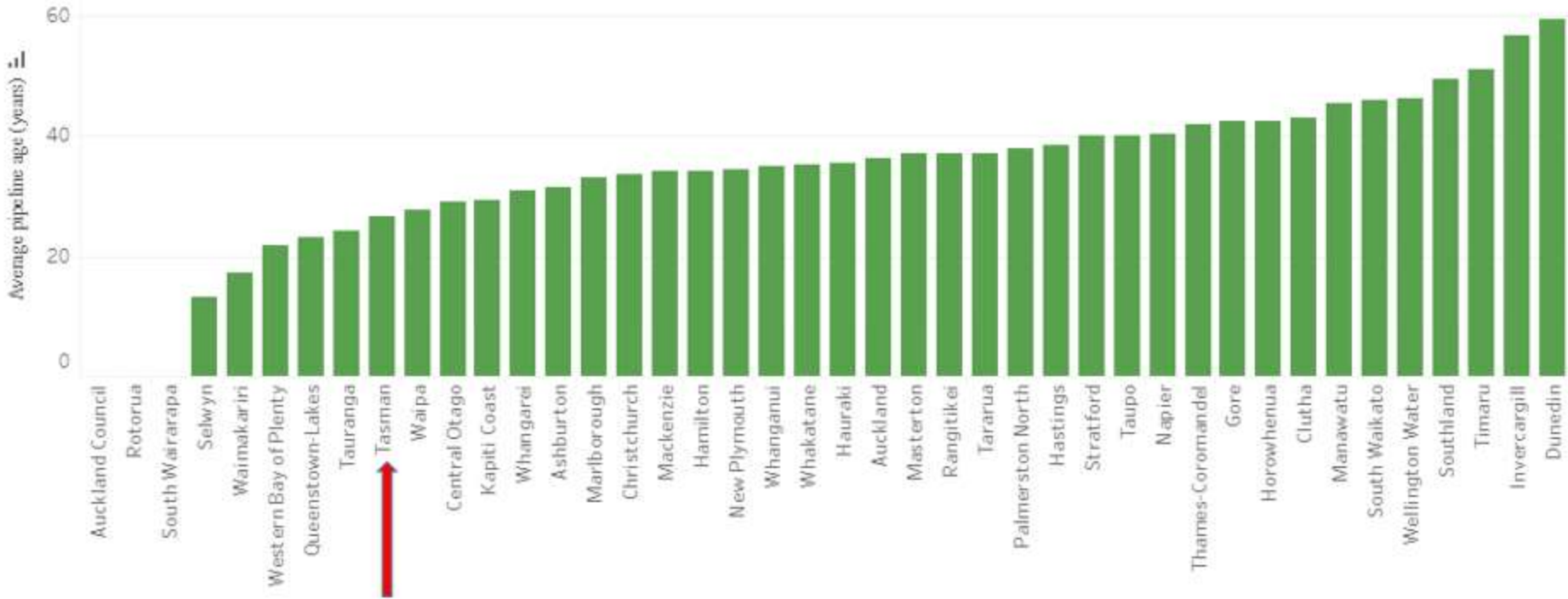


Figure 21: Infrastructure leakage index

The Infrastructure leakage index is a non-dimensional performance indicator used for comparing the operational management of real water losses. It is the ratio of *Current Annual Real Losses* to *Unavailable Annual Real Losses*. Corresponding performance bands, contained in *Water New Zealand, Water Loss Guidelines, 2010* are shown on the figure. Infrastructure leakage indicators, shown on bars, have been colour scaled based on levels of residential metering, as this affects the accuracy of water loss calculations. Average system pressure, in m head, is indicated using the red dots, as this has a large bearing on water loss.

