

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

**Date:** Thursday 17 August 2017  
**Time:** 9.30 am  
**Meeting Room:** Tasman Council Chamber  
**Venue:** 189 Queen Street  
Richmond

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## Engineering Services Committee

### AGENDA

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#### MEMBERSHIP

<b>Chairperson</b>	Cr S G Bryant	
<b>Deputy Chairperson</b>	Cr P F Sangster	
<b>Members</b>	Mayor R G Kempthorne	Cr S R Brown
	Cr P L Canton	Cr M J Greening
	Cr P H Hawkes	Cr T B King
	Cr C M Maling	Cr D E McNamara
	Cr D J Ogilvie	Cr T A Tuffnell
	Cr A C Turley	Cr D M Wensley

(Quorum 7 members)

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## **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 Engineering Services Committee meeting held on Thursday, 29 June 2017, be confirmed as a true and correct record of the meeting.**

- 7 REPORTS OF COMMITTEE**

Nil

- 8 PRESENTATIONS**

Nil

- 9 REPORTS**

- |     |                                                                 |    |
|-----|-----------------------------------------------------------------|----|
| 9.1 | Chairman's Report .....                                         | 5  |
| 9.2 | Road Delineation Policy Amendment .....                         | 13 |
| 9.3 | Review of Engineering Services, S17A Local Government Act ..... | 25 |
| 9.4 | Engineering Activity Update .....                               | 59 |



## 9 REPORTS

### 9.1 CHAIRMAN'S REPORT

Information Only - No Decision Required

<b>Report To:</b>	Engineering Services Committee
<b>Meeting Date:</b>	17 August 2017
<b>Report Author:</b>	Stuart Bryant, Chairman, Engineering Services Committee
<b>Report Number:</b>	RESC17-08-01

#### 1 Summary

1.1 This is the Chairman's regular report to the Engineering Services Committee.

#### 2 Draft Resolution

**That the Engineering Services Committee receives the Chairman's Report RESC17-08-01.**

**3 Update**

- 3.1 Welcome to today's meeting.
- 3.2 The past six weeks have continued to be busy for the Engineering Services Department staff with the Activity Management Plans and Long Term Plan preparations being at the forefront.
- 3.3 I spent some time on leave during July and unfortunately missed the annual Rivercare meetings. However, I am advised by the Rivers staff that the meetings went well in most parts of the district.
- 3.4 The proverbial issue of "gravel removal" was a hot topic at the Takaka meeting as many landowners see it as the solution to flooding issues. This is a red herring; gravel removal will not alleviate flooding issues and we need to do more work so that people better understand the hydraulics of our rivers and the connection between gravel and flooding.
- 3.5 During my absence, Crs Tuffnell and Ogilvie attended a meeting with NZTA, industry representatives and Council staff focusing on the NZTA study of the Richmond to Collingwood state highway route. I have asked both councillors to provide a verbal update on progress with this study at today's meeting.
- 3.6 SH60 Motueka Investigation update – I attended a meeting on 7 August 2017 with Cr Ogilvie and Board Member Dowler along with NZTA and Stantec. The meeting was positive and the next steps will be to produce a draft business case.
- 3.7 Councillors will recall the discussion at the last Engineering Services Committee regarding the introduction of Paxster vehicles to deliver NZ Post services. At that meeting we agreed that Cr Wensley should convene a special meeting of the Accessibility for all Forum (A4A) to provide feedback on the new service. Cr Wensley's report from that special meeting held on 4 August 2017 is attached (**Attachment 1**).

**4 Attachments**

1. A4A Chair's Report regarding Paxster Vehicles 7

## A4A CHAIR REPORT

**TO:** Engineering Services Committee  
**FROM:** Cr Dana Wensley  
**DATE:** 10 August 2017  
**RE:** **Accessibility for All (A4A) – Special Meeting, 4 August 2017**

### 1. Special Meeting

- 1.1 A special meeting of the A4A forum was held on 4 August 2017 to discuss at a strategic level the question of NZ Post vehicles operating on our footpaths in Richmond.
- 1.2 This meeting was called following a request from the Engineering Services Committee for A4A feedback.

### 2. Background

- 2.1 NZ Post are part way through a roll-out of new electric delivery vehicles.
- 2.2 Approval has been given from the New Zealand Transport Agency (NZTA) for an exemption to section 2.13 of the Land Transport (Road User) Rule.
- 2.3 NZ Post needs the approval of the Tasman District Council as Road Controlling Authority to operate these vehicles on footpaths in the Tasman District.
- 2.4 At the Engineering Services Committee meeting (29 June 2017) the risks presented by staff to footpath users were assessed as being 'very minor', and staff recommended at that meeting that the Council approve the use of these vehicles.
- 2.5 When this matter came before the Engineering Services Committee the following resolution was passed:

#### **That the Engineering Services Committee**

- 1. receives the Approval for footpath operation of electric NZ Post delivery vehicles report, RESC17-06-04; and**
- 2. approves the use of electric delivery vehicles on Council footpaths in accordance with the terms and conditions set out in Attachment 1, Approval of the Footpath Operation of Electric Delivery Vehicles in the Jurisdiction of Tasman District Council; and**
- 3. refers this item to the Accessibility for All Forum for their feedback and comment and to report back to the next Engineering Services Committee meeting.**

### 3. Overview

- 3.1 A4A's role is to advocate at a strategic level, examining the whole accessibility journey. It is community led, but the Council is required to resource and manage it under the Terms of Reference (attached).
- 3.2 Recent meetings of A4A have clearly highlighted that footpaths are increasingly felt to be under threat by users. A wide range of questions are regularly discussed at A4A meetings relating to obstructions on footpaths. These include the use of electronic vehicles (such as mobility scooters), bicycles and the placement of billboards.
- 3.3 It was not unexpected that the proposed introduction of another vehicle on our footpaths generated a high level of interest, as evidenced by the correspondence received and discussion at the meeting itself.
- 3.4 The introduction of NZ Post electric vehicles has been considered at a national level by the Shared Footpaths Working Group, a working group of the Road Controlling Authorities Forum (NZ) Inc. NZ Post has met with this group once last year. The advisory notice issued by the Shared Footpaths Working Group states:
- “Road Controlling Authorities should proceed with caution in considering applications for new approvals for Paxster vehicles.”
- 3.5 The advisory note outlines some safety concerns highlighted in a recent informal report that identified issues with the brake light not activated on normal braking operation, and illuminated only with the handbrake. The advisory note also mentioned issues relating to safety (both for operators and pedestrians) arising from steering responsiveness of the vehicles.
- 3.6 At the special meeting of A4A, NZ Post representatives stated that these concerns had been considered by experts and modifications to vehicles made.
- 3.7 Safety concerns were discussed at length in the meeting. Members expressed concerns that no in-depth report on the safety issues was made available. The advisory note from the Shared Footpaths Working Group states:
- “Prompt and accurate incident reporting should be a condition of any approval and non-reporting should be regarded as a serious breach of the conditions of approval for these vehicles.”
- 3.8 The *Shared Footpaths Working Group* concludes its advisory with the following comments which may be helpful to consider:
- “The Shared Footpaths Working Group therefore urges road controlling authorities **to be cautious with approving** any new use of Paxsters on their networks and include **reasonable conditions** in limiting areas subject to factors such as the width of the footpath and volumes of pedestrians until a clearer understanding of the safety risks is available.”
- 3.9 At a strategic level, it appears that before these vehicles can be safely introduced, a detailed analysis of the state of our footpaths and those deemed suitable for the type of vehicles proposed by NZ Post is required, with consideration given to a range of factors, (such as the width of the footpath, gradient, use in relation to ‘vulnerable users’, and proximity to schools, rest homes, hospitals, commercial exclusion zones).



#### 4. New Zealand Post Presentation and Questions

- 4.1 Rodney Laing (NZ Post Area Manager) presented on behalf of NZ Post. NZ Post started working on the 'Paxster' (NZ Post delivery vehicle) proposal back in 2013 after a decline of mail volumes, and an increase in parcels.
- 4.2 The Paxsters would service residential areas only – not rural or business areas. The new mail sorting machine technology would sort mail straight onto the Paxsters ready to be delivered. Postal workers would only deliver every second day, but they would work longer hours up to seven hours driving a day (previously four hours on the bicycle).
- 4.3 NZ Post propose to have three Paxsters working in Richmond. The drivers of each of these vehicles would be fully trained to ensure a safe environment for NZ Post employees and the community.
- 4.4 No up-to-date incident data was presented but Heather referred to incidents and safety concerns which had been reported back from Posties in relation to the vehicles. Following feedback of brake lights not engaging and blind spots on backing, various external experts were engaged to ensure that vehicles were fit for purpose and that drivers receive the right training.
- 4.5 The Paxsters were initially trialed in New Plymouth and then rolled out to various towns and cities across New Zealand (78 % of NZ). NZ Post are now looking at Phase Four – which is a national roll-out.

#### 5. Summary of Concerns Raised by A4A Members and Responses by NZ Post

##### Implementation Concerns

- 5.1 It was of concern to A4A members that a number of steps in the monitoring and implementation of Paxsters used in other councils would not be implemented in Tasman due to constraints in staffing and funding.
- 5.2 Hamilton City Council in its approval (June 2017) required a **pedestrian monitoring survey** on a representative sample of 12 footpaths. This was not offered at the 29 June 2017 meeting of Engineering Services.
- 5.3 The summary of planned engagement provided at the 29 June 2017 meeting envisages bi-monthly meetings for the first 12 months with the "Tasman District Advisory Group". The Engineering Services Committee report states that this is to provide an opportunity to discuss:
  - review of incidents and accidents
  - report of any complaints involving members of the public
  - review of exclusion zones
  - feedback from the advocacy group members on any feedback or concerns
- 5.4 The approval documents for Hamilton City Council include two additional points of feedback absent from that offered in the rollout in Tasman. These are:
  - Results of footpath user monitoring survey results

- Results of customer surveys

- 5.5 Hamilton City Council approval also provides for a footpath user survey to be repeated every two months for the first 12 months and results presented to council and advocacy groups. It also provides for resident surveys (in the form of postal or electronic surveys) to be conducted twice in the 12 month introductory period.
- 5.6 A4A discussed these measures and considered the same feedback would be useful in Tasman.
- 5.7 Concerns were raised that the Council's Engineering Services Department was not staffed to implement Paxsters on the same approach as Hamilton City Council and to undertake full investigations and surveys.
- 5.8 The concern was that Tasman District Council cannot rely on incident data from other councils and regions for our own assurance of safety if we are not implementing a similar policy. Council staff responded that they would need to look at what type of surveys and why they are needed. There would be a survey of footpaths and ongoing meetings with NZ Post prior to roll-out and Paxsters will not be driving down a footpath until it is agreed that the footpath is acceptable. Exclusion zones would be agreed up front. NZ Post would be carrying out the surveys at their cost.

#### **Lack of Audible Sound**

- 5.9 NZ Post was asked if they were aware of the World Blind Union and that one of their top 12 'remits' is making it mandatory for silent vehicles to make an audible sound.
- 5.10 NZ Post was not aware of the statement from the World Blind Union but that all drivers would have completed a training programme which enforces that drivers give way to all other pedestrians and footpath users. Paxsters have an audible indicator but do not emit any sound when in use. It was suggested that if the Paxsters drove with their hazard lights on then an audible sound could be heard while operating.

#### **Safety When Backing**

- 5.11 Concerns were raised about safety when backing. Paxsters have a forward facing camera for recording incidents, and will now have a rear facing camera. The front facing cameras to record any incidents, and rear camera is to use for safety when backing (but does not record incidents).

#### **Engagement with Community**

- 5.12 Jamie McPherson was asked if the Council was involved in the RAC working group. Jamie stated that Council was not involved with the working group, but he had been in discussion with a colleague from New Plymouth. He had asked him for personal feedback about the Paxsters and if they could be implemented safely into the community.

#### **Reporting of Incidents**

- 5.13 NZ Post was asked for reports about any incidents or near misses. NZ Post advised that NZ Post have mechanisms in place for people to report any issues, which included a 0800 number and a website. The website address is printed on the back of the Paxsters.
- 5.14 One A4A member reported someone she knew who had a 'near miss' with a Paxster in another region. The issue for footpath users who are visually and hearing impaired is that

they can neither see nor hear the vehicles. This incident shocked both the driver and the pedestrian and was not reported to NZ Post.

- 5.15 Discussion was had about the difficulties of reporting incidents online for footpath users who cannot see the website on the back of the Paxster and who cannot call the NZ Post complaints line.

### **Footpath Design / Suitability**

- 5.16 It was queried whether the footpaths in the region would not be wide enough, especially if encountering a mobility scooter. Staff considered this a minor issue as there will only be three Paxsters in the region; the staff will be well-trained and will always give way.
- 5.17 A survey of Richmond footpaths is to be carried out by the local NZ Postal workers. They look at delivery points and then report back to the team. Concerns were raised as to how the NZ Post assess the footpaths and whether they have an appropriate level of understanding to make the assessment for 'vulnerable users'.
- 5.18 It was asked if these surveys would be carried out when people are using the footpaths. Council had already highlighted certain exclusion zones, such as rest homes, schools and hospitals. The idea is that Paxsters would not be on these footpaths during these busy times. It was noted that the exclusion areas in the report presented to the Engineering Services Committee meeting on 29 June were incomplete and more work needed to be done on this.
- 5.19 Note: These are not the pedestrian monitoring or resident surveys that are to be implemented in Hamilton City Council rollout referenced above.

### **Alignment with Nelson City Council**

- 5.20 NZ Post was asked if Nelson City Council did not implement the Paxsters would they still roll them out in Richmond. NZ Post replied that they would. Cr Wensley noted that A4A operates at a strategic level across Nelson and Tasman, but that Nelson City representation was absent today due to the fact that Nelson City Council has not committed to the rollout.

### **Further Requests for Electric Vehicles on Footpaths**

- 5.21 The future of our footpaths was discussed. It was noted that the implementation and use of these Paxsters would give NZ Post a competitive edge over other couriers. We would get further requests from companies seeking to compete with NZ Post once rollout occurs and how we would address this at Council.
- 5.22 NZ Post say only three vehicles will be used at the moment, but that could increase as other businesses take on the idea. NZ Post explained that the agreement from NZTA for the use of these vehicles is only for NZ Post and any other operator would have to go through NZTA to get exceptions. They added that the use of the Paxsters is for NZ Post employees only, not contractors.

### **Overall Vision for Footpaths**

- 5.23 Members of the forum expressed concern that many people over the age of 65, or that have accessibility issues already face significant hurdles when faced with leaving the home. Some did not go out on refuse and recycling collection day as negotiating these objects was already difficult.
- 5.24 This fear component is real but not measurable or spoken about freely. The perception of fear arising from even more traffic on footpaths needs to be looked at closely. Age Concern

had conducted research on reducing social isolation and loneliness. They backed calls to look at this issue closely before it goes ahead. If footpaths are perceived to be unsafe then they may stop people going out.

- 5.25 Cr Wensley stated that footpaths were funded by our ratepayers and they had the right to use this infrastructure safely to get to and from shops, services, libraries and parks etc. Their needs must take priority over the needs of commercial interests to stay competitive.

#### **Increased funding for A4A required**

- 5.26 It was noted that A4A is already a busy forum with a full agenda. If NZ Post vehicles are introduced on the footpaths in Tasman, a special advisory subgroup of A4A should be established to liaise with the Engineering Services Department about their use and review the conditions. This would need additional administrative support from the Engineering Services Department, which is already doing its best to meet the growing demands on A4A.

### **6. Resolution and Feedback to Engineering Services Committee**

- 6.1 Following discussion and consideration of feedback from the correspondence the following recommendations are made:
- a) That the Engineering Services Committee delay the implementation of Paxster vehicles until all data on risks and near misses has been received and considered by a Special Advisory Group of A4A convened for that purpose.
  - b) That the Engineering Services Committee delay the implementation of Paxster vehicles until the Engineering Services Department commit to carrying out their own surveys (independent of NZ Post) of the footpaths in Richmond to determine their fit for purpose.
  - c) That implementation should only be carried out if the additional monitoring and survey data used in other councils are introduced as discussed in points 5.1-5.8 of this report.
  - d) That further funding is committed to A4A to support the increased administration caused by the implementation of Paxsters and support additional demands on time and resources resulting from additional monitoring and safety requirements
  - e) That the Engineering Services Committee delay the implementation until the Nelson City Council has established their approach
  - f) Staff are asked to report back to A4A on a district-wide policy for the use and future implementation of electric vehicles on footpaths in the region.

Cr Dana Wensley

**9.2 ROAD DELINEATION POLICY AMENDMENT****Decision Required**

<b>Report To:</b>	Engineering Services Committee
<b>Meeting Date:</b>	17 August 2017
<b>Report Author:</b>	Jamie McPherson, Transportation Manager
<b>Report Number:</b>	RESC17-08-02

**1 Summary**

- 1.1 The Council's current road delineation policy, adopted in 2010, specifies three levels of delineation based on road type: Arterial and Tourist Roads, Collector Roads, and Local Roads.
- 1.2 With the introduction of the One Network Road Classification (ONRC), staff consider there is a need for another level of delineation in the Council's Delineation Policy. This would provide for approximately 184km of roads that are currently categorised as Local roads in the Delineation Policy, but which are classified as Secondary Collector in the ONRC.
- 1.3 It is proposed to split the current Collector delineation hierarchy into two (Primary Collector and Secondary Collector) to better align with the ONRC classification.
- 1.4 Primary Collector delineation features would be the same as the present Collector Road delineation.
- 1.5 Secondary Collector delineation would be similar to Local Roads delineation but involve the addition of a painted dashed centerline.
- 1.6 Amending the current delineation policy as proposed will better reflect the ONRC hierarchies, improve the policy alignment with *RTS 5 Guidelines for Rural Road Marking & Delineation* and improve safety on Secondary Collector roads.

**2 Draft Resolution****That the Engineering Services Committee**

1. receives the Road Delineation Policy Amendment report, RESC17-08-02; and
2. approves implementation of the proposed amendments to the Road Delineation Policy as outlined in the report.

### 3 Purpose of the Report

- 3.1 This report describes and seeks approval for an amendment to the Council's road delineation policy.

### 4 Background and Discussion

- 4.1 The current road delineation policy was adopted by the Council at the Engineering Services Committee meeting on 30 September 2010 (RESC10-09-04, **Attachment 1**). This policy describes elements used to provide guidance to road users including road markings, signs, and raised reflective pavement markers (RRPMs or 'cats eyes'), and sets out how these will be used on different hierarchy/types of roads.
- 4.2 Presently the delineation policy identifies five hierarchy classifications. The main areas of difference of delineation in each hierarchy is painted centerlines, edgelines, RRPMs, and edge marker posts. Table 1 describes key elements of the current policy and length of road in each hierarchy.

Delineation Hierarchy	Road Length (km, approx.)	Centreline	Edge Lines	RRPMs	Edge Marker Posts
Rural Arterial and Tourist Roads	211	Full Length	Full Length	Full Length	Full Length
Rural Collector Roads	129	Full Length	Full Length	Isolated	Isolated
Rural Local Roads	410	Isolated	Isolated	Nil	Isolated
Urban Arterial and Collector Roads	49	Full Length	N/A	Isolated	N/A
Urban Local Roads	151	Isolated	N/A	Nil	N/A

**Table 1 – Current delineation policy**

- 4.3 Since 2010 there has been some community dissatisfaction regarding the reduction in the number of roads that had centrelines painted.
- 4.4 In 2013 Road Controlling Authorities (RCAs) in New Zealand began to develop the One Network Road Classification (ONRC). This is a functional classification that has been applied across all roads in New Zealand with an overarching principle of consistency in customer outcome and experience across the country. For example, an arterial road in Tasman should provide a similar 'experience' to road users in terms of road characteristics, features and function as an arterial road in Gore or Gisborne or anywhere else in the country.
- 4.5 The ONRC has five classifications that apply to the Council's roads:
- Arterial

- Primary Collector
  - Secondary Collector
  - Access
  - Low Volume
- 4.6 While the ONRC system has not yet reached the point where new standards for delineation or road condition have been specified, staff consider there is a current need for another level of delineation in the Council's Delineation Policy. This new category would provide for roads that are currently categorised as Local roads in the Delineation Policy, but which are classified as Secondary Collector in the ONRC. Effectively these are roads which carry between 200-1,000 vehicles per day (rural) or 1,000-3,000 vehicles per day (urban).
- 4.7 It is proposed to split the current Collector delineation hierarchy into two (Primary Collector and Secondary Collector) to better align with ONRC classification. This would increase the number of delineation hierarchy levels from three to four.
- 4.8 The Primary Collector delineation features would be the same as the present Collector Road delineation.
- 4.9 Secondary Collector road delineation would be similar to Local Roads delineation but involve the addition of a painted dashed centreline.
- 4.10 Table 2 describes the proposed amended policy and road lengths.

Delineation Hierarchy	Road Length	Centreline	Edge Lines	RRPMs	Edge Marker Posts
Rural Arterial and Tourist Roads	211	Full Length	Full Length	Full Length	Full Length
Rural Primary Collector Roads	129	Full Length	Full Length	Isolated	Isolated
Rural Secondary Collector Roads	144	Full Length	Isolated	Isolated	Isolated
Rural Local Roads	266	Isolated	Isolated	Nil	Isolated
Urban Arterial, Primary and Secondary Collector	89	Full Length	N/A	Isolated	N/A
Urban Local Roads	111	Isolated	N/A	Nil	N/A

**Table 2 – Proposed amended delineation policy**

- 4.11 This policy change is consistent with a key outcome of the current delineation policy, which is that delineation provided to drivers should be consistent and convey information about the route on which they are driving.
- 4.12 This policy change is also consistent with the most current New Zealand guideline for delineation, *RTS 5 Guidelines for Rural Road Marking & Delineation* published by Transit

New Zealand (now NZTA) in 1989, which recommends dashed centrelines on roads with more than 250 vehicles per day.

- 4.13 The benefits of marking centrelines on these roads is to provide better guidance to drivers regarding the road alignment, particularly at night. It also defines the centre of the roadway which can reduce the risk of head on crashes. Overall this proposed amendment should enhance safety on Secondary Collector roads.
- 4.14 The net effect of this policy change would be the addition of up to 184km of painted centreline. This has an approximate initial and ongoing cost of up to \$15,000 per year.

## 5 Options

- 5.1 Option 1 – adopt amended delineation hierarchy. This will involve the addition of up to 184km of painted white centreline on rural roads.
- 5.2 Option 2 – retain existing delineation policy. It is possible that the delineation policy would need to be revisited in the future if a revised national standard for delineation is developed as part of the ONRC process. However this could be some years away and there is merit in the Council amending its policy now. It is expected that any future ONRC delineation standards would be based on *RTS 5 Guidelines for Rural Road Marking*, which will be consistent with the Council’s amended delineation policy.
- 5.3 Staff recommend Option 1.

## 6 Strategy and Risks

- 6.1 There is a risk that introducing the Secondary Collector delineation category would create more demand from the community for centreline markings on Access and Low Volume roads, particularly in the short term. However, the Council can be confident that by not marking centrelines on these Access and Low Volume roads it is in line with the most current New Zealand guideline, RTS 5.

## 7 Policy / Legal Requirements / Plan

- 7.1 There are no other legislative requirements that apply to the proposed amendment to the Council’s road delineation policy.

## 8 Consideration of Financial or Budgetary Implications

- 8.1 The net effect of this policy change would be the addition of up to 184km of painted centreline. This has an approximate initial and ongoing cost of up to \$15,000 per year. This can be met from existing budgets.

## 9 Significance and Engagement

- 9.1 The significance is assessed in the following table. Overall the decision is not considered significant enough to require specific consultation or engagement.



Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Low-Moderate	There was a high level of public interest when the current policy was adopted in 2010. Council staff still occasionally receive queries and complaints regarding the current policy for local roads. Any additional centreline markings are likely to be supported by the public.
Is there a significant impact arising from duration of the effects from the decision?	No	Although the decision is likely to be enduring, the impact is not significant.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Yes	Roads are a strategic asset.
Does the decision create a substantial change in the level of service provided by Council?	No	This amendment affects less than 10% of the Council's road network, to a limited degree.
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	The financial effect is minor.

## 10 Conclusion

10.1 Amending the current delineation policy as proposed will better reflect the ONRC hierarchies, improve the policy alignment with *RTS 5 Guidelines for Rural Road Marking & Delineation* and improve safety on Secondary Collector roads.

## 11 Next Steps / Timeline

11.1 If the proposed amendments are approved, additional centreline markings will be installed in late 2017.

## 12 Attachments

1. RESC10-09-04 - Road Delineation Policy

19

**Item 9.2**

## STAFF REPORT

**TO:** Chairman and Members Engineering Services Committee

**FROM:** Gary Clark, Transportation Manager

**DATE:** 30 September 2010

**REFERENCE:** R860

**SUBJECT:** **Road Delineation Policy – RESC10-09-04**  
Report prepared for meeting of 30 September 2010

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### 1. PURPOSE

- 1.1 The purpose of this report is to recommend to the Committee the adoption of the attached proposed Road Delineation Policy. Delineation is a term used to describe elements used to provide guidance to motorists using roads. Such elements include road markings, signage and raised pavement markings.
- 1.2. A treatment that enhances the selection of the appropriate vehicle path and speed or position to allow a movement to be carried out safely and efficiently. It could include road marking, raised pavement markers (cats eyes), traffic signs, chevron signs, and edge marker posts.
- 1.3 Attached to this report is a copy of Council's proposed Delineation Standard and maps showing the road delineation hierarchy. The maps show graphically the proposed hierarchy. However if required, a list of road names in order of road hierarchy can be provided.

### 2. BACKGROUND

- 2.1 A driver's prior expectations about the standard of road markings and delineation are a major factor in his or her ability to negotiate the road environment safely. While it is important to ensure that a road is designed to a consistent standard, there are locations on our network that due to historical, physical or financial constraints, where this has not occurred. When this happens roading engineers must rely on road markings, signs and other delineation devices to advise drivers of changes in the road environment.
- 2.2 If these road markings, signs or delineation devices are not provided, or not used in a consistent manner, driver expectations are not met and the chances of a motorist entering a hazard at too great a speed increase. The inconsistent use of markings or devices may also result in the driver misinterpreting the visual message intended.
- 2.3 Based on the Government's Road Safety Strategy 2010-2020 to reduce the number of road fatalities and injuries over the ensuing years, it was timely to review Council's

current delineation standard to see if some gains could be made by delineating our roads more consistently.

- 2.4 Council currently has a road delineation guideline set-out in its Safety Management Strategy which is based on the RTS 5 document *Guidelines for Rural Road Marking & Delineation* published by Transit NZ in 1989.
- 2.5 The current delineation standard is based on roading hierarchy and traffic volume. The hierarchy is based on that developed for Council's Tasman Resource Management Plan and mirrored in Council's Roothing Asset Maintenance Management System (RAMM).
- 2.6 The review team made up of both Council and MWH roading staff first went about developing a delineation hierarchy that reduced the number of roading hierarchy categories such as Arterials, Collector, Distributor, Local Access Roads and Local Access Places that the old guideline was based on. This reduced the number of categories from five to three. Further to this, the arterial road delineation category was expanded to include significant tourist routes.
- 2.7 The following are the new delineation hierarchy categories including lengths. Note these categories are only for delineation purposes and do not change the roading hierarchy developed for the Tasman Regional Management Plan.
- Arterial/Tourist – 221km
  - Collector Roads – 177km
  - Local Roads – 564km
- 2.8 One of the issues confronting the existing roading network is the inconsistency that exists particularly with edge marker posts. Whilst some roads have them others do not and many upgrades are only undertaken as funds permit or associated with a project on an isolated length. Therefore by ensuring roads which are seen as the major routes have their delineation set to a high consistent standard and well maintained will provide drivers with a clear message as to the function of the particular road and hence the level of driver assistance through delineation that can be expected.
- 2.9 The road environment very much sets the pace for drivers and where good sight lines are provided gives drivers confidence, likewise with delineation. If the road is of suitable width with good wide shoulders and well delineated, this will allow drivers to achieve the appropriate safe legal speed for that road section. Where roads have a lower delineation, this is more likely to leave drivers less confident and hence travel at a lower speed than if the same road was delineated to a higher standard, irrespective of how suitable the road geometry including width and vertical/horizontal alignment may be. Particularly on local rural roads the road width and alignment has generally had very little improvement from the way it was prior to first being sealed may be 40 or more years ago. While cars are being made safer, roads generally are only being maintained rather than being re-built and hence the driver on the day of travel is the variable which still makes the decisions of the situation ahead and hence sets the risk. Other than changing the road alignment, the delineation is one of the only options open to convey to drivers the appropriate course of action.

### 3. POLICY PROPOSAL

3.1 The attached policy streamlines and rationalises the number of road hierarchy types and levels of delineation. The key delineation items for each of the delineation hierarchies are discussed below:

3.2 The outcome once fully implemented will create a more consistent approach to delineation that should clearly convey to drivers information about the road and how they are expected to drive.

#### 3.3 Urban Roads

Urban roads will be treated with centre lines for the arterial and collector roads with local access roads having these in isolated locations such as sharp curves only. Intersection controls are installed on side roads for arterial and collector roads. For local roads, intersection controls will depend on the intersection configuration and safety issues. For example, cross-road intersections will have control on at least two of the legs, which they presently do. Lane lines and park limit lines may be used in certain locations where specific traffic management is required, for example outside a school or shopping precinct.

#### 3.4 Rural, Arterial and Tourist Routes

Roads such as those identified as Rural Arterial or Tourist Routes will be delineated to a high standard as these roads generally carry the higher traffic volumes or in the case of tourist roads are more likely to have the greater numbers of drivers with less confidence driving New Zealand roads. Tourists driving into the district will typically come via the State Highway network which has a high level of delineation. The Council's Tourist Route standard proposes a similar level to provide consistency for this user group.

3.5 Standard delineation features for Arterial and Tourist category roads will include:

• Centre line
• Edge Lines – 100mm Wide
• RRPM's
• Edge Marker Posts
• Full markings for Single Lane Bridges
• Flag Lights
• Hazard Markers (where required)
• Intersection Controls – on all side roads
• Curve Warning Signs (where warranted)
• Road Name Blades with larger 160mm lettering
• Advance Intersection Signage
• Chevrons
• Guardrails (where warranted)

#### 3.6 Rural Collector Roads

The difference in delineation of Collector Roads compared to that of Arterial and Tourist Routes is they will only have edge marker posts (EMP's) at curves, and raised pavement reflective markers (RRPM's) commonly known as cats eyes along the centre line where night time safety issues are identified.

## 3.7 Standard delineation features for Collector Roads will include:

• Centre line
• Edge Lines - 75mm Wide
• RRPM's – at locations with safety issues
• Edge Marker Posts – isolated
• Full markings for Single Lane Bridges
• Hazard Markers (where required)
• Intersection Controls – on all side roads
• Curve Warning Signs (where warranted)
• Road Name Blades with 120mm lettering
• Chevrons
• Sight rails most likely instead of Guardrails (where warranted)

3.8 Rural Local Roads

Local roads either sealed or gravel will be delineated to a lesser standard than Arterial, Tourist Routes and Collector Roads. Local roads will only have road markings and other delineation devices such as signs due to safety issues such as a sharp curve that are significantly different to the remainder of the route.

## 3.9 Standard delineation features for Local Roads will include:

• Centre line – Isolated due to road alignment
• Edge Lines – Isolated due to safety issues
• Edge Marker Posts – Isolated sections due to safety issues including road alignment
• Full markings for Single Lane Bridges where practicable
• Hazard Markers (where required)
• Intersection Controls – on main road where required or safety issue
• Curve Warning Signs (where warranted)
• Road Name Blades with 120mm lettering
• Chevrons
• Sight rails most likely instead of Guardrails (where warranted)

3.10 Cost Expectations

The cost of implementing the proposed changes for the road marking and edge marker post portion of the policy will be funded from either Traffic Services or Minor Road Improvement budgets, both subsidised by the New Zealand Transport Agency. Over time it is expected that due to there being less road marking but a higher standard of edge marker post maintenance required, that changes in the delineation standard will have a cost neutral effect on future budgets.

3.11 Roadside Spraying

One of the benefits of the reduction of edge marker posts on the local road network is that there will be less spraying required.

3.13 Timing

It is anticipated that this proposal will take many years to fully implement as the road marking can only be removed cost effectively by resealing. The average reseal interval is in the order of eight to 10 years. The changes to the signs and edge marker posts will occur as part of the general maintenance cycle.

**4. RECOMMENDATION**

**4.1 That the Engineering Services Committee receive the Delineation Upgrade Policy report RESC10-09-04.**

**4.2 THAT the Engineering Services Committee approves implementation of the Delineation Policy as outlined in the report RESC10-09-04.**

Gary Clark  
**Transportation Manager**





**9.3 REVIEW OF ENGINEERING SERVICES, S17A LOCAL GOVERNMENT ACT****Decision Required**

<b>Report To:</b>	Engineering Services Committee
<b>Meeting Date:</b>	17 August 2017
<b>Report Author:</b>	Richard Kirby, Engineering Services Manager; Robyn Scherer, Executive Assistant - Engineering
<b>Report Number:</b>	RESC17-08-03

**1 Summary**

- 1.1 The purpose of this report is to present and gain approval for S.17A reviews of the Transportation and Solid Waste Activities in response to our legal obligations under S.17A of the Local Government Act 2001 (LGA) which requires the Council to undertake reviews of the way it undertakes its services.
- 1.2 Staff previously reported to the Engineering Services Committee in April 2016 regarding S.17A reviews for the three waters activities, Water, Stormwater and Wastewater and the Rivers activity.
- 1.3 At that meeting the Committee agreed not to undertake S.17A reviews of these activities as the potential benefits of a review did not justify the cost of undertaking it. At that time, the three waters activities and the Rivers activity were subject to contract renewal and the Committee agreed that the cost outweighed the benefits of carrying out a S.17A review at that time.
- 1.4 The outstanding S.17A reviews for the Transportation and Solid Waste activities are attached (**Attachments 1 and 2**) and this report seeks the Committee's approval of those assessments.
- 1.5 We do not recommend any change in the mode of service delivery for Transportation and Solid Waste activities.

**2 Draft Resolution****That the Engineering Services Committee**

- 1. receives the Review of Engineering Services, S17A Local Government Act report RESC17-08-03; and**
- 2. approves the s.17A Local Government Act 2002 assessments for Transportation and Solid Waste Activities contained in Attachments 1 and 2 in this report.**

**3 Purpose of the Report**

- 3.1 The purpose of this report is to inform the Committee of our legal obligations under s.17A LGA and to approve the s.17A LGA assessments for Transportation and Solid Waste activities.

**4 Background and Discussion**

- 4.1 Changes to the Local Government Act (LGA) 2002, mean we are required to carry out service delivery reviews under s.17A at least every six years.
- 4.2 A local authority must complete its first reviews in relation to governance, funding and delivery of its activities by 8 August 2017.
- 4.3 The legislation requires that a service delivery review should periodically assess “the cost-effectiveness of current arrangements for meeting the needs of communities within its district or region for good quality local infrastructure, local public services, and performance of regulatory functions”.
- 4.4 As a matter of good practice and management, the Council regularly reviews how it delivers its services. However, the legislation makes formal reviews a requirement, sets legal triggers for carrying out reviews, provides exceptions, and prescribes delivery options that must be considered.
- 4.5 The Council must also carry out reviews where a significant change to level of service is signalled or where a contract or other binding agreement has less than two years to run.
- 4.6 Reviews are not required where the Council is satisfied the costs of the review outweigh the potential benefits or where an agreement is in place that cannot reasonably be altered within two years. However, an initial assessment needs to be undertaken in order to decide if a full review is required.
- 4.7 The Society of Local Government Managers (SOLGM) advises that “cost-effectiveness” is not the same thing as “least cost” but rather “the least cost consistent with the achievement of the council’s objectives for delivering the service”.
- 4.8 Staff reported to the April 2016 Engineering Services Committee regarding S.17A reviews of the three waters activities, Water, Stormwater and Wastewater and the Rivers activity (RESC16-04-02 and RESC16-04-04).
- 4.9 At that meeting the Committee agreed not to undertake S17A reviews of these activities as the potential benefits of undertaking a review did not justify the cost of undertaking it. At that time, the three waters activities and the Rivers activity were subject to contract renewal and the Committee agreed that the cost outweighed the benefits of carrying out a S.17A review.
- 4.10 The Committee agreed to include a programme for Service Delivery Reviews for the three waters activities, Water, Stormwater and Wastewater and the Rivers activity in the relevant Activity Plans for the Long Term Plan 2018-2028.

**5 Options**

- 5.1 The s.17A service reviews were required to be completed by 8 August 2017.

- 5.2 This meeting is the closest time we could get the Engineering Services Committee to approve the outstanding reviews for Transportation and Solid Waste activities.
- 5.3 There are currently no provisions in s.17A relating to audit or penalties for non-compliance. However, we expect that these may come in time. Staff advice is that we should carry out initial assessments to meet the statutory deadline.
- 5.4 The initial assessments help us to programme further reviews, when for example, changes to levels of service are anticipated or contracts are about to expire. Reviewing service delivery ties in with activity management and long term planning.
- 5.5 The Committee's options are to approve the s.17A service delivery reviews or to ask staff to undertake further work on any one or more of the reviews.
- 5.6 Staff consider that the reviews lead to the correct outcome for the governance, funding and delivery of the activities and that they have been undertaken in a manner that complies with the legislative requirements. Therefore, we recommend that you approve the reviews. However, if the Committee is of the view that further work needs to be undertaken on either of the service delivery reviews, then you can request that staff undertake further work on the reviews prior to bringing them back to the Committee for approval.

## **6 Strategy and Risks**

- 6.1 If we do not meet our legal obligations, although there is no explicit penalty in the legislation, there is a reputational risk to the Council.
- 6.2 By regularly reviewing our service delivery, we contribute to building the community's confidence in us, we demonstrate that we are undertaking our activities in a cost effective and appropriate manner and we demonstrate that we provide value for money.

## **7 Policy / Legal Requirements / Plan**

- 7.1 The Council is required to follow the provisions of s.17A LGA. Staff consider that the processes we are undertaking during our assessments meet the legislative requirements.

## **8 Consideration of Financial or Budgetary Implications**

- 8.1 By undertaking the s.17A service delivery reviews, we are providing accountability and ensuring the cost-effectiveness of our current service delivery arrangements and that they are meeting the needs of our communities.

## **9 Significance and Engagement**

- 9.1 In our view, the decisions before the Committee are of low significance. The approvals sought relate to initial assessments. Should there be legislative change or when changes in circumstance occur such as significant changes to levels of service (for example, as directed by the Council), further reviews can be undertaken.

## Item 9.3

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Low	No significant changes are proposed to the status quo. The assessments make recommendations on when further assessments could take place.
Is there a significant impact arising from duration of the effects from the decision?	No	
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
Does the decision create a substantial change in the level of service provided by Council?	No	
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the delivery on any Council group of activities?	No	But contracts are already in place to use external providers for some components of the activities and this is intended to continue.
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	

## 10 Conclusion

- 10.1 The process of assessing Council services under s.17A LGA is a legal requirement. It provides a framework for considering the cost-effective delivery of services and the alternative methods of achieving the same outcome. It also encourages collaboration with neighbouring local authorities.
- 10.2 The conclusion following the assessments of delivering the Transportation and Solid Waste activities is to retain the status quo.
- 10.3 Section 17A assessment is being tied into activity management planning, and will be an integral part of regular strategic planning in future. As we do more s.17A assessments

across the Council, this process will be refined and there will be more opportunity to look at how other local authorities are approaching their assessments.

## 11 Next Steps / Timeline

11.1 Nothing further is required as this step will meet the Council's obligations to undertake S.17A reviews.

## 12 Attachments

- |    |                                     |    |
|----|-------------------------------------|----|
| 1. | Transportation Activity S17A Review | 31 |
| 2. | S17A Review Solid Waste Activities  | 47 |





### **Transportation Activity - S17A LGA REVIEW OF SERVICES**

This report outlines the review of the Transportation Activity services under s17A of the Local Government Act 2002. It includes:

***Part I: Present arrangements***

***Part II: Decision to review – is a review required?***

***Part III: Review - Analysis of options***

**NB: Parts I and II are an assessment of whether a s.17A review is required, Part III is only required if the analysis in Part II concludes a review is required.**

<b>PART I: PRESENT ARRANGEMENTS</b>	
Name of the service and scope	<p>This report considers the Tasman District Council Transportation Activity.</p> <p>The Tasman District Council transportation network comprises approximately:</p> <ul style="list-style-type: none"> <li>• 1,741km of roads, (955km sealed and 786km unsealed)</li> <li>• 230km of footpaths</li> <li>• 120km of cycle trail</li> <li>• 467 bridge structures and culverts &gt;3.4m<sup>2</sup></li> <li>• and associated assets.</li> </ul> <p>The total roading budget (2017/18) is approximately \$9.5 million on operations and maintenance, \$6 million on renewals, and \$6 million capital expenditure. Capital expenditure typically varies between \$2 million and \$7 million per annum (based on the 2015-25 Long Term Plan).</p>



<p>Rationale for service provision</p>	<p>By providing a quality transportation network, the Council enables the safe and efficient movement of people and goods that improve the economic and social well-being of the district. The provision of transport services, roads and footpaths is a public good and it is a core function of local government.</p> <p>Road maintenance services contribute to the following community outcomes:</p> <ul style="list-style-type: none"> <li>• Our communities are healthy, safe, inclusive and resilient.</li> <li>• Our infrastructure is efficient, cost-effective and meets current and future needs.</li> </ul> <p>The Local Government Act 1974 states that roads in the district shall be under the control of the Council.</p>
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<p>Present arrangements</p>	<p><b>Governance</b></p> <p>The Tasman District Council comprises a Mayor and 13 Councillors, which provide governance for the roading activity within the Tasman District. A unitary authority, Council is also represented on the Tasman Regional Transport Committee. Tasman, Nelson and Marlborough Councils have aligned their Regional Land Transport Plans to produce a combined Top of the South Regional Land Transport Plan.</p> <p>Council also has its own Roding Activity Management Plan, which guides its governance, management and service delivery functions. It summarises how Council manages the Roding Activity and it has a planning horizon of 30 years. At a governance level it explains Council's key performance targets and measures and the funding requirements to deliver them.</p> <p><b>Management</b></p> <p>The roading activity is the responsibility of the Transportation Manager, who reports to the Engineering Services Manager, who reports to the Chief Executive.</p> <p>A Road Maintenance Programme Leader, Road Operations and Safety Co-ordinator, three Roding Engineers, a Technical officer and Administration Officer report to the Transportation Manager. These positions are employed by Council within an internal business unit of Council, and deliver the operations, maintenance and renewals programmes.</p>
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	<p>Capital works is primarily delivered through a Programme Delivery team who provide project management services to the roading team, and report to the Engineering Services Manager. The design, specification and construction monitoring of capital and major renewal work is generally outsourced.</p> <p>All professional services and physical works associated with the roading activity is procured in accordance with the Council's NZTA approved Procurement Strategy.</p> <p><b>Funding</b></p> <p>The roading activity is funded as follows (as per LTP 2017/18):</p> <table border="1"> <thead> <tr> <th>Funding Source</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>External Recoveries<sup>1</sup></td> <td>\$ 0.287 million</td> </tr> <tr> <td>Other Income<sup>2</sup></td> <td>\$ 0.615 million</td> </tr> <tr> <td>MBIE (Great Taste Trail)<sup>3</sup></td> <td>\$0.709 million</td> </tr> <tr> <td>NZTA (financial assistance)</td> <td>\$ 6.457 million</td> </tr> <tr> <td>Petrol Tax</td> <td>\$ 0.373 million</td> </tr> <tr> <td>Rates and loans</td> <td>\$ 11.826 million</td> </tr> <tr> <td><b>Total Revenue</b></td> <td><b>\$ 20.269 million</b></td> </tr> </tbody> </table> <ol style="list-style-type: none"> <li>1. Includes development contributions, DOC &amp; Trustpower contributions to Graham Valley and Cobb roads, and various permit fees.</li> <li>2. Includes Transportation's share of Council investment dividends, and property rental income.</li> <li>3. MBIE funding is for 50% share of capital development costs.</li> </ol> <p><b>Service Delivery</b></p>	Funding Source	Total	External Recoveries <sup>1</sup>	\$ 0.287 million	Other Income <sup>2</sup>	\$ 0.615 million	MBIE (Great Taste Trail) <sup>3</sup>	\$0.709 million	NZTA (financial assistance)	\$ 6.457 million	Petrol Tax	\$ 0.373 million	Rates and loans	\$ 11.826 million	<b>Total Revenue</b>	<b>\$ 20.269 million</b>
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The service delivery role is primarily outsourced. Key functions in the roading activity and their outsourcing mechanisms are outlined in the following table.		
<b>Function</b>	<b>Operations and Maintenance</b>	<b>Capital – Renewals and New</b>
Projects (Minor safety and other specific projects)	Not applicable	Specific one-off Contracts
Road Corridor and Carriageway	Maintenance Contracts <ul style="list-style-type: none"> <li>• Murchison – Fulton Hogan (until 1 July 2018)</li> <li>• Golden Bay – Fulton Hogan (until 1 April 2021)</li> <li>• Tasman – Downer (until 1 July 2020)</li> </ul>	Maintenance Contracts <ul style="list-style-type: none"> <li>• Murchison – Fulton Hogan (until 1 July 2018)</li> <li>• Golden Bay – Fulton Hogan (until 1 April 2021)</li> <li>• Tasman – Downer (until 1 July 2020)</li> </ul>
Bridges and Structures	Maintenance Contracts <ul style="list-style-type: none"> <li>• Murchison – Fulton Hogan (until 1 July 2018)</li> </ul>	Specific one-off Contracts

		<ul style="list-style-type: none"> <li>• Golden Bay – Fulton Hogan (until 1 April 2021)</li> <li>• Tasman – Downer (until 1 July 2020)</li> </ul>	
	Streetlighting	Streetlighting Contract (Powertech until 30 June 2020)	Streetlighting Contract (Powertech until 30 June 2020)
	Roadmarking	Maintenance Contracts <ul style="list-style-type: none"> <li>• Murchison – Fulton Hogan (until 1 July 2018)</li> <li>• Golden Bay – Fulton Hogan (until 1 April 2021)</li> <li>• Tasman – Downer (until 1 July 2020)</li> </ul>	Not applicable
	Resealing	Not applicable	Maintenance Contracts <ul style="list-style-type: none"> <li>• Murchison – Fulton Hogan (until 1 July 2018)</li> <li>• Golden Bay – Fulton Hogan (until 1 April 2021)</li> <li>• Tasman – Downer (until 1 July 2020)</li> </ul>
	Footpaths and vehicle crossings (unsubsidised)	Maintenance Contracts <ul style="list-style-type: none"> <li>• Murchison – Fulton Hogan (until 1 July 2018)</li> <li>• Golden Bay – Fulton Hogan (until 1 April 2021)</li> <li>• Tasman – Downer (until 1 July 2020)</li> </ul>	Specific Annual Contracts and/or Maintenance Contracts
<p>Network Maintenance Contracts are presently split into distinct geographic areas.</p> <ol style="list-style-type: none"> <li>1. Golden Bay is a joint principals contract with NZTA to supply road maintenance services to both state highway and local roads.</li> <li>2. The Tasman road maintenance contract was procured in a shared tender process with Nelson City Council, and the supplier Downer</li> </ol>			

	<p>was successful with both Tasman and Nelson contracts and now delivers road maintenance services to both Councils through similar but separate contracts.</p> <p>3. Murchison is a standalone maintenance contract.</p> <p>The geographic splitting of contract areas has been in place for many years and generally meets community preferences, recognizing the district covers a large area with a range of environments and challenges, as well as enhancing opportunities for a competitive supplier market.</p> <p><b>Statutory Framework for Service Delivery</b></p> <p>The Land Transport Management Act 2003 (LTMA) gives clear direction on the procurement of suppliers in the delivery of roading outputs. The relevant parts of the LTMA are;</p> <ul style="list-style-type: none"> <li>a. LTMA s25 (1) requires Council (approved organisation under the LTMA) to have procurement procedures approved by the New Zealand Transport Agency (NZTA). These procurement procedures must be designed to obtain the best value for money spent in the roading activity where funding is required from the National Land Transport Fund.</li> <li>b. LTMA s25 (2) requires the procurement procedures to have regard to enabling persons to compete fairly for the right to supply roading outputs, provide 2 or more persons are willing and able to provide those outputs.</li> </ul>
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- c. LTMA s25 (2) requires the procurement procedures have regard to encouraging competitive and efficient markets for the supply of roading outputs.
- d. LTMA s25 (4) states that it is a condition of every procurement procedure that Council must procure a provider that is not Council itself or its employees.
- e. However LTMA s25 (5) states that nothing in s25 (4) prevents Council from procuring its own business unit in the provision of minor and ancillary works on terms approved by NZTA.

The LTMA also outlined exemptions to the clauses outlined above. The relevant exemptions that may influence this review are outlined as follows;

- a. LTMA s26 (a) states that where the costs of the procurement are disproportionate to the value of the proposed activity or combination of activities then this is exempt of s25 requirements. Although this is not likely to influence the options assessed within this review, it could influence the procurement options for smaller scale activities within each option.
- b. LTMA s26 (b) states any approved administrative activity is exempt, provided it is approved by NZTA. Although this is not likely to influence the options assessed within this review, it could influence the procurement options for the administration aspects within each option.
- c. LTMA s26 (c) states that s25 does not apply in respect of in-house professional services that are approved by the NZTA. These are in-house professional services utilising either Council's own staff and assets or another Council's staff and assets. It should be noted that NZTA approval would probably be conditional on proof that utilising in-house staff and assets would obtain best value for money outputs.

There appears to be no opportunity for the Council to utilise its own staff and assets to deliver anything other than administration and professional services. The closest the Council could get to this option would be to establish a CCO (Council Controlled Organisation) which would then have to compete with other suppliers. Establishing a CCO would require investment in capital and personnel. If the Council wanted to consider this, as a minimum it would need to undertake a rigorous business case to support such a decision. The presence of a healthy and competitive supplier market in the Nelson region, and the moderate size of Council's roading activity, mean this option is unlikely to be viable.

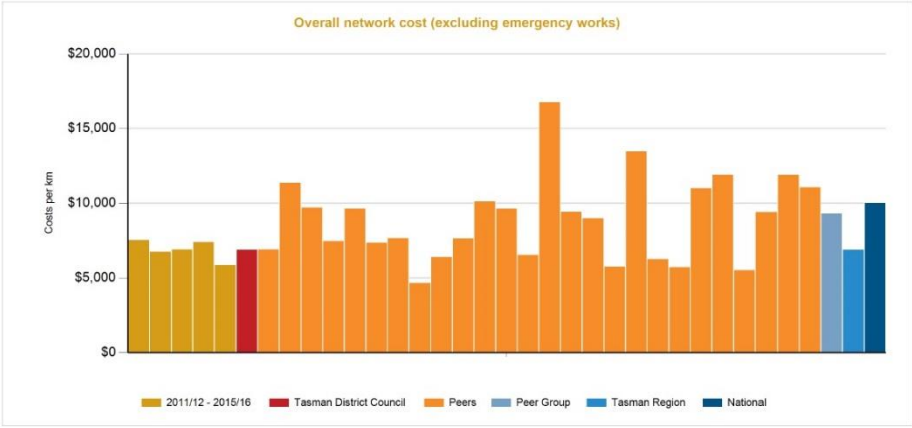
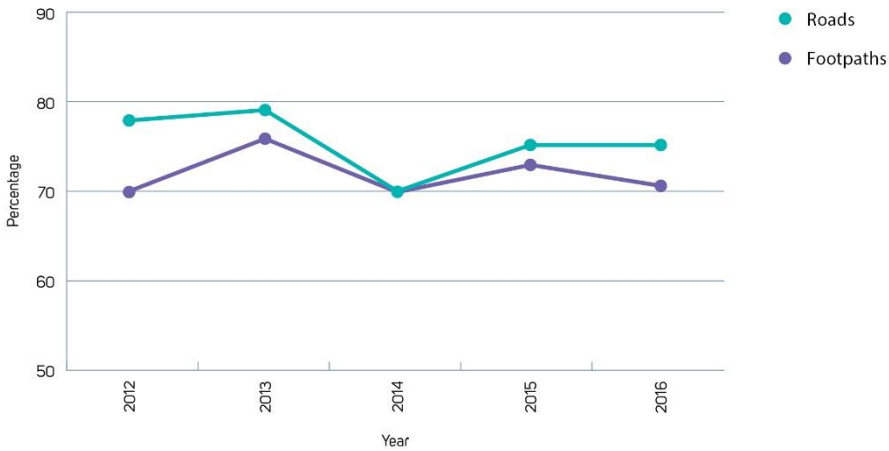
#### **Regional Transportation Activities**

Council's neighbouring councils include Nelson City Council, Buller District Council and Marlborough District Council.

Nelson City is predominantly an urban road network with very limited similarities to Tasman. However the Tasman road maintenance contract was procured in a collaborative arrangement with Nelson City, with separate but

	<p>aligned tender documents and a joint procurement that enabled tenderers to bid for both contracts together. This tender process, which was the result of a business case process exploring options for collaboration in roading service delivery with Tasman and Nelson, resulted in Downer being awarded both Nelson City and Tasman road maintenance contracts.</p> <p>Buller and Marlborough Districts road networks are geographically very remote from Tasman.</p> <p>NZTA have a Network Outcomes Contract (NOC) for state highway roads in the Nelson-Tasman area, which is a joint principals contract including Tasman District local roads in the Golden Bay area.</p>
<p>Last review</p>	<p>There have been no previous reviews of the Council's Roading Activity under s17A of the Local Government Act 2002.</p>



<p><b>Performance</b></p> <p>NB: SOLGM guidance is that cost effectiveness <u>is not the same</u> as least cost, it is “least cost consistent with the achievement of the council’s objectives for delivering the service”</p>	<p><b>Cost</b></p> <p>The following chart shows how the overall network costs (from NZTA work category funding reports) in Tasman compare with similar road networks in New Zealand. Overall Tasman are below the average cost per kilometre in our peer group and nationally.</p>  <p><b>Satisfaction</b></p> <p>Council participate in an annual Communitrak survey to assess satisfaction with its roading activities. The 2016 results are shown below, and satisfaction levels are on a par with similar Councils in New Zealand.</p> <p>FIGURE 24. Satisfaction with Roads and Footpaths</p> 
<p><b>Cost</b></p>	<p>Noted in table above.</p>

<p><b>PART II: DECISION TO REVIEW</b></p>	
<p>Is a review required? (S17A(2))</p>	<p>A review is required as no prior service delivery review has been undertaken.</p>

Does the cost of undertaking the review outweigh the benefits (s17A (3)(b)) – <b>Council is not required to undertake a review if it is satisfied that the potential benefits do not justify the costs of undertaking the review.</b>	No
Is delivery of the service, a regulatory function or infrastructure governed by legislation, contract or other binding agreement that cannot be reasonably altered within the following two years? If yes, provide details as a more detailed review is not required by legislation s17A(3)(a)	While most service delivery functions are under contract for more than two years from the date of this review, the Council consider its worthwhile undertaking this review to consider the effectiveness and efficiency of roading activities in Tasman with a view to the future, to satisfy itself that all opportunities for improvement have been considered.
Recommendation whether or not to review this service	It is recommended that a review be undertaken.
Place in review programme if decide to review (completion of Part, I, II and III of template)	This review shall be completed by August 2017.

#### PART III: REVIEW - ANALYSIS OF OPTIONS S17A(4)

1. Governance, funding and delivery by Tasman District Council	This is not feasible as the Council needs to retain funding assistance from NZTA. The LTMA precludes the service delivery function being undertaken entirely by Council staff and assets.
2. Governance and funding by Tasman District Council with delivery by a CCO wholly owned by Tasman District Council	This is feasible but at this stage the Council does not have a CCO that can undertake this activity. The costs of establishing a CCO, including hiring staff and purchasing plant and equipment would be potentially significant and come with significant risk. A CCO would need to operate in the competitive market in order for the Council to comply with the LTMA, and there is no certainty the CCO would be successful in the tender process for specific contracts.
3. Governance and funding by Tasman District Council with delivery by a CCO partly owned by Tasman District Council and partly owned by other local authorities	This is feasible but at this stage the Council does not have a CCO that can undertake this activity. The costs of establishing a CCO, including hiring staff, purchasing plant and equipment would be potentially significant and come with significant risk. A CCO would need to operate in the competitive market in order for Council to comply with the LTMA, and there is no certainty the CCO would be successful in the tender process for specific contracts.

4. Governance and funding by Tasman District Council with delivery by another local authority	This is not feasible at this stage. The only other local authority in this region is NCC and they do not have the resources to undertake this activity. If it did, then it would need to competitively bid to deliver the service.
5. Governance and funding by Tasman District Council with delivery by a person or agency not listed above.	This is the status quo option and has been accepted by the Council as well as being cost effective.
6. Governance and funding by joint committee or other shared governance with delivery by Tasman District Council.	<p>The governance and funding by a joint committee is feasible. The Council could establish this with adjacent local authorities. This option has the inherent risk of introducing conflicting demands at governance level resulting in community concerns about service levels, and potential inefficiencies in service delivery. The possible regional partners have sufficiently different and/or remote networks to Tasman that potential efficiencies are minimal and most likely not outweighed by potential governance conflicts.</p> <p>The costs of establishing a CCO, including hiring staff and purchasing plant and equipment would be potentially significant and come with significant risk. A CCO would need to operate in the competitive market in order for the Council to comply with the LTMA, and there is no certainty the CCO would be successful in the tender process for specific contracts.</p>
7. Governance and funding by joint committee or other shared governance with delivery by a CCO wholly owned by Tasman District Council.	<p>The governance and funding by a joint committee is feasible. The Council could establish this with adjacent local authorities. This option has the inherent risk of introducing conflicting demands at governance level resulting in community concerns about service levels, and potential inefficiencies in service delivery. The possible regional partners have sufficiently different and/or remote networks to Tasman that potential efficiencies are minimal and most likely not outweighed by potential governance conflicts.</p> <p>The costs of establishing a CCO, including hiring staff, purchasing plant and equipment would be potentially significant and come with significant risk. A CCO would need to operate in the competitive market in order for the Council to comply with the LTMA, and there is no certainty the CCO would be successful in the tender process for specific contracts.</p>

<p>8. Governance and funding by joint committee or other shared governance with delivery by a CCO partly owned by Tasman District Council and partly owned by other parties.</p>	<p>The governance and funding by a joint committee is feasible. The Council could establish this with adjacent local authorities. This option has the inherent risk of introducing conflicting demands at governance level resulting in community concerns about service levels, and potential inefficiencies in service delivery. The possible regional partners have sufficiently different and/or remote networks to Tasman that potential efficiencies are minimal and most likely not outweighed by potential governance conflicts.</p> <p>The costs of establishing a CCO, including hiring staff, purchasing plant and equipment would be potentially significant and come with significant risk. A CCO would need to operate in the competitive market in order for the Council to comply with the LTMA, and there is no certainty the CCO would be successful in the tender process for specific contracts.</p>
<p>9. Governance and funding by joint committee or other shared governance with delivery by another local authority.</p>	<p>The governance and funding by a joint committee is feasible. The Council could establish this with adjacent local authorities. This option has the inherent risk of introducing conflicting demands at governance level resulting in community concerns about service levels, and potential inefficiencies in service delivery. The possible regional partners have sufficiently different and/or remote networks to Tasman that potential efficiencies are minimal and most likely not outweighed by potential governance conflicts.</p> <p>A CCO would need to operate in the competitive market in order for Council to comply with the LTMA, and there is no certainty the CCO would be successful in the tender process for specific contracts.</p>
<p>10. Governance and funding by joint committee or other shared governance with delivery by a person or agency not listed above.</p>	<p>The governance and funding by a joint committee is feasible. The Council could establish this with adjacent local authorities. This option has the inherent risk of introducing conflicting demands at governance level resulting in community concerns about service levels, and potential inefficiencies in service delivery. The possible regional partners have sufficiently different and/or remote networks to Tasman that potential efficiencies are minimal and most likely not outweighed by potential governance conflicts.</p>

	Delivery would be similar to the status quo by competitive tender.
11. Other reasonably practicable options (identify in detail).	There are no practical alternatives other than those already considered.
<b>Conclusion: Which of the above options is most cost effective?</b>	Option 5 Status Quo is considered the most cost effective option. Tasman are already involved in some collaborative initiatives for service delivery with regional partners including Nelson City Council and NZTA, which are delivering cost effective services. Options 2, 3, 4, 7, 8 and 9, which effectively involve CCOs (owned by Tasman or a combination of other shareholders), are not considered cost effective. The costs of establishing a CCO and the risks of not successfully tendering for work would likely outweigh any potential savings in service delivery costs. A CCO would be required to operate in a competitive environment in order for Tasman to comply with the LTMA and remain eligible for NZTA funding. Option 10 would be feasible but there is no evidence to suggest it would be more cost effective than the status quo, with potential disadvantages in governance conflicts and the requirement of commitment from other Councils.
Recommendations from the service delivery reviews	It is recommended that: <ol style="list-style-type: none"> <li>1. The status quo be retained for the foreseeable future as it is still the most cost-effective option for the delivery of governance, funding and service delivery;</li> <li>2. Council continue to be involved in any regional initiatives around the delivery of various functions within the roading activity.</li> </ol>

**Review Completed**

Prepared by Jamie McPherson

Approved by Richard Kirby



**Tasman District Council****Solid Waste Activity S17A LGA REVIEW OF SERVICES**

<b>PART I: PRESENT ARRANGEMENTS</b>	
Name of the service and scope	<p>The following services are included in this review:</p> <ul style="list-style-type: none"> <li>• Waste transport</li> <li>• Greenwaste processing</li> <li>• Murchison Resource Recovery Centre operations</li> </ul> <p>The scope of waste transport is the transport of refuse, greenwaste and recyclable material from the Council's resource recovery centres to landfill, greenwaste processing facility or recycling facility.</p> <p>The scope of greenwaste processing is the processing of greenwaste transported from selected resource recovery centres into compost or other beneficial organic material.</p> <p>The scope of the Murchison Resource Recovery Centre operations is the operation and maintenance of the Murchison Resource Recovery Centre, including receipt and loading of waste and other materials, maintenance of grounds and facilities and provision of renewals and capital works.</p>
Rationale for service provision	<p>The three services that are the subject of this review are part of the wider solid waste management and minimisation services that the Council provides.</p> <p>Council provides comprehensive waste management and minimisation services. It achieves this through the provision of:</p> <ul style="list-style-type: none"> <li>• kerbside recycling and waste collection services,</li> <li>• five resource recovery centres – at Richmond, Mariri, Takaka, Collingwood and Murchison,</li> <li>• processing capacity for waste, recyclable materials and greenwaste and</li> <li>• a range of other waste minimisation initiatives.</li> </ul> <p>The efficient and effective collection and disposal of waste protects both public health and the environment. Waste minimisation activities promote efficient use of resources and extend the life of Council's landfill assets.</p> <p>There is strong legislative support for these services in both the Local Government Act 2002 and the Waste Minimisation Act 2008. Solid waste collection and disposal are one of the five core services that the Council "must have particular regard to" under section 11a of the Local Government Act 2002 (LGA). The Waste Minimisation Act 2008 (WMA)</p>

	<p>states that the Council “must promote effective and efficient waste management and minimisation within its district”.</p> <p>Under the WMA Council is required to prepare a Waste Management and Minimisation Plan (WMMP). This plan sets the strategic direction of Council for solid waste management and the services that the Council will provide. Council has elected to do this jointly with Nelson City Council. The review of the joint WMMP commenced in 2016/17.</p>
Present arrangements	<p><b>Governance</b></p> <p>The Tasman District Council comprises a Mayor and 13 Councillors, which provide governance for these three services (and most other most Solid Waste activities) within the Tasman District. The day to day governance of these activities are delegated to the Engineering Services Committee.</p> <p>On 1 July 2017 and the control of the Eves Valley landfill and the York Valley landfill in Nelson City transferred to the Nelson Tasman Regional Landfill Business Unit (NTRLBU). The landfill activities of the joint business unit with Nelson City Council are governed by the Nelson Tasman Joint Landfill Committee.</p> <p>The Council has a Solid Waste Activity Management Plan, which guides the governance, management and service delivery functions. It summarises how Council manages the solid waste activity and it has a planning horizon of 30 years. At a governance level it explains Council’s key performance targets and measures and the funding requirements to deliver them.</p> <p>The strategic direction for the activity is provided by the Nelson Tasman Joint Waste Management and Minimisation Plan, which was prepared jointly with Nelson City Council, and adopted in 2012. It is very likely that the review of this plan in 2017 will be completed jointly with Nelson City Council.</p> <p><b>Management</b></p> <p>The solid waste activity is the responsibility of the Utilities Manager, who reports to the Engineering Services Manager, who reports to the Chief Executive.</p> <p>A Utilities Asset Engineer reports to the Utilities Manager, with administrative support provided by other utilities staff. These staff are employed by Council within an internal business unit of Council, and deliver the operations, maintenance and renewals programmes.</p> <p>Significant capital works are primarily delivered through a Programme Delivery team who provide project management services to the solid waste team, and report to the Engineering Services Manager. The design, specification and construction monitoring of capital and major renewal work is generally provided by consultants engaged by Council.</p>



	<p><b>Funding</b></p> <p>Funding for waste transport services, greenwaste processing and operation of the Murchison Resource Recovery Centre is provided from the following sources:</p> <ul style="list-style-type: none"> <li>• user charges</li> <li>• general rate</li> <li>• funding from the NTRLBU</li> <li>• waste levy distributions from central government.</li> </ul> <p>The solid waste activity operates on a general principle of:</p> <p>a) maintain a user-pays charging system where practicable, to provide cost recovery and a system of incentives and disincentives to promote the objectives of the JWMMP; and</p> <p>b) fund the services from targeted rates, user charges, the national waste disposal levy, local waste disposal levy, fees, and general rates where necessary.</p> <p>In practice this means that user charges fund the processing costs of greenwaste, and that a mixture of general rate and user charges fund waste transport services and operation of the Murchison Resource Recovery Centre.</p> <p>The funding for these three activities are via the five Resource Recovery Centre cost centres. The funding split for these activities is as follows:</p>
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<b>Funding source</b>	<b>2015/16 actuals</b>	<b>2015/16 %</b>	<b>2016/17 actuals</b>	<b>2016/17 %</b>
General rates	543,357	14%	457,921	11%
Fees & recoveries	3,352,051	86%	3,531,976	89%

**Delivery**

Council currently provides all three services through external contractors as follows:

<b>Activity</b>	<b>Contact</b>	<b>Contractor</b>	<b>Term</b>
Waste transport	1092	Fulton Hogan Ltd	2017-2023
Greenwaste processing	1077	Azwood Ltd	2017-2023
Murchison RRC	652	Fulton Hogan Ltd	2005-2018

Contract 1092 was recently awarded following a competitive process. Seven tenders were received for the works. We considered options for joint procurement with Nelson City Council, but their waste transport contract expires in November 2020. The successful tender presented an alternative methodology which included supply of additional equipment (scales for weighing waste bins) to achieve optimum payloads and best overall value for Council.

Contract 1077 was awarded in December 2016 following a joint tender with Nelson City Council. Two tenders were received. The tenders submitted did not identify any cost savings through joint delivery of services. Through the joint evaluation process each Council identified different preferred tenderers and two separate contracts were awarded.

Last review	This is the first review of these activities.
Performance	<p>Customer satisfaction surveys for the overall solid waste activity indicate a level of satisfaction of service on par with our peers.</p> <p>The 2017 Communitrak survey stated:</p> <p>“70% of residents are satisfied with refuse/waste transfer stations, including 40% who are very satisfied, while 15% are not very satisfied. 15% are unable to comment.</p> <p>The percent not very satisfied (15%) is similar to the Peer Group and National Averages for refuse disposal.”</p> <p>In terms of value for money, the procurement of waste transport and greenwaste services allowed for alternative tenders and joint procurement and this enabled Council to evaluate and select the proposal of best overall value.</p>

Cost	<p>The past operating costs, capital expenditure and future budgets for these activities are shown in the following tables. We are currently reviewing budgets beyond 2017/18 as part of the LTP preparation.</p> <p>There has been no direct capital expenditure for waste transport or greenwaste, but new waste transport bins have been purchased through capital budgets for Richmond and Mariri resource recovery centres in the past.</p>				
	<b>Operating costs</b>	<b>2014/15 actuals</b>	<b>2015/16 actuals</b>	<b>2016/17 actuals</b>	<b>2017/18 budget</b>
	Waste transport	423,510	452,406	511,807	441,514
	Greenwaste processing	51,676	82,733	51,470	68,028
	Murchison RRC	154,822	143,221	150,848	129,219
	<b>Capital expenditure</b>	<b>2014/15 actuals</b>	<b>2015/16 actuals</b>	<b>2016/17 actuals</b>	<b>2017/18 budget</b>
	Waste transport	-	-	-	-
	Greenwaste processing	-	-	-	-
	Murchison RRC	5,612	-	-	-

<b>PART II: DECISION TO REVIEW</b>	
Is a review required? (S17A(2))	Yes. A review is required as no prior service delivery review has been undertaken.
Does the cost of undertaking the review outweigh the benefits?	No.
Is delivery of the service, regulatory function or infrastructure governed by legislation, contract or other binding agreement that cannot be reasonably altered within the following two years?	<p>In mid 2015 Council made a decision to extend the contract for kerbside collections and operation of the other four resource recovery centres around the district. This contract (Contract 1020) ends in June 2023.</p> <p>Because this contract includes a large portion of Council's waste services, the most suitable time for a review of solid waste services will be in around 2020.</p> <p>The waste transport and greenwaste processing contracts are under contract for period of six years (until 2023), while the Murchison RRC contract expires in September 2018.</p>

**Item 9.3**

<p>Recommendation whether or not to review this service</p>	<p>A review of services is recommended, to consider the effectiveness and efficiency of these services with a view to the future, to satisfy itself that all opportunities for improvement have been considered.</p>
<p>Place in review programme if decide to review (completion of Part, I, II and III of template)</p>	<p>This review will be completed by August 2017.</p>

**Attachment 2**

<b>PART III: REVIEW - ANALYSIS OF OPTIONS S17A(4)</b>	
1. Governance, funding and delivery by Tasman District Council	<p>Governance and funding of these services is already provided by Council, and is feasible.</p> <p>Delivery of the services by Council is not considered feasible. The operations require specialist equipment and staff, which are not provided in any similar areas of Council. This would require capital expenditure, investment in staff and additional resources.</p>
2. Governance and funding by Tasman District Council with delivery by a CCO wholly owned by Tasman District Council	<p>Governance and funding of these services is already provided by Council, and is feasible.</p> <p>Delivery by a CCO wholly owned by Tasman District Council is not feasible, unless Council establishes a CCO.</p> <p>The investment in establishing a CCO, including hiring staff, purchasing plant and equipment, is unlikely and would come with significant commercial risk.</p> <p>The CCO would likely need to operate in the competitive market and there is no certainty that it would be successful in the tender process for specific contracts.</p>
3. Governance and funding by Tasman District Council with delivery by a CCO partly owned by Tasman District Council and partly owned by other local authorities	<p>Governance and funding of these services is already provided by Council, and is feasible.</p> <p>Delivery by a CCO partly owned by Tasman District Council and partly owned by other local authorities is not feasible as Council does not have a share in a CCO with another Council.</p> <p>The investment in establishing a jointly owned CCO with another Council, including hiring staff, purchasing plant and equipment, is unlikely and would come with significant commercial risk.</p>
4. Governance and funding by Tasman District Council with delivery by another local authority	<p>Governance and funding of these services is already provided by Council, and is feasible.</p> <p>Delivery by another local authority is not feasible as there are no neighbouring Councils that have the resources and expertise to provide these services. Therefore delivery would require establishment of staff and equipment from outside the wider region.</p>
5. Governance and funding by Tasman District Council with delivery by a person or agency not listed above.	<p>This option is the status quo and is feasible.</p> <p>Council retains a high level of control of services, with a competitive market likely providing value for money. Customer satisfaction surveys indicate a level of satisfaction of service on par or slightly above our peers.</p>

<p>6. Governance and funding by joint committee or other shared governance with delivery by Tasman District Council.</p>	<p>Shared governance and funding of the wider regional set of solid waste services is feasible. This will require further discussion and agreement with Nelson City Council.</p> <p>The Nelson City Council and Tasman District Council have established a joint committee to manage landfills in the region from 1 July 2017. Establishment of a joint committee included extensive preparation and negotiation, including authorisation from the Commerce Commission.</p> <p>Council could consider this option for governance and funding.</p> <p>Delivery by a CCO wholly owned by Tasman District Council is not feasible, unless Council establishes a CCO.</p> <p>The investment in establishing a CCO, including hiring staff, purchasing plant and equipment, is unlikely and would come with significant commercial risk.</p> <p>The CCO would likely need to operate in the competitive market and there is no certainty that it would be successful in the tender process for specific contracts.</p>
<p>7. Governance and funding by joint committee or other shared governance with delivery by a CCO wholly owned by Tasman District Council.</p>	<p>Shared governance and funding of the wider regional set of solid waste services is feasible. This will require further discussion and agreement with Nelson City Council.</p> <p>The Nelson City Council and Tasman District Council have established a joint committee to manage landfills in the region from 1 July 2017. Establishment of a joint committee included extensive preparation and negotiation, including authorisation from the Commerce Commission.</p> <p>Council could consider this option for governance and funding.</p> <p>Delivery by a CCO partly owned by Tasman District Council and partly owned by other local authorities is not feasible as Council does not have a share in a CCO with another Council.</p> <p>The investment in establishing a jointly owned CCO with another Council, including hiring staff, purchasing plant and equipment, is unlikely and would come with significant commercial risk.</p>

<p>8. Governance and funding by joint committee or other shared governance with delivery by a CCO partly owned by Tasman District Council and partly owned by other parties.</p>	<p>Shared governance and funding of the wider regional set of solid waste services is feasible. This will require further discussion and agreement with Nelson City Council.</p> <p>The Nelson City Council and Tasman District Council have established a joint committee to manage landfills in the region from 1 July 2017. Establishment of a joint committee included extensive preparation and negotiation, including authorisation from the Commerce Commission.</p> <p>Council could consider this option for governance and funding.</p> <p>Delivery by a CCO partly owned by Tasman District Council and partly owned by other parties is not feasible as Council does not have a share in a CCO with other parties.</p> <p>The investment in establishing a jointly owned CCO with other parties, including hiring staff, purchasing plant and equipment, is unlikely and would come with significant commercial risk.</p>
<p>9. Governance and funding by joint committee or other shared governance with delivery by another local authority.</p>	<p>Shared governance and funding of the wider regional set of solid waste services is feasible. This will require further discussion and agreement with Nelson City Council.</p> <p>The Nelson City Council and Tasman District Council have established a joint committee to manage landfills in the region from 1 July 2017. Establishment of a joint committee included extensive preparation and negotiation, including authorisation from the Commerce Commission.</p> <p>Council could consider this option for governance and funding.</p> <p>Delivery by another local authority is not feasible as there are no neighbouring Councils that have the resources and expertise to provide these services. Therefore delivery would require establishment of staff and equipment from outside the wider region.</p>
<p>10. Governance and funding by joint committee or other shared governance with delivery by a person or agency not listed above.</p>	<p>Shared governance and funding of the wider regional set of solid waste services is feasible. This will require further discussion and agreement with Nelson City Council.</p> <p>The Nelson City Council and Tasman District Council have established a joint committee to manage landfills in the region from 1 July 2017. Establishment of a joint committee included extensive preparation and negotiation, including authorisation from the Commerce Commission.</p> <p>Council could consider this option for governance and funding.</p> <p>Delivery of services by contract with commercial contractors retains a high level of control of services, with a competitive market providing value for money.</p>

	<p>Most Tasman District Council solid waste contracts expire in 2023 and a wider review of services is recommended in around 2020. This review could be undertaken jointly with Nelson City Council and the Nelson Tasman Regional Landfill Business Unit.</p> <p>A competitive market for delivery of services will likely provide value for money, and this delivery model appears to be working well in the region.</p>
<p><b>Conclusion: Which of the above options is most cost effective?</b></p>	<p>In the short term Option 5 (Governance and funding by Tasman District Council with delivery by another party) is likely to be the most cost effective.</p> <p>This option is that adopted for other similar Tasman District Council services.</p>
<p>Recommendations from the service delivery reviews</p>	<p>For waste transport, greenwaste processing and Murchison Resource Recovery Centre services we recommend that the current arrangements remain in place. There are:</p> <ul style="list-style-type: none"> <li>• Governance and Funding by Tasman District Council, and</li> <li>• Delivery by operations contractors.</li> </ul> <p>For greenwaste processing and waste transport contracts are in place until 2023.</p> <p>For the Murchison Resource Recovery Centre a new contract will be procured in mid-2018.</p> <p>Prior to procurement we will be talking to the local community to identify the level of services we are able to provide at the site. This is likely to include improved handling of recycling and greenwaste. We may also consider kerbside services in Murchison (which are not currently offered).</p> <p>The current contracts have and future contracts will have:</p> <ul style="list-style-type: none"> <li>• Service levels and the associated performance measures and targets</li> <li>• How performance will be assessed and reported on</li> <li>• Funding arrangements, through annual budgets</li> <li>• Risk management measures, primarily through Operational Plans and Health and Safety Plans.</li> <li>• Performance measures with financial penalties.</li> </ul> <p>A review of joint governance options with Nelson City Council could be completed by 2020 (prior to expiry of major contracts).</p>

**Review Completed:**

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Position)

\_\_\_\_\_  
(Date)

**Review Approved (second tier manager and above):**



\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Position)

\_\_\_\_\_  
(Date)



## 9.4 ENGINEERING ACTIVITY UPDATE

Information Only - No Decision Required

<b>Report To:</b>	Engineering Services Committee
<b>Meeting Date:</b>	17 August 2017
<b>Report Author:</b>	Richard Kirby, Engineering Services Manager; Dwayne Fletcher, Activity Planning Manager; Russell McGuigan, Programme Delivery Manager; Jamie McPherson, Transportation Manager; Mike Schruer, Utilities Manager
<b>Report Number:</b>	RESC17-08-04

### 1 Summary

1.1 This report is the regular summary of activity in the Engineering Services portfolio.

### 2 Draft Resolution

**That the Engineering Services Committee receives the Engineering Activity Update report, RESC17-08-04.**

**3 Purpose of the Report**

- 3.1 This report provides an update of activity in the Engineering Services Department over the last six weeks.

**4 Management Update**

**Community and Individual Contact with Council Staff**

- 4.1. There is a significant amount of work being undertaken by the Engineering Services team at the moment. This ranges from responding to service requests, requests for information and individual requests for advice or permission. Essentially the ‘business as usual’ aspects of what we do. In addition there are many projects being undertaken across the district that impact on users and on adjacent residents to varying degrees.
- 4.2. In all our communication with individuals, groups and in the community, there seems to be an increasing expectation for the Council to do exactly what is requested – these expectations are becoming increasingly unrealistic. Where requests align with Council policy or do provide benefit to the greater community then we do act on them.
- 4.3. However there are times when the requests are more aligned to private benefit than public good. Generally these do not align with Council policy nor do they provide sufficient public benefit. These are often declined. This can result in emotional pressure and stress on staff as the decision to decline the request is often not accepted willingly. We do try and work through these situations, but it does involve additional input by Council staff up to a senior level. At all times we endeavour to apply Council policy in all the decisions we need to make.
- 4.4. This situation would not be a surprise to Councillors, as they are often subjected to similar requests. It is important that Councillors and staff are aligned on policy and convey it consistently in the decisions being made.

**Queen Street Upgrade, Richmond**

- 4.5. Physical works on this project commenced on 7 February 2017. It was intended that the work be completed in stages with each stage completed before commencing the next stage. This was to minimise the disruption to businesses and shoppers. The completion date is currently scheduled for 30 April 2018.
- 4.6. The first stage at the Gladstone Road end of Queen Street has been fraught with interruptions. This has primarily been caused by unforeseen obstacles encountered underground. Utility services were not in the same locations as identified in the as built plans.
- 4.7. Stage 1 which was intended to be completed mid May 2017 was completed and opened to the public on Saturday 5 August, 15 weeks behind schedule. Stage 2 was scheduled to be completed in July 2017 and is now scheduled to be completed in September 2017.
- 4.8. The unplanned activities that have impacted on the programme are summarised as follows;
- a) The old water main was incorrectly located in the contract documentation. This resulted in moving the new 375mm water pipe, the new 1200mm stormwater pipe and the 200mm water pipe 400mm sideways;

- b) There was a sewer lateral clash with the new 1200 mm diameter stormwater pipe. This resulted in a new pump station on private property;
  - c) Contaminated soil – a layer of old coal tar seal was found in the road foundations. Coal tar contains contaminants requiring managed disposal in a landfill. This delayed progress whilst a solution was confirmed. Subsequent excavation is slower than programmed;
  - d) Argentine ants – this pest has been identified and the whole of Queen Street is infested;
  - e) The existing 300mm stormwater pipeline was deemed to be in good shape. However, once exposed it was found to be either old earthenware broken pipe or old concrete butt ended pipe with 10mm gaps between the pipes. This has had to be replaced;
  - f) A firefighting chamber outside the entrance to 281 Queen Street had to be replaced as it did not meet the new firefighting requirements. This resulted in the power cables and ducts having to be relocated;
  - g) Numerous services were found that were not on Council's as-built plans. This has resulted in occasional disruption to services or time spent confirming whether the infrastructure was 'live' or abandoned;
  - h) Clay subgrade found on the northern side of the road has required extra undercut and pavement rebuild;
  - i) Construction quality issues requiring remediation.
- 4.9. Prior to commencement of physical works in February 2017 and during the construction period, Council staff and the contractor have been communicating with affected businesses on a regular basis. This liaison was a requirement in the tender documents comprising a permanent liaison person (SLO – Stakeholder Liaison Officer) located on site during construction. Prior to construction starting, the contractor undertook a face-to-face walk around with all affected businesses in stages 1 and 2. The same businesses have also been notified of specific activities outside their businesses prior to those activities occurring.
- 4.10. When complaints are received further communication is initiated to clarify and mitigate any concerns as effectively as possible. Whilst the contractors are striving to provide as much information about the works and how they will impact the businesses, it is not always practical to step businesses through each activity. Noisy activities such as saw cutting have been controlled to the least disruptive times where practical.
- 4.11. In general all footpath work is done at night 4-5 times per week. Night work has been defined as 6pm till 7am. However the contractor has, when required, delayed commencing the night shift until 8:30-9pm to allow affected businesses to finish trading.
- 4.12. We are working with the contractor to not only improve performance but also site efficiency and tidiness. The timing of the site hoardings with the start of physical works has not been coordinated effectively. This is not a 'good look' by the businesses directly affected. This, plus other symptoms, is being raised with the contractor at a senior level to ensure on site performance and efficiency is improved. Council staff are also working with the contractor to try and make up the delays that have occurred so that the project is completed as scheduled by 30 April 2018.

**Capital Development Programme – Planning and Resourcing**

- 4.13. The Council has a large capital development programme that staff have been endeavouring to deliver over the last few years. The 2016/17 programme was budgeted at just over \$47 million. The actual costs for 2016/17 are currently being finalised, however initial indications suggest that we have spent just under \$24 million for the 2016/17 year.
- 4.14. The Long-Term Plan 2015-2025 had a budget of \$30 million identified for the 2017/18 year. The forecasted carried forwards and recent decisions to fund additional works have increased the Annual Plan 2017/18 budget to around \$57 million.
- 4.15. I am working on a capital development programme for the next five years including 2017/18. This programme includes the projects that have been included in the draft Long Term Plan 2018/28. With the carry forwards still to be finalised in detail, it has been difficult to complete this planning exercise in time for this Engineering Services Committee meeting. However I intend reporting to the next Committee meeting on Thursday 5 October 2017.
- 4.16. Early indications suggest that the resources that we have within the Capital Programme Delivery Team are sufficient to at least complete \$42 million of the \$57 million identified. My report in September will confirm how we intend delivering the full \$57 million budget currently indicated.

**5 Activity Planning****Planning, Policy and Regulatory Team**

- 5.1. We recently welcomed our new Senior Activity Planning Advisor, Wouter Woortman. Wouter's appointment has restored the team's stormwater expertise and means that we are now fully resourced.
- 5.2. Staff continue to focus on preparation of the Long Term Plan 2018-2028 and the associated review of Engineering's Activity Management Plans (AMPs). On 30 June 2017, the team delivered the full suite of draft infrastructure cost estimates to Council's Finance team. Staff will workshop the draft programme and impact on financials with the Council in late September 2017.
- 5.3. An update on the team's key work streams is included in Table 1 below.

**Table 1: Planning, Policy and Regulatory Work Stream Updates**

Project	Description	Status	Comments
<b>Transportation: Strategic Policy and Research</b>			
District Car Parking Strategy Review	Planning process – develop a strategy for management of parking resource in district especially Richmond Town Centre, also TRMP parking requirements.	On track	Following a recent workshop with the Council, staff are now preparing a formatted version of the draft strategy for consultation approval by the Council.

Project	Description	Status	Comments
Richmond Network Operating Framework	NZTA have proposed that, in conjunction with Tasman District Council, a Network Operating Framework (NOF) and Network Improvement Plan be developed to better understand the current and future transport demand, consider intervention options that make best use of the existing local and state highway network. This is in response to the NZTA's Richmond Arterial Strategic Case – SH6.	On Track	NZTA staff are leading the project with support from AECOM consultants. Staff from both Tasman District and Nelson City Councils are also members of the project steering group. A stakeholder workshop was held in July 2017 where agreement was reached on the hierarchy of the network and functional levels of service. The next step is for the steering group to identify improvements required to meet identified levels of service.
Transport Strategic Case	The Council is required to prepare a strategic business case for its road maintenance and renewals programme in order to secure funding from the National Land Transport Fund.	On Track	<p>Following a workshop with nominated Councillors and staff in February 2017, staff have prepared a draft strategic business case and sought feedback on the draft from NZTA.</p> <p>Staff are now preparing programme business cases that address the strategic case. Both the strategic and programme business cases need to be incorporated into the Council's draft Transportation Activity Management Plan by 31 August 2017.</p> <p>NZTA will then consider Council's funding request to the Land Transport Fund and use the draft Activity Management Plan to confirm the need for funding.</p>
<b>Stormwater: Strategic Policy and Research</b>			
Richmond Catchment Management Plan (CMP)	Plan for management of quality and quantity of runoff in the Richmond catchments to support flood management and compliance with a Discharge Consent.	Behind Schedule	<p>This work has been on hold awaiting new staff resources. Our new Senior Activity Planning Advisor has now commenced in their role and has been allocated this work. The CMP will be their priority for delivery this financial year.</p> <p>The next step is to revisit the project plan and determine the key steps and timeframe for the project.</p>
<b>Other Projects</b>			

## Item 9.4

Project	Description	Status	Comments
Development contributions review	Review development contributions policy, reviewing catchments, the way development contributions are calculated, and intensive housing provisions.	On track	<p>Staff have been reviewing all processes that underpin the Policy including; identification of growth infrastructure and costs, assessment of charges, and management of development contributions.</p> <p>Staff are focusing on areas that will require amendment in order to implement setting charges at a multi-catchment level.</p> <p>Staff workshopped the proposed Policy changes with the Council in June 2017 to confirm fundamentals and will workshop the proposed charges with Council in September/October 2017.</p>
Regional Water Supply and Demand model	A joint investigation with Nelson City Council as to the sub-regional water future demand and supply options.	On track	<p>Staff have received the Waimea water demand and supply report from MWH and it was workshopped with the Council in 2017.</p> <p>Nelson City Council intend to undertake similar modelling work. Once this is complete, staff will work with Nelson City Council staff to identify and consider joint water supply and demand management options.</p>
<b>Designations</b>			
Designation review	TRMP roading (road widening) designations lapse in 2018.	On Hold	The project is reliant on the results from the Network Operating Framework (NOF) project.
<b>Better Business Cases</b>			
Mapua Water and Wastewater Programme Business Case (PBC)	Identify key water and wastewater supply issues and develop an optimised programme of works in response.	Complete	<p>Staff reported the preferred programme to Engineering Services on 29 June 2017 and sought approval to advance funds to undertake some land negotiations and design in 2017/18.</p> <p>Staff are currently reviewing the draft business case report and will provide feedback to Stantec prior to issue of the final version.</p> <p>The preferred programme has been included in the draft Water and Wastewater AMPs.</p>



## **Development Engineering**

### **Featured Development**

- 5.4. Arizona is a 140 lot subdivision on Hart Road in Richmond. It incorporates various roads, a 2,400m<sup>2</sup> reserve and a 25m wide drainage reserve together with a 4,800m<sup>2</sup> detention dam. The first two stages are nearing completion and an 850m<sup>3</sup> water storage tank has been constructed at the south-eastern end of the site.
- 5.5. Pre-sales for these lots have been popular and it is likely the first house will be constructed before Christmas 2017.
- 5.6. The Council is presently working with the developer to install the Richmond South water trunk main within and through the development. A report was presented to Full Council on 27 July 2017.
- 5.7. A plan of the subdivision is outlined in Figure 1 below.


Item 9.4



Figure 1: Plan of Arizona Subdivision



5.8. A summary of other current key subdivision developments is included in Table 2 below.

Table 2: Summary of Key Subdivisions

Stage	Subdivision	Sections	Description	Comments
	Grey Street	24	Extension of residential development off Tane Pukekohatu subdivision.	Stage 3 - extension of the existing development to the west.
	Appleby 54	138	Residential development located off Lower Queen Street in Richmond West.	Residential application approved.
	Meadows	66	Residential development off Highland Drive extension in Richmond East.	Pre application stage and as a Special Housing Area (SHA).

Stage	Subdivision	Sections	Description	Comments
	Arvida Retirement Complex	140 units	Development of a retirement complex located off Lower Queen Street and adjacent to Appleby 54 development.	Part of a SHA application.
	Paton Rise	48	Residential development on the corner of Bateup Road and Paton Road.	Residential application received.
	Matenga Road	55	Residential development immediately adjacent to Matenga Road in Ligar Bay.	Pre-application stage.
<b>Engineering Plan</b>  	Mapua Village Stage 1	15	Stage 2 of a residential development joining the estuary at the end of Iwa Street.	Plans now approved. Relying on Council reticulated water and individual pump stations owned and maintained by Council.
	Paton Rise	54	Residential development on the corner of Bateup Road and Paton Road.	Preliminary plans received with consent application.  Negotiating with developers to install Council's Richmond South trunk main when they upgrade their frontage.
<b>Construction</b>  	Arizona Stage 1	52	Located in Richmond South along Hart Road and Paton Road. 132 residential lots in total over seven stages.	Testing of tanks and pipes nearing completion. Roads now sealed and landscaping completed. Expected to lodge as-builts shortly.
	Mapua Joint Venture	20	Final stage of 20 lots.	Nearing completion. As-built inspection complete and awaiting completion of remedial works.
	Kilhilla Subdivision	11	11 lot residential subdivision off upper Kilhilla Drive.	Works near completion. As-built inspection completed mid July 2017.
	Lower Queen Street Subdivision	64	64 lot subdivision off Lower Queen Street opposite NMIT.	Works well underway with approx. 90% of utilities complete and new construction underway.



Item 9.4



Stage	Subdivision	Sections	Description	Comments
	Harley Road	11	11 rural residential lots located off Harley Road.	Earthworks complete and road construction underway.
	Beaches and Bays	28	28 residential lots located off Talisman Heights.	Testing and certification of as built plans underway in July 2017.
	Grey Street Subdivision	24	Stage 3 – 24 residential lots off Grey Street.	Complete.

**Asset Data Management**

- 5.9. Water General Ledger (GL) codes in NCS / MagiQ changed on 1 July in order to facilitate better reporting on the type of work undertaken (routine or reactive) rather than by area. Confirm GL codes loaded against assets and jobs are being updated to match the financial system. This is a complicated change across around 50,000 assets.
- 5.10. A snapshot of the changes to Engineering’s asset inventory over the last six weeks, is included below in Table 3.

**Table 3: Summary of Asset Inventory Updates**

Activity		Quantity of New or Changed Assets	Quantity of Removed Assets (Replaced or Superseded)	Comments
	Pipes	3,407m	15m	
	Hydrants	10	2	
	Meters/ Flowmeters	1,204	1,145	Reflects input from meter renewal contract plus new connections
	Valves	42	10	
	Pumps	8	7	
	Wells /Reservoirs	4	0	
	Backflow prevention	7	0	
	Others	N/A	N/A	
	Pipes	3,038m	17m	
	Manholes	25	2	Includes manholes, chambers & cleaning eyes
	Connections	52	0	
	Valves	22	13	
	Pumps	9	9	

Activity		Quantity of New or Changed Assets	Quantity of Removed Assets (Replaced or Superseded)	Comments
	Others	31	3	Miscellaneous assets
	Pipes	4102m	54m	Includes pipes, culverts and channels
	Manholes	19	1	
	Sumps	31	2	
	Connections	52	0	
	Culverts	46	0	
	Others	5	2	
	Linear Metres of Roads	0	0	
	Linear metres of footpaths	0	0	
	Other	0	0	

## 6 Programme Delivery

Project Stage	Total
Preliminary Design	28
Detailed Design	8
Procurement	1
Construction	17
<b>Total</b>	<b>54</b>

### Tenders Awarded since last Report

ID	Name	Procurement Plan / Methodology	Date Contract awarded	Tender Value (Excl. GST)	Range of Tendered Prices	Contractor
1091	Mariri Site Development - Stage 2	Open Tender - Simple PQM	22/06/2017	\$454,436.00	\$454,435-503,287	CJ Industries Ltd
1094	Lower Queen Street Water and Sewer Pipelines	Lowest Price, Conforming	22/06/2017	\$790,000.00	\$790,000 to \$1,300,000	Downer NZ Ltd

## Item 9.4

## Projects in Preliminary Design Stage

ID	Name	Project Description	Project Status	Estimated Tender Upload	Comments
1059	Trewavas WWPS Emergency Storage	New emergency overflow storage	Cost		Cost estimates exceed current budget. Reviewing funding options.
1082	Richmond Stormwater Quality Improvements	Identify stormwater quality improvement requirements and system intervention works in relation to existing discharge quality and receiving environments.			Report received and being reviewed.
1061	Richmond Ranzau Road/ Paton Road/White Road Stormwater	Upgrade to White Road and Ranzau Road at Paton Road intersection. This area has flooding issues. Modelling will be undertaken to further understand the extent and depth of flooding.	On hold		On hold until flood modelling for Richmond is completed.
1058	Motueka New Water Treatment Plant	Design a new water treatment plant at Parker Street site to supplement the existing Recreation Centre supply.	Cost		Scope at Parker Street site is to be confirmed once the preliminary design is finalised. The options are to account for staged development and water uptakes. Reviewing funding options.
1054	Takaka RRC Weighbridge	On hold. Install weighbridge and re-locate kiosk	On-Hold		Project is on-hold. Future funding is required to complete works. Transfer of funding to complete Mariri RRC upgrade is approved.
1110	2017 Wakefield Bank Enhancement	Building up 30 metres of embankment to stop town flooding, from modelling study.			Design only this financial year. Initial scoping underway.
1047	Richmond Bateup Road Widening	Widening of Bateup Road to provide for growth in Richmond South. Year 1 and 2 design, Year 3 construction.		01/09/2017	Designs reviewed. Tender timeline on track. Construction likely from March 2018.
1106	2017 District-wide Closed	Inspection, renewal and improvement to cap and edge protection.		01/11/2017	Preliminary work on prioritising sites underway.

ID	Name	Project Description	Project Status	Estimated Tender Upload	Comments
	Landfill Cap Renewals				
1108	2017 District-wide Bridge Structural Components	Key structural repairs and replacements to identified assets within the 2017-18 financial period. Works are District-wide.		01/11/2017	New project. Initial scoping underway.
1019	Wakefield New Water Source	New Water Source for Wakefield Community		02/05/2018	Water quality testing from sample bores in progress
1098	2017 Brightwater Town Centre Upgrade	Investigation and design for renewal of streetscaping of Brightwater town centre. Construction funding is in 2018/19.		02/05/2018	New project. Design and Tender in 2017/18 financial year. Construction in 2018/19. Initial consultation and scoping underway.
1102	2017 Richmond Waverley Street New Water Main	New water main in Waverly Street to replace existing 1960's AC main.		02/05/2018	New project. Design and Tender in 2017/18 Construction 2018/19. Initial scoping underway.
1112	2017 Riwaka-Kaiteriteri Road Curve Widening	Investigate and construct localised curve widening for the worst corner on the Riwaka-Kaiteriteri Road between Stephens Bay and Kaiteriteri Beach.		23/08/2017	Initial scoping work to identify priority site/s underway.
1100	2017 Richmond Rezoning McGlashen Avenue	1) Connection from the End of McGlashen Street to Stratford Street across SH6 and NZTA Land. 2) Replacement and upsize of cast-iron main in Salisbury Road to enable rezoning from Arborlea Avenue through to McGlashen/ Talbot Street.		04/07/2018	Discussions underway with NZTA/Property Group.
1105	2017 Takaka Resource Recovery Centre Upgrade	Upgrade of the Takaka RRC, including waste compactor, weighing system, bin storage, disposal pit and offload area, kiosk, recycling		04/07/2018	New project. Initial scoping underway.

## Item 9.4

ID	Name	Project Description	Project Status	Estimated Tender Upload	Comments
		drop-off and storage and safety, drainage & security improvements.			
1107	2017 District-wide Footpaths New and Rehabilitation	Construction of new and reconstruction of various existing footpaths across the district to a minimum standard width of 1.4 metres.		06/09/2017	Initial scoping underway to confirm sites.
1113	2017 Swamp Road & Lower Queen Street Intersection	Improve the intersection layout to allow heavy vehicles to turn safely.		06/09/2017	Initial scoping underway.
1086	Poutama Drain Upgrade 2017/18	Upgrade of Poutama Drain for stormwater to meet growth of Richmond.	Land	06/09/2018	Negotiations with landowners and developers to acquire additional land for wider channel. This is needed to receive the stormwater from Washbourn Gardens.
1060	Lower Queen Street Stormwater	Stormwater upgrade in Lower Queen Street to enable development. Originally a combined 3-waters upgrade under C1060, it was split in January 2017. Linked projects: - LQS Water and Sewer Pipelines, and - Headingly Lane Gravity Sewer	Cost	06/11/2017	Option confirmed. Into design stage and negotiations with developer. Potential to bring forward work from future years for a better community outcome.
1057	Pohara Stormwater Improvements	Upgrade infrastructure to mitigate flood impact.	Late	08/09/2017	Finalised stormwater model received from Tonkin & Taylor. Next phase is to secure resource consents and land agreements. Physical work proposed to begin in October 2017.
1111	2017 Motueka WWTP Wetland Restoration	Wetland restoration as part of the Motueka Wastewater Treatment Plant.		12/02/2018	New project. Initial scoping underway.
1099	2017 Pohara Four Winds Pump Station	Upgrade the pump to meet current Council standards, capacity for growth, emergency		24/01/2018	New project. Design and Tender in 2017/18 Construction 2018/19. Initial scoping underway.



ID	Name	Project Description	Project Status	Estimated Tender Upload	Comments
	and Rising Main	storage and active odour treatment;  Upgrade of the electrical and digital telemetry system, including capacity to connect to a backup generator;  Rising main upgrade for growth and storm flow capacity.			
1101	2017 Waimea Water Treatment Plant Upgrade	Upgrade the Waimea WTP (flow to Mapua) to meet Drinking Water Standards.		02/05/18	New project. Initial scoping underway.
1103	2017 Motueka Poole Street Stormwater Upgrade	To increase the stormwater pipe system capacity from the Jocelyn Street area, down Poole Street to link into the upgraded pipe installed along High Street to Fearon Street in 2018.		30/08/2017	New project. Design in 2017/18.  Tender and Construction 2017/18
1039	Richmond Church Street Water Pipeline	May be included in C1071 - Washbourn Gardens Stormwater Diversion. New water line to replace the existing while maintaining water to properties.	On-Hold	30/08/2018	Potential for this work to be tendered in 2017/18 as part of the Richmond Stormwater upgrade project. Design yet to be completed.
1062	Borck Creek Widening Phase 2	Upgrade of Borck Creek from Poutama Drain confluence to SH60		31/07/2018	Work is focusing on an agreement with developers to dig the designation for fill. No planned Council construction until next LTP.
1104	2017 Richmond Deviation Bund Drainage	Upgrade the inlet structures at Richmond Deviation and install new stormwater system under the existing clay bund to elevate flooding at Arborlea		31/01/2018	New project. Initial scoping underway.
1109	2017 Richmond South Water	Development of the new trunk main from the Richmond Water		31/01/2018	Master plan required - connection between Richmond WTP and Borck Creek. Developers are constructing

## Item 9.4

ID	Name	Project Description	Project Status	Estimated Tender Upload	Comments
	Main Facilitation Works	Treatment Plant to the proposed future reservoir site in Richmond South.			parts of the system. Activity Planning are managing the project.

## Projects in Detailed Design Stage

ID	Name	Project Description	Project Status	Estimated Tender Upload	Comments
1025	Waimea Community Dam	A community driven project to enhance the economic and social opportunities for the urban water supply, public good, environmental effects and irrigation.	Cost		Funding model and governance structure are being considered by the Council. The procurement process is progressing concurrently.
1056	Pohara Water Treatment Plant Upgrade	Upgrade the Pohara Water Treatment Plant to improve water quality and to comply with the NZ drinking water standards.	Cost		Scope yet to be confirmed. Current budget will not be sufficient to fund the preferred membrane filtration option. Design only to be completed in 2016/17. The remaining funding has been transferred to the Collingwood WTP project.
1069	Collingwood WTP Upgrade	Upgrade treatment to meet NZ Drinking Water Standards	On-Hold		VPR issued for bore headworks. Stantec report is recommending more water quality testing before concept design is completed. No more funding available.
1068	Goodman Park Wastewater Pump Station - Wetwell Reh	Relining of Ledger Goodman Park wastewater pump station wetwell	Late		The mechanical/electrical work is to be procured via a variation to Contract 688, and wetwell coating completed by a wetwell coatings specialist
1071	Washbourn Gardens Stormwater Diversion	Washbourn Gardens Stormwater Bypass - new stormwater pipe from Washbourn Gardens to Poutama Drain to relieve stormwater flows on Queen Street including stormwater diversion from Gladstone Rd to Poutama Drain to	Cost	01/07/2018	Gate 2a approved. Starting design stage. Construction planned from late 2018.

ID	Name	Project Description	Project Status	Estimated Tender Upload	Comments
		allow the Washbourn Gardens Stormwater Bypass to cross Gladstone Road.			
1076	McShane Road and Lower Queen Street Intersection Upgrade	Minor Improvements Programme project to widen intersection and create a right turn bay into McShane Road from Lower Queen Street.	On-Hold	03/07/2018	Safety Audit complete. Design update on hold pending future funding approval.
1065	Three Waters Operational and Maintenance	New Three Waters Operations and Maintenance Contract, which will begin service on 1 July 2018. Key objectives are to efficiently and sustainably manage water, stormwater and wastewater services and networks, improve operational responsiveness, provide better data on the condition of assets, and reduce demand on Council's internal resources to manage day to day activities.		16/08/2017	Three companies have been shortlisted for the next tender stage. RFT document in final stages and will be ready for upload on 16 August.

### Projects in Procurement Stage

ID	Name	Project Description	Project Status	Tender Close Date	Comments
950	Kaiteriteri WTP Treatment Upgrade	Upgrade drinking water supply to meet NZ Drinking Water Standards		19/07/2017	Tender in evaluation.

## Item 9.4

## Projects in Construction Stage

ID	Name	Project Description	Project Status	Comments
1000	Kaiteriteri Replacement Wastewater Pipeline	Replace estuary pipeline with pipeline in road. Upgrade 2 pump stations. Improvements to local wastewater network.		Good progress being made on sewer main construction - main pipeline 50% complete. On track
1035	Maintenance Roding Network 2015-17	Maintain approximately 248km of both sealed and unsealed Local Authority Urban and Rural roads and streets within the Tasman District Murchison Network area.		Ongoing maintenance contract.
1038	Mariri RRC - Compactor & Bin weighing system	New compactor and bin weighing system to be installed in conjunction with overall site development (P1091)		C1038 awarded to BJ Scarlett. Civil works portion has been retendered separately in May 2017 as Contract 1091A.
1040	Borck Creek Planting Programme	Planting programme for Borck Creek		Borck Creek has been planted. Poutama Drain planting on hold until scope of future widening is known.
1044	Richmond & Motueka Meter Renewals	Three year water meter replacement programme throughout the District. These new manifold meters will significantly reduce time and cost for meter replacements in the future.		Year 2 programme complete. Planning underway for year 3 which will begin in September.
1050	Richmond Watermain Renewals (Fauchelle area)	Renew 100mm AC main with 100/150mm PVC. Includes rider mains and new meters in D'Arcy Street, Elizabeth Street, Fauchelle Avenue, Florence Street and Herbert Street.		Contract awarded to Ching Contracting. Scope reduced to meet available budgets. Work in D'Arcy Street complete by early August, and other streets soon after. Work is on track.
1067	Seismic Inspection and Remediation of Water Assets	Seismic strengthening of highest priority Water Reservoirs and associated structures.		Contract was awarded to Scott Construction Ltd. Work commenced in May.
1084	Streetlighting & Electronic	Contract for the on-going maintenance of		Contract awarded to Powertech Nelson

ID	Name	Project Description	Project Status	Comments
	Speed Sign Maintenance	streetlights including electrical testing as well as speed within Council's road network.		
1087	Pavement Rehabilitation 2016-17	Kerr Hill Road pavement rehabilitation at various locations. Blackbyre Road granular overlay.		Contract awarded to Fulton Hogan Ltd. Kerr Hill work is complete. Work in Blackbyre Road was completed in May.
1088	Motupipi Carpark Improvements	Improvement works to Motupipi Carpark - 31 and 33 Motupipi Street, Takaka		Variation to existing contract approved. Work is near completion.
1090	Bridge Structural Repairs 2016/17	Part of ongoing repair programme for bridges.		Contract awarded to Higgins. Work complete.
1091	Mariri Site Development - Stage 2	Stage 2 - Temporary waste drop off area. Pit improvements. New compactor and bin weighing system - by subcontractor.		Contract awarded to CJ Industries. Work commencing on site from mid-July.
1092	Waste Transport Services 2017-2023	Waste transport services.		Contract awarded to Fulton Hogan.
1093	Headingly Lane Gravity Sewer	Part of Lower Queen Street 3-waters upgrade to service growth in the area. Originally, all under 1060 – split out in January 2017.		Awarded to Donaldson Civil. Works start December 2017.
1094	Lower Queen St Water and Sewer Pipelines	Part of Lower Queen Street 3-waters upgrade to service growth in the area. Originally, all under 1060 – split out in January 2017.		Awarded to Downer NZ. Works start September 2017.
1096	Tasman Road Maintenance 2017-2020	Road maintenance services for Tasman District (excluding Golden Bay and Murchison).		Out to tender. Price Quality Method (40% Price / 60% Non-price).

Item 9.4

ID	Name	Project Description	Project Status	Comments
967	Richmond Queen Street Infrastructure	Replace services in Queen Street and reshape street. Streetscape	Late	<p>Progress to date:</p> <ul style="list-style-type: none"> <li>the main water pipe has been laid the full length of the street up to the Salisbury intersection and is now 'live'. The remaining AC water pipe will be removed during each stage of construction.</li> <li>Stage 1 the services have been replaced and the road construction is underway. The target date to re-open Queen Street up to and including the new McIndoe Place roundabout is 31 July. The balance of this section up to Noel Leeming will follow as soon as possible. This is later than scheduled due to a number of unplanned services and design/construction issues - we are planning ahead to limit the impact of similar issues in subsequent stages.</li> <li>Stage 2 is well underway - the new stormwater and water pipework is progressing. The construction team have to accommodate a number of power and communication services/ducts in this stage. The target date for completion is mid-September. If practical, we will complete this stage in two parts to be able to give access to some businesses earlier than waiting for the whole stage to be completed.</li> </ul> <p>The contractor has been working most nights on footpath preparation and sealing on the weekends to minimise the impact on users.</p> <p>Stage 3 which will close Cambridge Street will commence when Queen Street and McIndoe Place is open to traffic.</p> <p>Two significant unplanned costs to date are:</p> <ul style="list-style-type: none"> <li>Replacing a 300mm diameter stormwater pipe that was originally deemed to still be in good condition</li> <li>Disposing of a layer of old coal tar in the road pavement to landfill</li> </ul> <p>All opportunities to improve on productivity are under consideration and a meeting with the Contractor is planned for 11 August to discuss a revised construction programme. A report to Council will follow this meeting describing an</p>

ID	Name	Project Description	Project Status	Comments
				updated programme and the predicted final construction costs.

## 7 Utilities

This Utilities report covers the water supply, wastewater, stormwater and waste management and minimisation activities of the Council.

### Health and Safety

- 7.1. There have been no operations and maintenance related incidents during this last period.
- 7.2. Staff have completed a Health and Safety hazard identification of all stormwater inlet structures greater than 300mm diameter.
- 7.3. Following the completion of the Emergency Response Plan (ERP) for the Dovedale Water Treatment Plant, staff have started visiting other sites to write up ERPs for each of the sites storing chlorine, using a similar template.
- 7.4. Health and Safety audits now involve staff who are usually office-bound to ensure someone with a different perspective assists with audits providing an opportunity to pick up something different.

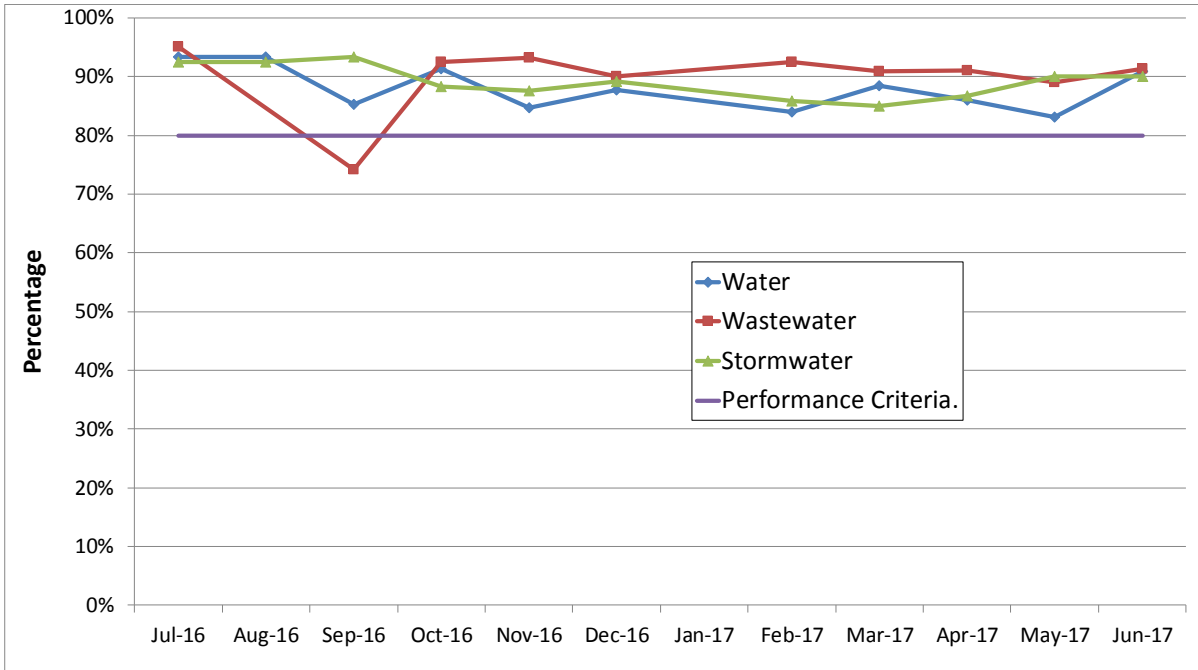
### Customer Service Response Trends

- 7.5. This is a new section of the activity report and the intention is to report on customer complaint trends and also to identify fault trends with our networks and facilities. This report is still being developed with the intention to include it in future updates.

### Contractor Performance

- 7.6. The figure below shows the contractor performance for all three water utilities for the 2016/2017 year. As shown in the legend, the performance of the three water utilities is plotted monthly and the purple line is the minimum acceptable performance standard.

Item 9.4



**Water Supply**

**Activity Highlights**

- A two year programme of rural water supply restrictor checks has been completed.
- Risks of low temperatures in hot water cylinders, refer below for more information.

**Compliance**

**Water Supply (Year to Date)**

Scheme	Resource Consents (100%)	Resource Consent Compliance (<1)	Water Loss (25%)	Consumption (300 litres/person/day)	Water Demand Management Plan (14)	Boil Water Notices (0)	Bacteria Compliance (100%)	Protozoa Compliance	Water Safety Plans	Complaints (<20)	Resolution Times	Response Times	Response Times Non-Urgent	Resolution Times Non-Urgent
Richmond	Green	Green	Red	Green	Green	Green	Green	Red	Green	Green	Grey	Grey	Grey	Grey
Brightwater	Green	Green	Green	Green	Green	Green	Green	Red	Green	Green	Grey	Grey	Grey	Grey
Wakefield	Green	Green	Red	Green	Green	Green	Green	Red	Red	Green	Grey	Grey	Grey	Grey
Mapua/Ruby Bay	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Grey	Grey	Grey	Grey
Mapua Rise	Green	Green	Green	Green	Green	Green	Green	Green	Yellow	Green	Grey	Grey	Grey	Grey
Kaiteriteri	Green	Green	Green	Green	Green	Green	Green	Red	Yellow	Green	Grey	Grey	Grey	Grey
Tapawera	Green	Green	Red	Green	Green	Green	Green	Red	Red	Green	Grey	Grey	Grey	Grey
Murchison	Green	Green	Green	Green	Green	Green	Green	Red	Red	Green	Grey	Grey	Grey	Grey
Upper Takaka	Green	Green	Red	Green	Red	Green	Green	Green	Red	Green	Grey	Grey	Grey	Grey
Takaka (Fire)	Grey	Grey	Green	Green	Green	Green	Green	Green	Green	Green	Grey	Grey	Grey	Grey
Pohara	Green	Green	Red	Green	Red	Green	Green	Red	Yellow	Green	Grey	Grey	Grey	Grey
Collingwood	Green	Green	Yellow	Green	Green	Green	Green	Red	Red	Green	Grey	Grey	Grey	Grey



Motueka	Green	Green	Green	Green	Red	Green	Green	Red	Green	Green	Grey	Grey	Grey	Grey
88 Valley	Green	Green	Green	Green	Red	Green	Green	Red	Yellow	Green	Grey	Grey	Grey	Grey
Redwood	Green	Green	Green	Green	Red	Green	Green	Red	Yellow	Green	Grey	Grey	Grey	Grey
Dovedale	Green	Green	Green	Green	Red	Green	Green	Red	Yellow	Green	Grey	Grey	Grey	Grey

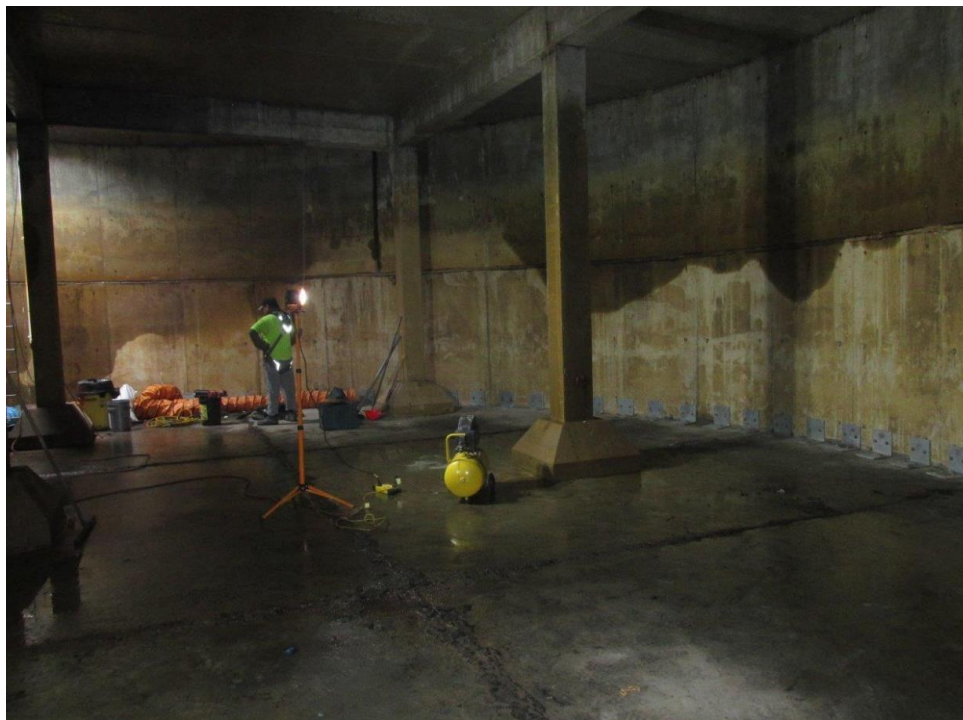
**Legend:**

Compliant	Green
Risk on not complying	Yellow
Non-compliant	Red
Not relevant	Grey

**Operations Update**

**Reservoir Seismic Strengthening**

- 7.7. Work is being done on seismic strengthening of the reservoirs in Brightwater, Wakefield and Murchison. With this work happening there is only one tank available at each site for storage.
- 7.8. Work has commenced on the replacement of the Silcock reservoir on the Dovedale scheme. This replacement is a result of the seismic assessment carried out last year that found that the roof of the concrete reservoir was at risk of collapse.



*Work being carried on Brightwater No 1 reservoir. Note plates strengthening the wall to floor joint*

**Hot Water Cylinders**

- 7.9. We recently received a complaint from a family who noted that after showering their bodies were covered in a rash and suspected the water supply was to blame. Further investigation revealed that their hot water cylinder was set to the minimum temperature resulting in a breeding ground for various bacteria, which was the most likely source of the contamination causing a rash. Increasing the temperature to the recommended range appears to have remedied the problem. We will include a note to this effect on the Council website FAQs.

### Water Main Pipe Failures

7.10. There have been no major pipeline failures during this period, although a blowout occurred at a valve on the Queen Street upgrade project.

### Water Loss

7.11. There is significant water loss occurring in Murchison and Detection Services are to carry out detailed investigations on the system in early August.

### Rural Pipelines

7.12. The check of all 1500 restrictors has been completed as part of the two-yearly programme. Where illegal tampering of the restrictors had occurred, the issue was rectified, the landowner was notified of the offence, invoiced for the repairs and warned of future, more serious, consequences of tampering with public water supply equipment.

### Telemetry

7.13. Work continues on multiple fronts as part of SCADA /Telemetry improvements, and includes upgrade of the SCADA platform, changes to all data quality settings at all sites, establishment of new hub at the Motueka office and transfer of sites from the Valhalla aerial to the Kaiteriteri aerial. This work is complex and time consuming but the expertise of the contractor and great assistance from our IS team has provided a great result.



*Kaiteriteri SCADA /Telemetry Aerial*

## Wastewater

### Activity Highlights

- The Utilities Manager and Asset Engineer - Wastewater attended the July Mapua & Districts Community Council meeting to explain what has been done and what is planned to address the overflow issues, in particular around Mapua School.
- Letters have been sent to residents of Upper Takaka advising of inflow/infiltration issues with private laterals.

## Compliance

### Overflows

7.14. There have been eight wastewater overflow events since 7 June 2017; two as a result of heavy rain, one was due to maintenance issues, two caused by fat blockages and three were rising main failures (refer details of overflows below).

### Discharge Consent

7.15. Upper Takaka Wastewater Treatment Plant exceeded its daily flow limit for 3 days in July (refer details below).

### Wastewater (Year to Date)

	Resource Consents (100%)	Resource Consent Compliance (<1)	Overflows Signs (<5)	Complaints (<35/1000 Properties)	Overflows (<1/km)	Dry Weather Overflows (<5)	Pump Station Overflows (<2)	Resolution Times	Response Times	Response Times Non-Urgent	Resolution Times Non-Urgent
<b>Scheme</b>											
Waimea/Mapua											
Tapawera											
Murchison											
St Arnaud											
Motueka											
Upper Takaka											
Takaka											
Collingwood											

## Operations Update

### Overflows

7.16. The overflow in Ridings Grove, Richmond on 12 June 2017 was caused by rag catching on the cable inserted in the gravity main as part of the inflow and infiltration investigations. The Council's contractor had been instructed to undertake daily checks of this section of the network but this was not done.

7.17. On 20 and 21 June 2017 the rising main between Four Winds pump station and Clifton in Golden Bay failed. The contractor noticed a suspicious wet patch on the edge of the road and investigated finding the first leak. The next day another leak was observed nearby and when the contractor was making the second repair a third leak was noticed. The bedding around the twin mains is poor and it is possible the recent increase in heavy truck movements to Port Tarakohe is impacting the pipe. It is estimated that 1m<sup>3</sup> of wastewater was discharged to the adjacent waterway in the first break and up to 10m<sup>3</sup> combined for the

second and third breaks. The design of a replacement rising main is underway with construction planned for 2018/19.

- 7.18. A fat blockage on the gravity main behind 49 Waitapu Road caused an overflow into the adjacent reserve. The overflow was contained within a low area in the reserve and did not spill into Te Kakau stream.
- 7.19. Heavy rain on 1 and 2 July 2017 resulted in overflows at Mapua School and in the low-lying industrial/commercial area around Beach Road in Richmond.
- 7.20. Less than 10m<sup>3</sup> was discharge at the Mapua School. The contractor shut the Mapua Rise pump station down and tankered waste to the wharf pump station, approximately 72m<sup>3</sup>. The contractor was in Mapua managing pump stations and responding to issues for 18 hours.
- 7.21. The overflow at Richmond was significant. It continued for around 19 hours and close to 1000m<sup>3</sup> of wastewater was discharged into the estuary. Overflow warning signs were erected along the cycleway.
- 7.22. On 22 July 2017 a fat blockage in the gravity main across a slip (resulting from the 2011 storm event) below Bay Vista Drive in Pohara resulted in an overflow. The overflow did not enter any waterways.
- 7.23. On 25 July 2017 the rising main downstream of the Brightwater main pump station failed. This is the second failure in just over twelve months. Both breaks appear to have been caused by a lack of suitable bedding around the pipe, combined with insufficient cover and high traffic loading on a graveled surface. The main is located at the Brightwater Engineering yard on Spencer Place and it appears that historic earthworks to level areas of the site may have reduced the cover over the pipe. The upgrade of this main to meet growth demand is planned for 2023/24 in the next Long Term Plan.

#### **Discharge Compliance**

- 7.24. Over three days, starting 1 July 2017, the maximum daily flow to the Upper Takaka Wastewater Treatment Plant exceeded its flow limit. This is the third time this calendar year this has occurred. The high flows result from infiltration, mainly into private connections. Letters were sent to property owners in Upper Takaka on 11 July 2017 advising that the Council and its contractor will be checking private laterals and owners of faulty laterals will be provided with a report and will be required to make repairs.

#### **Community Association Meeting**

- 7.25. On Monday 10 July 2017 the Utilities Manager and Asset Engineer - Wastewater attended the Mapua & Districts Community Council meeting to discuss the wastewater overflows that have been affecting the Mapua School. We outlined the work the Building Compliance team are doing to reduce stormwater entering the network through new house connections. We also discussed the operational changes that have been made to prevent the high flows from the Mapua Rise subdivision from causing overflows at the school as well as the plans to upgrade the trunk main to increase its capacity. This was well received by the attendees and they were pleased the Council was planning to bring the upgrade project forward.

#### **Discharges to NRSBU**

- 7.26. Each month the Nelson Regional Sewerage Business Unit (NRSBU) does random sampling of wastewater in the Waimea Basin (Richmond, Brightwater and Wakefield) and Mapua networks. These results are used to determine the monthly NRSBU charges that are invoiced to the Tasman District Council.

- 7.27. The June 2017 results were considerably higher than previously measured. We have been working with the NRSBU to ascertain the source of the spike in loading.
- 7.28. NRSBU staff are modifying sampling procedures to provide early warning of spike loadings. This will give us an opportunity to investigate potential sources of the discharge at the time it is happening.

**Stormwater**

**Activity Highlights**

- The Utilities Manager and Asset Engineer – Stormwater attended a community meeting at the Fire Station at Collingwood to discuss flooding issues.

**Compliance**

**Stormwater (Year to Date)**

	Resource Consents (100%)	Resource Consent Compliance (<1)	Catchment Management Plans (100%)	Flooding Events (<20)	Floors Flooded (<5/1000 Properties)	Complaints (<20/1000 Properties)	Resolution Times	Response Times	Response Times Non-Urgent	Resolution Times Non-Urgent
Urban Drainage Areas										

**Operations Update**

**Pre-storm checks**

- 7.29. There were two pre-storm checks on 22 June and 19 July and a post storm check on 6 July following significant rainfall on the 1 and 2 July 2017 throughout the region. The pre-storm checks are done by the contractor on request at specific drain, inlet and detention dam locations. These sites are critical during heavy rainfall events and are checked for any obstructions to flow.
- 7.30. While significant rainfall occurred in early July 2017 there were very few issues raised regarding the performance of the stormwater system. One area of concern was the ponding that remained in low properties in Toru Street, Mapua for some time after the rainfall event. This occurs when the ground soakage reaches capacity as there is no piped stormwater system. A project to provide some drainage relief for this area is being prepared for inclusion in the next Long Term Plan and this should reduce the time that surface water remains on the properties.

**Collingwood Stormwater Meeting**

- 7.31. A meeting to discuss stormwater problems in Swiftsure Street and Gibbs Road, Collingwood was held on Friday, 21 July. The issues raised at the meeting will need to be investigated further on site, prior to reporting back to the Golden Bay Community Board and the Council.

7.32. Stabilisation of a steep section of the road drain up Swiftsure Street has been completed and we are looking at further improvements at the Courthouse Café to reduce the risk of flooding through the back door.



*Swiftsure Street concrete and rock lining of channel*

### **Harry Rankin Street Stormwater Upgrade**

7.33. Following the Council's approval of the Harry Rankin Street Stormwater upgrade, it is intended to have the contract approved in early August, the work starting in mid-August and completed by the end of September 2017.

## **Waste Management and Minimisation**

### **Activity Highlights**

- Transition to regional landfill activities from Saturday, 1 July 2017.
- New waste transport contract commences 1 September 2017.
- Joint waste assessment completed.

### **Operations Update**

### **Recycling**

7.34. Recycling collections for the year ending 30 June 2017 were up from 3316 tonnes last year to 3424 tonnes. This represents an increase from 75kg to 77kg per person per annum. Contamination rates in June dropped slightly to 5.6%, down from 6% the month prior.

**Waste Volumes**

- 7.35. Waste volumes for the period have remained high, with additional special waste and waste through the resource recovery centres.

**Landfill Operations**

- 7.36. The main focus over the last six weeks has been the successful transition to regional landfill operations, with Eves Valley closing to waste deliveries on 30 June 2017. Management of the Eves Valley site transferred to the Nelson Tasman Regional Landfill Business Unit on Saturday, 1 July 2017, and we have been in close cooperation with Nelson City Council staff who will be assuming day to day management responsibility for the site. The transition has occurred smoothly, with waste moving to York Valley in Nelson from 12 noon on 30 June 2017.
- 7.37. Over the weekend of 1 and 2 July 2017, the region received significant rainfall causing high leachate flows at the Eves Valley site. The operations contractor responded well and no uncontrolled discharges occurred.

**Waste Transport**

- 7.38. We have been working with the new waste transport contractor (who is also the incumbent transporter), to commence operations on 1 September 2017. Included in the contract scope is installation of two new weighbridges at the Richmond and Takaka Resource Recovery Centres. The first of these is due for installation in August.

**Joint Waste Assessment**

- 7.39. Over the past three months staff have been working with Nelson City Council staff to prepare a Joint Waste Assessment. This document is required prior to the review of the Councils' Joint Waste Management and Minimisation Plan, which is due for review prior to March 2018. The Waste Assessment will be presented to the Council with recommendations at a coming meeting.

<b>8 Transportation</b>
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**Contract 1096 – Tasman Road Maintenance and Resealing Contract 2017-2020**

- 8.1. Downer NZ Ltd started the new road maintenance contract at midday on Saturday 1 July 2017. Over their first weekend a heavy rainfall event was experienced with surface flooding, downed trees and a number of slips (including a reasonably large slip in Ruby Bay). Both Downer and the outgoing contractor, Fulton Hogan performed well together coordinating their responses to ensure the network was well covered at all times. Given the scale of the event and the fact that it was literally their first day on the job, Downer performed exceptionally well with very few, negative customer comments.
- 8.2. Discussions have been held with GSL (Downer's nominated mowing and spraying contractor) and it has been agreed that a mowing round will commence toward the end of August. This will allow for a second round to be completed just before the holiday period (mid-December).
- 8.3. After the heavy rainfall event, Downer staff busied themselves during July quantifying, costing and programming works in readiness for the upcoming construction period. They have been proactive and worked closely with the Transportation team to safeguard a

smooth, seamless transition and ensure that all the necessary crews, plant and materials are in place for the very active construction season planned.

#### **Urban Road Maintenance**

- 8.4. Footpath work in July was undertaken in Bryant Road and Newman Avenue, Brightwater. In conjunction with the work in Newman Avenue, the Reserves and Facilities contractor removed a number of silver birch trees.
- 8.5. In Waverly Street Richmond, footpath work undertaken near the Kindergarten back to Gladstone Road is due to be completed in August.
- 8.6. Various potholes repairs were undertaken and we are planning for a number of pavement repairs to be done once the weather warms up, including further repairs to Lower Queen Street.
- 8.7. Repairs were undertaken to the carpark at the Brightwater stockyards beside the underpass leading to the primary school.
- 8.8. We plan to replace the damaged bus shelter on Salisbury Road near Talbot Street in late August. This is being paid for by SBL's insurer as the damage was caused by one of their buses.
- 8.9. Pre reseal road repair work is also being scheduled for the coming spring.
- 8.10. Landscape planting replaced at the William Street pedestrian crossing was due to the flax and grasses becoming too long and obscuring smaller children when they cross from the south side towards Henley Primary School. Cutting back the existing vegetation was not a suitable long-term solution.

#### **Rural Road Maintenance**

- 8.11. There was a significant storm event on 1 and 2 July 2017 resulting in slips across the district. The worst of these was on the Ruby Bay Bluffs, resulting in the road being closed. Approximately 400 m<sup>3</sup> of slip material was cleared away.
- 8.12. The contractor has been clearing away the rest of the slips, along with general maintenance such as grading and frost gritting.

#### **Golden Bay and Murchison Update**

- 8.13. The contractor has been carrying out mostly routine work and winter maintenance over the July period.

#### **Brush wall installation – Golden Bay**

- 8.14. A series of drop outs occurred around the roading network in the Golden Bay region during the last 12 months due to ongoing minor storms and rainfall events. Sites identified included
  - Abel Tasman Drive
  - Freemans Access
  - Pakawau Bush Road
- 8.15. The sites were inspected by Council Engineers to ascertain their suitability for a brush-wall type slope stabilising system.
- 8.16. The brush wall system is a type of reinforced soil where dormant willow stakes are layered across a bench which has been excavated out and then a soil layer is applied over the top to



about 800mm. Another layer of brush is then installed and the process repeated until the wall has been built to cover the failed area.

- 8.17. In early spring the willow will bud and start to grow which will dry the site out. The root mass will grow through the soil layers and bind together. The willow used is a shrub type that grows as a bush not a tree, is sterile so will not seed and is not known to sucker. Typically the brush will grow to a maximum height of about 4-5 metres. It can be cut after the first full growing season. It is also resistant to browsing animals although heavy grazing in its first year may damage it.
- 8.18. The trees will typically remove up to 70 litres of water per day from each tree rising to 150 litres a day after 3-4 years. The root mass has a tensile strength of 30Mpa.
- 8.19. The brush-wall system was seen as the best solution for these remedial works due to the site conditions, its low environmental impact, aesthetics and comparatively low cost when compared to more traditional slope stability solutions such as gabion walls and soil-nailing.
- 8.20. The Council has used these wall previously and successfully on Riwaka-Sandy Bay Road.



*Able Tasman Drive before treatment*

Item 9.4



*Able Tasman Drive after treatment*



*Example of completed walls*

**C1084 - Streetlight Contract**

8.21. Infill lighting was finished in early August along Aranui Road from North of Tahī Street to Mapua Wharf.

8.22. Two existing steel streetlight columns were replaced in Templemore Drive, both severely corroded at ground level most likely due to the effects of dog urination.

**Work by other contractors**

- 8.23. The oak trees overhanging Lower Queen Street near the MDF plant are being trimmed back during August.
- 8.24. The oak tree overhanging Waimea West Road and owned by the Anglican Diocese was trimmed back in July. This work was arranged through the Diocese with the Council contributing towards the cost of the temporary traffic management.
- 8.25. Powertech, under the Nelson City Council Traffic Signals contract, replaced the closed circuit camera that monitors the Salisbury Road/Arbor Lea Avenue intersection.

**Minor Improvements Programme**

8.26. The following table provides an update of projects included in the Minor Improvements Programme.

Project	Estimate (2017/2018)	Description	Status
Higgs Road Footpath	\$125,000	Footpath from Lionel Place to Mapua Drive. Low impact A/C footpath with no drainage improvements.	Tender documents being prepared. Will be tendered late August.
Olivers Road Intersection (Kohatu Motorsport Park)	\$300,000	Improve existing intersection or relocate to improve sight distances and turning into Olivers Road.	Alternative designs being developed to avoid the need for land acquisition. Will be reported back to next ESC meeting 5 October.
Motupipi Street / Commercial Street Pedestrian Refuge	\$35,000	Pedestrian refuge on Motupipi Street to improve safety for residents walking to and from the supermarket.	No progress to date.
Wai-iti Valley Road / Wakefield Kohatu Highway	\$50,000	Improvements to the geometry of the intersection to improve pedestrian and cycle safety.	Initial discussions with NZTA consultants underway.
Swamp Road / Lower Queen Street	\$300,000	Intersection safety improvements.	Design underway.
Riwaka-Kaiteriteri Road Localised Curve Widening	\$150,000	Narrow section of road through curves does not provide for the tracking of large vehicles. Isolated widening proposed so that vehicles do not need to cross the centerline.	Consultant engaged. Initial site assessment underway.
Mapua Pedestrian Refuge Crossings	\$50,000	Installation of two pedestrian refuge crossings at the northern end of Aranui Road and a second north of Higgs Road on Aranui Road	Tender documents being prepared. Will be tendered late August.
William Street / Hill Street pedestrian refuge	\$20,000	Existing pedestrian refuge location blocks right turn queues. Possible relocation.	No progress to date.

Project	Estimate (2017/2018)	Description	Status
Lee Valley Road / Mead Road Intersection	\$50,000	Large forestry vehicles have difficulty getting on and off the bridge and are damaging the rails or going off the road into the water table to make the turn. Likely to become more of a problem with vehicle sizes increasing.	Design underway.
Abel Tasman Drive – curve widening	\$70,000	First curve south of the port needs widening so trucks do not need to cross the centerline on this blind bend.	Consenting work has begun.
School Zone safety improvements	\$100,000	Minor safety improvements for the last of the schools in the district. The focus of this project will be the Salisbury Road/William Street/Gilbert Street area.	Consultation with schools complete. Programme being developed.
High Street (Motueka) undergrounding – Poole Street to Fearon Street	\$230,000	Undergrounding of power and telecom and removal of poles.	Network Tasman delivering this project.

## Road Safety Update

8.27. Planning is underway for two motorbike campaigns:

8.27.1. The See Me billboards, radio advertisements and other promotion will re-run again from late August. This joint Tasman, Nelson and Marlborough promotion features local riders and encourages drivers to not only look for motorcyclists and moped riders, but to actually see them on the road. The campaign was very well received when it was first run in January 2017 with a lot of feedback on all types of drivers seeing the billboards across the Top of the South Island.

8.27.2. Get Ride Ready is another Tasman, Nelson and Marlborough campaign starting in mid-September and encourages all riders, but especially those who have not ridden their bikes over the winter, to get a safety check carried out on their bike. Some local retailers are taking part in the promotion and providing a free safety check. Riders are also encouraged to undertake some refresher training.

8.28. The Top of the South Motorbike strategy has been updated with projects being carried out by all three top of the south Councils, ACC, NZTA, Police and local motorbike groups. The motorbike groups meet every two months to discuss local issues to improve safety for all riders.

8.29. Clued Up Kids is being run again in October 2017. It will involve Tasman and Nelson schools. The children visit eight different workshops over the morning or afternoon, from fire safety, cycle safety, home safety, first aid and boat safety.

**NZ Post Paxster Vehicles**

8.30. At the Engineering Services Committee meeting on 29 June 2017, the Committee passed the following resolution:

**That the Engineering Services Committee**

1. **receives the Approval for footpath operation of electric NZ Post delivery vehicles report, RESC17-6-04; and**
2. **approves the use of electric delivery vehicles on Council footpaths in accordance with the terms and conditions set out in Attachment 1, Approval of the Footpath Operation of Electric Delivery Vehicles in the jurisdiction of Tasman District Council; and**
3. **refers this item to the Accessibility for All Forum for their feedback and comment and to report back to the next Engineering Services Committee meeting.**

8.31. This matter was discussed at a special meeting of the Accessibility for All Forum (A4A) on 4 August 2017. Cr Wensley's report from that special meeting held on 4 August 2017 is attached to the Chairman's report.

8.32. The following comments and requests were made by A4A:

- a) That the Engineering Services Committee delay the implementation of Paxsters until all data on risks and near misses has been received and considered by a Special Advisory Group of A4A convened for that purpose.
- b) That the Engineering Services Committee delay the implementation of Paxsters until the Engineering Services Department commits to carrying out their own surveys (independent of NZ Post) of the footpaths in Richmond to determine their fit for purpose.
- c) That implementation should only be carried out if the additional monitoring and survey data used in other councils are introduced.
- d) That further funding is committed to A4A to support the increased administration caused by the implementation of Paxsters and support additional demands on time and resources resulting from additional monitoring and safety requirements.
- e) That the Engineering Services Committee delay the implementation until the Nelson City Council has established their approach.
- f) Staff are asked to report back to A4A on a district-wide policy for the use and future implementation of electric vehicles on footpaths in the region.

8.33. Staff consider that the matter raised in a) and b) above are covered in the Conditions of Approval (Approval document);

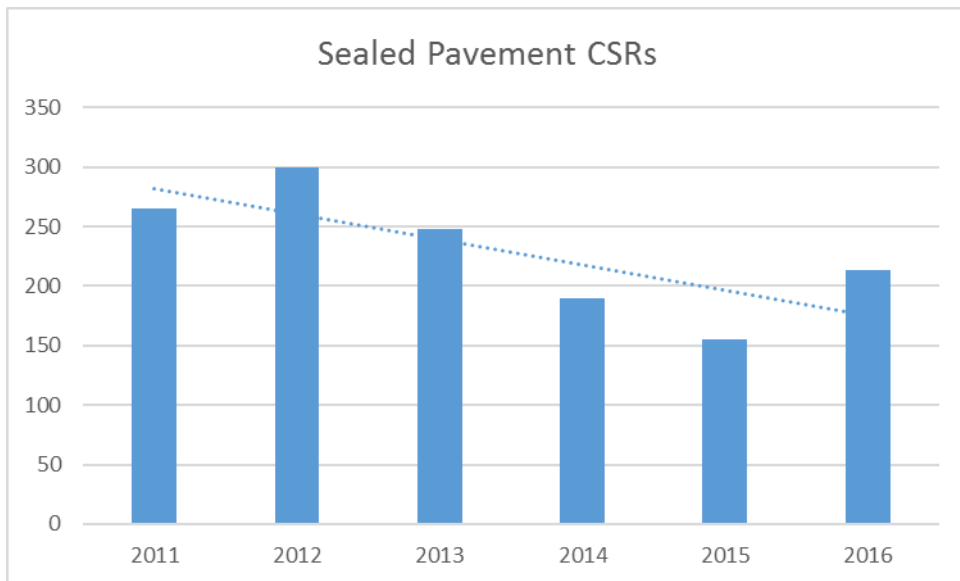
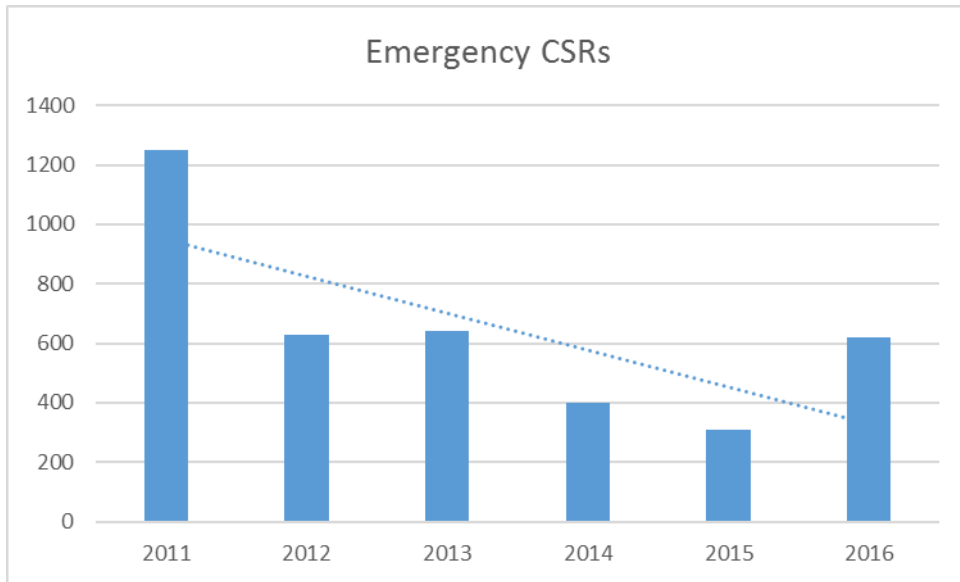
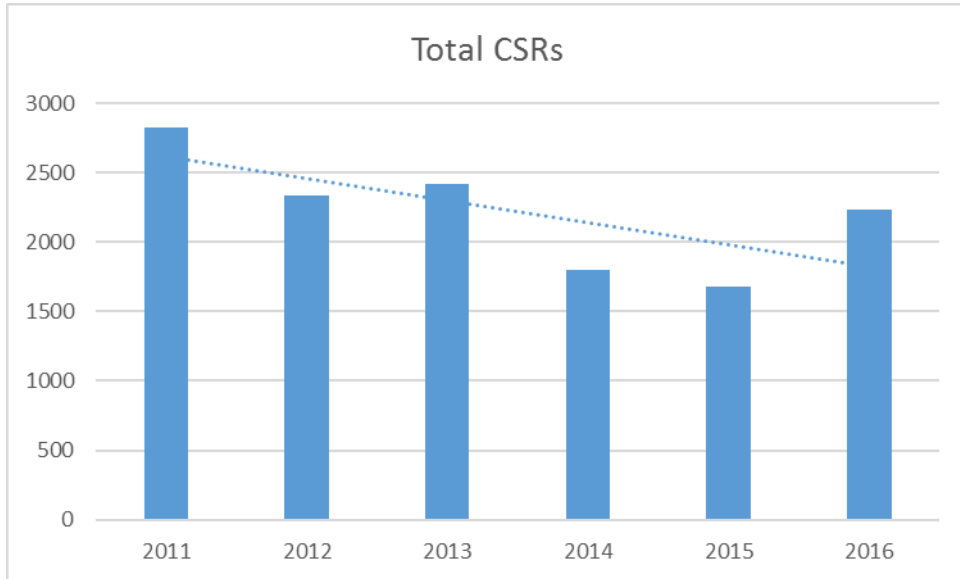
8.34. Section 5 of that documents notes that use of Paxsters on the footpath is not permitted in areas specifically excluded by Tasman District Council. Staff will use their knowledge of the network, and site visits to confirm the exclusion areas before Paxster implementation.

8.35. Section 7 states the conditions for NZ Post to operate electric vehicles may be amended based on feedback from engagement with various stakeholders.

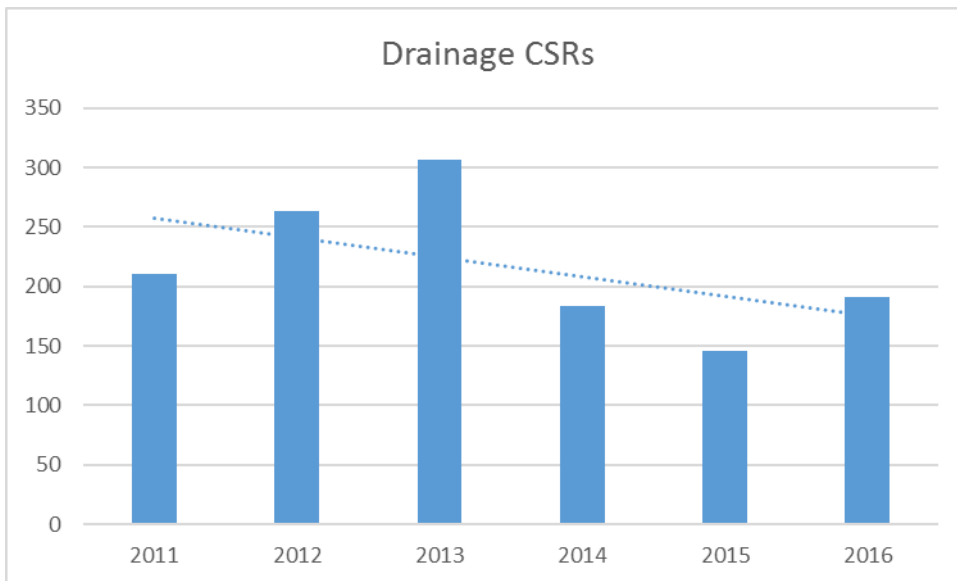
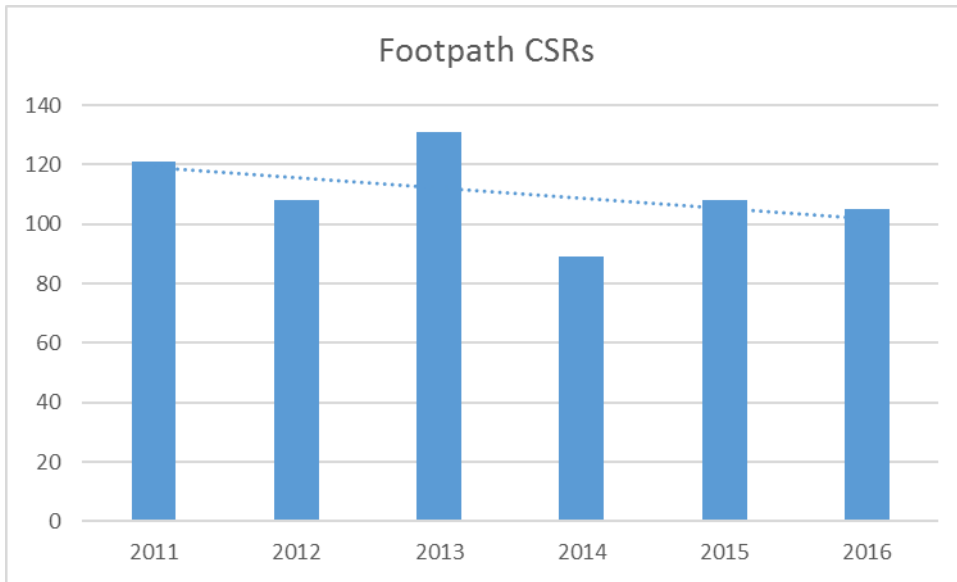
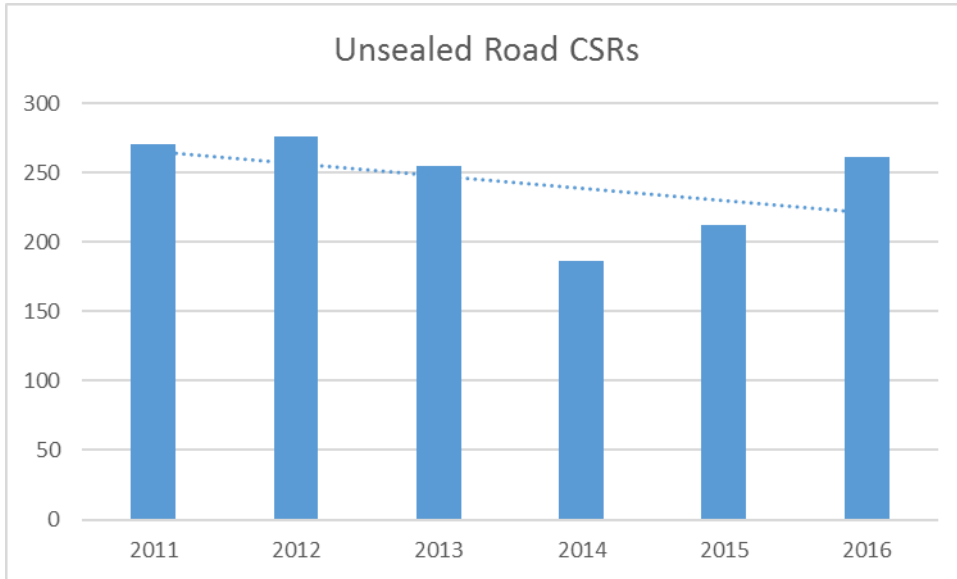
- 8.36. Section 9 also deals with NZ Post providing the Council with reports regarding incidents involving 'any electric delivery vehicles' which this Council would consider to include all New Zealand operations.
- 8.37. Section 12 provides the Council with the opportunity to withdraw approval.
- 8.38. In reference to c), the purpose of additional monitoring and surveying in this context is not clear nor considered necessary. Council will be monitoring this service as part of its normal management of the road.
- 8.39. Regarding d), the Council does not currently provide direct funding to A4A, however the Council does provide staff time to assist with administration of the group (for example minute taking, room bookings). It is not appropriate that A4A provide a role in day-to-day management and review of Paxster operation. This is Council's responsibility and will primarily be undertaken by Engineering Services staff.
- 8.40. NZ Post advised the Council staff on 10 August 2017 that they would almost certainly only implement Paxsters within the Tasman and Nelson region once they have also received approval from Nelson City Council. The matter raised in e) aligns with NZ Post's approach.
- 8.41. The matter raised in f) is beyond the scope of this current proposal. Current traffic regulations in respect of footpaths is considered adequate at this stage.

#### **Service Request Summary**

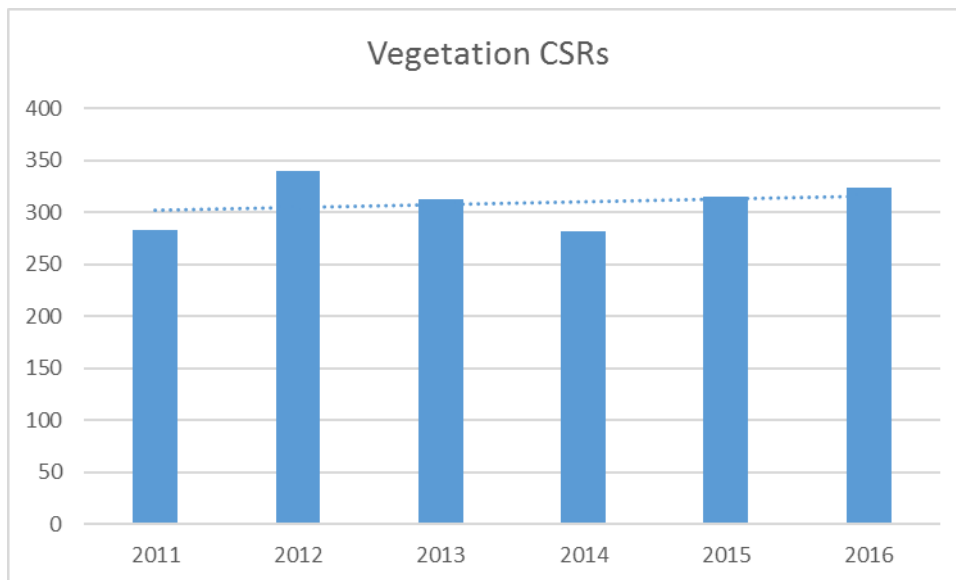
- 8.42. The following graphs provide a summary of the number of Customer Service Requests (CSRs) relating to road defects that have been received by the Council. Note that the data has not been corrected for duplicates (for example where multiple customers call about the same fallen tree or pothole). CSRs are categorised in the Council's systems according to the type of defect or asset they relate to. The most significant categories are shown in these graphs.
- 8.43. Overall since 2011, there is a decreasing trend in the total number of CSRs received. However this total number is significantly influenced by emergency events such as storms or heavy rain which can be seen in the 2011 data.
- 8.44. Most other CSR categories also show a decreasing trend, with the exception of vegetation CSRs which have increased since 2011, and unsealed roads which are more or less static but with an increase in 2016.
- 8.45. Vegetation CSRs showed an increase in 2012 when roadside mowing frequency was reduced.
- 8.46. Unsealed road CSRs are somewhat influenced by climatic conditions, for example rainfall invariably speeds up the deterioration of roads. Conversely, extended periods of dry weather result in more corrugations. The NIWA climate summary for 2016 confirms that it was a wetter than average year for Tasman. There have been no level of service changes for unsealed roads.



Item 9.4







## Rivers

### Physical Works Progress (X&Y rated river sections)

- 8.47. Expenditure for the rivers maintenance contract with Taylors Contracting Ltd for the current financial year is \$183,766 (provisional July claim) which is slightly ahead of budgeted programme. This is a positive result given the wet winter conditions.
- 8.48. Flood repair work is nearly complete in the Moutere with only a couple of sites downstream of Neudorf Road to be actioned. Repairs in the Dove were halted for three weeks following the discovery of trout redds (spawning beds) close to some of the sites and concerns about the design of the works not being habitat friendly. We have now visited these sites with Fish & Game staff to discuss methodology and alternate designs and the work will restart shortly.
- 8.49. We are working with neighbouring landowners who believe they should also be getting work done on some sites.
- 8.50. Flood repair work has begun in the Wai-iti at Belgrove and we will work our way downstream with multiple sites between there and Brightwater.
- 8.51. Rockwork and willow layering has also been undertaken at several sites in the Upper Motueka with a large willow and poplar berm planting site to do close to Hinetai Hops.
- 8.52. Native planting work is nearly complete with all planned sites planted, previous sites blanked but with some sites still requiring planting guards.
- 8.53. Mulching and clearance work has been undertaken in the Moutere and west bank Motueka to prepare sites for 2018 native plantings.
- 8.54. Vandalism to gates and bollards on the Waimea eastern bank has tailed off but further work is required to concrete in all gates and reinstate two that were previously pushed over. We are continuing to undertake surveillance monitoring.
- 8.55. Free fill from the Arizona subdivision is currently being delivered to the Appleby Bridge site where we are landscaping the berm.

### **River Z (Z rated river sections)**

8.56. River Z calls for assistance have slowed down but we still have a number of small jobs to complete from the April and May floods. We are getting a steady amount of requests for assistance for fencing off and/or planting of smaller waterways.

### **Other Work**

8.57. Rivercare meetings were held during the week 17 July 2017. Attendance numbers were average to high.

8.58. Fish & Game came under pressure from landowners at the Dove meeting for halting works and agreement was made to re-visit and restart sites as soon as possible.

8.59. There was a lot of ill feeling at the Takaka meeting and we will be responding to the attendees and the Community Board regarding actions we are taking to address their concerns with gravel extraction.

8.60. The Upper Motueka and Motupiko riverbed surveys have been completed. Analysis and review of the results will be ongoing over the next few months for these and the Takaka surveys.

### **Coastal**

#### **Marahau Rock Revetment**

8.61. Approximately 800 m<sup>3</sup> of sand was relocated in November 2016 from an offshore sand deposit located out from the existing boat ramp at the southern end to the eroding beach at the northern end of the rock revetment on Wakatu land.

8.62. There has been some ongoing erosion at this site which now requires further sand replenishment to protect the Council's roading assets and Wakatu Incorporation land.

8.63. It is proposed to relocate approximately 1000m<sup>3</sup> of sand from an offshore deposit and shift it to the northern end of the existing rock revetment adjacent to Wakatu Incorporated land. This work is programmed to be undertaken by the end of August 2017.

8.64. Staff have made another approach to Wakatu to discuss options for long-term erosion protection solutions.

#### **Ruby Bay**

8.65. There has been some damage to the rock seawall extending from Tait Street through to the Council reserve at the end of Broadsea Avenue. It is proposed to place approximately 400 tonne in fill holes where filter cloth has been exposed and existing rock has been dislodged.

8.66. The beach profile level appears to have cut down substantially over the last storm events with a lot of the toe rock now being exposed from the end of Broadsea Avenue through to the concrete wall at the southern end of Ruby Bay. No immediate action is required but it will be monitored for any future movement.

#### **Sundial Square Night Market**

8.67. Staff have received an application for a night food market to be run at Sundial Square (which is road reserve) each Friday evening from 4.30pm to approximately 8.00pm. The market would involve approximately 25 food stalls (caravans or gazebos) initially, with live music. Entry would be free. The applicant has had initial discussions with Council staff as well as Richmond Unlimited.

- 8.68. Staff will work with the applicant to develop a licence to run this market, subject to conditions satisfactory to the Council. Such conditions would include liability insurance, rental costs, cleanliness and amenities, limits on types of activities, how the activity will interact with any other proposed activities on the site and termination clauses.

<b>9 Attachments</b>
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Nil