

# Agenda

**Notice is hereby given of  
a District Infrastructure Committee Meeting**

**Tuesday 29 January 2019**

To follow the Community Services and Development  
Committee meeting

Council Chamber  
Waimate District Council  
125 Queen Street  
Waimate

[www.waimatedc.govt.nz](http://www.waimatedc.govt.nz)

**Notice is hereby given that a meeting of the District Infrastructure Committee will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 29 January 2019, to follow the Community Services and Development Committee meeting.**

### **Committee Membership**

Miriam Morton	Chairperson
Tom O'Connor	Deputy Chairperson
Craig Rowley	Mayor
Sharyn Cain	Deputy Mayor
David Anderson	Councillor
Peter Collins	Councillor
Jakki Guilford	Councillor
David Owen	Councillor
Sheila Paul	Councillor

Quorum – no less than five members

### **Significance Consideration**

Evaluation: Council officers, in preparing these reports have had regard to Council's Significance and Engagement Policy. Council and Committee members will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless Council or Committee explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

### **Decision Making**

The Council, in considering each matter, must be:

- i. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decision;
- ii. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

Stuart Duncan  
Chief Executive

## Order Of Business

<b>Opening</b>	<b>5</b>
<b>1 Public Forum</b>	<b>5</b>
There is no Public Forum held at this meeting.	
<b>2 Apologies</b>	<b>5</b>
<b>3 Visitors</b>	<b>5</b>
<b>4 Conflicts of Interest</b>	<b>5</b>
<b>5 Identification of Major (Urgent) or Minor Items Not on the Agenda</b>	<b>5</b>
<b>Minutes</b>	<b>6</b>
<b>6 Confirmation of Minutes</b>	<b>6</b>
6.1 Minutes of the District Infrastructure Committee Meeting held on 6 November 2018	6
<b>Reports</b>	<b>11</b>
<b>7 Asset Group Report</b>	<b>11</b>
7.1 Management Report - 3 Waters and Solid Waste	11
7.2 Management Report - Parks & Reserves	18
7.3 Management Report - Roading	21
7.4 Quarterly Project Report - Property	42
<b>8 General Reports</b>	<b>44</b>
8.1 Development of The Knottingley Park and Arboretum Reserve Management Plan	44
<b>Public Excluded</b>	<b>50</b>
<b>9 Exclusion of the Public Report</b>	<b>50</b>
9.1 Public Excluded Minutes of the District Infrastructure Committee Meeting held on 6 November 2018	50
<b>10 Re-admittance of the Public Report</b>	<b>51</b>
<b>Meeting Closure</b>	<b>51</b>





## OPENING

### 1 PUBLIC FORUM

There is no Public Forum held at this meeting.

### 2 APOLOGIES

### 3 VISITORS

### 4 CONFLICTS OF INTEREST

As per the Local Authorities (Members' Interests) Act 1968 (as below), the Chair will enquire if there are any Conflicts of Interest to be declared on any item on the agenda, and if so, for any member to declare this interest.

**Local Authorities (Members' Interests) Act 1968**

Councillors are reminded that if they have a pecuniary interest in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table.

### 5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

1. The Chair will call for any major (urgent business) or minor items not on the agenda to be raised according to Standing Orders, as below:

**a. Standing Orders 3.7.5 – Major Items**

An item not on the agenda for a meeting may be dealt with at the meeting if the local authority by resolution so decides, and the presiding member explains at the meeting at a time when it is open to the public –

- i. The reason why the item was not listed on the agenda; and
- ii. The reason why discussion of the item cannot be delayed until a subsequent meeting.

**b. Standing Orders 3.7.6 – Minor Items**

An item not on the agenda for a meeting may be dealt with at the meeting if –

- i. That item is a minor matter relating to the general business of the local authority; and
- ii. The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- iii. No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

**MINUTES****6 CONFIRMATION OF MINUTES****6.1 MINUTES OF THE DISTRICT INFRASTRUCTURE COMMITTEE MEETING HELD ON 6 NOVEMBER 2018**

**Author:** Karalyn Reid, Committee Secretary and PA to the Mayor

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. Minutes of the District Infrastructure Committee Meeting held on 6 November 2018

**PURPOSE**

That the unconfirmed minutes of the District Infrastructure Committee Meeting held on 6 November 2018 be presented for confirmation.

**RECOMMENDATION**

That the Minutes of the District Infrastructure Committee Meeting held on 6 November 2018 be received and the recommendations therein be adopted.

**MINUTES OF WAIMATE DISTRICT COUNCIL DISTRICT INFRASTRUCTURE COMMITTEE  
MEETING HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, WAIMATE  
ON TUESDAY 6 NOVEMBER 2018, COMMENCING AT 10.00AM**

**PRESENT:** Cr Miriam Morton (Chair)  
Cr Tom O'Connor, Mayor Craig Rowley, Cr Sharyn Cain, Cr David Anderson,  
Cr Peter Collins, Cr Jakki Guilford, Cr David Owen, Cr Sheila Paul

**IN ATTENDANCE:** Stuart Duncan (Chief Executive)  
Carolyn Johns (Community and Strategy Group Manager), Michelle Jones  
(Executive Support Manager), Leo Melani (Policy Analyst), Dan Mitchell  
(Asset Group Manager), Rob Moffat (Roading Manager), Paul Roberts (Water  
and Waste Manager), Tina Stevenson (Corporate Services Manager), Melissa  
Thomson (Accountant), Karalyn Reid (Committee Secretary)

## **OPENING**

### **1 PUBLIC FORUM**

There was no public forum held at this meeting.

### **2 APOLOGIES**

There were no apologies at this meeting.

### **3 VISITORS**

There were no visitors attending this meeting.

### **4 CONFLICTS OF INTEREST**

There were no conflicts of interest at this meeting.

### **5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA**

There were no major or minor Items identified.

## **MINUTES**

### **6 CONFIRMATION OF MINUTES**

#### **6.1 MINUTES OF THE DISTRICT INFRASTRUCTURE COMMITTEE MEETING HELD ON 18 SEPTEMBER 2018**

##### **COMMITTEE RESOLUTION 2018/31**

Moved: Cr Sharyn Cain

Seconded: Cr Sheila Paul

That the Minutes of the District Infrastructure Committee Meeting held on 18 September 2018 be received and the recommendations therein be adopted.

**CARRIED**

**7 RECEIPT OF MINUTES****7.1 UNCONFIRMED MINUTES WAITAKI LAKES SHORELINES AUTHORITIES COMMITTEE MEETING - 11 OCTOBER 2018****COMMITTEE RESOLUTION 2018/32**

Moved: Cr Sharyn Cain

Seconded: Cr Sheila Paul

That the unconfirmed Minutes of the Waitaki Lakes Shorelines Authorities Committee meeting held on 11 October 2018 are received.

**CARRIED**

**REPORTS****8 ASSET GROUP REPORT****8.1 MANAGEMENT REPORT - PARKS & RESERVES****COMMITTEE RESOLUTION 2018/33**

Moved: Cr Miriam Morton

Seconded: Cr David Anderson

That the Management Report – Parks and Reserves is accepted.

**CARRIED**

**Note:**

The District Infrastructure Committee (the Committee) noted that Victoria Park, and the Show House was looking very attractive at the current time.

The Committee questioned the status of the planned work on the Reserves Management Plan. The Chief Executive responded that the Finance team are looking at resources to get this major piece of work done at the earliest opportunity.

**8.2 MANAGEMENT REPORT - ROADING****COMMITTEE RESOLUTION 2018/34**

Moved: Cr Peter Collins

Seconded: Cr David Anderson

That the Management Report – Roading is accepted

**CARRIED**

**Note:**

The Committee asked for more publicity to keep the public informed on rural roading projects.

Council's securement of the Glenavy 'Speed Signs' is underway, however the signs may not be in place until the New Year. Council asked that staff take up an offer from NZTA of a portable 'speed' trailer to be located at Glenavy on a temporary basis until the signs are available.

**8.3 MANAGEMENT REPORT - 3 WATERS AND SOLID WASTE****COMMITTEE RESOLUTION 2018/35**

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

That the Management Report – 3 Waters and Solid Waste is accepted.

**CARRIED**

**Note:**

The Committee congratulated staff with Rising Main Renewal work, which is two years ahead of schedule and below budget.

Work is underway on a Waste Assessment (snapshot of last 5 years) which needs to be completed before a review is undertaken on the Waste Minimisation Plan.

The meeting was adjourned for morning tea at 10.55am.

The meeting was reconvened at 11.10am.

**PUBLIC EXCLUDED****9 EXCLUSION OF THE PUBLIC REPORT****RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION 2018/36**

Moved: Cr Jakki Guilford

Seconded: Cr Peter Collins

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>9.1 - Public Excluded Minutes of the District Infrastructure Committee Meeting held on 18 September 2018</b>	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>9.2 - Hang Gliding and Paragliding - Whitehorse Monument</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED****10 RE-ADMITTANCE OF THE PUBLIC REPORT****COMMITTEE RESOLUTION 2018/37**

Moved: Cr Miriam Morton

Seconded: Cr Sheila Paul

That Council moves out of Closed Council into Open Council.

**CARRIED****9.2 HANG GLIDING AND PARAGLIDING - WHITEHORSE MONUMENT**

The District Infrastructure Committee considered the use of the Whitehorse Monument site for the launching of both Hang Gliders and Paragliders in the Public Excluded section of the meeting.

A letter dated 1 November 2018, from Hope & Associates Legal was tabled.

**COMMITTEE RESOLUTION 2018/38**

Moved: Cr Sharyn Cain

Seconded: Cr Peter Collins

1. That the Hang Gliding and Paragliding – Whitehorse Monument report is accepted; and
2. The District Infrastructure Committee recommends to Council that Council has no consenting role other than as landowner; and as landowner, Council will consent the use of the site as a launch site for paragliding and hang-gliding provided:
  - a. All statutes and regulations are observed (including civil aviation law); and
  - b. The relevant hang-gliding organisation maintains adequate public liability and statutory liability cover for the Council; and
  - c. The consent is by way of a licence to the hang-gliding organisation at no cost to the Council.

**Note:**

Cr Paul voted against the motion.

**CARRIED****MEETING CLOSURE**

The meeting closed at 11.42am.

The Minutes of this meeting are to be confirmed at the District Infrastructure Committee Meeting scheduled for 29 January 2019.

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**CHAIRPERSON**

## REPORTS

### 7 ASSET GROUP REPORT

#### 7.1 MANAGEMENT REPORT - 3 WATERS AND SOLID WASTE

**Author:** Paul Roberts, Water and Waste Manager

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. Quarterly Project Report - Water, Sewerage and Waste  

#### PURPOSE

1. To update the District Infrastructure Committee on 3 Waters and Solid Waste activities.

#### Rural Water Schemes - Department of Internal Affairs Visit

2. Council staff were pleased to welcome Allan Prangnell (Department of Internal Affairs), Sarah Jardine (Ministry of Health) and Michael Mills (Regulation writer) to the Waimate District. The purpose of the visit was to better understand the challenges faced by Council's rural water schemes and how these challenges can be addressed in a review of the Drinking Water Standards for New Zealand.
3. A site tour was facilitated by the Mayor, Deputy Mayor and the Water and Waste Manager. Both the Waikakahi and Waihaorunga Rural Water Supplies were visited.
4. This was a positive and rewarding experience for all parties and in a recent email, Allan said, "We also really appreciated the time and thought taken by the Mayor, Deputy Mayor and Paul to enable us to better understand the issues facing rural water schemes. I know travelling back to Wellington we discussed things at some length and it has really helped our thinking in terms of how we approach and think about drinking water regulation".

#### Ministry of Health Release of Revised Drinking Water Standards for New Zealand

5. The Minister of Health has now issued the Drinking-Water Standards for New Zealand 2005 (Revised 2018) to supersede the Drinking-Water Standards for New Zealand 2005 (Revised 2008). A Notice has been published in the Gazette with the new Standards coming into force on March 2019.
6. <https://www.health.govt.nz/publication/drinking-water-standards-new-zealand-2005-revised-2018>
7. In summary, the significant changes are:
  - i. The requirement to monitor total coliforms – this adds to the requirement to monitor E. coli and whilst there are no trigger levels held within the standards there is guidance indicating that reactive measures should be detailed in the respective Water Safety Plans.
  - ii. Requirement to carry out enumeration testing for E. coli and total coliforms – previously a presence-absence test was required and if present, a further enumeration test was used to establish the extent of the risk and the measures required to mitigate. The revision considers that this step introduces a delay and is unacceptable.
  - iii. Editorial changes – generally streamlining where applicable but also the additional requirement of a minimum three log credit treatment plant for surface water supplies.



**Ministry of Health Publication of the Revised Water Safety Plan Framework**

8. The Ministry of Health's revised Drinking-Water Safety Plan Framework (WSP Framework) outlines what the Ministry of Health expects drinking-water suppliers to include in their water safety plans. This framework is intended to be used in conjunction with the Health Act 1956, Drinking-Water Standards for New Zealand, Guidelines for Drinking-Water Quality Management for New Zealand and drinking-water safety plan guides.
9. Work on revising the drinking-water safety plan guides (and templates) is continuing and will be incorporated into a Drinking-Water Safety Plan Handbook that is intended to be published before the end of March 2019.
10. <https://www.health.govt.nz/publication/new-zealand-drinking-water-safety-plan-framework>

**WASTEWATER**

11. The new milliscreen for the Waste Water Treatment Plant has been installed, and commissioned 22 December 2018.



**Photograph 1: New milliscreen for the Waste Water Treatment Plant**

12. The replacement aerator has also been installed (16 January 2019) and has been relocated to the opposite side of Pond 1. The relocation is to increase the efficiency of the aeration process and required additional electrical cabling. A communications cable was also installed to allow future dissolved oxygen monitoring as an improvement to the treatment process.
13. The current hydraulic model for the Waimate wastewater network has now been updated. Whilst dry weather flows model well, the peak wet weather model does not replicate the issues being observed at the intersection of Edward and High Streets.
14. In order to model the peak wet weather flows further calibration is required. This includes providing additional level information and pump station metrics. It is hoped that this will result in modelled behaviour mirroring observed wet weather overflows. If not, flow monitoring of significant events at specific manholes will be required and this will delay the delivery of engineering solutions to the issue.



**STORM WATER****Manse Street Kerb and Stormwater Upgrade Contract 17/1**

15. Progress on the project has been slower than anticipated as the construction team were seconded to complete un-programmed stormwater, footpath and channel works at the corner of Slee and Queen Streets prior to Christmas 2018.
16. It is anticipated that the project will be completed in February 2019.

**URBAN WATER****Manchester's Bore Renewal**

17. Work continues on Manchester's Bore Renewal. Tender documentation is being finalised and the decommissioning of the old bore has been programmed. Upon commissioning this facility will meet the requirements of the Drinking Water Standards for New Zealand 2005 (Revised 2018).

**Stage 5 Rising Main Renewal to Reservoir**

18. The new 200mm rising main has been completed by Ian Leathwick Contracting and was fully commissioned on 20 November 2018.

**Contract 18/21 Edward, Michael and Wilkin Streets Water Mains Renewal**

19. The Edward, Michael and Wilkin Streets Water Mains Renewal Contract was awarded to Ian Leathwick Contracting.
20. To date Edward Street has been completed, and works are progressing now on Wilkin and Michael Streets.
21. Two installation techniques have been utilised for these works with the bulk water main being installed using conventional excavation and reinstatement. Each of the service laterals have been installed using directional drilling. The use of directional drilling has limited the damage to the existing road infrastructure and will reduce the requirement to rectify surface defects in the future.



Photograph 2: Edward Street

Photograph 3: Wilkin Street



Photograph 4: Michael Street

## RURAL WATER

### Water Safety Plans

22. The Water and Waste Manager, in liaison with the Drinking Water Assessor, has been redrafting a number of the Water Safety Plans (WSP's). This is an intensive exercise, which requires the inclusion of the new requirements and also acknowledgment of the Havelock North Enquiry recommendations and how they may be legislated in the future.
23. As a result of the uncertainty around water reform, a number of the larger capital projects have been rescheduled for the future. In order to continue to provide the highest level of protection it has been necessary to implement (and fund) some more immediate changes to the various water intakes. For example, online monitoring, improvements to Chlorination equipment etc. These capital works are detailed, in the first instance, in the respective WSP's and then within the 2019/20 Annual Plan budgets.
24. Approval for the WSP's must be sought prior to embarking on any revised capital works programme.

## SOLID WASTE

25. The Waimate Waste Assessment Document is nearing completion and requires a final review before being presented at the 19 February 2019 Ordinary Council Meeting.
26. In essence, the Waste Assessment is a review of existing services and the presentation of high level options for consideration. These options are ranked in order to assist Council in deciding which options it would like to develop further in the Waste Minimisation and Management Plan 2019 (WMMP).
27. Concurrently with this process, the current WMMP is being reformatted and once the "direction" has been established, will be presented to the wider community through the prescribed consultation process.

**REQUESTS FOR ACTION****On Hold Requests**

Meeting	Date	Officer	Title	Target
District Infrastructure Committee	26/01/2016	Roberts, Paul	Workshop discussion on recycling and the reintroduction of a container deposit system  <b>On hold</b>	Early 2018/19
<b>Notes</b>				
Subject to changes in the National Framework.				
Date placed on hold by the District Infrastructure Committee: 1 May 2018				

Meeting	Date	Officer	Title	Target
District Infrastructure Committee	08/03/2018	Roberts, Paul	Hakataramea recycling depot  <b>On hold</b>	Early 2018/19
<b>Notes</b>				
Subject to consultation.				
Date placed on hold by the District Infrastructure Committee: 1 May 2018				

**MONTHLY REFUSE AND RECYCLING STATISTICS**

28. Due to staff absences, statistics for the period 1 October to 31 December 2018 will be provided at the 12 March 2019 meeting.

**SERVICE REQUESTS**

29. Due to staff absences, service request data will be provided at the 12 March 2019 meeting.

**PROJECT UPDATES**

30. Due to staff absences, project updates will be provided at the 12 March 2019 meeting.

**RECOMMENDATION**

That the Management Report – 3 Waters and Solid Waste is accepted.



Quarterly Projects Report  
1 October 2018 to 31 December 2018

Water, Sewerage and Waste

Financial Year	Project	Project Description	Budget	Spend to Date	% Complete	Status		Comments / Issues / Risks / Reasons
						Time	Budget	
Water Supply								
2016/17 (carry forward)	Lower Waihao DWSNZ CAP funded upgrade	Planned project that will increase service levels for 2016/17	Subsidised	\$346,032	25%			The trial pilot membrane plant has been moved to the Lower Waihao new bore. The trail will ascertain whether the pilot membrane plant can effectively remove fine particulate from the raw water at Lower Waihao. Review of the request to vary contract has been started. There is a planned site visit with Beca on the 3 August 2018 to assess the issues (fine particulate and treatment options) around the request.
2015/16 (carry forward)	Urban water - pressure management	Reduce pressure in Waimate Township to increase the remaining life of existing pipework	\$75,000	\$0	0%			Awaiting the completion of Rising Main Renewal. (Stage 5 survey comissioned from Waimate Creek crossing to reservoir).
2018/19	Capital Expenditure		\$5,000	\$0	0%			Carry over work from 2016/17.
2018/19	Cannington DWS NZ Compliance upgrade		\$700,000	\$0	0%			On hold until Government can give clear direction on Drinking Water Standards changes and funding
2018/19	Capital - Hook/Waituna - renewals		\$20,000	\$9,750	50%			Pipe being installed Week Starting 21/1/19
	Capital - Hook Waituna - Filtration Coagulation			\$20,055	4%			Ultra filtration membane trial has been undertaken
2018/19	Hook / Waituna - Drink Water Intake/Plant Compliance Upgrade		\$400,000		0%			
2018/19	Hook / Waituna - Simmons Pumphouse Pump 2 Renewal and fittings		\$6,000	\$3,000	50%			Pump purchased, awaiting installation
2018/19	Capital - Lower Waihao - renewals		\$5,000	\$1,898	80%			
2018/19	Lower Waihao - Drink Water Intake/Plant Compliance Upgrade		\$15,000	\$6,710	45%			
2018/19	Capital - Old Ferry Rd 150mm AC Renewal		\$40,400	\$0	0%			Job starting 28 January 2019
2018/19	OMWS Water Supply Schemes - Capital		\$16,800	\$0	0%			
2018/19	Otaio / Makikihi - Tavistock Bore - treatment - filter & UV		\$167,000	\$0	0%			
2018/19	Waihaorunga - Pump replacements		\$3,500	\$2,715	95%			Plug needs to be installed
2018/19	Waihaorunga - Drink Water Intake/Plant Compliance Upgrade		\$7,500	\$0	0%			On hold until Government can give clear direction on Drinking Water Standards changes and funding
2018/19	Capital - Waikakahi - renewals		\$5,000	\$0	0%			
2018/19	Waikakahi - Drink Water Intake/Plant Compliance Upgrade		\$15,000	\$0	0%			On hold until Government can give clear direction on Drinking Water Standards changes and funding
2018/19	Waikakahi - Dyer/Cochrane - 800m 40 OD		\$5,200	\$2,912	50%			Programmed 22/1/19
2018/19	Waikakahi - H Dyer Back Face		\$5,200	\$2,912	50%			Programmed 22/1/19
2018/19	Waikakahi - Telemetry - Claytons Resevior		\$7,500	\$0	0%			
2018/19	Waikakahi - Telemetry - Dog Kennel Repeater		\$7,500	\$0	0%			
2018/19	Waikakahi - Pump 2 Renewal		\$27,500	\$0	0%			Pump purchased, awaiting installation
2018/19	Waimate Urban Water - rising main renewals		\$379,000	\$375,907	100%			Completed
2018/19	Capital - Urban water supply - Lateral renewals		\$60,000	\$45,416	75%			Ongoing
2018/19	Capital - Urban water supply - AC Water main renewals		\$190,000	\$36,718	19%			Contract 18/21.
2018/19	Capital - Urban water supply - CI Water main renewals		\$320,000	\$35,696	1%			Contract 18/21
2018/19	Capital - Urban water supply - Manchester Road bore replacem		\$250,000	\$102,028	41%			New bore in place
2018/19	Urban Water - Urban Plant Redundancy		\$0	\$38,792	50%			Approved unbudgeted expense

Financial Year	Project	Project Description	Budget	Spend to Date	% Complete	Status		Comments / Issues / Risks / Reasons
						Time	Budget	
Sewerage and Sewage								
2017/18 (carry forward)	Capital - Sewerage and Sewage - Aerator 2	Sewerage & Sewer – Aerator replacement	\$33,000	\$0	100%			Completed, yet to be invoiced
2017/18	Sewer - Milliscreen	To replace failed milliscreen	\$0	\$0	100%			Commisioned, funded through renewals
2018/19	Capital - Sewer - Waimate Urban Renewals		\$197,299	\$23,655	12%			
2018/19	Sewer - Edward Street Upgrade (Renewal)		\$551,000	\$8,250	2%			Report received, further model refinement underway
2018/19	Sewer - Weather Station - at WWTP		\$6,000	\$0	0%			
2018/19	Sewer - Telemetry - WWTP		\$8,000	\$0	0%			
2018/19	Sewer - WWTP Repair of Riprap wall on Ponds		\$40,000	\$0	0%			
2018/19	Sewer - Disposal Field Border Dyke Maintenance		\$11,000	\$0	0%			
Stormwater Drainage								
2016/17 (carry forward)	Consent and Management Plan	A stormwater management plan is required to better manage stormwater discharges within the Waimate Township and ultimately obtain a resource consent as required by the Land and Water Regional Plan.		\$110,024	80%			The draft stormwater management plan is all but complete and work is now complete on the assessment of environmental effects. This assessment is a core requirement of the consenting process. Staff are reviewing final documentation before lodgement for consent. Ecan have provided an extension for Waimate and many other District Councils.
2018/19	Capital - Stormwater - Manse Street (Town Belt to Harris), New Sumps	To alleviate surface flooding within the urban area	\$474,000	\$477,866	100%			Stormwater component of project complete
2018/19	Capital - Stormwater - Belt Street to Town Belt		\$55,000	\$0	100%			Included in above project
2018/19	Stormwater - Pipeline, New Sumps Intersection Shearman/Glasg		\$104,000	\$0	0%			
2018/19	Stormwater - Weather Station - in township		\$6,700	\$0	0%			
Waste Management								
2016/17 (carry forward)	Investigate moving of St Andrews Recycling Depot to St Andrews Domain	A meeting was held with local residents on 12 January 2017 who expressed concerns in relation to site noise, the previous arson and the overall suitability of the existing site.	\$0	\$0	20%			Currently being reviewed as part of the servive delivery review 2018/19
2018/19	Capital - Waste Management - Wheelie Bin Replacements		\$3,000	\$19,155	25%			Refuse and recycle bin repacement and new customers. <b>Note</b> , 5K brought forward and 14K spent.
2018/19	Waste Management - Public refuse/recycle Bins - Public Toilet		\$4,000	\$0	0%			Refuse and recycle bin repacement and new customers.

**Status Key:**

On track with time/budget for completion within the plan year

High risk (budget and/or timeframe)

Some risk (budget and/or timeframe) - highlight issues in comments

Not started/external to Council

**7.2 MANAGEMENT REPORT - PARKS & RESERVES**

**Author:** Graeme Watts, Parks and Reserves Manager

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. Quarterly Project Report - Parks and Reserves [↓](#) 

**PURPOSE**

1. To provide the District Infrastructure Committee with an update on Parks and Reserves activities.

**VICTORIA PARK**

2. General mowing and maintenance work within the Park along with trimming all the hedges and shrubs has kept the staff very busy. The annual summer flower display in the gardens has frequently commented on over the holiday season by Waimate locals and visitors. The Alex McRae show house is has also received glowing comments on the colour and magnificent blooms on display. Seedlings for the next seasonal display have been ordered.
3. The Caledonian Sports will be celebrating their 143<sup>rd</sup> games on Saturday 26 January 2019. They are hoping for fine weather and good crowds to watch the cycling, speed skating, highland dancing, piping and athletics, tossing the caber and throwing the heavy ball. This is a great day's entertainment. The staff have worked very hard to have the grounds and surrounds looking at their best for this long-standing event, and they are looking a picture.

**VICTORIA PARK CAMP**

4. Over the Christmas and New Year period, we had good numbers of campers coming into the camp. January was also popular with cabins and powered sites fully booked. These included the Swim School, horse event attendees and a birthday group. Future bookings are coming in and include overseas workers who are working at a local orchard.

**URBAN RESERVES**

5. Prior to Christmas Seddon Square held a number of events. Strawberry Fare reported that they had the biggest crowd ever. Christmas in the Park was another great family night with all ages watching the singing, dancing and fireworks. Seddon Square is so well suited to hold family events like these and now with the added attraction of the Christmas tree it lifts the ambience of these events. Special thanks to the staff and organisations who worked to get it set up in time for these events. The concrete pad for it to be placed on will be installed later this year.
6. Mowing and spraying of the reserves has been the main tasks of staff.
7. Parks and reserves staff hung the flowering baskets along the shop frontages on Queen Street in December. This included stage two of this project. Despite a slow start because of the cool weather, they are now blooming with plenty of colour. Again, the comments from locals and visitors has been positive.



**WAITAKI LAKES**

8. The weather has been a mixture of hot days and then rain. However, this has not prevented good numbers of people enjoying their camping holiday. Te Akataramea and Waitangi were near to capacity with more campers spreading around the bays and shoreline areas than usual. There have only been minor reports of small problems that the supervisors were able to handle immediately.

**NORMAN KIRK MEMORIAL SWIMMING POOL**

9. The weather has been a mixture of rain and lovely hot days. When it has been hot, there has been a good number of swimmers enjoying the pool.
10. In the New Year, a Learn to Swim Club, with 27 pupils from Christchurch trained in the early morning and early evening for a week. This is the third season they have trained here. The very positive comments from the club members was that Waimate District has very good swimming facilities with clean tidy surroundings, the temperature of the pool is just right and it is one of the best outdoor pools they have trained in. They are planning to come back next year.

**KNOTTINGLEY PARK CAMP**

11. Over the holiday period, there were good numbers of mainly family groups camping in tents and caravans.

**KNOTTINGLEY PARK CAMP**

12. Grass in the main area is being topped, with the amounts of rain it has made it slow going with the ground being soft for the mowers.
13. Before Christmas three picnic tables were installed in the formal area. Friends of Knottingley Park have donated three more, and they will be installed at the end of January.

**RECOMMENDATION**

That the Management Report – Parks and Reserves is accepted.



Quarterly Projects Report  
1 October 2018 to 31 December 2018

Parks and Reserves

Financial Year	Project	Project Description	Budget	Spend to Date	% Complete	Status		Comments / Issues / Risks / Reasons
						Time	Budget	
2015/16 (carry forward)	Cemetery - replace workshop/office/toilet	Build new workshop and small office plus new unisex toilet in the new part of the Waimate cemetery	\$50,000	\$39,531	85%			Workshop and office complete. Remaining budget may restrict the construction of a public toilet
2015/16 (carry forward)	Knottingley Park - upgrade (sealing and stormwater)		\$10,000	\$3,228	31%			Additional stormwater drainage required in area formally forestry. Timing based on removal of current crops and awaiting drier conditions.
2016/17 (carry forward)	Morven Hall painting		\$20,000	\$0	0%			External to Council
2016/17 (carry forward)	Morven Hall rewiring		\$10,000	\$0	0%			
2016/17 (carry forward)	Morven Domain replacement trees		\$20,000	\$0	0%			
2016/17 (carry forward)	Develop a renewal programme for AMPs		\$8,000	\$0	25%			
2016/17 (carry forward)	Critical asset study for AMPs		\$3,000	\$0	10%			Asset Management data and plans currently being updated through internal resources
2016/17 (carry forward)	Reserve Management Plan		\$3,000	\$0	0%			
2017/18	Swimming pool - replace heating system		\$243,000	\$10,000	10%			Contract awarded, likely to be completed at end of season
2017/18	Urban reserves - playground safety matting		\$14,000	\$0	10%			To be completed end of May 2019
2017/18	Waitaki Lakes - new signs		\$4,000	\$0	0%			To be completed in conjunction with economic development feedback
2017/18	Waitaki Lakes - water monitoring system (SCADA)		\$1,000	\$1,212	100%			Completed 2018
2017/18	Morven Domain - electrical points		\$4,000	\$0	0%			External to Council
2017/18	Morven - relocate playground		\$5,000	\$0	0%			
2018/19	Waitaki Lakes Pipe Renewal	Programmed reticulation renewal	\$10,000	\$0	5%			To be completed post May 2019
2018/19	Waitaki Lakes - Chlorine Dosing UV	Increase Water Quality Standard	\$48,000	\$0	5%			To be completed post May 2019
2018/19	Victoria Park Camp - Driveway Reseal	Programmed Maintenance	\$8,000	\$0	0%			
2018/19	Victoria Park Camp - Tennant St Cabins Driveway Reseal	Programmed Maintenance	\$25,000	\$0	0%			
2018/19	Victoria Park Camp - Upgrade Power Points	Renewal of power supply points	\$18,000	\$0	50%			Work in progress to be completed end of February 2019
2018/19	Knottingley Park Camp - Power Points	Renewal of power supply points	\$10,000	\$0	5%			Work in progress to be completed end of March 2019
2018/19	Knottingley Park Camp - Driveway Reseal	Programmed Maintenance	\$25,000	\$0	5%			Working on project with Council Roding Group
2018/19	Knottingley Park Camp - Culvert and Small Bridge Replacement	To replace existing bridge	\$18,000	\$0	5%			Working on project with Council Roding Group

Status Key:

On track with time/budget for completion within the plan year

High risk (budget and/or timeframe)

Some risk (budget and/or timeframe) - highlight issues in comments

Not started/external to Council



**7.3 MANAGEMENT REPORT - ROADING**

**Author:** Rob Moffat, Roading Manager

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. November Flood Damage Report    
2. Quarterly Project Report - Roading  

**PURPOSE**

- To update the District Infrastructure Committee on roading activities.

**DRAINAGE MAINTENANCE**

- Drainage maintenance has been undertaken on the following roads:

Drainage						
Month	Road	New 300mm/225m m Culvert m	Side Drain Cleaning m	Surface Water Channel Cleaning m	Surface Water Channel Constructio n m	High Lip Removal m
Oct	BATHGATE ROAD	37	448		1863	
Oct	CHAMPION ROAD					350
Oct	FISHERMANS BEND ROAD			203	197	
Oct	MCNAMARAS ROAD			1148		
Oct	TE AKATARAWA ROAD			8076		650
Nov	ALICE STREET			470		
Nov	BUCKLEY STREET			198		
Nov	MORVEN ROAD		407			
Nov	MURPHY STREET		82			
Nov	STOKES ROAD	2		1131	418	
Dec	ALICE STREET					960
Dec	DONALD STREET				377	
Dec	GORDONS VALLEY ROAD			77	173	80
Dec	WAIKAKAHI VALLEY ROAD	12		3181		9543

**SEALED PAVEMENT MAINTENANCE**

- The following seal road repairs have been completed:

Seal Repairs						
Month	Road	Digouts m <sup>2</sup>	Stabilisation m <sup>2</sup>	Edge Break m	Rip and Remake	Chipseal
Oct	CHAMPION ROAD		41			
Oct	GLENNAVY-TAWAI ROAD		75	16	135	
Oct	GUNNS ROAD		67			
Oct	HANNATON ROAD				70	
Oct	LOWER HOOK ROAD			17		

Oct	MAORI ROAD			16		
Oct	MCNAMARAS ROAD			14		
Oct	MOLLOYS ROAD	85				
Oct	MORVEN BEACH ROAD			7		
Oct	MORVEN GLENNAVY ROAD			9		
Oct	MORVEN ROAD			3		
Oct	OLD SLIP ROAD		70			
Oct	POINT BUSH ROAD			23		
Oct	TE AKATARAWA ROAD		434	65		
Nov	HAKATARAMEA VALLEY ROAD	22	282	63		
Nov	IKAWAI MIDDLE ROAD		35	1		
Nov	MILNE ROAD			4		
Nov	OLD FERRY ROAD			2		
Nov	QUEEN STREET					
Nov	TE AKATARAWA ROAD		436	276		30
Nov	WAITANGI STATION ROAD		16			
Dec	CAIRDS ROAD		36			
Dec	GLENNAVY-TAWAI ROAD			4		
Dec	GORDONS VALLEY ROAD	26	71		99	
Dec	IKAWAI MIDDLE ROAD			20		
Dec	KING STREET			72		
Dec	MOUNT HARRIS ROAD					
Dec	SERPENTINE VALLEY ROAD		176			
Dec	SPRINGBANK ROAD	85				
Dec	TE AKATARAWA ROAD			8		
Dec	WAIKAKAHI VALLEY ROAD			59		
Dec	WOOLSHED VALLEY ROAD		266			

## METALLING

4. Metalling has been undertaken on the following roads:

Metalling					
Month	Road	Length km	Month	Road	Length km
Oct	ANDERSONS ROAD	3.2	Oct	MCNAUGHTONS ROAD	2.6
Oct	ARCHIBALDS ROAD	5.3	Oct	MILE CUTTING ROAD	2.1
Oct	BLAIR ROAD	1.7	Oct	MORRIS ROAD	3.6
Oct	BROWNLEAS ROAD	0.7	Oct	MOTUKAIKA ROAD	3.7
Oct	CARLISLE STREET	0.2	Oct	OBRIENS ROAD	3.0
Oct	CARROLLS ROAD	1.1	Oct	PATERSONS ROAD	4.9
Oct	CASHIEL STREET	0.2	Oct	PENTLAND HILLS ROAD	2.3
Oct	CRAIGMORE HILL ROAD	3.1	Oct	RYANS ROAD	3.2
Oct	DEEP CREEK ROAD	11.3	Oct	SCOTTS ROAD	3.8

Oct	ENGELBRECHTS ROAD	7.7	Oct	SHERWOOD ROAD	4.5
Oct	ESK VALLEY ROAD	2.8	Oct	SIDEYS ROAD	2.3
Oct	FITZMAURICE ROAD	3.3	Oct	SPRINGBANK ROAD	6.0
Oct	FRENCHMANS GULLY	7.2	Oct	STANLEYS ROAD	1.5
Oct	GALWAYS ROAD	4.2	Oct	TAVENDALES ROAD	2.3
Oct	GRANGE ROAD	2.6	Oct	THOMSONS ROAD	2.3
Oct	GUNNS ROAD	2.5	Oct	TIMAUNGA ROAD	2.0
Oct	HANNIFINS ROAD	0.7	Oct	UPPER HOOK ROAD	2.2
Oct	HENDRYS ROAD	3.7	Oct	VERITYS ROAD	2.0
Oct	HURSTS ROAD	2.8	Oct	WHITNEYS ROAD	3.5
Oct	KINGSBURY ROAD	3.2	Nov	BACKLINE ROAD	5.4
Oct	LYALL ROAD	1.8	Dec	BACKLINE ROAD	9.9
Oct	MAIROS ROAD	6.5	Dec	BLUE CLIFFS ROAD	1.3

150

**RESEALING PROGRAMME 2018-19**

5. Fulton Hogan Limited has commenced this seasons sealing for the collaborative contract in the Timaru District. The following Waimate District roads have been resealed in December. The balance of the resealing programme to be completed in February.

Road Name	Location	Length m	Start Name	End name
Waikakahi Valley Road	Waikakahi	6,604	Gum Tree Flat Road	Pikes Point
Te Akatarawa Road	Lake Aviemore	5120	Cattle Stop	Cattle Stop
	Lake Aviemore	830	RP 16200	RP 17030

**CONTRACT NO 17/1 MANSE STREET KERB AND STORM WATER UPGRADE**

6. The installation of the stormwater pipes and manholes is now complete
7. Work continues on the final stage of the project completing the Kerb and Channel and footpath replacement.

*Rhodes Street to Belt Street (north side)*

The old kerb and channel and footpath has been removed and the base for the new kerb and channel is being constructed and is due to be completed by 25 January 2019.

*Harris Street to Belt Street (south side)*

This section will be constructed following completion of the north side. We expect this work to be completed in early February.



*Photograph 1: Base prepared for Kerb & Chanel on Manse Street*

### CABLE PROJECTS

8. Two Fibre Optic installation projects are in construction in the District.
  - i. Alpine Energy Limited has installing a Fibre Optic cable for 16km, starting at the existing SH 1/82, intersection and finishing "White Horse" monument
  - ii. Chorus Limited has Fibre Optic cable in the Glenavy Township.

### FLOOD DAMAGE NOVEMBER 2018

9. Three rainstorm events in November have caused significant damage to the district's roads:
  - **November 9:** McHenrys Road 1.3km section damaged flooded by breach of Hakataramea River.  
The section of road was damaged again by a breach of the Hakataramea River on the 25 November.
  - **November 20:** Flood damage in the Waihao Downs area. Estimate \$ 166,775
  - **November 25:** Heavy rain throughout District especially Pareora Otaio and Hakataramea Valley. Estimate \$ 307,175.
13. A request for Emergency Works funding of \$473,950 has been made to the NZ transport Agency. This will attract the normal funding assistance rate of 60%. The threshold for increase funding is when the cumulative Emergency Works Cost exceed 10% of the annual programme which is \$ 497,300.
14. See attached report for details.

### PROPOSAL TO CLOSE ROAD TO VEHICULAR TRAFFIC

15. A proposal to close roads to vehicular traffic has been advertised for the Veterinary Centre Whitehorse Big Easy Cycle/Running/Walk event. Date of Closure - Sunday 24 February 2019 from 8.30am to 3.00pm:

Roads proposed to be closed to ordinary vehicular traffic:

Mount John Road (Eric Batchelor Place-Hodges Road)

Hodges Road (SH82- Mount John Road)

Hillary Street (Queen Street – Naylor Street)

Naylor Street (Betten Street – Hillary Street)

Garland Road (Mill Road – Point Bush Road)

Point Bush Road (to End)  
 Betten Street (to end)  
 Garlands Road (Point Bush Road to Mill Road)  
 Centrewood Park Road (500m from carpark)

## SEALED ROAD CONDITION RATING SURVEY

16. A visual pavement condition rating survey is currently being undertaken. The survey is completed bi-annually and is used to analyse pavement and surfacing condition for the Surface Condition Index (SCI) and Pavement Integrity Index (PII). The information is also used to identify forward work such as resealing. It is an NZTA requirement to complete this survey.

## OPERATIONAL REQUESTS FOR ACTION

### Active Operational Requests

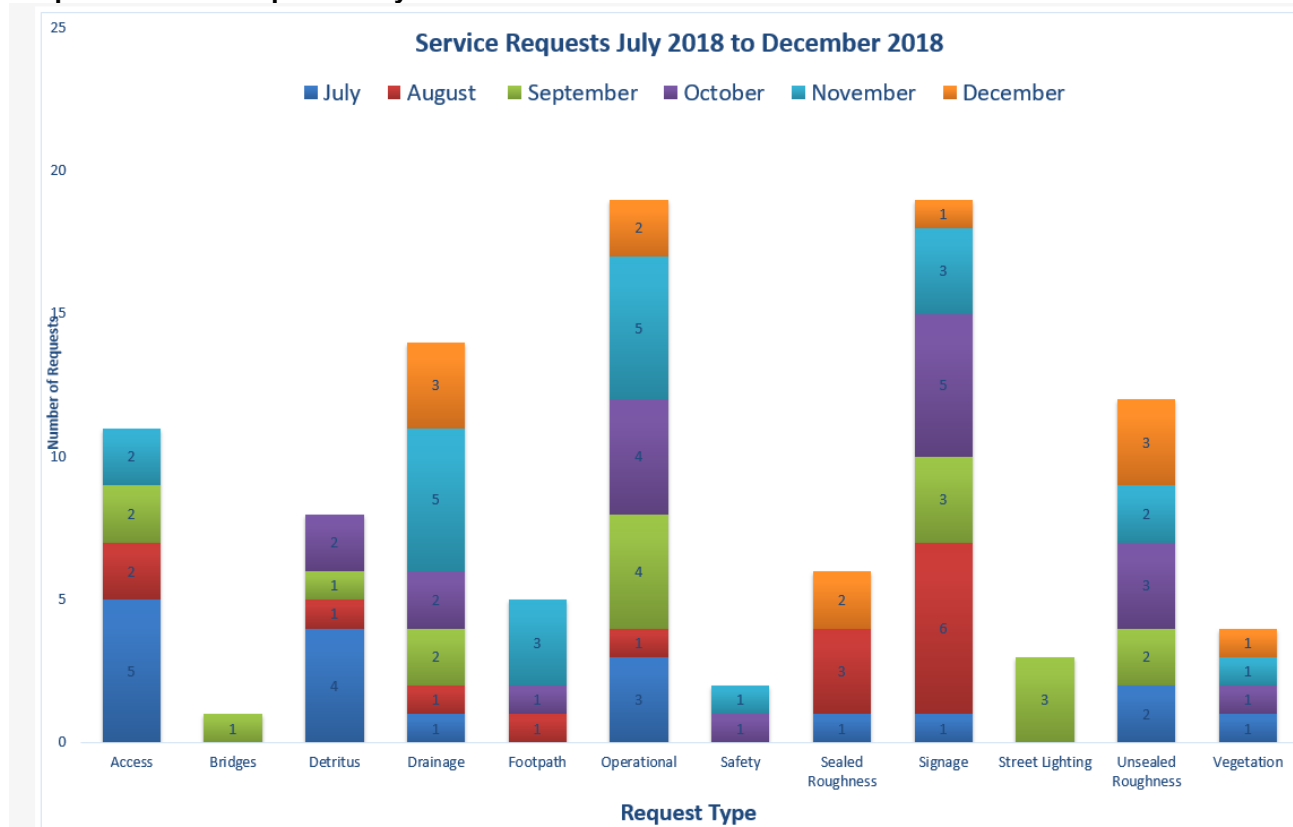
Meeting	Date	Officer	Title	Target
District Infrastructure Committee	12/09/2017	Moffat, Rob	Schedule workshop on funding weather related (storm) damage to roading network.	Date TBC
<b>Notes</b> Workshop to be scheduled before the end of 2018 if required.				

Meeting	Date	Officer	Title	Target
District Infrastructure Committee	13/03/2018	Moffat, Rob	Street Lighting Extension: Staff to provide a report on costings of street lighting in the new urban areas of Waimate and Glenavy. <b>In progress</b>	Early 2019
<b>Notes</b> Significant workload (and budget) to complete LED swap-out prior to investigating costs for new infrastructure.				

Meeting	Date	Officer	Title	Target
District Infrastructure Committee	07/08/2018	Moffat, Rob	Traffic Speed Bylaw: Council asked that staff forward the proposed changes to speed limits to NZTA, prior to consultation, for their information to encourage the speeds on State Highways to also be considered; and explore options at the Thackery Street / SH intersection could be a 'no exit'. <b>In progress</b>	October 2018
<b>Notes</b> <ul style="list-style-type: none"> <li>State Highways Speed Limits are under review by NZTA No time frame has been provided.</li> <li>The Safe Intersection sight Distance at the Intersection of SH 1 and Thackery Street has been measured; it complies with the Austroads standards for a design speed of 70km/hr. The intersection will be discussed with NZTA</li> </ul>				

## SERVICE REQUESTS

Graph 1: Service Requests July 2018 – December 2018



## ROADING SUBSIDISED EXPENDITURE TO 31 DECEMBER 2018

	Activities/Programmes	FAR	Total cost	NZTA share	Expenditure to date for claim
	<b>Local road maintenance - Local Roads</b>				
111	Sealed pavement maintenance	60	\$493,000	\$263,569	\$295,800
112	Unsealed pavement maintenance	60	\$310,000	\$186,000	\$129,507
113	Routine drainage maintenance	60	\$350,000	\$210,000	\$164,641
114	Structures maintenance	60	\$150,000	\$90,000	\$21,514
121	Environmental maintenance	60	\$200,000	\$120,000	\$63,320
122	Traffic services maintenance	60	\$145,000	\$87,000	\$62,281
125	Footpath Maintenance	60	\$201,000	\$120,600	\$58,301
131	Level crossing warning devices	60	\$10,000	\$6,000	\$2,700
151	Network and asset management	60	\$460,000	\$276,000	\$176,935
211	Unsealed road metalling	60	\$350,000	\$210,000	\$189,876
212	Sealed road resurfacing	60	\$1,278,000	\$766,800	\$343,950
213	Drainage renewals	60	\$503,000	\$301,800	\$366,776
214	Sealed road pavement rehabilitation	60	\$308,000	\$184,800	\$36,092
215	Structures component replacements	60	\$155,000	\$93,000	\$25,564
222	Traffic services renewals	60	\$60,000	\$36,000	\$25,342
	<b>Total Maintenance Local Roads</b>		<b>\$4,973,000</b>	<b>\$2,983,800</b>	<b>\$1,925,152</b>
324	Accelerated LED Street Light Renewal-Implementation	85	\$250,750	\$213,138	\$0
341	Minor improvements Local Roads	60	\$330,000	\$198,000	\$36,689
	<b>Total</b>		<b>\$580,750</b>	<b>\$411,138</b>	<b>\$36,689</b>

**RECOMMENDATION**

That the Management Report – Roading is accepted.



## **Waimate District Council Flood Damage November 2018**

Three rainstorm events in November have caused significant damage to the Districts

### **November 9**

McHenry's Road 1.3km section damaged flooded by breach of Hakataramea River

The section of road was damaged again by a breach of the Hakataramea River on the 25 November.

### **November 20**

Flood damage in the Waihao Downs area.

Estimate \$ 166,775

### **November 25**

Heavy rain throughout District especially Pareara Otaio and Hakataramea Valley.

Estimate \$ 307,175

## **Estimate of Repairs**

Total \$473,950

See Details below



## Waimate District Council Flood Damage November 2018

\$473,950 Total Estimate

Road No.	Road Name	Start	Start Name	End	End Name	length	Estimate	Damage	Date
100	ALL		ALL		ALL		\$5,000	Patrolling, Inspection, Signing, clearing slips and debris	20-Nov-18
473	KAPUA SCHOOL ROAD	0	SH 82	1121	KAPUA ROAD	1121	\$525	Patch metal scoured pavement	20-Nov-18
474	COAL PIT ROAD	0	SH 82	1100	CATTLESTOP	1100	\$950	Scoured patches. Grade & patch metal.	20-Nov-18
576	PIKES POINT ROAD 576	0	SH 82	17233	SH 1	17233	\$4,950	Grade & remet. Repair patches of damaged pavement.	20-Nov-18
589	GUM TREE FLAT ROAD 589	0	S H 1	10517	WAIKAKAHI VALLEY R	10517	\$2,000	Reinstate culvert	20-Nov-18
592	WALLACE ROAD 592	0	GUM TREE FLAT ROAD	2200	GREEN HILLS ROAD	2200	\$1,000	Repair ford	20-Nov-18
595	MOUNT HARRIS ROAD	0	PIKES POINT ROAD	4391	SH82	4391	\$8,400	Scoured patches on seal and unsealed pavement. Grade & patch metal. Repair seal fords and scoured culvert ends.	20-Nov-18
596	BRIGGS ROAD 596	0	TURNERS ROAD	1892	END	1892	\$1,075	Scoured patches. Grade & patch metal.	20-Nov-18
597	TURNERS ROAD 597	0	SH 82	1090	END	1090	\$18,300	Major washout	20-Nov-18
598	SHEARERS HILL ROAD 598	0	SH 82	3207	SH 82	3207	\$2,950	Scoured patches. Grade & patch metal.	20-Nov-18
604	SERPENTINE VALLEY RD 604	0	SH 82	12399	PENTLAND HILLS ROA	12399	\$14,175	Pavement damage at culvert	20-Nov-18
605	BRIDGE ROAD	1349	WHITES ROAD	2022	END OF ROAD	673	\$1,000	Clear logs upstream and under bridge.	20-Nov-18
606	WHITES ROAD 606	0	BRIDGE ROAD	175	BRIDGE	175	\$3,350	Grade & patch metal. Repair damaged pavement. Repair bridge abutment	20-Nov-18
607	KOWHATU ROAD 607	0	STONE CREEK ROAD	7096	END OF ROAD	7096	\$625	Scoured patches. Grade & patch metal.	20-Nov-18
608	QUAMBYS ROAD 608	0	WAIHAORUNGA ROAD	1908	ALLANHOLME ROAD	1908	\$1,025	Scoured patches. Grade & patch metal. Remove slip.	20-Nov-18
610	RITCHIES ROAD 610	0	SERPENTINE VALLEY ROAD	2828	ELEPHANT HILL ROAD	2828	\$8,800	Scoured patches. Grade & patch metal. Repair pavement subbase..	20-Nov-18
611	ELEPHANT HILL ROAD 611	0	REDCLIFF BACK ROAD	10919	SH 82	10919	\$10,575	Scoured patches. Grade & patch metal. Repair damaged seal at Ritchies Rd intersection. Remove gravel from	20-Nov-18
611	YARDS ROAD 611	0	RITCHIES ROAD	1496	END OF ROAD	1496	\$2,550	Scoured patches. Grade & patch metal. Repair pavement	20-Nov-18
612	ELEPHANT HILL BACK ROAD	0	ELEPHANT HILL ROAD	4708	SERPENTINE VALLEY	4708	\$2,700	Scoured patches. Grade & patch metal.	20-Nov-18
614	ALLANHOLME ROAD 614	0	STONE CREEK ROAD	2990	END OF ROAD	2990	\$3,575	Scoured patches. Grade & patch metal. Repair slip.	20-Nov-18
617	WAIHUNA ROAD	0	SH 82	4857	REDCLIFF BACK ROAD	4857	\$13,150	Scoured patches. Grade & patch metal. Repair ford.	20-Nov-18
618	REDCLIFF BACK ROAD 618	0	SH 82	2416	WAIHUNA ROAD	2416	\$1,800	Scoured bridge approach	20-Nov-18
619	CLARKESFIELD ROAD 619	0	ELEPHANT HILL ROAD	18241	SH 82	18241	\$11,900	Scoured patches. Grade & patch metal. Repair culverts	20-Nov-18
626	WAIHAORUNGA BACK ROAD	0	SERPENTINE VALLEY ROAD	9683	TARA HILL ROAD	9683	\$1,575	Scoured patches. Grade & patch metal. Repair ford.	20-Nov-18
628	HURSTS ROAD 628	0	WAIHAORUNGA BACK ROAD	2821		2821	\$7,625	Scoured patches. Grade & patch metal. Repair ford.	20-Nov-18
631	PENTLAND HILLS ROAD 631	0	SERPENTINE VALLEY ROAD	8320	DOWTHWAITES ROAD	8320	\$18,150	Repair slip below road at culvert 26	20-Nov-18
632	MEYERS PASS ROAD 632	0	PENTLAND HILLS ROAD	18866	MCHENRYS ROAD	18866	\$19,050	Scoured patches. Grade & patch metal. Repair slip.	20-Nov-18
	ALL		ALL		ALL		\$15,000	Patrolling, Inspection, Signing, clearing slips and debris	25-Nov-18
201	CANNINGTON ROAD 201	0	BACK LINE ROAD	7795	END OF ROAD	7795	\$575	Scoured patches. Grade & patch metal.	25-Nov-18
204	COFFEYS ROAD 204	0	CANNINGTON ROAD	3341	END OF ROAD	3341	\$4,425	Scoured patches. Grade & patch metal. Repair culverts	25-Nov-18
205	GUERINS ROAD 205	0	BACK LINE ROAD	3346	END OF ROAD	3346	\$1,900	Scoured patches. Grade & patch metal.	25-Nov-18
206	BACKLINE ROAD	0	CANNINGTON (BRIDGE ABUT	13115	HOWELLS ROAD	13115	\$14,800	Scoured patches. Grade & patch metal. River Work Cannington Bridge	25-Nov-18
206	BACKLINE ROAD	13115	HOWELLS ROAD	23225	COLLIERS ROAD	10110	\$4,050	Scoured patches. Grade & patch metal.	25-Nov-18
206	BACKLINE ROAD	23225	COLLIERS ROAD	32939	CAMPBELL & FORRES	9714	\$5,475	Scoured patches. Grade & patch metal. Repair ford and bridge.	25-Nov-18

Waimate District Flood Damage Estimate November 2018

page 1 of 4

Road No.	Road Name	Start	Start Name	End	End Name	length	Estimate	Damage	Date
206	BACKLINE ROAD	32939	CAMPBELL & FORRESTS ROAD	36775	TESCHEMAKER VALLEY ROAD	3836	\$4,825	Grade & metal full length. Repair ford @33020	25-Nov-18
206	BACKLINE ROAD	36775	TESCHEMAKER VALLEY ROAD	42331	PAKIHU ROAD	5556	\$7,350	Scoured pavement. Grade & metal full length. Repair fords.	25-Nov-18
208	CLIFFS ROAD	0	PAREORA GORGE ROAD	4085	CLIFFS BRIDGE	4085	\$2,550	Clear culvert/ford. Clear Cliffs Bridge	25-Nov-18
209	GALWAYS ROAD 209	0	MOTUKAIKA ROAD	5853	CLIFFS ROAD	5853	\$995	Scoured patches. Grade. Repair ford.	25-Nov-18
211	VERITYS ROAD	0	PAREORA GEORGE ROAD				\$2,250	Scoured patches. Grade & patch metal.	25-Nov-18
212	PAREORA GORGE ROAD	7068	CLIFFS ROAD	7700	BRIDGE ABUTMENT	632	\$38,000	Martins Crossing Bridge Approach & River	25-Nov-18
213	MOTUKAIKA ROAD	0	LIMESTONE ROAD	11297	BACKLINE ROAD	11297	\$3,075	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
217	PRATTS ROAD 217	0	LIMESTONE ROAD	5182	END OF ROAD	5182	\$4,575	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
219	COULTERS ROAD	0	HOWELLS ROAD	600	HOUSE	600	\$1,600	Repair scoured culvert/ford.	25-Nov-18
229	MT NIMROD ROAD	0	BACK LINE ROAD	960	PATTERSONS DRIVE	960	\$900	Scoured patches. Grade & patch metal.	25-Nov-18
231	TIMAUNGA ROAD	0	CRAIGMORE VALLEY ROAD	3606	LIMESTONE ROAD	3606	\$925	Grade and patch metal. Clear ford.	25-Nov-18
234	CRAIGMORE VALLEY ROAD	0	PAREORA RIVER ROAD	8447	TIMAUNGA ROAD	8447	\$1,800	Remove slip	25-Nov-18
235	CRAIGMORE HILL ROAD 235	0	CRAIGMORE VALLEY ROAD	3069	END	3069	\$1,750	Scoured patches. Grade. Repair culverts/bridge.	25-Nov-18
236	FRENCHMANS GULLY ROAD	0	GORDONS VALLEY ROAD	3596	CRAIGMORE VALLEY	3596	\$2,225	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
242	PATERSONS ROAD	0	MIDDLE YARDS ROAD	4942	COLLIERS ROAD	4942	\$1,225	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
247	EVANS CROSSING ROAD	0	PAREORA RIVER ROAD	838	PAREORA RIVER	838	\$2,375	Scoured patches. Grade & patch metal. Remove debris.	25-Nov-18
276	WARDS ROAD	0	CAIRDS ROAD	3856	GATE	3856	\$2,200	Scoured patches. Grade & patch metal.	25-Nov-18
282	MILE CUTTING ROAD	0	BLUE CLIFFS ROAD	2080	CAIRDS ROAD	2080	\$1,050	Scoured patches. Grade & patch metal.	25-Nov-18
285	LYALLDALE ROAD	0	BLUE CLIFFS ROAD	4184	PLEASANT VALLEY ROAD	4184	\$525	Scoured patches. Grade & patch metal.	25-Nov-18
295	BLUE CLIFFS ROAD 295	0	SH 1	19376	BACKLINE ROAD	19376	\$5,000	Drinnans Bridge Clear River	25-Nov-18
302	MCALWEES CROSSING 302	0	GORDONS ROAD	1219	BLUE CLIFFS ROAD	1219	\$1,500	Reinstate ford	25-Nov-18
303	HENDRYS ROAD	0	BLUE CLIFFS ROAD	3719	ESK VALLEY ROAD	3719	\$1,025	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
304	ESK VALLEY ROAD	0	GRAYS CROSSING ROAD	2845	AGNEW ROAD	2845	\$2,100	Scoured patches. Grade & patch metal.	25-Nov-18
307	ESK BANK FORD ROAD 307	0	BLUE CLIFFS ROAD	576	ESK BANK ROAD	576	\$1,500	Reinstate ford	25-Nov-18
308	CHURCH HILL ROAD 308	0	ESK VALLEY ROAD	1270	BLUE CLIFFS ROAD	1270	\$2,000	Reinstate ford	25-Nov-18
313	DAISY HILL ROAD 313	0	HILLBORO ROAD	3306	AGNEW ROAD	3306	\$1,050	Grade. Patch metal	25-Nov-18
314	HILLBORO ROAD 314	0	WOOLSHED VALLEY ROAD	4527	OTAIO RIVER ROAD	4527	\$625	Grade patches of pavement scour. Spot metal Springbank to Marshall.	25-Nov-18
315	SPRINGBANK ROAD	0	SH 1	9460	CAMPBELL & FORRESTS ROAD	9460	\$525	Clear debris from ford Grade and metal Hillboro to Agnew.	25-Nov-18
316	CAMPBELL & FORRESTS ROAD	0	AGNEW ROAD	6786	BACK LINE ROAD	6786	\$525	Grade & patch metal 6125-6345.	25-Nov-18
317	KOTINGA ROAD	0	CAMPBELL & FORRESTS ROAD	488	WOOLSHED VALLEY ROAD	488	\$525	Grade and metal scoured pavement 10-240.	25-Nov-18
319	WOOLSHED VALLEY ROAD	0	SH 1	14130	CAMPBELL & FORRESTS ROAD	14130	\$525	Grade patches of pavement scour Kotinga to Campbell & Forrests. Spot metal 12600-12900.	25-Nov-18
329	TESCHEMAKER BUSH ROAD	0	BACK LINE ROAD	1780	END OF ROAD (GATE)	1780	\$2,100	Pavement scour full length. Reshape camber so water runs off road.	25-Nov-18
330	TESCHEMAKER VALLEY ROAD	0	MAKIKIHI HUNTER ROAD	4086	PAKIHU ROAD	4086	\$1,000	Remove trees under & upstream of first bridge.	25-Nov-18

Waimate District Flood Damage Estimate November 2018

page 2 of 4

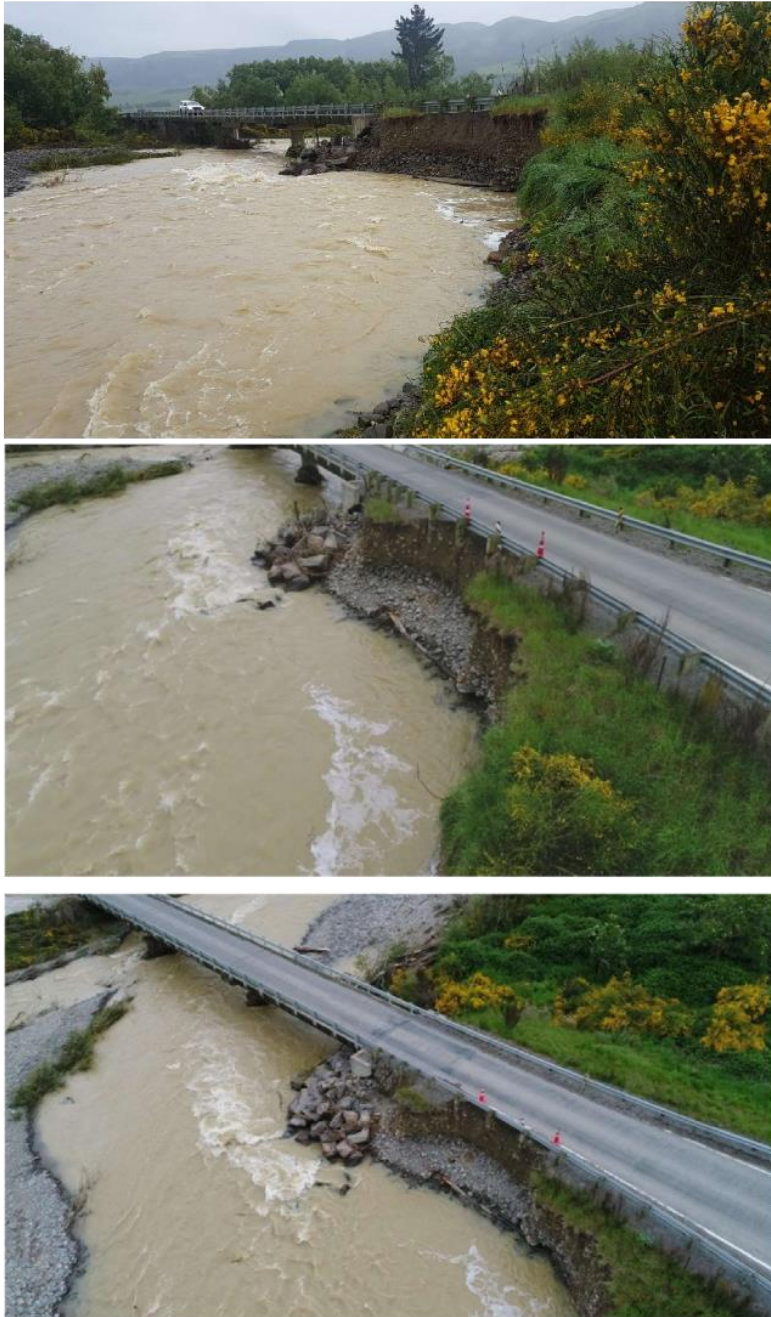


Road No.	Road Name	Start	Start Name	End	End Name	length	Estimate	Damage	Date
331	HORSESHOE BEND ROAD 331	0	SH 1	8757	TAIVISTOCK ROAD	8757	\$7,150	Unsealed pavement scouring over full length. Clear branch under bridge @2130.	25-Nov-18
332	THOMSONS ROAD 332	0	HORSESHOE BEND ROAD	3268	END OF ROAD	3268	\$625	Grade & patch metal scour.	25-Nov-18
336	DALEDEW ROAD 336	0	TESCHEMAKER VALLEY ROAD	3292	BACK LINE ROAD	3292	\$2,650	Pavement scour in places. Unsealed pavement repair 700to 730. Repair ford.	25-Nov-18
337	STANLEYS ROAD	0	BACK LINE ROAD	3244	END OF ROAD	3244	\$1,150	Pavement scoured in places especially 0 to 400m	25-Nov-18
355	BUSSELLS ROAD	0	PAKIHU ROAD	3014	MAKIKIHI HUNTER RD	3014	\$1,125	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
356	PAKIHU ROAD	0	MAKIKIHI HUNTER ROAD	4869	TESCHEMAKER VALLEY	4869	\$1,250	Deep scour on shoulder at seal edge downstream of Culvert 7	25-Nov-18
357	COOPERS ROAD	0	JACKSONS BUSH ROAD	1156	HOUSE	1156	\$950	Pavement scour to 1140m	25-Nov-18
359	JACKSONS BUSH ROAD 359	0	WAIMATE HUNTER ROAD	4720	END OF ROAD (GATE)	4720	\$2,675	Pavement scoured. Includes Bourndale Homestead Rd.	25-Nov-18
360	MILNES ROAD	0	JACKSONS BUSH ROAD	1709		1709	\$2,875	Pavement scour start to 700m. Repair deep rutted pavement 165 to 180 around bridge	25-Nov-18
362	GIBSONS ROAD	0	MAKIKIHI HUNTER ROAD	1433	SHERWOOD ROAD	1433	\$525	Scoured patches. Grade & patch metal.	25-Nov-18
367	NOLANS ROAD 367	0	O'NEILLS ROAD	2814	SHERWOOD ROAD	2814	\$1,125	Pavement scour in places. Culvert 7 scoured FW 1m3 rock. Grade	25-Nov-18
368	BELLS ROAD 368	0	O'NEILLS ROAD	4651	HOOK SCHOOL ROAD	4651	\$1,050	Scoured patches. Grade & patch metal. Includes Wilkins	25-Nov-18
369	TRIANGLE ROAD 369	0	ENGELBRECHTS ROAD	1934	WAIMATE HUNTER RD	1934	\$2,175	0 to 550 scoured FW remetal. At culvert 5 15x5 unsealed repair.	25-Nov-18
370	ENGELBRECHTS ROAD 370	0	WAIMATE HUNTER ROAD	3521	UPPER HOOK ROAD	3521	\$2,850	Pavement scoured from Triangle Rd to end.	25-Nov-18
373	D'AUVERGNE ROAD 373	0	O'NEILLS ROAD	2511	LOWER HOOK ROAD	2511	\$1,125	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
380	LOWER HOOK ROAD 380	0	SH 1	8022	WAIMATE HUNTER RD	8022	\$500	Clear ford at Wilsons Rd	25-Nov-18
383	ANDRE ROAD	0	WAIMATE HUNTER ROAD	2015	HOOK SCHOOL ROAD	2015	\$1,025	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
384	CREASERS ROAD	0	WAIMATE HUNTER ROAD	1975	END OF ROAD	1975	\$625	Scoured patches. Grade & patch metal.	25-Nov-18
385	UPPER HOOK ROAD	0	WAIMATE HUNTER ROAD	5998	ENGELBRECHTS ROAD	5998	\$3,325	Grade & remetal. Clear box culvert at ford. Repair scoured shoulder at Culvert 8.	25-Nov-18
386	LINNFIELD ROAD	0	UPPER HOOK ROAD	1876	WAIMATE FOREST	1876	\$2,175	Grade & remetal.	25-Nov-18
388	MT STUDHOLME ROAD 388	0	UPPER HOOK ROAD	2173		2173	\$625	Grade & spot metal especially 1900-2300	25-Nov-18
393	GUNNS ROAD 393	0	WAIMATE HUNTER ROAD	3692	WAITUNA SCHOOL RD	3692	\$1,125	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
394	ADAMSONS ROAD	0	LOWER HOOK ROAD	1217	CORRIGANS ROAD	1217	\$1,450	Repair/clear ford. Grade & patch metal.	25-Nov-18
428	URETANE ROAD	0	WAIHAO BACH ROAD	3066	GRAYS ROAD	3066	\$1,825	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
429	DICKSON ROAD	0	URETANE ROAD	681	END OF ROAD	681	\$1,075	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
438	WOODLANDS ROAD	0	MILL ROAD	684	WHITNEYS ROAD	684	\$625	Scoured patches. Grade & patch metal.	25-Nov-18
440	DEEP CREEK ROAD	0	SH 82	5629	WAIMATE HUNTER RD	5629	\$2,425	Scoured patches. Grade & patch metal.	25-Nov-18
441	CROUCH ROAD	0	DEEP CREEK ROAD	1984	CHAMPION ROAD	1984	\$625	Scoured patches. Grade & patch metal.	25-Nov-18
442	CHAMPION ROAD	0	TIMARU ROAD	1945	ADAMS ROAD	1945	\$625	Scoured patches. Grade & patch metal.	25-Nov-18
448	BOYCE ROAD	0	WAITUNA BACK ROAD	646	WHITNEYS ROAD	646	\$775	Scoured patches. Grade & patch metal.	25-Nov-18
455	WAITUNA SCHOOL ROAD	0	WAIMATE HUNTER ROAD	1573	WAITUNA BACK ROAD	1573	\$600	Scoured patches. Grade & patch metal.	25-Nov-18
457	BOYES ROAD	0	MILL ROAD	859	KIRKS ROAD	859	\$525	Scoured patches. Grade & patch metal.	25-Nov-18
463	PARKERS BUSH ROAD 463	0	SH 82	8042	MILL ROAD	8042	\$1,050	Grade & patch metal scoured pavement	25-Nov-18

Waimate District Flood Damage Estimate November 2018

page 3 of 4

Road No.	Road Name	Start	Start Name	End	End Name	length	Estimate	Damage	Date
630	TAVENDALES ROAD	0	WAIHAORUNGA BACK ROAD	2276	END OF ROAD (GATE)	2276	\$1,050	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
635	KAIWARUA ROAD 635	0	PENTLAND HILLS ROAD	8045	OLD KAIWARUA ROAD	8045	\$5,500	Scoured patches. Grade & patch metal. Repair ford.	25-Nov-18
651	MCHENRYS ROAD 651	0	SH 82	15801	END OF MAINTENANC	15801	\$47,750	Rebuild 1.3km section, Return river to channel( First damaged 9 November)	25-Nov-18
655	HURSTLEA ROAD 655	0	MEYERS PASS ROAD	3627		3627	\$1,475	Scoured patches. Grade & patch metal.	25-Nov-18
660	HAKATARAMEA VALLEY ROAD	0	SH 82	33423	SCOTTS BRIDGE	33423	\$1,450	Repair scoured pavement and culverts..	25-Nov-18
663	HAYES ROAD	0	HAKATARAMEA VALLEY ROAD	4174	END	4174	\$2,550	Scoured patches. Grade & patch metal. Repair damaged sealed pavement.	25-Nov-18
664	FARM ROAD 664	0	HAKATARAMEA VALLEY ROAD	6068	UNKNOWN	6068	\$9,800	Scoured patches. Grade & patch metal.	25-Nov-18
666	CORRIGALLS ROAD 666	0	MILNE ROAD	8345	HOMESTEAD ROAD	8345	\$6,150	Scoured patches. Grade & patch metal. Repair culverts	25-Nov-18
671	MCKAYS ROAD 671	0	HAKATARAMEA VALLEY ROAD	1687		1687	\$1,475	Scoured patches. Grade & patch metal.	25-Nov-18
672	MOUNT FLORENCE ROAD	0	HAKATARAMEA VALLEY ROAD	1100	HOUSE	1100	\$950	Scoured patches. Grade & patch metal.	25-Nov-18
673	HIGHLAND FARM SETTLEMENT	0	HAKATARAMEA VALLEY ROAD	6424	GORMANS ROAD	6424	\$8,400	Scoured patches. Grade & patch metal. Repair pavement subbase..	25-Nov-18
675	MENZIES ROAD 675	0	SCOTTS BRIDGE ROAD	10900		10900	\$525	Scoured patches. Grade & patch metal.	25-Nov-18
676	MOORLAND FARM SETTLEMENT	0	SCOTTS BRIDGE ROAD	11181	HUNTER HILLS STN.	11181	\$3,400	Scoured patches. Grade & patch metal. Repair pavement subbase..	25-Nov-18
681	HAKATARAMEA PASS ROAD	0	GORMANS ROAD	24070	HAKA PASS	24070	\$17,980	Scoured patches. Grade & patch metal. Repair damaged pavement subbase. Return river To channel	25-Nov-18
690	TE AKATARAWA ROAD 690	0	FISHERMANS BEND ROAD	21785	16TH FREE STANDING	21785	\$2,000	Rock Fall	25-Nov-18
							\$166,775	Estimate 25 November	
							\$307,175	Estimate 20 November	



Martins Crossing Bridge Pareora Gorge Road Pareora River. Repair Bridge Approach with rock and shift channel to centre of bridge





McHenry's Road Damaged Section 1.3 km





McHenrys Road – North end of 1.3km section flooded by breach of Hakataramea River



Mount Harris Road – Washed out end of an overwhelmed culvert



Hursts Road – Washed out culvert/pavement



Turner Road – Severely scoured road base.





Serpentine Valley Road – Seal damaged by flood waters



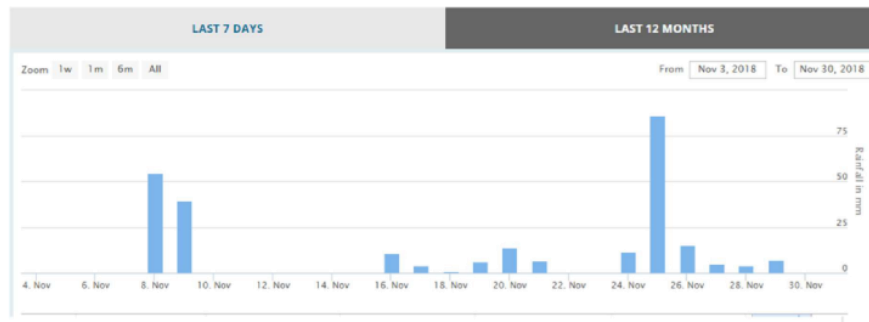
Farm Road Scour



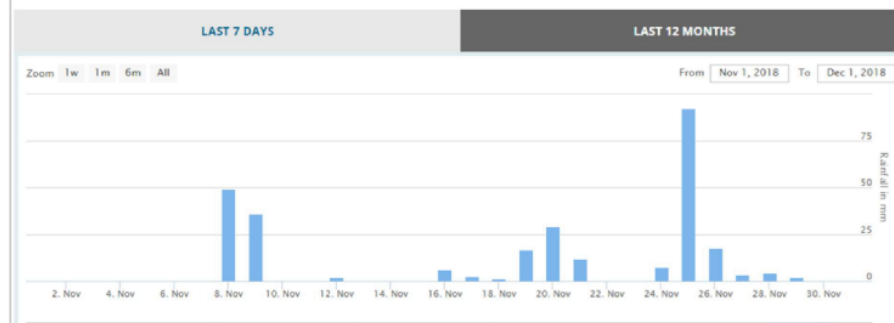
Drinnans Bridge Bluecliffs Road Clear trees from Bridge and channel



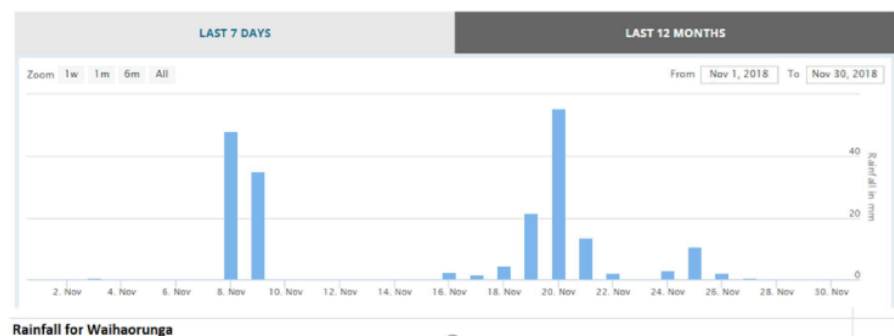
Scour Damage Turners Road

**Rainfall Records November 2018****Rainfall 264.5mm from Sat 03 Nov 2018 to Fri 30 Nov 2018**

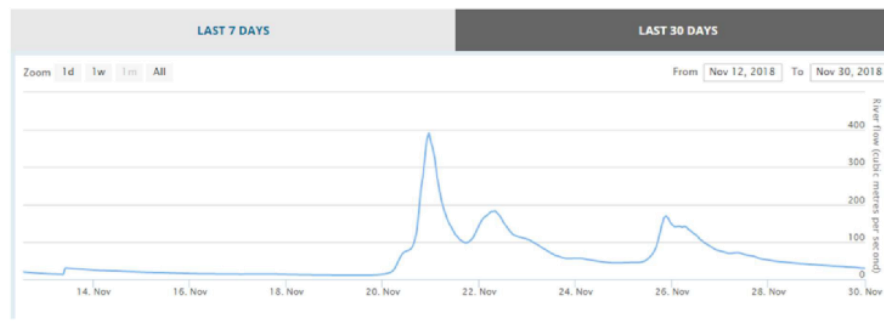
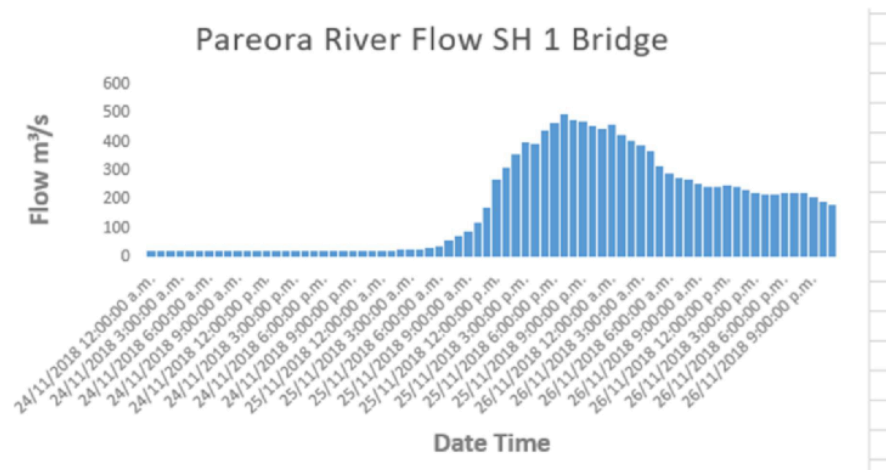
Rainfall for Mount Nimrod

**Rainfall 282.5mm from Thu 01 Nov 2018 to Sat 01 Dec 2018**

Rainfall for Blue Cliffs

**Rainfall 200.5mm from Thu 01 Nov 2018 to Fri 30 Nov 2018**

Rainfall for Waihaorunga

**Rainfall 191mm from Thu 01 Nov 2018 to Sat 01 Dec 2018****River Flow Record****River flow (cubic metres per second)****River Flow for Hakataramea River at Above SH 82**



Quarterly Projects Report  
1 October 2018 to 31 December 2018

Roading and Footpaths

Project	Project Description	Budget	Revised Budget	Spend to Date	% Complete	Status		Comments / Issues / Risks / Reasons
						Time	Budget	
Drainage Renewals Subsidised								
Drainage Construction	Construction of new surface drainage asset	\$195,000	\$165,000	\$100,961	61%			Ongoing work
Culvert Renewal	Renewal of installation of culverts	\$107,000	\$75,000	\$71,527	95%			Ongoing work
Kerb & Channel Renewal	Replacement of Kerb & Channel renewal and sumps	\$123,000	\$230,000	\$171,285	74%			Manse Street kerb and channel replacement to be completed with stormwater work started July 2018
Concrete Ford Renewal	Concrete ford renewal	\$45,000	\$0	\$0	0%			Ford construction completed 2017-18 year
		\$470,000	\$470,000	\$343,773	73%			
Other Capital Projects Subsidised								
Sealed Road Resurfacing	Chip seals have a limited useful life, Resealing is programmed on an as needed basis to arrest and prevent the deterioration of the road surface	\$1,250,000		\$343,950	28%			Work will be completed by Fulton Hogan Ltd as a part of the 2 year joint resealing Contract. Programmed included in November Roading Report. 2 roads completed in December Balance to to sealed in February
Pavement Rehabilitation	Replacement / Restoration of strength to pavement	\$301,000		\$36,092	12%			Overlays programmed for Lower Hook ( 280m),Bluecliff(130m)s and Hornesills Roads(400) & pikes point Road (120m)
Structures component replacement	Bridge upgrade, deck, beam replacement etc.	\$152,000		\$25,564	17%			Finalising projects
Sign Renewal	Replace signs and edge markers	\$59,000		\$25,342	43%			Includes replacement speed signs
Footpath Renewal	Replacement of footpath pavements	\$150,000		\$53,301	36%			Manse Street with stromwater / K&C contract
Low Risk - Low Cost Improvements	Includes seal widening and safety improvements	\$330,000		\$36,789	11%			Includes Completion of seal widening Lower Hook Road
		\$2,242,000		\$521,038	23%			
Capital Projects Non Subsidised								
Development		\$51,000	\$60,000	\$0	0%			Drainage improvement planned for Durham Street
Dust Seal	Council share of dust sealing	\$50,000	\$50,000	\$0	0%			Four sites programmed
Minor Improvements Non subsidy	Improvement upgrade of footpath etc	\$25,000	\$25,000	\$0	0%			Construct new footpath Glenavy,White St to Pike St with NZTA K&C project
		\$126,000	\$135,000	\$0	0%			
Other Non Capital Projects								
Bylaw Review including Speed Limits	Review Bylaw in tandem with the New Zealand Transport Agency consultation on Speed Management	Included with Network &		–	–			Completed

Status Key:

On track with time/budget for completion within the plan year
High risk (budget and/or timeframe)
Some risk (budget and/or timeframe) - highlight issues in comments
Not started / external to Council

**7.4 QUARTERLY PROJECT REPORT - PROPERTY**

**Author:** Dan Mitchell, Asset Group Manager

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. Quarterly Project Report - Property [↓](#) 

**PURPOSE**

The Quarterly Project Report – Property is submitted for the information of the District Infrastructure Committee.

**RECOMMENDATION**

That the Quarterly Project Report – Property is accepted.

Quarterly Projects Report  
1 October 2018 to 31 December 2018

Property

Financial Year	Project	Project Description	Budget	Spend to Date	% Complete	Status		Comments / Issues / Risks / Reasons
						Time	Budget	
2017/18	AMP - Property		Internal resources only	Nil	20%			Progressing property file reviews and updating of information
2018/19	Waimate Library extension		\$1.5m	Nil	2%			Consulting Engineer engaged to review seismic capacity of building, model performance with differing roof materials, provide feedback on potential development of building. Funded from \$100k
2016/17 (carry forward)	Public toilets (new) Waimate town and review of District toilets		\$200k	Nil	0%			Investigation and option presentation delayed due to Library project options
2016/17 (carry forward)	Community Halls ownership		Internal resources only	Nil	0%			Will be timetabled when resources available
2016/17 (carry forward)	AMP - improvements	Condition assessments, risk management policy development, critical asset study, business continuity plan development, Asset Finda development	Internal resources – some areas in conjunction with the Asset Group	Nil	0%			Internal resources not available.
2016/17 (carry forward)	Victoria Park toilets	Upgrade	Nil - funded from depreciation		100%			Completed
2017/18	Local Government Centre - replace blinds		\$3,000					Delayed due to investigation into Library / LGC redevelopment proposal
2017/18	Local Government Centre - replace floor coverings		\$5,000					Heatpumps Installed - If less than 5 years old can be reinstalled at a later date
2017/18	Local Government Centre - sundry purchases		\$5,000	\$4,830	43%			Anticipated replacements have not been required due to lack of use by tenants in some units.
2017/18	Community housing - replacement stoves		\$3,000	Nil	0%			Replacements occur as the aged cylinders require repairs.
2017/18	Community housing - hot water cylinders		\$5,000	Nil	0%			To be scheduled once Knottingley Park RMP finalised
2017/18	Waimate Event Centre Facility Management Plan		Internal resources					Lighting replaced
2018/19	Local Govt Centre - Meeting Rooms Refurbishment	Necessary work in Committee and Council rooms	\$30,000	\$3,558	10%			
2018/19	Waimate Event Centre Landscaping	Improve the grounds surrounding the Event Centre	\$40,000					

Status Key:

On track with time/budget for completion within the plan year

High risk (budget and/or timeframe)

Some risk (budget and/or timeframe) - highlight issues in comments

Not started/external to Council

## 8 GENERAL REPORTS

### 8.1 DEVELOPMENT OF THE KNOTTINGLEY PARK AND ARBORETUM RESERVE MANAGEMENT PLAN

**Author:** Dan Mitchell, Asset Group Manager

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. Section 41 - Reserves Act 1977 [!\[\]\(c694a3ff3b077d76910920a6a1593ab4\_img.jpg\)](#) 

#### PURPOSE

1. The purpose of this report is to formally advise the District Infrastructure Committee of the intention to develop a Reserve Management Plan for Knottingley Park and Arboretum, the additional work required and the proposed timeframe for the process as defined by the Reserves Act 1977. Furthermore, the report seeks to ultimately gain Council's approval to draft both the Reserve Management Plan for Knottingley Park and develop a general reserves policy.

#### BACKGROUND

2. The Reserve Management Act 1977 ("the Act") requires that a Reserve Management Plan should be prepared within five years of the Commencement of the Act or the appointment of the administering body.
3. As with many Councils, and their respective reserves, this timeframe has been exceeded with only a draft Reserve Management Plan (dated 1994) being produced for Knottingley Park. It is not known whether the process defined in the Act was indeed followed or completed. A detailed investigation into the historic process is not warranted as the plan is now outdated.
4. With the recent inclusion of Arboretum in the name of the reserve, as an administering body the Waimate District Council is responsible to ensure that any management plan reflects the changing circumstances / knowledge about the reserve in question. In other words, the plan must be dynamic and reflect current thinking and knowledge around all activities within the reserve and ensure that the principles set out in Section 17 of the Act are adhered to.
5. In order to proceed with the process Council must, by means of a public notice, indicate its intention to prepare a reserve management plan. Section 41 of the Reserves Act 1977 provides detail around the production of a Reserve Management Plan. A copy of this section is appended to this report.

#### PROPOSAL

6. The development of a series of reserve management plans will be based on a Reserve Management Framework (RMF) and a General Reserve Policy (GRP) document. These will be developed concurrently with the draft Reserve Management Plan for Knottingley Park and Arboretum.
7. Once agreed, the RMF and GRP will allow further reserve management plans to be developed easily and allow merging of the documents at a later date. This approach is consistent with good practice for reserve management for New Zealand.
8. The timeframe for the development of a draft management plan / general policy documents is presented below:
  - i. Prepare report to Committee / Council seeking approval to develop both a Reserve Management Plan for Knottingley Park and Arboretum, and RMF / GRP documents. Completed.



- ii. Prepare documentation for initial stakeholder engagement. Includes drafting of a public notice, general questionnaire and initial liaison with key stakeholder representatives by 8 February 2019.
  - iii. Meeting with key stakeholders to discuss general reserve policies, the long-term vision for Knottingley Park and Arboretum, reserve specific values, park specific policies, permitted / unpermitted activities, area specific management, park improvements, future projects and initiatives by 19 February 2019.
  - iv. Collate feedback from key stakeholders and questionnaires (general public) and circulate to the internal working group, prior to 8 March 2019.
  - v. Internal working group meets to discuss feedback, confirm management plan framework, general policy requirements, concept plan options and any other issues by 8 March 2019.
  - vi. Develop the general policies document and management framework and circulate to internal working group for comment by 29 March 2019.
  - vii. Feedback due from internal working group by 5 April 2019.
  - viii. Refine draft general reserves management framework and the draft Reserve Management Plan for Knottingley Park and Arboretum. Circulate to internal working group for comment by 16 April 2019.
  - ix. Feedback due from internal working group by 23 April 2019.
  - x. Finalise the draft management plan and general policy documents by 30 April 2019.
  - xi. Potentially the draft management plan and general policy documents can be discussed at the 30 April 2019 Council Workshop, and can include key issues raised through the initial community engagement etc.
9. The Reserves Act 1977 requires that a public notice is prepared advising that the draft plan is available for inspection for a period no less than two months. A copy of the draft plan does not need to be sent to the Commissioner but all stakeholders and public who provided initial feedback are to be advised.
10. As with many planning processes undertaken by Council, all submissions will be considered by Council whether presented orally or in writing and decisions will be made at an Ordinary Council meeting. All submitters will be advised of these decisions.

### Options

11. It is a legislative requirement to complete the production of the Reserve Management Plan for Knottingley Park and Arboretum. Whilst the provisions of the Act have not been enforced to date, it would seem prudent to complete the proposed works as they address the changing activities within the park and also form the base documentation required to draft further plans in the future.

### ASSESSMENT OF SIGNIFICANCE

12. This matter is not deemed significant under the Council's Significance and Engagement Policy.

### CONSIDERATIONS

#### Legislation

13. Reserves Act 1977
14. Local Government Act 2002
15. Local Government Act 1974

**Territorial or Regional Council Regulations, Plans or Bylaws**

16. Waimate District Council Consolidated Bylaw 2018

**Risk**

17. A risk assessment indicates that the risk profile is "low".

**FINANCIAL**

18. The project will be resourced and funded through a combination of existing staff time and through the use of a specialist consultant (circa. \$13,120 excluding GST) respectively. Funds are to be sourced through the Knottingley Park Reserve which, at the time of writing this report, has a balance of \$151,915. This work is currently unbudgeted.

**Cost-effectiveness**

19. Cost-effectiveness consideration is not applicable.

**RECOMMENDATION**

1. That the Development of the Knottingley Park and Arboretum Reserve Management Plan report is accepted; and
2. That the District Infrastructure Committee recommends to Council that staff develop both a draft Reserve Management Plan and associated supporting framework and policy; and that \$13,120 excluding GST be funded from the Knottingley Park reserve.

RESERVES ACT 1977 (as at 12 NOVEMBER 2018), PUBLIC ACT 71 Management plan... Page 1 of 3



## New Zealand Legislation

# Reserves Act 1977

Warning: [Some amendments have not yet been incorporated](#)

- with search matches not highlighted

### 41 Management plans

- (1) The administering body shall, within 5 years after the date of its appointment or within 5 years after the commencement of this Act, whichever is the later, prepare and submit to the Minister for his or her approval a management plan for the reserve under its control, management, or administration.
- (2) The Minister may extend the time within which an administering body is required to submit its management plan to him or her for approval, where he or she is satisfied with the progress the administering body has made with the preparation of its management plan.
- (3) The management plan shall provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent that the administering body's resources permit, the development, as appropriate, of the reserve for the purposes for which it is classified, and shall incorporate and ensure compliance with the principles set out in [section 17](#), [section 18](#), [section 19](#), [section 20](#), [section 21](#), [section 22](#), or [section 23](#), as the case may be, for a reserve of that classification.
- (4) The administering body of any reserve shall keep its management plan under continuous review, so that, subject to subsection (3), the plan is adapted to changing circumstances or in accordance with increased knowledge; and the Minister may from time to time require the administering body to review its management plan, whether or not the plan requires the approval of the Minister under this section.
- (5) Before preparing a management plan for any 1 or more reserves under its control, the administering body shall—
  - (a) give public notice of its intention to do so; and
  - (b) in that notice, invite persons and organisations interested to send to the administering body at its office written suggestions on the proposed plan within a time specified in the notice; and
  - (c) in preparing that management plan, give full consideration to any such comments received.
- (5A) Nothing in subsection (5) shall apply in any case where the administering body has, by resolution, determined that written suggestions on the proposed plan would not materially assist in its preparation.
- (6) Every management plan shall be prepared by the administering body in draft form in the first place, and the administering body shall—
  - (a) give public notice complying with [section 119](#) stating that the draft plan is available for inspection at a place and at times specified in the notice, and calling upon persons or organisations interested to lodge with the administering body written objections to or suggestions on the draft plan before a specified date, being not less than 2 months after the date of publication of the notice; and
  - (aa) on giving notice in accordance with paragraph (a), send a copy of the draft plan to the Commissioner; and

<http://www.legislation.govt.nz/public/1977/0066/4444/DLM444690.html?search=14/01/2019>



RESERVES ACT 1979 (1979 No 63) (as at 12 NOVEMBER 2018), L4010 ACT 71 Management plan... Page 3 of 3

- (16) This section shall not apply in respect of any government purpose reserve or local purpose reserve unless the reserve is vested in an administering body or an administering body is appointed to control and manage the reserve, and the Minister in the notice of vesting or notice to control and manage directs that this section is to apply in respect of the reserve.

Section 41(5A): inserted, on 1 January 1980, by section 13 of the Reserves Amendment Act 1979 (1979 No 63).

Section 41(6)(aa): inserted, on 1 January 1980, by section 14 of the Reserves Amendment Act 1979 (1979 No 63).

Section 41(16): replaced, on 27 December 1983, by section 4(1) of the Reserves Amendment Act 1983 (1983 No 43).

<https://www.bills.govt.nz/bills/1077/0066/1444/DP1444690.html> 14/01/2019

**PUBLIC EXCLUDED****9 EXCLUSION OF THE PUBLIC REPORT****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>9.1 - Public Excluded Minutes of the District Infrastructure Committee Meeting held on 6 November 2018</b>	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**10 RE-ADMITTANCE OF THE PUBLIC REPORT  
MEETING CLOSURE**