

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

Date: Thursday 28 March 2013
Time: 9.30 am
Meeting Room: Murchison Sport and Recreation Centre
Venue: Waller Street
Murchison

Engineering Services Committee

AGENDA

MEMBERSHIP

Chairperson	Cr T E Norriss	
Deputy Chairperson	Cr B F Dowler	
Members	Mayor R G Kempthorne	Cr T B King
	Cr J L Edgar	Cr B W Ensor
	Cr E J Wilkins	Cr P F Sangster
	Cr C M Maling	Cr M L Bouillir
	Cr Z S Mirfin	Cr J L Inglis
	Cr S G Bryant	Cr G A Glover

(Quorum 2 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 CONFIRMATION OF MINUTES

That the minutes of the Engineering Services Committee meeting held on Thursday, 14 February 2013, be confirmed as a true and correct record of the meeting.

6 REPORTS OF COMMITTEE

Nil

7 PRESENTATIONS

Nil

8 REPORTS

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8 REPORTS

8.1 CHAIRPERSON'S REPORT

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Trevor Norriss, Chairman, Engineering Services
Report Number: RESC13-03-01
File Reference:

1 Summary

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

2 Draft Resolution

2.1 That the Engineering Services Committee receives the Chairperson's Report RESC13-03-01.

3 March meeting

- 3.1 Welcome to today's meeting.
- 3.2 Meeting away from Richmond provides the Councillors with a great opportunity to touch base with the local community and to listen to their opinions and the issues facing them.
- 3.3 After lunch we will visit a couple of sites in the town and look at recent works done and underway to alleviate flooding concerns in the township (Ned's Creek and Hotham Street).
- 3.4 A joint project is also underway between the Council and the New Zealand Transport Agency to extract gravel and provide protection for the Matakitaiki Bridge. I thank both Council and NZTA staff who have worked hard to get this project underway. We will look at these works as part of the NZTA bus tour on 12 April 2013.

4 Aorere Gravel Removal

- 4.1 I have had numerous calls/emails from adjoining property owners thanking the Council for the works that have been completed at the Ferntown Bridge. Hopefully we can get agreement shortly with an upstream consent holder to remove gravel upstream.

5 Financial Assistance Rate (FAR) – New Zealand Transport Agency

- 5.1 The New Zealand Transport Agency has released a Discussion Document reviewing their Financial Assistance Rate. Staff will prepare a submission on Council's behalf and members of the Regional Transport Committee have been invited to provide their comments/feedback.

6 Speed Limits Bylaw Review

- 6.1 This is out for consultation at the moment. Councillors, please make your ratepayer organisations aware of this and encourage their participation in the process. The relevant information is available on the Council's website.

7 Russ' Corner Upgrade

- 7.1 I have asked the Engineering staff involved in this project to put it on hold until further discussions are held with Council as a result of Councillors receiving calls from the public and transport operators who have voiced their concern over the design and costs of this project. It also has been suggested that what we as a Council approved, is not what has transpired in the final design. In my opinion this whole project is an overkill to what has been a driver error problem. I stand to be corrected.

8 Draft Annual Plan Meetings – Key Message

- 8.1 It is evident that the Council's ability to fix some of the small issues in our community as they have been highlighted is restricted with all budgets stretched to the limit. As we undertake our Annual Plan discussions with the community, we need to make it abundantly clear that the proposed budget will see many levels of service that our community has expected in the past to be lowered. I look forward to the discussions and the submissions.
- 8.2 Finally, at our last committee meeting a Councillor undertook to supply costs to cut a gap in the sand bar at Port Motueka. At the time of writing this report that information was not available but hopefully will be at the meeting.

8.2 ACTION SHEET

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Robyn Scherer, Secretary - Engineering Services
Report Number: RESC13-03-02
File Reference:

Item 8.2

1 Summary

- 1.1 Appendix 1 details the outstanding action items from previous Engineering Services Committee meetings.
- 1.2 Also included are two items, RCN12-11-04, Engineering Services Reorganisation and RESC12-10-15, Jakkett Island Erosion and Removal of Port Motueka Groyne. These two items will be reported to the Engineering Services Committee at the 6-weekly meetings.

2 Draft Resolution

THAT the Engineering Services Committee receives the Action Sheet RESC13-03-02.

3 Appendices

1. Appendix 1 Action List

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Report Number	Item	Minute / Action	Accountable Officer	Status
Meeting Date: 28 March 2013				
RESC12-08-04	Provision of bus infrastructure	Report back to the Full Council with recommendations with regard to the provision of bus infrastructure associated with the new bus services	Gary Clark	Pending
RESC12-08-04	Provision of bus infrastructure	Recommendation regarding a temporary bus stop location	Richmond Councillors, Mayor Kempthorne and Gary Clark	Meeting to be arranged.
RESC12-10-14	Tasman's Great Taste Trail - Maintenance and Marketing	Reach formal agreement with the Nelson Tasman Cycle Trails Trust up to 30 June 2015 for maintenance and marketing of Tasman's Great Taste Trail	Dugald Ley	Maintenance contract signed. Marketing contract pending
RESC12-10-15	Jackett Island Erosion and Removal of Port Motueka Groyne	Six-weekly reports on year to date expenditure on project milestones	Gary Clark	Report to this meeting
RCN12-11-04	Engineering Services Reorganisation	Six-weekly reports on progress	Peter Thomson	Report to this meeting

Y:\Attachments\2586\9525>Action list from 14 February 2013 meeting.xlsx

8.3 MOTUEKA WASTEWATER TREATMENT PLANT - CONSENT RENEWAL**Decision Required**

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Robert Workman, Utilities Asset Engineer
Report Number: RESC13-03-03
File Reference:

Item 8.3**1 Summary**

- 1.1 The Motueka Wastewater Working Party (Working Party), consisting of Councillors, Community Board members, Council staff, District Health Board representatives, Department of Conservation, Fish & Game, Tiakina and Wakatu Incorporation has considered and investigated a wide range of options for resolving the poorly performing treated wastewater disposal system at the Motueka Wastewater Treatment Plant (WWTP). At the Working Party meeting on 19 February 2013 a preferred option was selected and recommended for public discussion and feedback.
- 1.2 The Working Party has considered six alternative upgrade options to the existing treatment and discharge of wastewater from the Motueka WWTP. These options comprise:
- **Option A: Decentralised Wastewater Schemes** where wastewater from one individual property or clusters or communities is treated and disposed of near the point of generation.
 - **Option B: Discharge to Land** where wastewater is treated to a sufficient level prior to discharge to rapid infiltration basins (RIBs). Treated wastewater then percolates down through the soil to the underlying groundwater.
 - **Option C: Discharge to Surface Water** where wastewater is treated to a sufficient level prior to discharge to the south channel of the Motueka River, which drains to Tasman Bay.
 - **Option D: Discharge to Groundwater** where wastewater is treated to a high level prior to injection via a bore into the groundwater. The treated wastewater then ultimately drains to Tasman Bay and may intersect the south channel of the Motueka River.
 - **Option E: Mix and Match of Options B and C** where wastewater is treated to a sufficient level and is discharged to land when conditions allow and discharged to water at other times.
 - **Option F: Long Term Option, Off-site** (ie, not on current Motueka WWTP site) where either treated or untreated wastewater is pumped to an alternative disposal and/or treatment site.

The Working Party has recommended a staged approach to upgrade the WWTP; to upgrade the treated wastewater quality while constructing and operating the first rapid infiltration basin (RIB) as a prototype. Conclusions from testing to date indicate that achieving 100% land disposal at the site is unlikely however calculations were based on conservative estimates.

2 Draft Resolution

That the Engineering Services Committee:

- 1) receives the Motueka Wastewater Treatment Plant - Consent Renewal Report, RESC13-03-03; and**

- 2) accepts, in principle, Option E “Mix and Match of Options B and C” treatment and discharge initially, with staged construction of land disposal as the preferred option for consultation with the community; and**

- 3) agrees to staff undertaking the consultation as outlined in 12.1 of this report, RESC13-03-03.**

3 Purpose of the Report

- 4.1 This report summarises the investigations, findings and recommendations of the Motueka Wastewater Working Party and provides an update to Council on the options for the upgrade of the Motueka WWTP. This report also seeks a decision from the Engineering Services Committee to approve the recommendations from the Working Party.

4 Background and Discussion

- 4.1 The WWTP was originally constructed in 1980, initially with two disposal systems, sand soakage beds and a piped tidal discharge to the Motueka River (Appendix 1). The tidal discharge was abandoned when the Motueka River mouth moved north, but without the capacity of the soakage beds being increased. In 1989 an aeration basin was constructed to increase the treatment capacity for accepting wastewater from Kaiteriteri and Riwaka.
- 4.2 Over time the soakage beds have become clogged at depth with solids and algae from the oxidation pond. As the clogging has progressed, treated wastewater has overflowed into the area behind the coastal sand dunes to form a “wetland”. This wetland area has also progressively clogged leading to an overflow at the northern end of the wetland into the south channel of the Motueka River. This channel is not connected directly into the Motueka River and flows separately to Tasman Bay.
- 4.3 There are two potential issues as a result of the current treated wastewater overflow into the south channel of the Motueka River from the wetlands.
- A public health risk from contact recreation or shellfish gathering in the area impacted by the treated wastewater overflow.
 - Reduced water quality impacting on aquatic flora and fauna within the south channel and wider Tasman Bay.
- 4.4 Odour is also causing issues for neighbouring residents and monitoring of the causes of this is continuing until the end of March when a report with recommended solutions will be completed. The majority of odour complaints received occur over the warmer summer months.
- 4.5 Current investigations indicate that soakage to land will not be sufficient to discharge all incoming effluent.
- 4.6 There is uncertainty around the longer term use of the low lying WWTP site due to the impact from sea level rise and flooding. The design horizon for the Motueka WWTP has been established as 35 years (ie, around 2050).
- 4.7 The Council holds resource consent for the Motueka WWTP (RM 081130) for discharges of treated wastewater to land and water and RM120265 for the discharge of odour to air. Both consents expire on 2 February 2018.

- 4.8 A variation to consent RM 081130 issued on 18 December 2012 requires that the resource consent application for the upgraded WWTP has to be lodged by 13 December 2013. In particular this is referred to in Condition 3 below.

Condition 3

The following documents shall be lodged with Council:

- (a) *Preliminary design of the wastewater plant upgrades by 30 June 2012;*
- (b) *Consent application for proposed upgraded Wastewater Treatment Plant (WWTP) lodged by 13 December 2013.*
- (c) *A progress report which confirms the preferred option for the WWTP no later than 15 July 2013.*

Advice Note:

This condition is to ensure that appropriate progress is being made with the upgrade of the Motueka Wastewater Treatment Plant. The proposed amendments provide more detail and a realistic time to get the detailed design sorted prior to applying for the new Consent.

- 4.9 The Design Report referred to in condition 3(a) could not be submitted by the required date due to the complex groundwater hydrogeology and uncertainties with Rapid Infiltration Basins (RIBs), the previously identified method of disposal of the treated wastewater. However a comprehensive Progress Report was submitted instead with this report listing investigations completed, underway and planned. This was acceptable to the Council.
- 4.10 The results of the hydrogeological and options investigations were presented to the Working Party on 19 February 2013. After consideration of reports and other information the Working Party has recommended that consultation should occur with the community on the preferred option along with an outline of the other options and reasons for not recommending these.
- 4.11 The preferred option (Appendix 2) improves the treatment of the wastewater and works towards achieving the Working Party's objective of discharge of all treated wastewater to land in a staged approach.

5 Options

- 5.1 The Working Party has considered six alternative upgrade options to the existing treatment and discharge of wastewater from the Motueka WWTP. These options comprise:
- **Option A: Decentralised Wastewater Schemes** where wastewater from one individual property or clusters or communities is treated and disposed of near the point of generation.
 - **Option B: Discharge to Land** where wastewater is treated to a sufficient level prior to discharge to rapid infiltration basins (RIBs). Treated wastewater then percolates down through the soil to the underlying groundwater.
 - **Option C: Discharge to Surface Water** where wastewater is treated to a sufficient level prior to discharge to the south channel of the Motueka River, which drains to Tasman Bay.

- **Option D: Discharge to Groundwater** where wastewater is treated to a high level prior to injection via a bore into the groundwater. The treated wastewater then ultimately drains to Tasman Bay and may intersect the south channel of the Motueka River.
- **Option E: Mix and Match of Options B and C** where wastewater is treated to a sufficient level and is discharged to land when conditions allow and discharged to water at other times.
- **Option F: Long Term Option, Off-site** (ie, not on current Motueka WWTP site) where either treated or untreated wastewater is pumped to an alternative disposal and/or treatment site.

5.2 Indicative costs for options B to E and key project risks were assessed in the Options Report (Note - Copies of the Options Report are available from Robert Workman). Key conclusions about each option are as follows:

- **Option A and F:** are not feasible in the short to medium term due to both the likely timeframe for implementation and the cost to the community of establishing an entirely new treatment and disposal system.
- **Option B:** was the Working Party's initial preferred objective, however the hydrogeology investigation indicates that land disposal is only feasible during drier periods with average flows of approximately 3,000m³ per day and not feasible with high inflows of 7,000m³ per day when groundwater levels are high at the disposal site at Motueka. (Note, copies of the hydrogeology report are available from Robert Workman).
- **Option C:** is offensive to iwi and contrary to the Working Party's objective of land disposal.
- **Option D:** after tertiary treatment and membrane filtration this option had significantly higher capital and operating costs.
- **Option E:** is the preferred option that maximises land disposal when conditions allow but with a discharge to surface waters at other times. Further consultation with iwi is required to examine this option, including ways to address Maori cultural issues, such as additional treatment or land passage for the discharge to surface waters.

5.3 Therefore Option B (discharge to land) is not technically feasible at all times and a discharge to surface water will be required for wet periods that can last for long periods (eg, 66 days as in 2008).

5.4 This leaves either:

- **Option C** discharge to surface waters at all times, noting that it is offensive to iwi and contrary to the Working Party's objective of land disposal.
- or **Option E** land disposal when conditions are suitable and discharge to south channel of the Motueka River at other times. Inherently this is a compromise but does maximise land disposal. This may include a tidal discharge system on the outgoing tide.

6 Strategic Challenges / Risks

6.1 The Motueka WWTP is a critical service asset to the community. The on-going operation and performance has to minimise environmental impacts, satisfy social and cultural

requirements but be affordable to those who contribute towards the costs of the wastewater scheme. Balancing these separate demands will require compromises.

6.2 The Working Party has provided an ideal environment where specific issues have been raised and discussed with agreement reached on a recommended option. This option can now be used as a basis for public consultation.

6.3 There are several risks with the proposed recommendation, including:

- Iwi and the Working Party's objective of land disposal cannot be met in high groundwater conditions.
- The long term feasibility of the WWTP site with regards to sea level rise and flooding.
- Risk of over capitalising in the medium term when the long term solution is likely to be at another site.

6.4 Given the risks above the Working Party recommend implementing the preferred option (Option E: Mix and Match) in a staged approach based on the Working Party's priorities and their overall objective for land disposal. Benefits of this approach include:

- Ensuring investment is targeted on immediate areas of need (eg. odour mitigation and public health protection), whilst progressively working towards land disposal.
- Gaining an understanding of the ability of RIBs to accommodate average and sustained peak wastewater flows in a full-scale prototype prior to commitment to 100% discharge to land.
- Providing time for ongoing monitoring of the treated wastewater quality and environmental monitoring which will provide greater certainty on the need for additional treatment modules to reduce ammonia or nitrogen.
- Minimising over-capitalising at the current Motueka site in the short-to-medium term as this approach maximises use of existing WWTP assets while determining new treatment modules that could be relocated if a new site is selected in the future.

7 Policy / Legal Requirements / Plan

7.1 An application for the required resource consents associated with the upgrade of the Motueka WWTP is required to be lodged with the Consent Authority no later than 13 December 2013 under condition 3(b) of resource consent RM081130V1.

7.2 The preferred option seeks to utilise discharge to land as much as possible but the best available information suggests it is unlikely that treated wastewater will be able to be discharged to the RIBs 100% of the time and a proportion of the treated wastewater will need be discharged through the wetlands directly to the south channel of the Motueka River.

7.3 The application for resource consent would therefore need to cover a discharge to land (the RIBs) as well as to coastal waters (the south channel of the Motueka River). However, the proposed approach that will be taken in the application will be one which emphasises the desire of the Working Party to discharge as much of the treated wastewater to the RIBs as is practically possible. A 'monitor and review' approach will be promoted whereby the performance of a prototype RIB would be continually monitored to assess how it performs compared with predictions. The results obtained would dictate the size and spacing between additional RIBs and these would then be constructed and continue to be monitored.

7.4 There are three possible outcomes that could result from this monitoring:

- The RIBs will perform as predicted, meaning that some of the treated wastewater will need to discharge to the south channel of the Motueka River.
- The RIBs perform better than predicted, meaning that more treated wastewater is able to be discharged to land more of the time, which also means less treated wastewater required to be discharged to the south channel (best case scenario could mean no direct discharge to water if the RIBs perform well above predictions).
- The RIBs perform worse than predicted, meaning more treated wastewater required to be discharged to the south channel.

7.5 The ‘monitor and review’ approach also provides a hold point to consider tidal discharge.

7.6 By staging the capital expenditure, the Council can appropriately respond to these different outcomes.

8 Consideration of Financial or Budgetary Implications

8.1 The estimated capital cost of the upgrade as detailed in the options report is significantly higher than the 2012 Activity Management Plan (AMP) budget and is recommended to be staged over a longer period (note that the estimated capital cost as detailed in the options report does not include allowance for land purchase or lease which could be significant).

8.2 The project priorities and staging are shown diagrammatically in a decision tree (Appendix 3). The timeframe over the next three calendar years is also shown in the decision tree. Expenditure will be aligned with the budget provisions in the 2012 AMP. Following further monitoring and review using the prototype RIB a further recommendation on the public health risks, environmental effects and costs of the land disposal options will be provided.

8.3 The 2012 AMP identifies the following budget (excl inflation) for the Motueka WWTP upgrade:

Project Name	Project Estimate	2012/13	2013/14	2014/15	2015/16
		Year 1	Year 2	Year 3	Year 4
Motueka WWTP Upgrade	\$ 7,488,158 (excl. inflation)	\$ 748,816	\$ 2,545,974	\$ 2,695,737	\$ 1,497,632

9 Significance

9.1 This project has a high level of significance to Motueka, Riwaka and Kaiteriteri communities and to those who pay wastewater charges as part of the Council rates for wastewater schemes. The work involves the upgrading of a significant asset that is located in a culturally and environmentally sensitive area which is of interest to many stakeholders. There are also a number of different options with different outcomes and costs, therefore broad consultation with the wider public is proposed. This consultation is separate to the consultation required as part of the resource consent process.

9.2 Consultation on the upgrade project and the proposed costs has been undertaken as part of the Long Term Plan 2012-2022 and now with the Draft Annual Plan 2013/2014.

10 Consultation

- 10.1 The Working Party has recommended the proposed consultation strategy as set out in Section 12.1 below.
- 10.2 The consultation will consist of a public Open Day at the WWTP site with an opportunity to provide feedback on the preferred option. Note – if the weather is wet, we will meet at a suitable indoor venue in Motueka.

11 Conclusion

- 11.1 Implementing the preferred option (ie, Option E: **Mix** of discharge to land when conditions allow and **Match** of discharge to surface water at other times) in a staged monitor and review approach is the Working Party's preferred option.
- 11.2 The preferred option provides what is considered the best practicable option for an improved treatment and discharge system both now but also into the future. The staged monitor and review approach, with staged land discharge will minimise risks while working towards iwi and the Working Party's objective of full land disposal.

12 Next Steps / Timeline

- 12.1 The next steps for consultation recommended by the Working Party is:
 - Report presented to Engineering Services Committee on 28 March 2013.
 - Public Open Day early May 2013.
 - Three weeks for feedback and follow up, 1 June 2013.
 - Report back to Working Party on feedback and Working Party recommends preferred option for upgrade.
 - Report to the Engineering Service Committee meeting on 1 August 2013 to consider the recommendation for approval to proceed with the consent process.
- 12.2 Proposed high level programme through lodgement of new consent:
 - Progress Report to meet current consent requirement to Consent Authority by 15 July 2013
 - Finalise Concept Design & Investigations - August–September 2013
 - Prepare Draft Assessment of Environmental Effects and Concept Application – October-November 2013
 - Consult Wakatu/iwi and other stakeholders October-November 2013
 - Consult Working Party - late November 2013
 - Finalise Assessment of Environmental Effects and Consent Application - 30 November 2013
 - Milestone: Consent Application Lodgment by 13 Dec 2013
 - Granting of consents approximately - June, 2014
 - Detailed design and procurement 2014-2015.
- 12.3 Proposed timing of staged upgrade to maximise discharge to land via RIB:
 - Desludge oxidation pond - 2013-2014

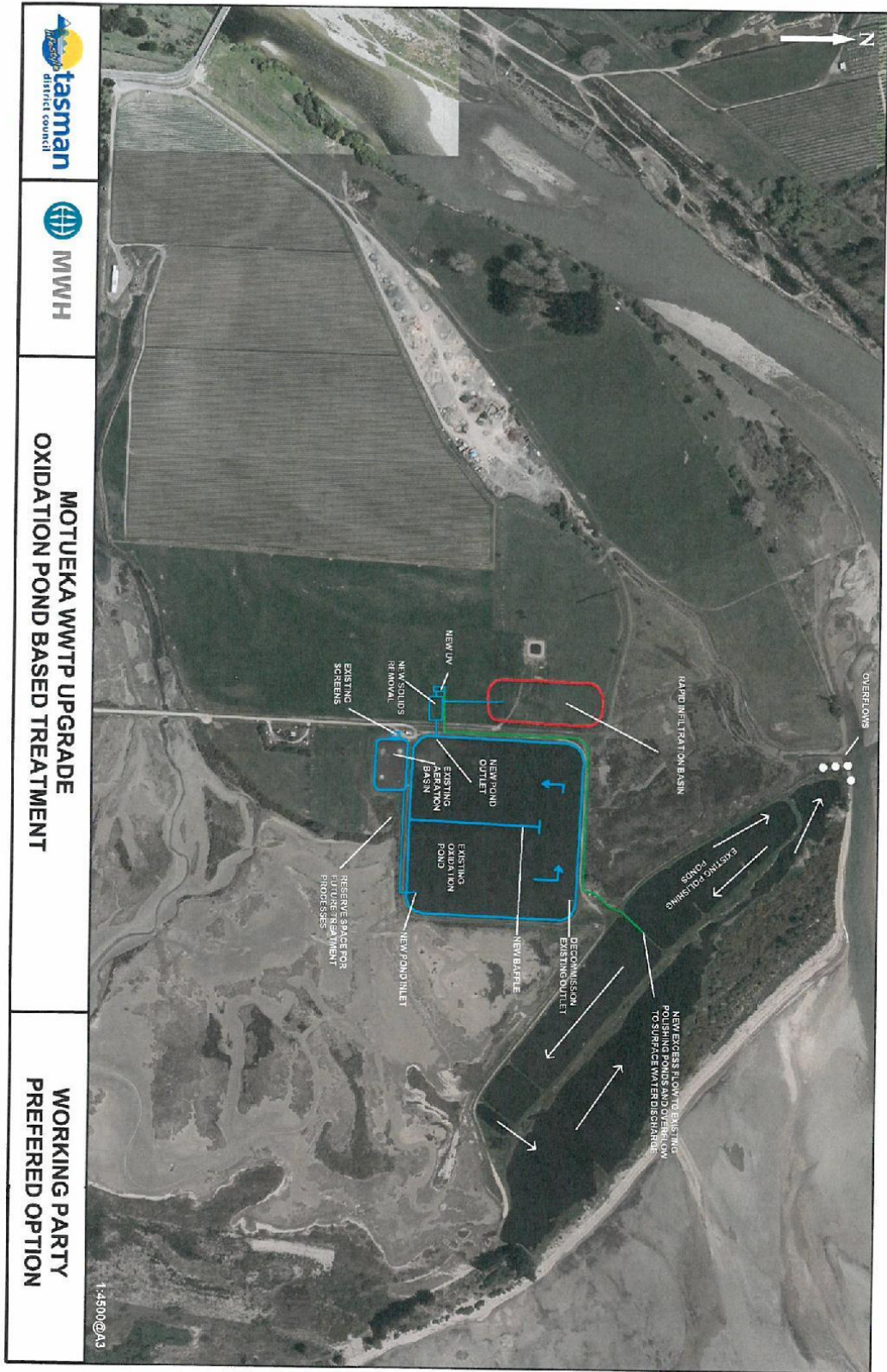
- Modify oxidation pond, install solids removal and UV - 2014
- Install prototype RIB – 2015.
- Observe prototype RIB performance and environmental effects - 2015-2016

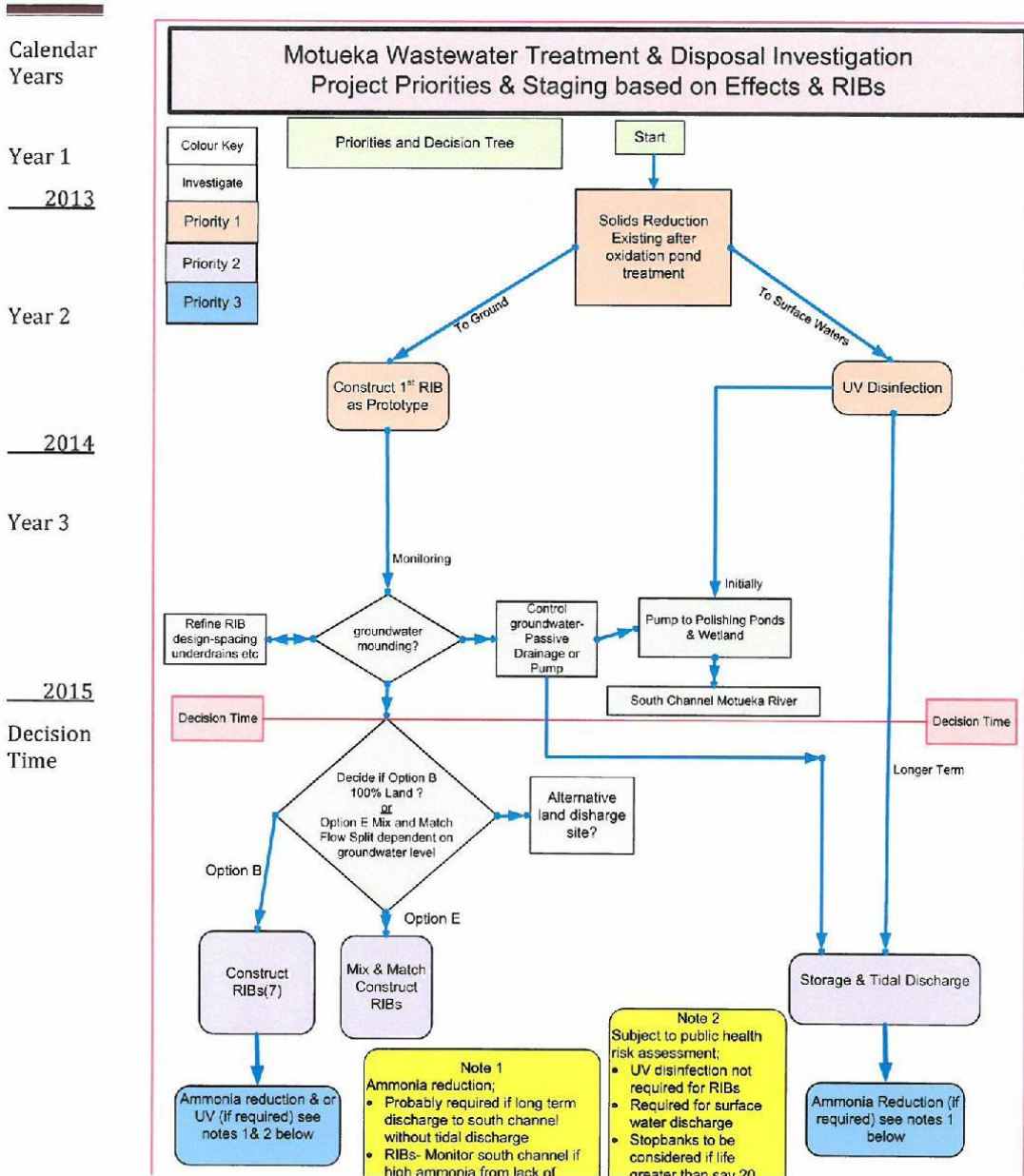
Note that dates are indicative only.

13 Appendices

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3.	Appendix 3-Motueka WWTP Upgrade-Project Decision Tree	27







8.4 MATAKITAKI RIVER BANK PROTECTION**Decision Required**

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Selwyn Steedman, Transportation Network Engineer
Report Number: RESC13-03-04
File Reference:

Item 8.4**1. Summary**

- 1.1 On 3 January 2013 the Matakita River had a flood event that resulted in the closure of State Highway 6 due to concerns around the Matakita River Bridge. The flood waters threatened the bridge approaches and in particular the eastern end near the Beechwood Café in Murchison. The gravel build-up around the Matakita River Bridge appears to have reduced the hydraulic flood capacity in the area of the bridge.
- 1.2 The flooding in Hotham Street is a different issue to the Matakita River Bridge problem.
- 1.2 Local people were concerned over the possible loss of the bridge and its impact on the community which has some reliance on passing traffic. The community concerns were also heightened as a result of other flooding events that had occurred over the last twelve months.
- 1.3 Tasman District Council has been engaged with the New Zealand Transport Agency (NZTA) to address issues around the Matakita Bridge. The Matakita River is within the River Z area and requires at least a 50% contribution from another party for work to proceed under the River Z Policy.
- 1.4 A verbal report was presented to Full Council on 14 March 2013 highlighting the issues of flooding, the state highway and the Matakita River Bridge. There was urgency relating to the works because of winter approaching and the risk to the state highway and township. The direction provided by the Council at that meeting was to gain agreement from NZTA before proceeding any further. There was also agreement that the funds for the work could come from a surplus currently sitting in the Rivers Closed Account.
- 1.5 Due to the Tasman Resource Management Plan restrictions around fish spawning the work must start immediately in order to complete most of the work before these restrictions take effect. Fish and Game staff have been consulted and they accept that work in the river in the first part of the fish spawning season can occur. The works will be carried out under the emergency provisions of the RMA.
- 1.6 Staff from Council and NZTA have come to an agreement with regard to funding which sees NZTA providing at least 50% contribution to the river works. The river works consist of gravel relocation and extraction, bridge protection and bank protection. The total estimated cost of the river works is around \$540,000.

- 1.7 By the time of the committee meeting, work will have started on the gravel component of the project in order to complete as much of works as possible before the fish spawning season.

2. Draft Resolution

- 2.1 **That the Engineering Services Committee receives the Matakītaki River Bank Protection report RESC13-03-04; and**
- 2.2 **Notes that Council and NZTA staff have an agreement on cost sharing for the river works; and**
- 2.3 **Notes that the Council's share of the \$540,000 expenditure for the gravel works within the river and construction of rock protection is the most appropriate option to address the risk issues associated with the Matakītaki River when it is in flood; and**
- 2.4 **Approves the funding for the project to come from the surplus that is currently in the Rivers Account.**

3. Purpose of the Report

- 3.1 The purpose of this report is to provide information on the proposed works on the Matakītaki River to address flooding issues around State Highway 6. Estimated costs will be provided along with other matters relevant to the Matakītaki River flooding.

4. Information

- 4.1 On 3 January 2013 a rain event around Murchison led to flooding of the Matakītaki River which had affected properties in Hotham Street. The flood was estimated to have a return period of around a 1-in-15 year event based on other information in this area. It should be noted that there are no flood gauging stations on the Matakītaki River. The flood event has been estimated from rainfall data and data from the Buller River gauging station.
- 4.2 As a result of the flood event, State Highway 6 was closed for several hours to allow the bridge structure to be checked by an engineer. There was also concern from the community around flooding at the eastern approach and the potential to flood the township.
- 4.3 Hotham Street properties were also flooded for the third time in 18 months during this event.
- 4.4 Since the event there has been wide public interest in the flooding issues around the Matakītaki River and the state highway bridge. There has been at least one public meeting with Council staff in attendance and there is some interest from the Local MP. There was an undertaking at one of these meetings to provide information and investigate solutions back to the community before the end of March 2013.
- 4.5 The Matakītaki River falls within the River Z area and any work as required under the policy requires an agreement for a contribution from other parties of at least 50% before the Council can provide a subsidy for any work that is undertaken.
- 4.6 Council staff have discussed the issues with NZTA and provided expert advice around the issues of flooding and risks to the State Highway. Staff from both organisations have been proactive in developing the most appropriate solution to address the different issues around the flooding. A cost sharing agreement has also been confirmed which sees NZTA funding at least 50% of the work and therefore the river works meet our funding policy for River Z.
- 4.7 With regard to the flooding issues around Hotham Street, they are not caused by the build up of gravel at the Matakītaki River Bridge. Calculations have shown that the back flow curve from the bridge did not, and hasn't in the past, led to water spilling into the low areas around Hotham Street. It should also be noted that some of the Hotham Street properties sit within the natural floodplain of the Matakītaki River.
- 4.8 Surveys and investigations have been carried out in the vicinity of Hotham Street and the surrounding low lying land. These investigations have shown that some recent changes to the management of land upstream of Hotham Street have reduced the friction for flood waters to enter low lying land. With the reduced friction, the flood waters find it easier to enter this area and pond to then flood adjacent properties. The floodwaters are held back by

the land form and road construction associated with Hotham Street and the old state highway bridge. This has been the case for many years.

- 4.9 Staff have carried out works adjacent to the river upstream to provide some friction to floodwaters and provide a channel to divert flood waters back into the main channel of the Matakītaki River. This work is expected to address the flooding issues recently experienced in Hotham Street.
- 5.0 If more works are required then a culvert will be considered under Hotham Street to drain the pond forming against the road and on the low-lying land.

5. Discussion

- 5.1 The total project cost is estimated to be around \$540,000 to complete gravel works, rock protection and bridge protection works.
- 5.2 The project is broken into three key phases/components:
- Component 1 – Relocate and remove gravel from the bridge and upstream to improve hydraulic efficiency and address erosion issues from the river being directed out of main channel. This work is estimated to be around \$280,000.
 - Component 2 – Address erosion issues and gravel build-up around the Matakītaki Bridge. This is estimated at around \$110,000 to complete.
 - Phase 3 – Address bank erosion issues and construct rock wall and groynes to provide protection. This is provisional work and is subject to funding being available. The cost of this work is around \$150,000.
- 5.3 In terms of procuring the work, there is a need to get started as soon as possible to meet the restrictions of the Tasman Resource Management Plan and expectations of Fish and Game. Accordingly the work will be procured by way of three variations to the existing Rivers Contract. This allows both timeliness to get work under way and also meet the Council's Procurement Strategy.
- 5.4 NZTA have agreed that Tasman District Councils' rivers contractor Taylors Contracting can do the work and are satisfied that the contract has been competitively procured and work can be done under a variation to the main contract.
- 5.5 As noted above, there is a funding agreement which has been settled between Tasman District Council and NZTA. An adjacent landowner who also gets some benefit has also committed to provide \$10,000 to the project.

6. Financial Considerations

- 6.1 The River Z budget is currently exhausted on the works related to the several flood events the District has experienced over the last two years. It is currently overspent but there are funds from other parties to offset the current overspend. Once these funds are received it is expected that the River Z account will be balanced.
- 6.2 There is no approved budget for the work.

- 6.3 The Rivers Account currently has around \$500,000 surplus as a result of work being completed as part of flood works and a slight reduction in both the amount of work from last year and the contractor not being able to complete the rivers programme.
- 6.4 The Council could fund its share of the Matakiki River works from the surplus that sits within the Rivers Account. This can be done with no effect on current work programme. This was discussed at the Full Council meeting on 14 March 2013 and the direction from Council was that this approach was acceptable.

7. Strategic Challenges/Risks

- 7.1 Staff have since the verbal report to Full Council, negotiated with NZTA and a funding agreement has been accepted. The written agreement around the cost share is being prepared ready for signature at the meeting on 28 March 2013.
- 7.2 Getting approval to work in the river bed for any unforeseen extensions to the work during April may be an issue for fish spawning. Staff have consulted with Fish and Game and they have verbally agreed for the works in the river to be undertaken in the first two weeks of April 2013. However if the works take longer than anticipated then more discussions with Fish and Game will be required. As these works are being carried out under the emergency provisions of the RMA then this is not seen as a major issue.

8. Policy / Legal Requirements / Plan

- 8.1 The Council has been granted permission for the work to be carried out under urgency under the provisions of the RMA.
- 8.2 The work can meet the requirements of the River Z Policy in terms funding because NZTA has agreed to fund at least 50% of the project cost.

9. Consultation

- 9.1 NZTA and Council staff attended a meeting of the Murchison Community Council.
- 9.2 Fish and Game have been consulted and this is ongoing.
- 9.3 The affected landowner has been contacted as there is river bank work been carried out next to their land.

10. Significance

- 10.1 There is no budget left in the River Z account to fund this work.
- 10.2 As there is a surplus in the Rivers Account the proposed works are considered to have a low level of significance. This is because no additional funding is required to complete the work.

11. Conclusion

- 11.1 Proposed works within the Matakita River near the bridge on State Highway 6 are needed to address flooding issues relating to the NZTA Bridge and nearby township of Murchison.
- 11.2 Tasman District Council and NZTA have a funding agreement which meets the policy requirements of River Z works.
- 11.3 The funding for the \$540,000 project is available for the works to be completed.
- 11.4 The flooding issues around Hotham Street have been investigated with remedial works completed in early March 2013. This work is expected to address the issues of flooding around this area.

12. Next Steps / Timeline

- 12.1 The Council considered the funding for this work and in principle accepted that it be funded from the Rivers account subject to NZTA entering into a cost-share agreement at the meeting on 14 February 2013.
- 12.2 Construction started on 21 March 2013.
- 12.3 The works are expected to be completed by 18 April 2013.

8.5 JACKETT ISLAND INTERIM WORKS UPDATE

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Sarah Downs, Transportation Planning Officer
Report Number: RESC13-03-05
File Reference:

Item 8.5

1 Summary

- 1.1 You will recall that at the Engineering Services Committee meeting on 14 February 2013, you were informed of Council's application to cancel the Interim Works Enforcement Order (ENV 2010 WLG 080 & 081). This application was filed on the basis that the Port Motueka groyne which was installed in 1996 only had minor localised effects on the development of Motueka spit. And therefore the erosion occurring on Jackett Island.
- 1.2 The Council continues to monitor Jackett Island and 'hold the line' with the sand bag wall on the Van Dyke property as directed by the Environment Court. Minor maintenance work is required on the wall prior to the winter storms. It should be noted that monitoring to date shows that erosion is still occurring at the southern end of the island.
- 1.3 The Committee will note that at the last meeting we were awaiting a response from the Van Dyke Family Trust to our application to cancel the interim works order. This was received and staff have been involved in preparing rebuttal evidence since then. A verbal update on the current status of the Environment Court action will be provided at the meeting.
- 1.4 The budgetary considerations for this project will be dealt with in the Long Term Solutions Report.

2 Draft Resolution

- 2.1 That the Engineering Services Committee receives the Jackett Island Interim Works Update Report, RESC13-03-05.**

3 Project Update

- 3.1 Regular monitoring has taken place on Jakkett Island along the foreshore. Particular care has been taken in monitoring the geotextile sand bag wall on the Van Dyke Family Trust property.
- 3.2 The most recent survey was carried out on 6 March 2013. The photographs attached (Appendix 1) show the present condition of the wall. Visits have been made every two to three weeks.
- 3.3 There is still evidence that the landowner is driving over the sand bag wall without permission, although he has been asked by our lawyers on two separate occasions to not do so. Staff are following up on this matter and it could be discussed in the pending court action.
- 3.4 There is evidence of some overtopping of the sand bag wall by waves at high tide. The overtopping is only at the top of the sand bag wall and not over the top of the remaining sand dune. This was expected during high wave events and as required material is being replaced if there is any chance of the wall becoming unstable. In general, the wall is behaving as designed.
- 3.5 The weather over the last few months has meant that no maintenance has been needed.
- 3.6 There is a need to do some maintenance on the sand bag wall before the winter storms arrive. This will involve some repositioning of sand bags that show some minor slumping. This is expected to cost less than \$20,000.
- 3.7 The surveying of the spit took place during the second week in March 2013. A verbal update will be provided at the meeting. In summary, the regular surveys and monitoring continue to show accretion at the northern end of the island and some occurring at the northern end of the Van Dyke property.
- 3.8 However, the rate of erosion is high at the southern end of the island. Appendix 2 shows photographs taken by Mr Rhoades of the erosion on his property since early January. It should be noted that this erosion is not due to a storm event. It is apparent from the work investigating a long term solution there is very little sediment that can be transferred to the Jakkett Island foreshore under the present conditions. Accordingly erosion at the southern end of Jakkett Island is expected to get worse.
- 3.9 A good number of pine trees have been lost in recent months on the Jakkett Island foreshore through salt inundation of the root system of the tree.

4 Environment Court update

- 4.1 As reported on 14 February 2013, Council has applied to the Environment Court to cancel the interim enforcement order (ENV 2010 WLG 080 & 081).

- 4.2 The respondent (the Van Dyke Family Trust) submitted their response to Council's application on 15 February 2013.
- 4.3 Agreement had already been given that this application could be heard at the same time as the Van Dyke's application for a reimbursement order to recover expenditure of \$252,000. It is claimed that this expenditure was incurred by avoiding, remedying or mitigating the effects of erosion along the Jackett Island foreshore adjacent to their property. This was claimed on the basis that the Council had failed to comply with the conditions of the coastal permit that authorised construction of the Port Motueka groyne.
- 4.4 The Council's evidence relating to the cancellation of the interim enforcement order was filed on the basis that the Port Motueka groyne has had only minor localised effects on physical coastal processes. There is no measurable influence of the groyne on spit development and the associated erosion occurring along the open coast shoreline of Jackett Island.
- 4.5 The Van Dyke Family Trust submitted three affidavits in response to Council's application. These were written by Mr Van Dyke, Professor Robert Kirk and Dr Shaw Mead.
- 4.6 Council were allowed until 15 March 2013 to reply with a rebuttal. Mr Reinen-Hamill and Dr Peter McComb have both re-examined the work carried out by Dr Mead and Professor Kirk and have subsequently submitted rebuttals.
- 4.7 Council has also contracted the services of Dr Terry Hume, a coastal geomorphologist who works for NIWA in Hamilton, to independently critique the work carried out by the Council witnesses as well as the work carried out by the witnesses for the Van Dyke Family Trust.
- 4.8 Dr Hume visited the Motueka spit on 6 March 2013. His report was also included in the rebuttal evidence supplied to the Environment Court on 15 March 2013.
- 4.9 It is hoped that the subsequent hearing will be held prior to June 2013.

5 Project Status

- 5.1 The expenditure on the sand bag wall from 1 July 2012 to 8 March 2013 is \$36,386.
- 5.2 The costs associated with the Interim Works Plan are being funded from the budget for the Long Term Solution. This budget is \$650,000 and more detail will be provided in the Jackett Island Long Term Solution Report.
- 5.3 Council will continue to monitor the sand bag wall on a regular basis until directed otherwise by the Court.

6 Appendices

- | | | |
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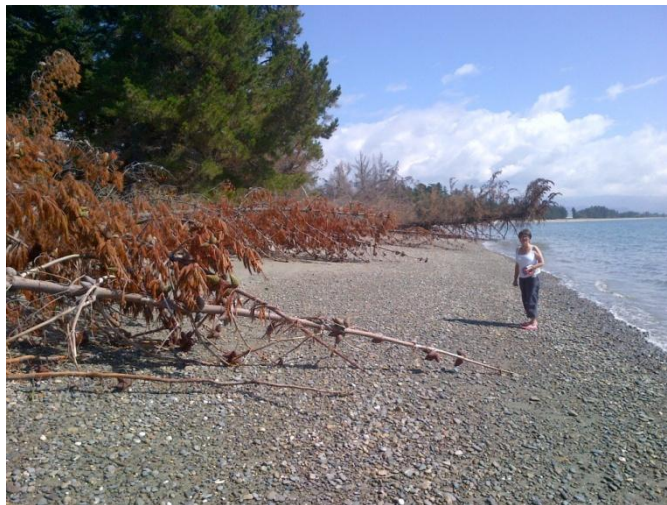
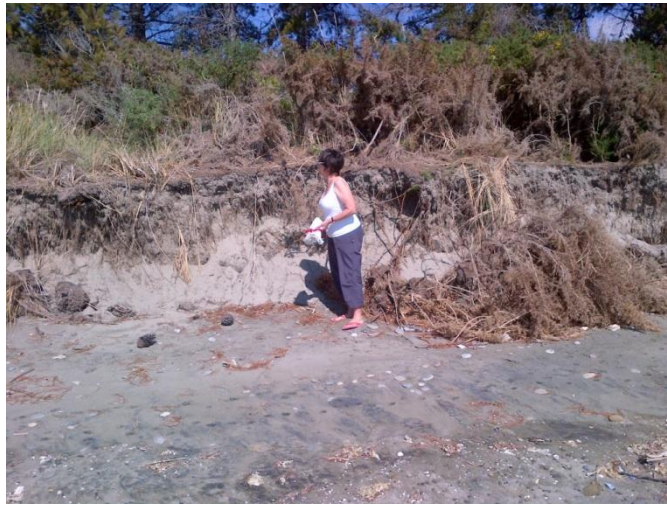
Jackett Island Interim Works Update

Appendix 1 – Sand bag wall condition on the Van Dyke property



Appendix 3

Erosion on the Rhoades property at the southern end of Jackett Island
(photographs supplied by Brian Rhoades)



8.6 JACKETT ISLAND EROSION PROBLEM - LONG TERM SOLUTION PROJECT UPDATE

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Sarah Downs, Transportation Planning Officer
Report Number: RESC13-03-06
File Reference:

Item 8.6

1 Summary

- 1.1 At the Engineering Services Committee on 14 February 2013 it was resolved that the Council would engage with stakeholders and residents prior to reporting to the Environment Court to advise them that after investigating a long term solution, there are no practicable or sustainable options to the erosion problem on Jackett Island.
- 1.2 The report outlines the planned engagement with the stakeholders and residents of Jackett Island and a verbal update will be provided at the Engineering Services Committee meeting.
- 1.3 A brief summary of the engagement and information sharing with stakeholders and residents to date has been provided for the Committee.
- 1.4 Monitoring on the spit since the removal of Port Motueka groyne continues. There is evidence that the spit at the northern end has the potential to breach at some point in the future.
- 1.5 The costs for this project are currently within the budget of \$650,000 for this financial year. Further costs are expected regarding the Environment Court hearing plus some minor maintenance on the sand bag wall on the Van Dyke property.

2 Draft Resolution

- 2.1 That the Engineering Services Committee receives the Jackett Island Erosion Problem - Long Term Solution Project Update Report, RESC13-03-06.**

3 Purpose of the Report

- 3.1 The purpose of this report is to provide an update on the work that has been done on the project.
- 3.2 The report also provides a financial update.

4 Background and Discussion

4.1 At the Engineering Services Committee on 14 February 2013, it was agreed that

“Council engage with stakeholders of Jackett Island’s residents to discuss the reasons for the decision 4, prior to reporting back to the Environment Court advising that there are no practicable options for addressing the Jackett Island erosion issue.”

Decision 4 was to go back to the Court to explain that there was no sustainable long term solution.

4.2 This resolution was considered very important as a number of residents and stakeholders had appeared at the public forum on 14 February 2013 to state their opinions on the level of consultation during this project.

4.3 For the committee’s information the following timeline with regard to consultation, collaboration and information sharing is provided:

- 3 February 2012 – afternoon meeting with Port Motueka Users Group (PMUG)
- 8 February 2012 – meet with Jackett Island residents – Richard Reinen-Hamill in attendance.
- 29 February 2012 – With Richard Kempthorne, Barry Dowler met David Easton plus Van Dykes and the Zondags at Jackett Island
- 14 March 2012 – With Richard Reinen-Hamill met Ben and Chloe Van Dyke and Bob Kirk
- 14 March 2012 – 1st meeting of the technical experts
- 17 April 2012 – Meet with Jackett Island residents (Gary and myself)
- 18 May 2012 – modelling teleconference with experts
- 21 May 2012 – Meet with Tiakina board
- 24 July 2012 – afternoon meeting with PMUG
- 27 July 2012 – modelling teleconference with experts
- 15 August 2012 – modelling teleconference with experts
- 25 September 2012 - modelling teleconference with experts
- 2 October 2012 – meeting with Doug Loder, Mark Lile and Gary Tear with Richard Reinen- Hamill in attendance
- 11 October 2012 – modelling teleconference with experts
- 31 October 2012 – modelling teleconference with experts
- 4 December 2012 – With Eric Verstappen met David Easton and Edith Zondag
- 17 December 2012 – With Gary Clark and Eric Verstappen met and went out on the spit with David Easton. Shared his views with Tonkin & Taylor.

- 4.4 Notable emails that have been sent out to Jakkett Island residents have included:
- 6 August 2012 including a link to Tonkin & Taylor reports on the Council website.
 - 17 October 2012 including recent teleconference notes for residents to read and ask questions.
 - Regular emails have been sent to all stakeholders giving them a link to the report going to Engineering Services Committee with an agenda and the option to speak at the public forum.
- 4.5 As demonstrated above, a process has provided information and opportunities for stakeholders to comment and raise any concerns.

5 Project Update

- 5.1 All residents and stakeholders have been invited to a meeting on Monday 25 March 2013. It will be held at the Motueka Service Centre at 5.00pm. Staff felt it was important that residents and stakeholders were given enough notice of the meeting, so that as many as possible would be able to attend.
- 5.2 Mayor Richard Kempthorne will chair the meeting. Mr Richard Reinen-Hamill will also be present to answer any technical questions.
- 5.3 The intention of the meeting is reassure residents and stakeholders that while the Council is involved in a Court process regarding the Interim Works Plan, that the Long Term Solution project is still viable.
- 5.4 Staff are also presenting a project update at the Tiakina te Taiao Board meeting on 19 March 2013.
- 5.5 Staff have also continued to deal with resident requests as required.
- 5.6 Feedback from these two meetings will be provided at the Engineering Services Committee meeting.
- 5.7 There was some criticism that the costs that were estimated for the long term solution works were too high. These were prepared by recognised coastal engineers and a coastal construction company. No other estimated costs have been provided to Council of putting a cut through Motueka spit, as was indicated by some parties in the Public Forum and from the Council table at the last Engineering Services Committee meeting.

6 Monitoring

- 6.1 As part of the resource consent for the removal of Port Motueka groyne, monitoring has continued at the time intervals laid out in the consent.

- 6.2 Further to this monitoring, staff have also been monitoring the northern end of the spit close to Motueka golf course. The spit is narrow and lower in this area and there have been occasions where it has been overtopped at high tide (see photo below).



7 Project Status

- 7.1 The cost to date for the investigation work into the Long Term Solution to the erosion problem on Jackett Island is \$290,726.78. Funding is available for this work under a budget of \$650,000 in the Long Term Plan. The Interim Works costs for this financial year are \$36,386.01. This totals \$327,112.79. This leaves \$322,887.21 in the budget for 2012-2013.
- 7.2 Further costs will be expected in the next month. These are associated with the monitoring of Motueka spit and Jackett Island. There will also be expected costs from the work being executed on the application to cancel the Interim Works Enforcement Order. These costs are estimated to be around \$50,000 for preparation for evidence and further costs when it goes to Court.

8 Consultation

- 8.1 As indicated in paragraphs 5.1 and 5.5, the Council will be engaging with the various stakeholders in the short term.
- 8.2 Further consultation on a long term solution will be dependent on the process currently going through the Environment Court.

9 Next Steps / Timeline

- 9.1 The Council will be provided with a verbal update of the meetings held with various stakeholder groups at the Engineering Services Committee meeting on 28 March 2013.
- 9.2 Work continues on the proposed changes to the Tasman Resource Management Plan for the establishment of a robust Coastal Hazard Management Plan.

8.7 RURAL BROADBAND INITIATIVE AND ULTRA-FAST BROADBAND ROLLOUT

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Mark Jones, Technical Engineer
Report Number: RESC13-03-07
File Reference:

1 Summary

- 1.1 This report outlines the responsibilities of the Tasman District Council Road Corridor Manager and provides details on the Rural Broadband Initiative (RBI) and Ultra-Fast Broadband (UFB) rollout within Tasman District.

2 Draft Resolution

That the Engineering Services Committee receives the Rural Broadband Initiative and Ultra-Fast Broadband Rollout report, RESC13-03-07.

3 Background

- 3.1 Following consultation with local authorities, the New Zealand Transport Agency and KiwiRail, the New Zealand Utilities Advisory Group has compiled the “National Code of Practice for Utilities Access to the Transport Corridors”. The Utilities Access Act was passed into law in 2011. The Code provides rules and guidelines on the installation of utility assets in Local Authority and State Highway roads and rail corridors.
- 3.2 Tasman District Council, as the unitary authority, is responsible for local government functions and as the consenting authority is tasked with ensuring utility companies comply with the District Plan requirements and other relevant legal obligations when carrying out works within the road corridor.
- 3.3 Tasman District Council has appointed a ‘Corridor Manager’ to administer the district’s roads. The duties of the Corridor Manager include:
- The approval of corridor access requests (CARs) and the application of appropriate general, local and special conditions for each CAR. Corridor access requests have replaced the former road opening permit system.
 - To provide forward work programmes for Tasman District utility and roading contract works to utility operators. Similarly utility operators shall share information regarding their forward work programmes and major projects.
 - Enforce compliance with the National Code of Practice for Utilities Access to the Transport Corridors.
 - Undertake independent inspections and audits of site works.
 - Carry out conformance testing of reinstatement in the road reserve.
 - Provide information on the location of existing services.
 - Issue Works Completion Notices (WCN). A two year maintenance period commences following the issue of the WCN.
- 3.4 The Council uses the Trifecta T3 database to allow electronic applications for both CARs and Traffic Management Plans, although manual submissions are also accepted.

4 Rural Broadband Initiative (RBI)

- 4.1 The RBI has been implemented by the Government to address the specific broadband infrastructure needs of rural New Zealand. The Government is contributing \$300 million with further investment from the RBI partners
- 4.2 Transfield, on behalf of Chorus and Network Tasman Ltd, has been deploying fibre cable throughout the District. The cable is being deployed using drilling and trenching techniques

in urban areas, and the majority of the rural reticulation has been installed using mole ploughing methodology.

- 4.3 Eventually all schools, libraries and hospitals in the District will be able to upgrade from existing copper cable to 100 Mbps broadband fibre speed communication.
- 4.4 Rural homes and businesses will be able to access fixed line broadband services at 10Mbps or greater as well. Actual speed will be impacted by a variety of factors, including line length, cable size, service type, and house wiring.

5 Ultra Fast Broadband (UFB)

- 5.1 UFB will bring fibre optic technology to businesses, schools, hospitals, marae and homes enabling 75 per cent of New Zealanders to access fibre to their premises by the end of 2019.
- 5.2 Schools, hospitals and 90 per cent of businesses in the coverage area will be connected by 2016. Homes and the remaining 10 per cent of businesses will be connected by 2019.
- 5.3 Fibre will be capable of peak speeds of at least 100 Mbps. The Government is contributing \$1.35 billion to the initiative with further investment by the UFB partners.
- 5.4 Chorus was selected by Crown Fibre Holdings Ltd to deliver a fibre network to 24 of the 33 regions within New Zealand. Richmond is within one of Chorus' UFB regions.
- 5.5 Chorus deploys its fibre network using existing ducting where possible, and adopts a number of methods to install the infrastructure. These include directional drilling, trenching and aerial spans. The infrastructure connects approximately 200 residents and businesses to a fibre cabinet which enables the delivery of high speed internet services. Each cabinet will have what is referred to as a 'cabinet area' which services around 5-10 streets.
- 5.6 Richmond is scheduled to have 10 cabinet areas built before June 2013 and a further five cabinets in 'UFB year' 3 (July 2013-June 2014).

6 Current Status

- 6.1 Chorus has chosen Nelson Underground Services Ltd to complete the deployment in Richmond with each cabinet area taking approximately eight weeks to complete.
- 6.2 The first cabinet area (FFP28) includes Croucher, Doran, Chisnall and Bird Streets, with a further two cabinet areas progressing south-eastward across to Salisbury Road.
- 6.3 Plans for a further two cabinet areas in the Gladstone Road, Wensley Road and Oxford Street area have also been approved.
- 6.4 Plans for the fibre deployment in the CBD have been submitted to the Council. A significant portion of the CBD has existing ducting in place, however there will still be some trenching

and occupation of footpath with equipment. Patience is requested during the installation process.

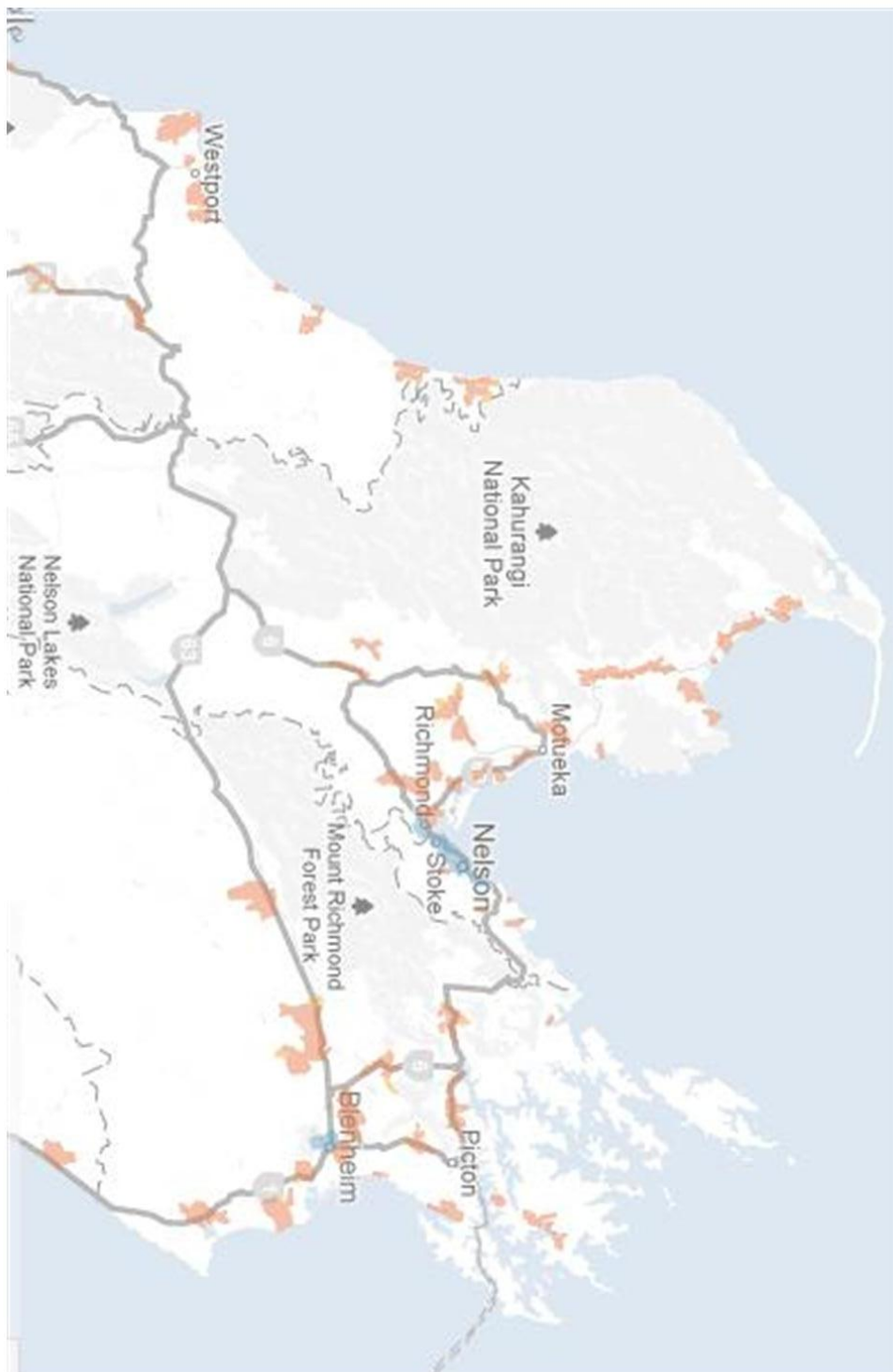
- 6.5 Excavations will be backfilled, and temporarily sealed on a daily basis in the CBD. Transfield and the contractor will be talking to businesses on a daily basis to minimise the disruption and inconvenience.

7 Appendices

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| 2. | Appendix 2-RBI Map | 53 |



TASMAN DISTRICT RBI COVERAGE AREAS



8.8 TRANSPORTATION REPORT

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Gary Clark, Transportation Manager
Report Number: RESC13-03-08
File Reference:

Item 8.8

1 Summary

1.1 This report summarises activity in the Transportation portfolio during February-March 2013.

2 Draft Resolution

That the Engineering Services Committee receives the Transportation Report, RESC13-03-08.

3 Operations & Maintenance

3.1 Tasman Urban Maintenance C871

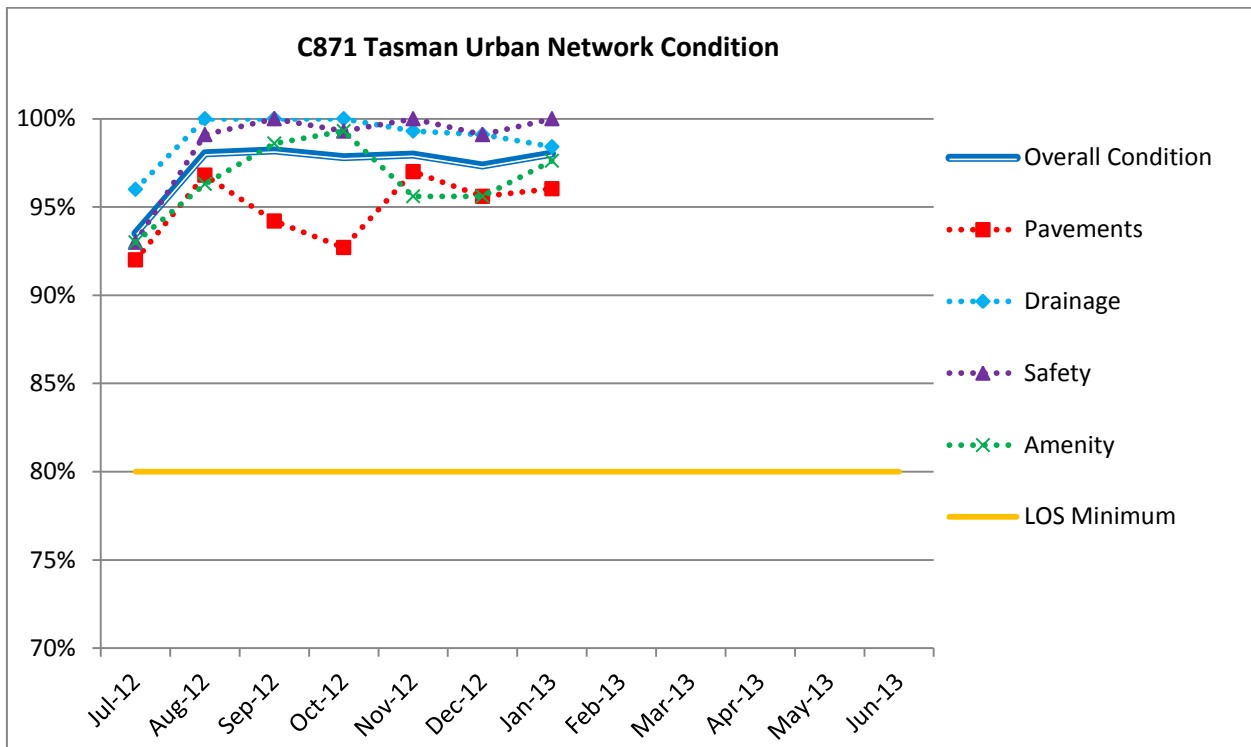
Work Summary for January to early February:

- Pre-reseal repairs for 2012/13 sites all complete.
- One hundred and eighteen sealed potholes were repaired.
- Edge break repairs were carried out on 206 metres of road
- High shoulder removal work over 314 metres

Programmed work for February and March:

- Pre-reseal repairs for 2013/14 reseal sites.
- District-wide footpath inspection and prioritisation of repairs.

3.2 The results of recent MWH inspections of the network condition are shown in the following chart.



3.3 All inspection items are fairly steady and are consistently above the minimum target.

3.4 Tasman Rural Maintenance C875

Work Summary for January to early February:

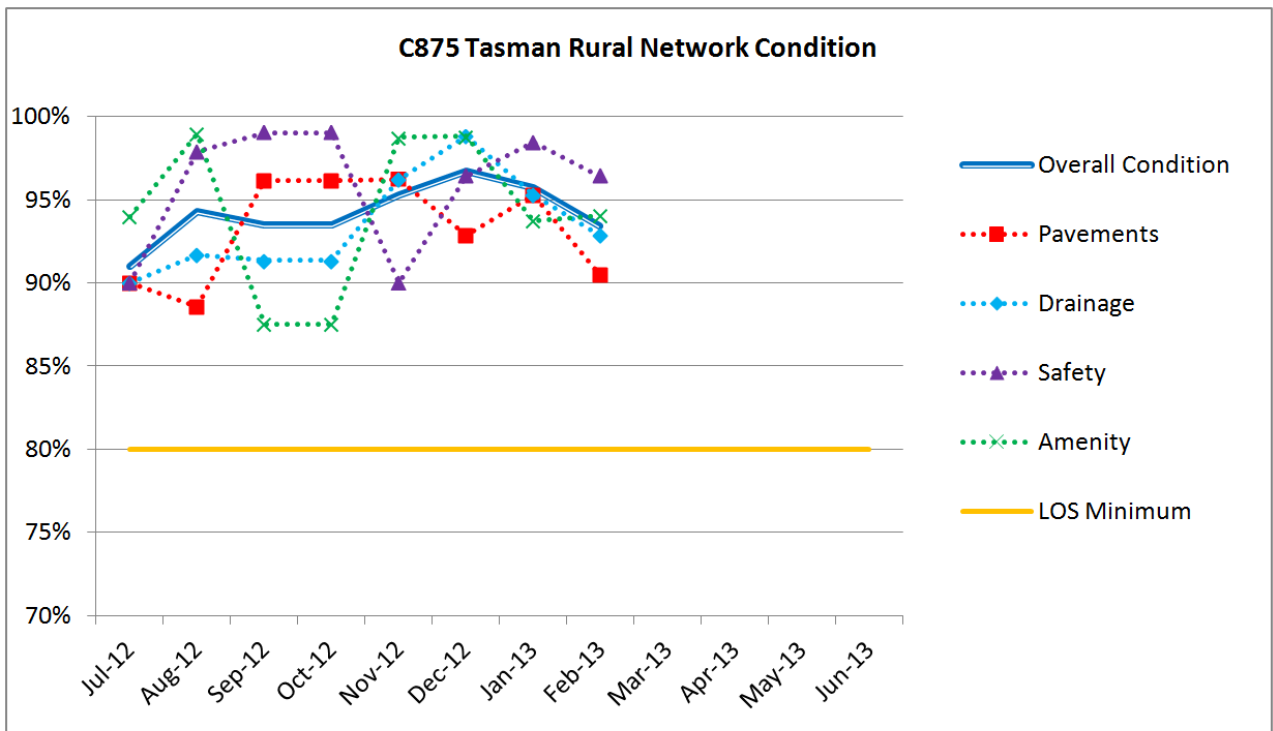
- January weather event clean up.
- Pre-reseal repairs for 2012/13 reseal sites all complete.
- Pavement repairs for 3196 m².
- Edge break repairs for 245 metres.

- One hundred and thirty sealed pothole repairs.
- Grading for 54 km.
- Water table cleaning for 1.8 km.
- Replaced culverts for 28 metres.
- One thousand, three hundred and sixty nine cleaned and straightened signs.

3.5 Programmed work for February and March:

- Pre-reseal repairs for 2013/14 reseal sites.
- Completion of network drainage inspection and delivery of report.

3.6 The results of recent MWH inspections of the network condition are shown in the following chart.



3.7 All inspection items are fairly steady and are consistently above the minimum target. Some unsealed pavements are becoming corrugated with the prolonged dry weather.

3.8 Golden Bay Maintenance C788

Work Summary for January to February:

- Concrete shoulder works on Mockingbird Ridge, Nyhane Drive West and Abel Tasman Drive.
- Rototai Road culvert installation.
- Fish passage works on Totaranui Road complete.
- Cattle crossing on Collingwood-Puponga and Abel Tasman Drive complete.
- Chip seal resurfacing programme complete.
- Canaan Downs drainage repairs complete.
- Limestone Road culvert repair complete.

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- High shoulder removal for 13.6 km
- Grading for 76 kms.
- Pavement repairs – 383 m³.

3.9 Programmed work for February and March:

- Unsealed structural overlays on Canaan Road and Aorere Valley Road.
- Junction Street drainage improvements.
- Bird Road flood repairs.

3.10 The results of recent MWH inspections of the network condition are shown in the following chart.

3.11 All inspection items are fairly steady and are consistently above the minimum target.

3.12 Vegetation audit score has decreased due to chemical control being out of specification on three of the fifteen roads audited.

3.13 Murchison Maintenance C787

3.14 A significant amount of the January works resulted from the rain event on 3 January 2013. Flood repair work across the network included blocked culverts, slips, rock work, pavement repairs, flooding, tree felling and general tidy up. There were also a number of bridge repairs including Glenroy Bridge, Rifleman Bridge and Pyrites Bridge. In some instances the entire bridge approach was washed out exposing the bridge abutment.



Glenroy Road – Riflemans Bridge approach washed out 3 January 2013

3.15 Work Summary for January to early February:

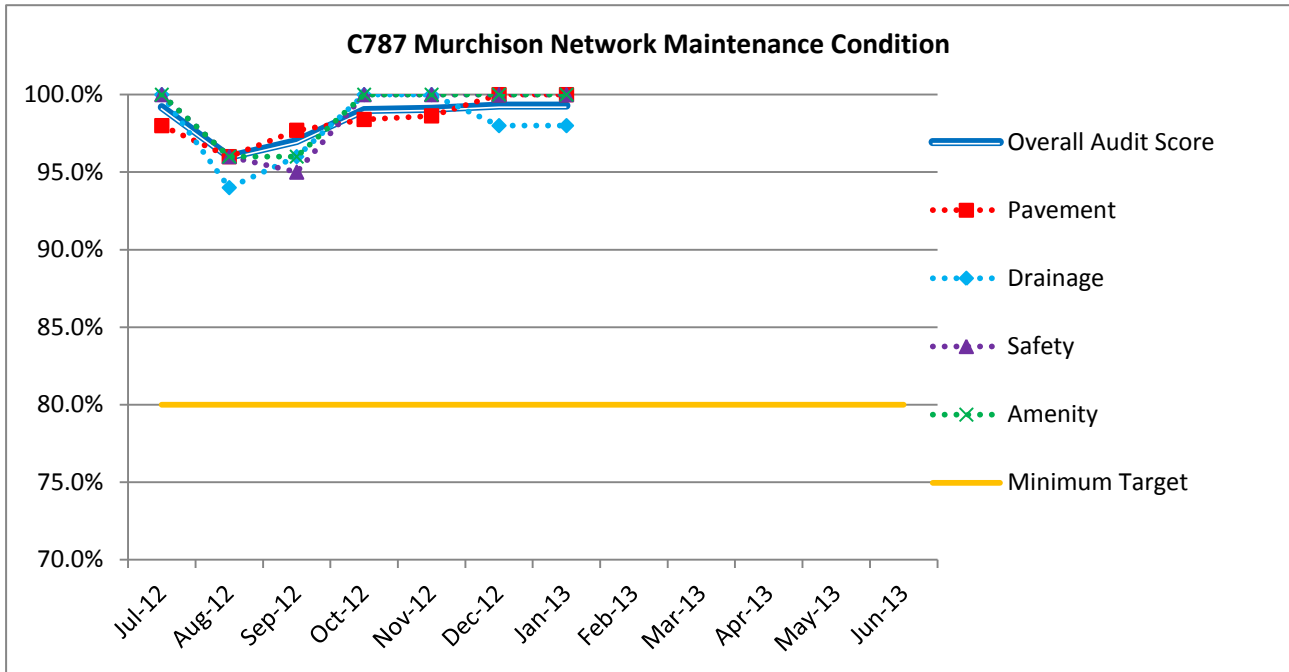
- Sixty three km of grading.
- Watertable cleaning for 1.2 km
- Mowing for 289 km.
- January weather event emergency works.

3.16 Programmed Work for February and March:

- Maruia Saddle Road slip repair works.
- Matiri Valley Road pavement rehabilitation.
- Rock repairs at flood damaged sites in Glenroy Road and Rappahannock Road.

3.17 The results of recent MWH inspections of the network condition are shown in the following chart.

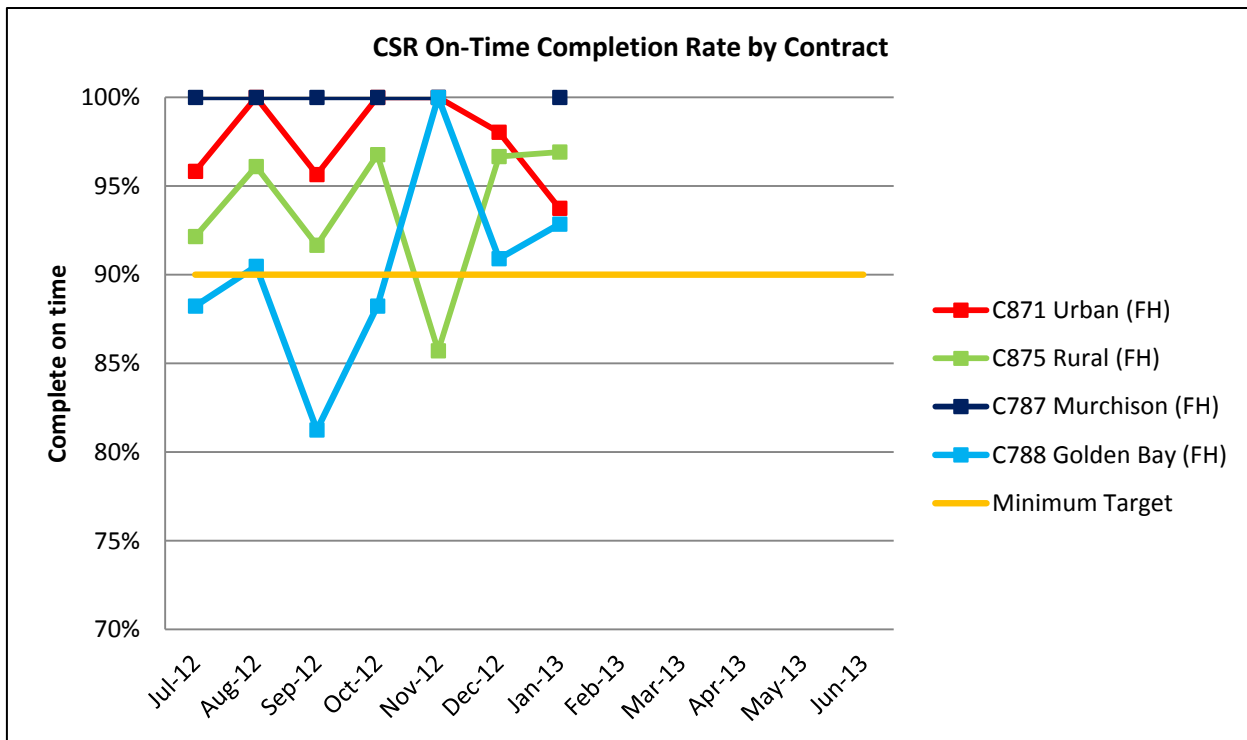
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3.18 All audited items are consistently well above the minimum target requirements.

3.19 Customer Service Requests (CSRs)

CSR completion rates over the four contracts are summarised in the following graph.



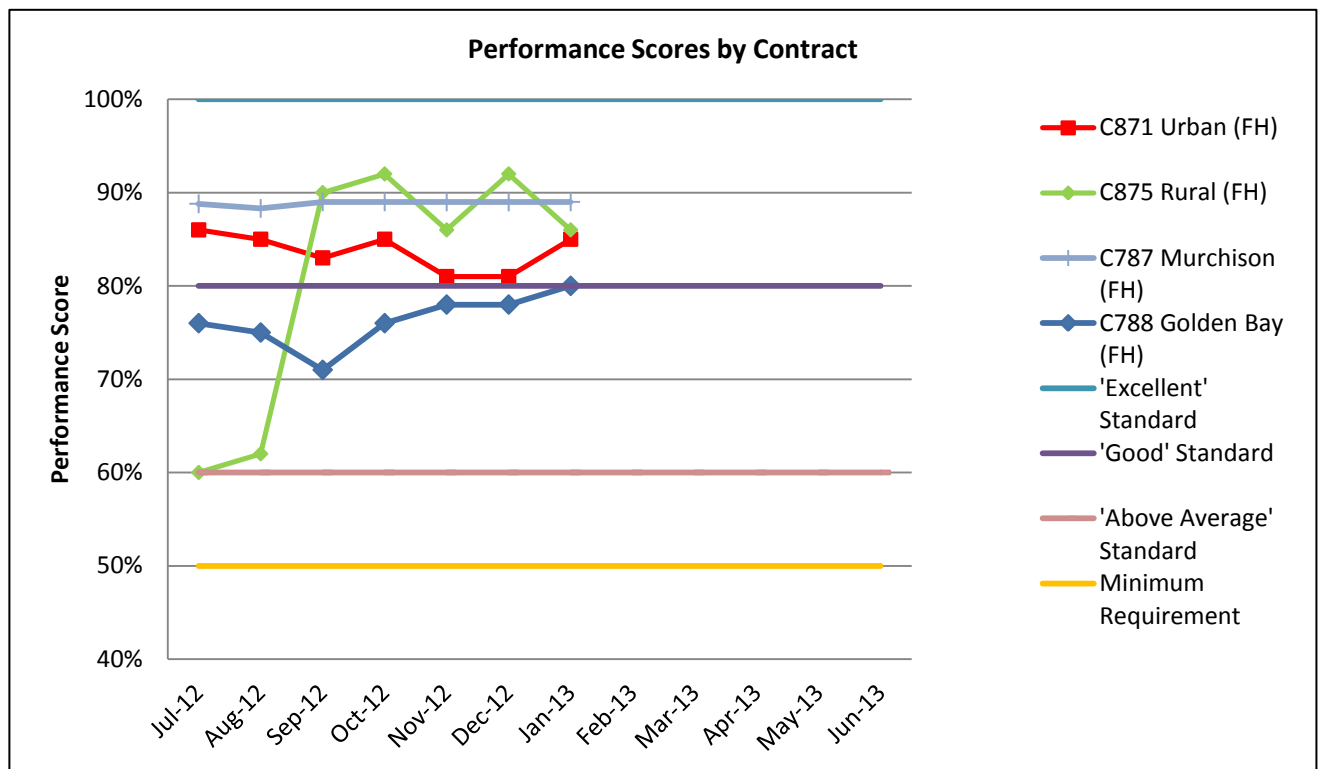
3.20 All contracts performed above the minimum Level of Service target.

3.21 The numbers of CSRs are shown in the table below.

	C788 Golden Bay			C787 Murchison			C871 Tasman Urban			C875 Tasman Rural		
Month	On time	Late	Total	On time	Late	Total	On time	Late	Total	On time	Late	Total
December	10	1	11	0	0	0	50	1	51	29	1	30
January	13	1	14	6	0	6	75	5	80	63	2	65

3.22 Performance Scores

Based on MWH audits of the contractor’s maintenance work, systems and overall contract delivery the following graph tracks the Performance Score Summary over the four contract areas.



3.23 Overall performance across the contracts has been reasonably steady. Golden Bay is up slightly which now means that all contracts are in the “Good” LOS band, due to improvements in programming and work quality.

4. 2012/2013 – Resurfacing

4.1 Contract 851 (Urban/Rural/Murchison) is 70% complete based on surface area completed. Favourable weather conditions have enabled continuity of work for the contractor.

4.2 The contract was due to be completed on 28 February 2013 however due to the lateness of pre-seal repair completion in the rural area and four additional sites included in the programme, the estimated completion date is now 12 March 2013.

- 4.3 Contract 788 Golden Bay local road chip sealing has been completed. The proposed asphalt resurfacing at the intersection of the Motupipi Street/Meihana Street/Abel Tasman Drive intersection has been delayed due to proposed intersection improvements.
- 4.4 Contract 851, Sealed Road Resurfacing 2011/2012 is within the defects period and some stripping has been noted. The contractor is currently inspecting all sites and developing a repair programme. The defects liability period expires in March 2013.
- 4.5 Contract 788 Golden Bay Local Roads 2011/2012 reseals are within the defects period and only minor faults have been noted to date.
- 4.6 Sealed Road Pavement Rehabilitation 2012/2013 - Seven sites totalling 3.8 lane kilometres will be rehabilitated using the granular overlay or cement stabilisation methodology along with associated improvements. The sites are on Motueka Valley Highway, Moutere Highway, Main Road Lower Moutere, Tadmor Valley Road and Matiri Valley Road.
- 4.7 Fulton Hogan has commenced work on the Motueka Valley Highway sites and the contract completion date is at the end of April 2013.

5. Streetlight Maintenance

- 5.1 Powertech continues to perform well with 93% on time customer service request completion for January (13 out of 14 CSRs).
- 5.2 Powertech is having difficulty with new daylight switches being unreliable. The issue is being worked through with the manufacturer and an alternative source is being investigated. Until the issue is resolved, Powertech is carefully monitoring any replacement daylight switches.
- 5.4 Routine lamp replacements are complete for Kaiteriteri, Brooklyn and Riwaka and are underway in Motueka.

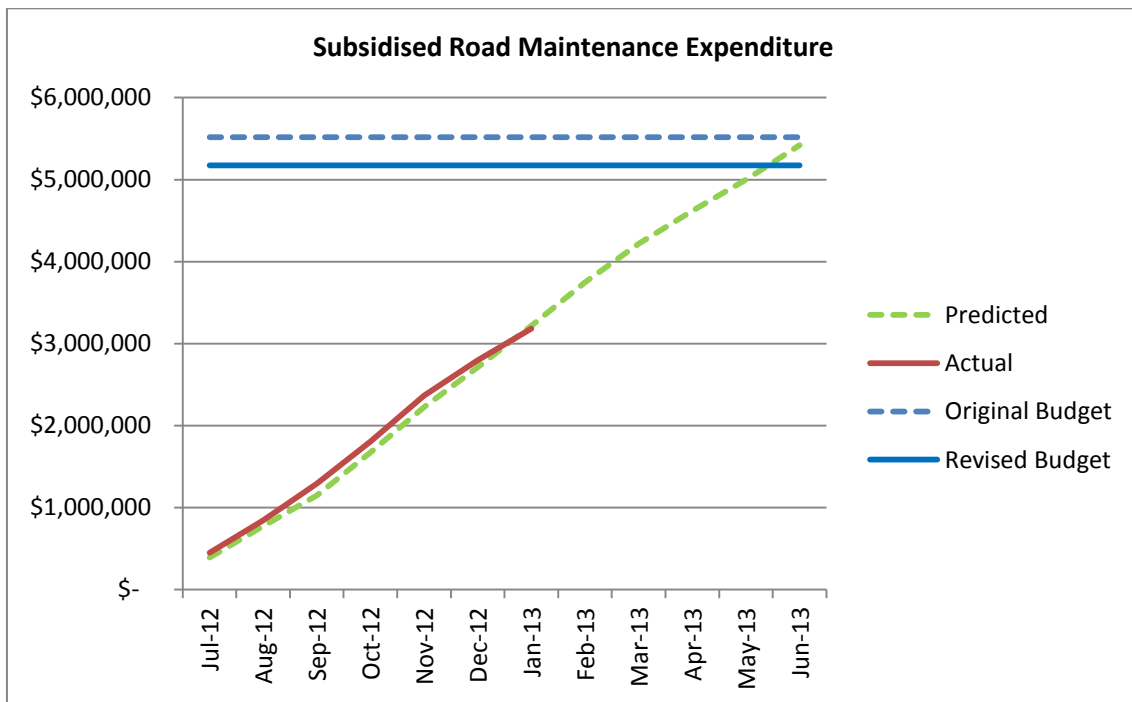
6. Bridges Maintenance

- 6.1 A new bridge maintenance contract has been awarded to Downer. This is a two-year plus one-year maintenance contract. Work for 2012/2013 will begin in March. The 2013/2014 work programme will be developed from routine bridge inspection results.
- 6.2 Routine bridge Inspections for 2012/2013 have been completed and the inspection report is being prepared. From these inspections routine maintenance items covered by the existing roading maintenance contracts have been sent to the relevant contractor for action. Items outside the roading contractor's lump sum items have been identified and will be included in the Bridge Structures Maintenance Contract. Structural repair work has been identified and included in the Structural Components Contract.
- 6.3 Based on work identified in the last round of bridge inspections, a Structural Components Contract is being prepared for tender This contract will include the structural repairs to eight bridges including a seismic upgrade of the Ferntown Bridge over the Aorere River.

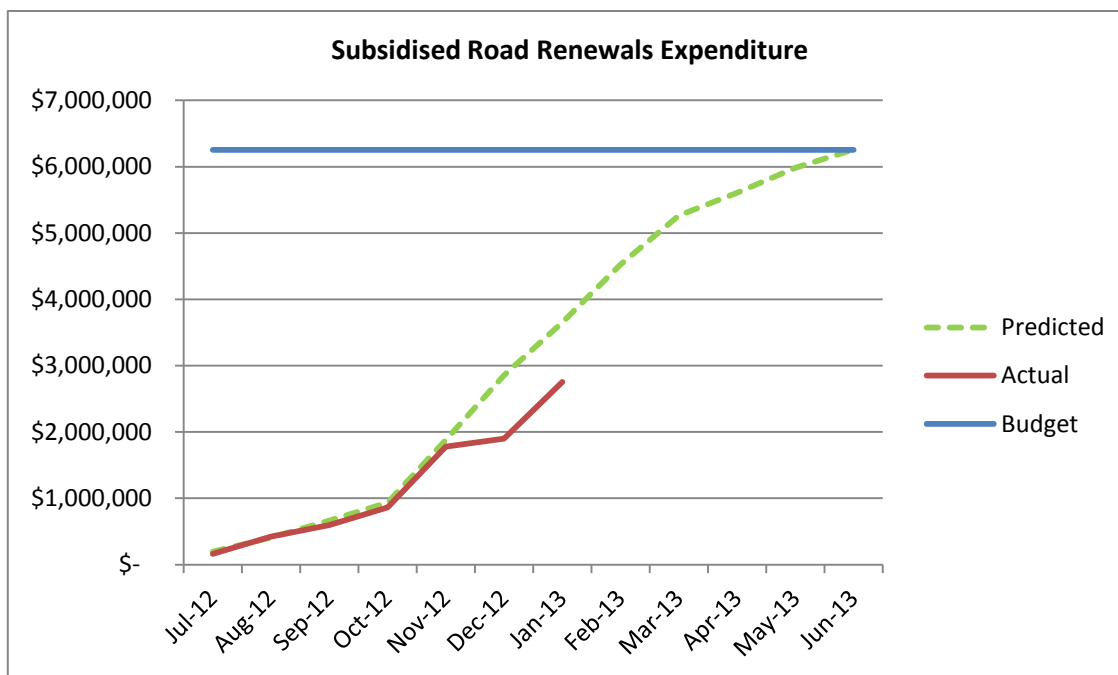
- 6.4 Wai-iti Valley Road and a new route from State Highway 6 through Tapawera to some of the forestry areas near Tadmor have been added to the approved list of HPMV routes. MWH are also currently finishing the analysis of seven bridges on the road from SH6 at Korere through to SH63 at Tophouse. This route also looks promising for meeting the higher HPMV load requirements.
- 6.5 MWH are continuing to liaise with forestry companies regarding other routes that can potentially be 'unlocked' and provide efficiencies to their cartage contractors. Progress is being made with getting this data on Top of the South Maps, with Nelson City Council recently approving some of their HPMV routes.

7. Financial

7.1 The following graphs show expenditure progress against the estimated expenditure profiles for the 2012/2013 financial year for the subsidised maintenance and renewals budgets. The maintenance expenditure has been closely managed and is tracking very close to the estimated budget. We will continue to focus on the maintenance budget to try and bring it in as close as possible to the revised budget.



7.2 Renewals are tracking below the position predicted at the beginning of the financial year. This is mainly affected by the resealing contract programme and is expected to even out in February/March 2013. The reseal contractor (Downer) completed their state highway reseals during December.



8. Transportation Projects

8.1 Footpath Rehabilitation and Pram Crossings

The contract was awarded to Concrete & Metals of Motueka. The contract is a multi-year contract extending from 2012/2013 to 2013/2014

8.2 Pukekoikoi - Turners Bluff – Road Realignment

A new draft agreement was sent to the landowner for consideration.

8.3 The physical works contract held by Oldfields (now known as Higgins), was suspended. The contractor was asked to submit rates for the new proposed alignment. These rates are under review but if they cannot be negotiated then it is likely the contract will be terminated and a new contract tendered once an agreement with the landowner is forthcoming.

8.4 Russ Corner – Proposed Roundabout on Moutere Highway at Waimea West and Golden Hills Road

The design for this has been completed and consultation was undertaken with the trucking fraternity including the Road Transport Association of New Zealand (Appendix 1 – letter from the Road Transport Association and the Council's response).

8.5 The design of the roundabout is based on a quad axle 18metre semi trailer. Attached in Appendix 2 are plans showing the swept path for a semi-trailer. Both B-trains and High Productivity Motor Vehicles (HPMV's) which are trucks that are longer or weigh more than the allowed maximum, are able to manoeuvre within the swept path of the semi-trailer.

8.6 The design of the roundabout was subjected to a Safety Audit by Traffic Design Group, a recognised traffic engineering consultant. The audit followed the procedural requirement for safety audits set down by the New Zealand Transport Agency.

- 8.7 The design elements of the concept are based on good engineering practice from both safety and function albeit limited to within the scale of the site.
- 8.8 Minor Improvements Projects**
- 8.9 The Lower Queen Street lighting upgrade at Sandeman Road is now completed. The work involved installing five new 150watt lights and one 250watt to achieve a V3 lighting standard.
- 8.10 Treatment of various sites that have poor skid resistance is being undertaken.
- 8.11 The shoulder widening work on the Moutere Highway has been pushed back due to the cost. There is also a need for a geotechnical investigation on a gully proposed for filling to extend out an embankment and which comprises the bulk of the cost.
- 8.12 Work is ongoing on the upgrade of District-wide curve warning signage.
- 8.13 The Hill Street at Champion Road intersection is a four leg intersection where, due to subdivision development on the Nelson City side, the secondary legs have been widened as the priority route via Champion Road/Hill Street. A concept design has been undertaken for a small roundabout. The concept will be consulted on shortly with the work being procured through the Concrete Package of work.
- 8.14 A package of small works is due for tender shortly, including the following sites:
- Umukuri Road/Swamp Road intersection seal widening;
 - Lower Queen Street pedestrian refuge;
 - Washbourn Drive pedestrian refuge;
 - Main Road Lower Moutere at School Road intersection improvements with concrete kerbs;
 - Main Road Lower Moutere at Robinson Road intersection improvements, presently being investigated.
- 8.15 Work is underway on a review of the layout and efficient function of the intersection at Lower Queen Street at Stratford Street. From this work it is hoped that some affordable improvements to ease traffic congestion at peak times will be achieved.
- 8.16 The intersection at Main Road Lower Moutere at Robinson Road is currently being investigated for improvements due to the poor sightlines when exiting Robinson Road.
- 8.17 Crashes continue to occur at the intersection of Queen Victoria Street at King Edward and College Streets in Motueka. This is the worst site for recorded crashes in Tasman. Since 2008 there has been ten recorded crashes albeit only minor and non-injury. Most of the crashes are caused by failure to give way. A concept design has been completed for a small mountable roundabout which needs to be reviewed before proceeding to consultation.
- 8.18 There is a proposal going out for consultation shortly to alter the layout of the intersection at Motupipi Street/Meihana Street at Abel Tasman Drive, Takaka. The pavement is failing due to high traffic stress and now is the opportune time to realign the intersection in conjunction with pavement work. The proposal is to make Motupipi Street and Abel Tasman Drive the priority route and the tee in Meihana Street will be the side road. The proposed layout has

been designed for heavy commercial vehicles. Staff are in consultation with the Golden Bay Community Board and Golden Bay Councillors.

8.19 Aranui Road Streetscape Master Plan

This proposal was consulted on recently with submissions closing earlier this month. Seven submissions were received and these will be reported at the next committee meeting.

9. Rivers Report

9.1 Level of Service measures as they relate to the operations are presented below:

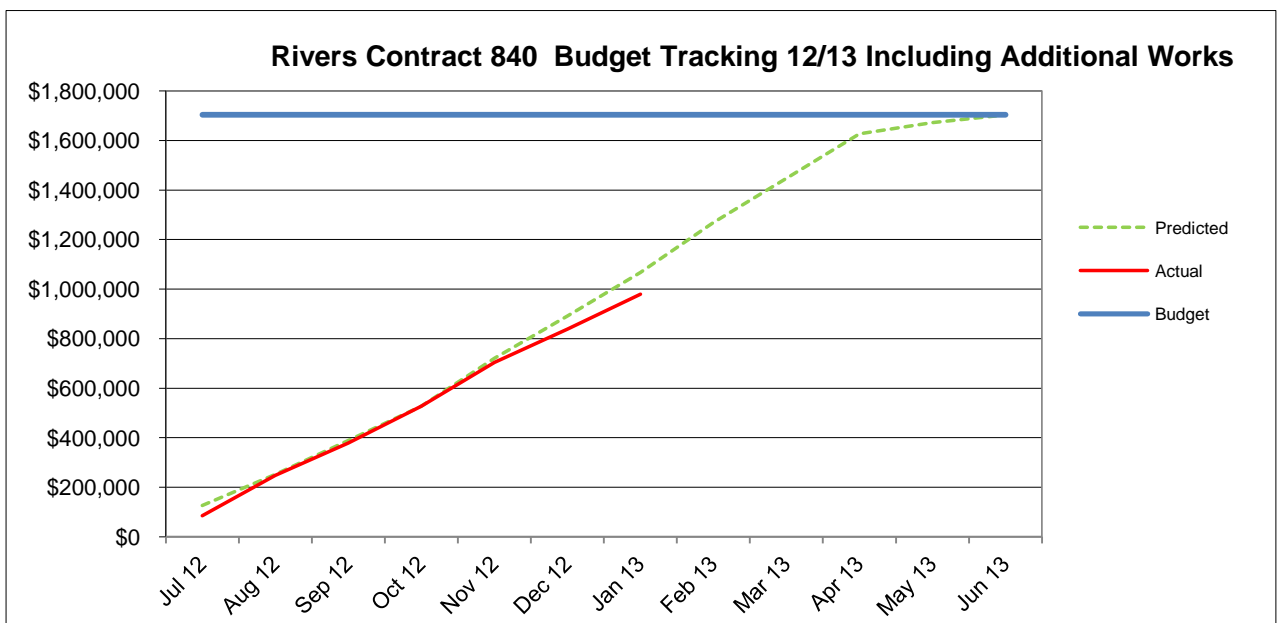
Performance Measures (We will know we are meeting the level of service if...)	Year to Date	Year 1 Target
Resource consents are held and complied with for works undertaken by Council or its contractors in the rivers in the district. As measured by the number of abatement notices issued to Council's rivers activity.	0	No abatement notices issued
Over time Council manages crack willow from banks and berm areas. As measured by kilometres of river bank cleared of crack willow per year.	0.3km There is a current hold on the clearing of crack willow which will result in not achieving the target.	15km/yr
Complaints about illegal dumping in the X and Y classified rivers and on adjacent beaches on public land are responded to within 10 days. As measured through Customer Service Requests in Council's database.	100%	90%
Our stopbanks are maintained to their original constructed standard. (Riwaka River = 1 in 10 yr flood return). (Lower Motueka River = 1 in 50 yr flood return). (Waimea River = 1 in 50 yr flood return). As measured by their performance in flood events and/or flood modelling where this has been undertaken.	Stopbank Inspection presently being undertaken. 75% complete	88% 100% 100%
Maintenance work in River Y classified areas is undertaken to rectify or minimise bank erosion as identified through annual river care group meetings and incorporated in the Annual Operating Maintenance Programme (AOMP). As measured through completion of scheduled works detailed in the AOMP.	57%	100%
Council funding for River Z related works is allocated on a first-in, first-served basis and the budget is fully spent/committed by year end. As measured through date of receipt of acceptable proposals for River Z works completed.	78% acceptable proposals. 30% works completed.	100% completed
An annual meeting is held with River Care Groups to provide input into the development of the Annual Operating Maintenance Programme. As recorded in minutes of the meeting.	Yes Follow up field site visits due to commence in March 2013	Yes

9.2 Annual Operating Maintenance Programme (AOMP)

Taylor's Contracting Limited have made steady progress on the AOMP programme for the first five months of the financial year bringing the total expenditure on AOMP and additional tasks to \$979,000 which is approximately \$80,000 behind that programmed by the contractor. The main reason for this is the contractor has not yet claimed for completed spraying as this is paid once satisfactory kill is visible. Overall the programme is on track to meet the 2012/2013 budget.

9.3 The present stop on the programmed removal of crack willow along the maintained river section, other than where it is removed for river management purposes, has meant the Contractor has had to reschedule other work to best utilise their plant.

9.4 In general, the weather has been settled over the period allowing access to most sites for carrying out rock bank protection works.



9.5 The main focus of works completed on the AOMP in December was:

- Rock Bank Protection – Upper Motueka, Moutere, Wai-iti, Waimea, Riwaka and Dove Rivers.
- Riparian plantings maintenance – Dove and Motupiko Rivers.
- Willow layering – Wai-iti River.
- Willow planting – Aorere River.
- Ground base spraying - Dove and Motupiko Rivers.

9.6 River Z Work

9.7 Channel improvements and bank protections works have been carried out in Rameka Creek on the section downstream of SH60 to Dobson Road involving three property owners. There has also been some further work upstream. There is still work to be investigated on three other properties.

9.8 Maruia River - The main section of this work involving the clearing and disposal of crack willow and the realignment of the Maruia River over a distance of 650m has been

completed. There is still some rock bank protection to be carried out however, this will not be undertaken until rock has been supplied for the NZTA works on the right bank.

- 9.9 There has been some channel realignment work undertaken on the right bank to assist in the centralising the main channel.
- 9.10 Seven River Z applications were approved for Tasman District Council subsidy assistance for the period.
- 9.11 Generally weather conditions have been settled which enabled the River Maintenance contractor to make good progress on the AOMP schedule of works. Most of the flood damaged works have now been repaired except for the Tadmor which is in progress.
- 9.12 Scheduling for the 2013-2014 AOMP programme is ongoing and is being undertaken in conjunction with the Rivers Asset Engineer.
- 9.13 There has been no further Crack Willow removed for the period as directed by the Rivers Asset Engineer other than for river management purposes such as where trees have fallen into river channels.

10. Road Safety

10.1 Motorbikes

The new Ride to Live website (www.ridetolive.co.nz) is going well and the number of riders using the website to register or enquire about courses is increasing. There has been print, radio and cinema promotion, billboards, flyers and posters.

- 10.2 There are four more courses this financial year. Council staff are also looking into the possibility of running one or two courses in Takaka. There has been a lot of support in the idea of courses being run in Golden Bay and we now need to confirm a suitable location.

10.3 Bike Wise/Get Moving Family Fun Rides

The Motueka ride was held on Sunday 17 February 2013. The route followed the newly finished trail around the estuary and provided an off-road ride. There was a good turnout of just over 100 cyclists, both young and older.

- 10.4 The Richmond ride was held on Sunday 3 March 2013. This year a different route was used to make use of the Great Taste Trail, the new Waimea River Bridge and the Children's Day festival that was running at Rabbit Island. About 120 cyclists took part and like Motueka there was a range of cyclists, from the young to the older.
- 10.5 Both events were jointly run with Way 2 Go and Get Moving teams, Ride On cycle skills trailer, activities trailer and local community support. The Richmond ride was also a joint event with Nelson City Council.

10.6 Stopping Distance Demonstrations

Twenty eight stopping distance demonstrations will be held across Tasman during March. Twenty three schools will be involved with around 5,000 children and adults witnessing one of the demonstrations. Each evening there will also be a demonstration in Nelson city.

- 10.7 The demonstrations are a reminder for drivers to slow down. During each demonstration, a trained driving instructor will show how speed affects stopping distances. There will be three runs with the car travelling at a different speed each time, but always starting and applying

the brakes at the same time. The three different speeds the car will travel at are 20kmh, 50kmh and 60kmh. The last run at 60kmh will show how just an extra 10kmh affects a driver's ability to stop in time for a pedestrian (with the help of cardboard models). The demonstrations are also intended to remind children the dangers of stepping out in front of a moving vehicle and that the road is no playground.

10.8 Speed is a major factor in crash statistics and travelling just 10kmh above the speed limit can make the difference between life and death.

10.9 These demonstrations are being run by Tasman District Council and Nelson City Council, with support from Fulton Hogan, the Police, Radio Network and Mediaworks.

11. Tenders

11.1 The following tender was awarded.

No.	Contract name	No. of tenders	Successful tenderer	Amount	Highest amount	Council estimate	Budget for this item	Comment
901	Pram Crossings and Footpath Rehabilitation 2012-14	7	Concrete & Metals	\$291,784	\$389,106	\$338,000	\$315,786	Tender Accepted 06 March 2013

8.9 UTILITIES REPORT

Information Only - No Decision Required

Report To:	Engineering Services Committee
Meeting Date:	28 March 2013
Report Author:	Kim Arnold, Utilities Asset Engineer; Jeff Cuthbertson, Utilities Asset Manager; David Stephenson, Utilities Asset Engineer
Report Number:	RESC13-03-09
File Reference:	

1. Summary

- 1.1 This report summarises the Utilities activities for the February 2013 operational period.
- 1.2 Downer has maintained their level of performance with all proactive, routine and non-routine maintenance on the water and wastewater treatment plants, pump stations, reservoir sites and stormwater assets as scheduled.
- 1.3 In solid waste operations contractors are performing very well. Volumes to landfill and are tracking on budget and income slightly below budget.

2 Draft Resolution

That the Engineering Services Committee receives the Utilities Report, RESC13-03-09.

3 Purpose of this report

3.1 This report summarises the Utilities activities for the February 2013 operational period.

4 Utilities General

4.1 Utilities maintenance contractor Downer undertook all proactive, routine and non-routine network maintenance on the water and wastewater treatment plants, pump stations, reservoir sites and stormwater assets as scheduled and required within their programme during the most recent operational period.

4.2 Since mid-December the ongoing period of dry weather has placed the water supply networks under very high demand across the region. The rural networks in particular have been stretched and the contractor has continued to attend to issues to ensure continuity of supply to rural scheme users.

4.3 Wastewater networks have been affected to a lesser degree but the hot dry weather has caused some issues with odour at treatment plants.

4.4 The period of dry weather has had minimal impact on the Councils stormwater networks and all regular maintenance on these networks has been undertaken as scheduled.

4.5 Under their current contract, Downer are now approaching the end of their second three-year operational period. Staff are assessing and considering the detail of the proposed contract extension and obtaining additional information from the contractor on any required amendments to scheduled items.

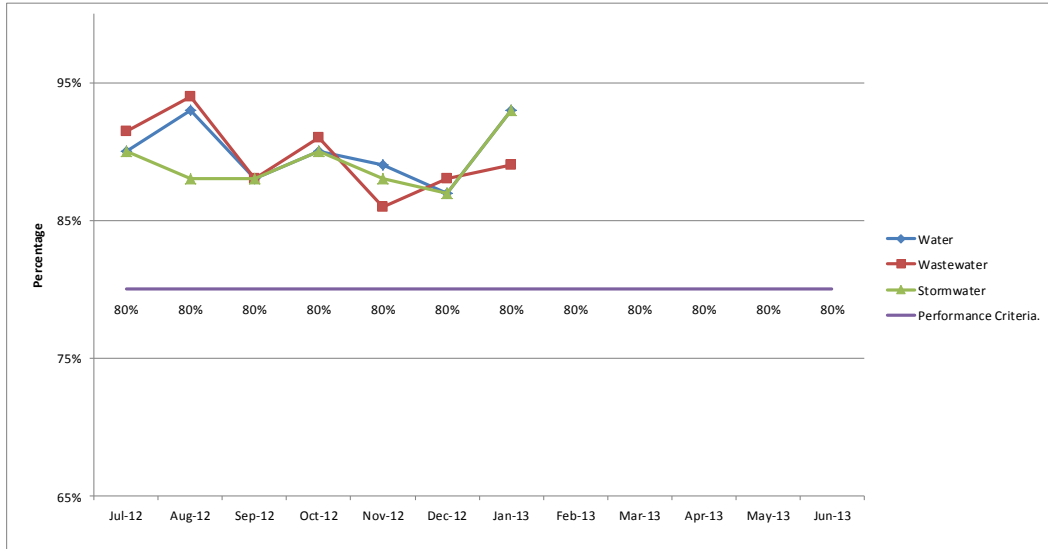
4.6 Contract 688 Performance Standard Measurements Monitoring Audits

As required by Contract 688, a random selection of audits on various portions of the Utility Networks were undertaken. The contractor has again performed consistently well over the December-January period and therefore achieved audit scores above the minimum performance criteria required over the three water networks.

Contract 688 Performance Measurement Audit scores July 2012 to June 2013

	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
Water	90%	93%	88%	90%	89%	87%	93%					
Wastewater	91%	94%	88%	91%	86%	88%	89%					
Stormwater	90%	88%	88%	90%	88%	87%	93%					
Performance Criteria	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%

Contract performance standard measurement target requirement is to achieve a minimum score of 80% in any one discipline.



4.7 Customer Services - Job Completion

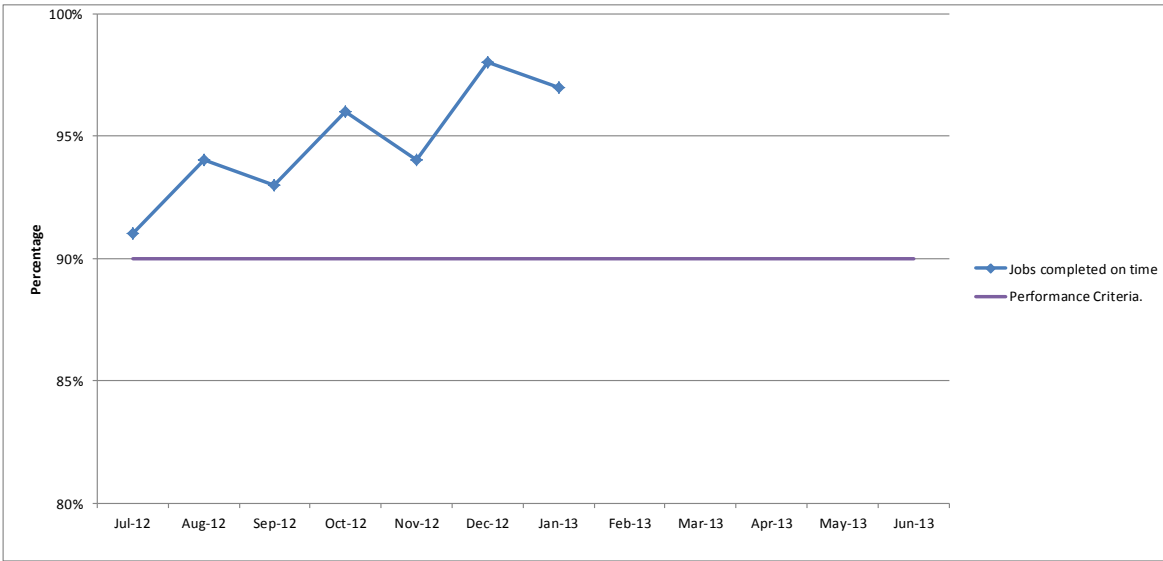
Targets for Tasman District Council customer services and requirements under Contract 688 are for the contractor to achieve 90% or above for completion on time. Downer achieved 97% in January 2013 and an average of 95% for July 2012 to January 2013.

4.8 Contract 688 Performance Measurement

Scores achieved from July 2012 to June 2013 – Jobs completed on time.

Contract 688 Performance Measurement scores achieved July 2012 to June 2013 - Percentage of Jobs completed on time												
Month	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
Jobs completed on time	91%	94%	93%	96%	94%	98%	97%					
Performance Criteria	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%

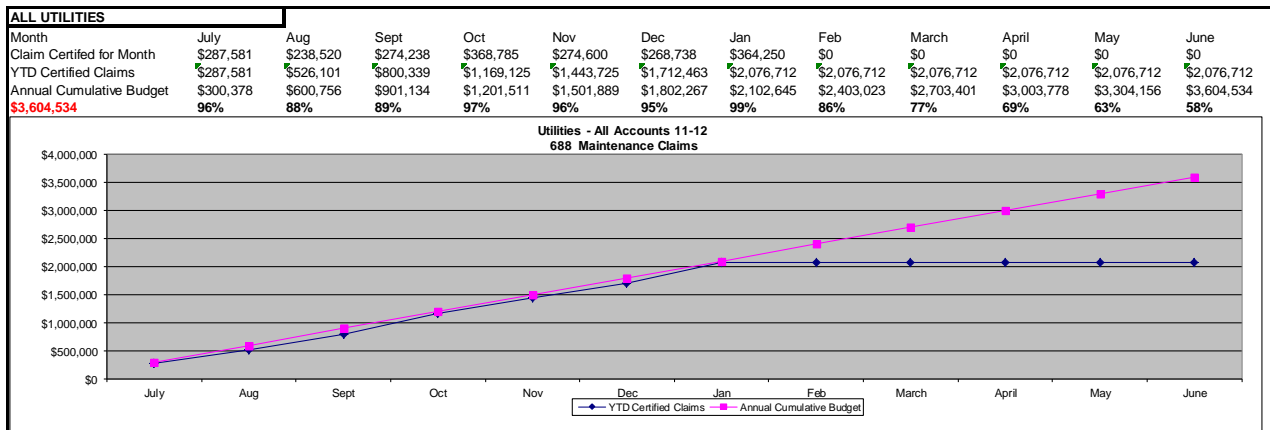
Tasman District Councils' customer service job completion on time target = minimum of 90%



Contract 688 July 2012 to June 2013 - On time / late job numbers												
Month	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
On Time	251	196	221	257	282	302	275					
Late	16	13	17	12	17	7	8					
Total	267	209	238	269	299	309	283					

5 Financial Performance

5.1 The combined Stormwater, Water and Wastewater Utilities budgets and expenditure to date for the 2012/2013 financial year are shown below up to the end of January 2013 to provide an overall view on the financial status of all Utilities O&M expenditure.



6 Wastewater networks

6.1 During January, environmental performance monitoring was routinely undertaken at the Collingwood, Motueka, Murchison, St Arnaud and Takaka Wastewater Treatment Plants (WWTPs). Results indicate that a number of sites have not complied with resource consent requirements and further explanation is detailed below.

6.2 A number of overflows occurred as a result of the mid-January rain event. The table below shows the blockages/overflows for the month of January.

Location	Date	Job Number	What	Overflow	Why	Remedial Action
Tapawera WWTP	10/1/13	54323	Step screen fault	No	Damaged transducer	Contractor ordered and installed replacement.
Beach Road, Richmond	15/1/13	53713	Sewer overflow	Yes – 10m ³ approx.	Stormwater infiltration into sewer network	Overflow cleaned up and manholes reinstated.
13 Churchill Avenue, Richmond	15/1/13	53666	Sewer overflow	Yes – 2m ³	Heavy rain caused wastewater pipe to back up	Site cleaned up and disinfected by the Contractor.
4 Churchill Avenue, Richmond	15/1/13	53667	Sewer overflow	Yes – 2m ³	Heavy rain caused wastewater pipe to back up	Site cleaned up and disinfected by the Contractor.
57b Croucher Street, Richmond	15/1/13	53671	Sewer overflow	Yes – 3m ³	Heavy rain caused wastewater pipe to back up	Site cleaned up and disinfected by the Contractor.
33 Toru Street	21/1/13	53808	Sewer overflow	Yes – 10m ³	Pipe break	Attended by the Contractor, duration of overflow five hours and 10m ³ removed by Sepclean.
Hickmott Place, Motueka	25/1/13	53892	Dump point blocked	No	Debris and paper	Site cleaned up by the Contractor.
45 Trewavas Street, Motueka	31/1/13	53048	Sewer overflow	Yes	Blocked 150mm sewer main	Unblocked by the Contractor.

6.3 Wastewater Treatment Plant Compliance

During the period late December 2012 to end of January 2013, environmental and performance monitoring was routinely undertaken at Collingwood, Motueka, Murchison, St Arnaud and Takaka Wastewater Treatment Plants (WWTPs).

6.4 The table below indicates whether compliance with resource consent conditions was achieved at each WWTP. Where compliance was not achieved, the likely factors contributing to the non-compliance are discussed below.

WWTP	Compliance	If “no”, What	Why	Remedial Action
Collingwood	No	3 Jan 2013 – UV Discharge of faecal coliforms reached 2400 cfu/100mL which breached the consent limit of 500 cfu/100mL. 17 Jan 2013 – UV Discharge of faecal coliforms reached 1200 cfu/100mL breached the consent limit of 500 cfu/100mL.	High loading	Tasman District Council Compliance notified and retest undertaken.
Motueka	Yes			
Murchison	Yes			
St Arnaud	No	31 Jan 2013 - Total suspended solids at the wetland discharge measured 119 g/m ³ breaching the consent limit of 100 g/m ³	High loading	Tasman District Council Compliance notified and retest undertaken.
Tapawera	Yes			
Takaka	No	27 Dec 2012 – A single BOD sample from the marsh cells reached 51 g/m ³ which breached the consent limit of 50 g/m ³ .	High loading	Tasman District Council Compliance notified and retest

WWTP	Compliance	If “no”, What	Why	Remedial Action
		27 Dec 2012 – A single TSS sample from the marsh cells reached 83 g/m ³ which breached the consent limit of 60 g/m ³ . 17 January 2012 - A single TSS sample from the marsh cells reached 66 g/m ³ which breached the consent limit of 60 g/m ³ .		undertaken.
Upper Takaka	Yes			

- 6.5 Submissions to the consent application for the proposed Takaka WWTP upgrade works closed on Friday 30 November 2012. Subsequent consultation with submitters resulted in those submitters wishing to be heard in support of their submission removing their right to be heard. A public hearing was then avoided and now the new consent conditions are awaited.
- 6.6 The hydrogeological testing report and treatment plant upgrade options report for the Motueka WWTP upgrade were both presented to the Working Party on 19 February 2013. The Working Party has recommended a treatment plant upgrade option which is the subject of a separate report to the Engineering Services Committee.

7 Water networks

- 7.1 Ongoing issues in maintaining a constant supply on rural water schemes has continued to require extra effort and resources from the contractor. Additional valves and in-line meters have helped to pinpoint issues and provide better control throughout the scheme.
- 7.2 In the Redwood scheme negotiations continue with landowners to install a new link between Maisey’s Reservoir and the Galeo Estate development which is proposed to help alleviate some low pressure issues.
- 7.3 A second bore at the Motueka Recreation Centre has been installed. The new bore will provide improved fire fighting flow requirements in Motueka. A bore pump has been ordered and is expected to be installed and operational by May 2013.
- 7.4 Some system protection work has been carried out on pipework adjacent to the Richmond Bores. Additional ongoing monitoring of water quality continues at Richmond Bores 2 and 3.
- 7.5 The water exceptions for January are outlined in the table below.

7.6 Water Supply Exceptions

Date	Location	Job Number	What	Why	Remedial Action
16.12.12	Dovedale Intake		Lack of water entering into scheme Treatment Plant	Intake screen blocked with leaves	Cleaned screen
24.12.12	Dovedale Intake		124mm PVC main from intake burst	Insufficient cover to pipe	Section of 125mm PVC pipe replaced
06.01.13	Redwood Valley		Redwoods Booster Pump Station power failure, top Reservoir empty	Electrical storm	Power restored by lines company
27.12.12	Wakefield	53384	150mm AC main to reservoir burst	Brittle pipe	New section of pipe fitted

09.01.13	Teapot Valley, Brightwater	53562	No water in reservoir	Pump failed	Pump reconditioned
21.01.13	Aranui Road, Mapua	53773	200mm PVC main break	Fragile pipe	New section of pipe fitted
23.01.13	100 Stafford Drive, Mapua	53851	200mm PVC main break	Fragile pipe	New section of pipe fitted
22.01.13	88 Valley	83859	125mm PVC main from intake burst	Above ground pipe hit by rock	New section of pipe fitted

- 7.7 New water connections were installed in Tapawera (1), Motueka (1), Kaiteriteri (1) and Richmond (2).

8 Stormwater networks

- 8.1 No significant rain events have occurred since the rain in mid-January 2013 which impacted both stormwater and wastewater networks.
- 8.2 Detailed design of remedial work to the Reservoir Creek Dam is currently in progress, following the successful negotiation to purchase land last year. Issues identified recently have required a review of the proposed solution and the dam will now be substantially decommissioned. This redesign has delayed procurement of the work and it is now proposed to commence works this year but complete all significant earthworks in the next construction season.
- 8.3 Initial modelling work has been completed of Ned's Creek, near Hampden Street in Murchison. Staff are evaluating options to reduce flooding in this area and recommencing discussions with affected landowners. Further information is contained in a separate report to the committee on this agenda.
- 8.4 **Flood Recovery Projects**
Staff are continuing to work on prioritising remaining flood repair works from the December 2011 event, while continuing with essential works. A contract to replace culverts on Ellis Creek was awarded in mid-January 2013 and the work completed in February 2013.



Figure 8.1 - New bridge on Ellis Creek

- 8.5 A flood modelling study of the Ellis Creek catchment, Pohara has commenced with preliminary results expected in mid-April 2013. The study will identify the benefits of any remedial works in the area. This work is being part funded by Richmond Pohara Holdings, who have development plans in the area and will be used by Council to assess the effectiveness of physical works to reduce flooding in the area and by Richmond Pohara Holdings to support their current resource consent application to subdivide.
- 8.6 As indicated in previous reports, there are various watercourses adjacent to urban areas in the District (such as Ned's Creek, Pohara Valley and Ellis Creek) which are not maintained by the Council. It is expected that a report will be presented to the Committee in the near future considering whether Council should undertake to maintain some of these watercourses.

9 Telemetry and Electrical

- 9.1 The analogue telemetry network has generally performed well during the last period, with one minor software issue only, which was resolved following a system reset and server restart.
- 9.2 Two isolated temporary radio faults occurred, one involving the Murchison Repeater, and the other communications failure related to a faulty aerial at Trewavas Street pump station in Motueka.
- 9.3 Multiple electrical faults resulted from power failure, mostly due to weather conditions.
- 9.4 Minor electrical faults also occurred at Teapot Valley pump, Brightwater Reservoir, Tapawera WWTP stepscreen, Motueka Old Wharf Road tidal gates, and Mapua water booster pump station.

10 Solid Waste

10.1 Kerbside collections

Kerbside collection volumes have returned to pre-Christmas levels and the contractor is now working through a backlog of material for processing in Richmond. Supply of shipping containers for export of glass was the main issue but this has now been resolved. Response times to resolve service requests increased slightly over the January-February 2013 period.

10.2 Resource Recovery Centres

The site operators continue to operate the Resource Recovery Centres to a high standard, with waste tonnages for January-February 2013 on or above budget at Richmond, Mariri and Murchison and below budget at Takaka and Collingwood. Income recovery has improved at all sites, although manual measurement of waste for domestic customers remains a challenging task for staff at some sites. Income to the end of February 2013 was running at 98% of budget and 99.5% of expectations based on waste quantities. Staff are working on a trial to integrate video recording at Mariri in an effort to improve auditing capability and security at sites; this is expected to be installed in May 2013.

10.3 Roothing pavement repairs at the Richmond, Mariri and Takaka RRC's are required in the short term. Repairs at Takaka and Mariri are being managed within existing maintenance budgets while work at Richmond will be prioritised based on available funding.

10.4 Clearance of the front face of the closed landfill at Mariri has now been completed, with the site surveyed and inspected. An initial inspection highlighted a small amount of remedial work that is required on the face and this is expected to occur in April-May 2013. The scope of work is likely to be smaller than budgeted, and savings from this will be used to advance the design of Stage 2 of the upgrade of the site (scheduled 2013-2014).

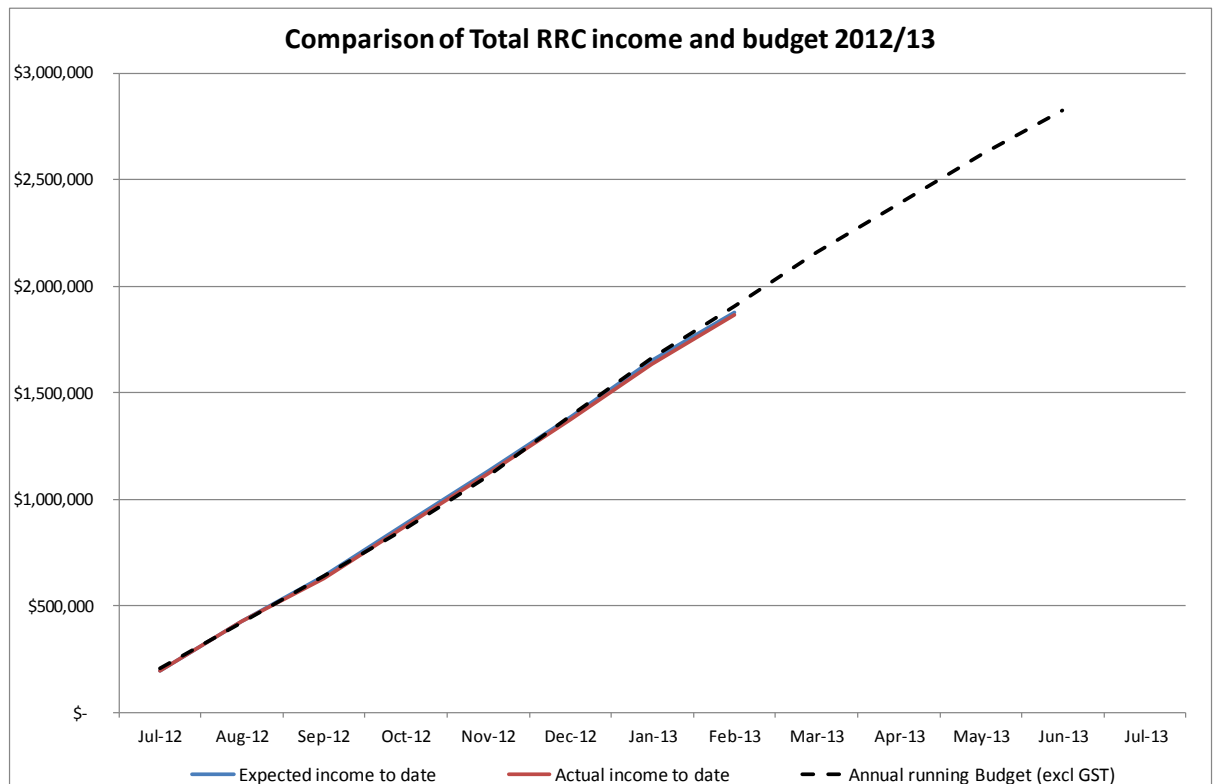


Figure 10.1 – Resource recovery centre income

- 10.5 Staff are currently reviewing the operation of the Collingwood RRC and looking at consolidating services to the lower section of the site. There are a number of services offered at this site (such as tyres, hardfill, some scrap metal and car disposal) that are reasonably high cost with little demand, and these will be reviewed.
- 10.6 Smart Environmental will commence an e-waste service on behalf of Council at Richmond, Mariri and Takaka RRC's from late April this year. Recycling of televisions will be included in this service, and this is being co-ordinated with Nelson City Council in preparation for the digital switchover on 28 April 2013. Pricing for this service is being finalised, but will be authorised through the delegated authority of the Chief Executive and publically notified. Once notified, charging for specified e-waste items will be on a per item basis, rather than included in mixed refuse rates.
- 10.7 **Eves Valley landfill**
Landfilling operations at Eves Valley continued over the period with a high level of performance by the contractor. Special waste for the three months to March 2013 is on budget and waste from resource recovery centres is 2% below budget for this period.
- 10.8 Earthworks to extend the capacity of the current operational area are now complete with grass seeding scheduled for March and April 2013. Ongoing problems with windblown litter (in strong south-westerly winds) have led to the design of an additional litter fence on the northern boundary of the working face which will be constructed in April 2013; funds for this work will be from savings to expected consenting costs at the site.
- 10.9 Repairs and reconstruction of a 100 metre section of the access road to the landfill has been scheduled for April 2013.
- 10.10 **Regional Waste Management and Minimisation**
Staff have recently received the final report following two series of waste surveys at York Valley landfill and Richmond and Mariri Resource Recovery Centres in 2012. The full report is available from staff, and will reported to the Joint Waste Working Party and published on the website of the Councils. Two key figures from the report are reproduced below.
- 10.11 The results of the survey will be used to determine waste minimisation priorities in coming years, in particular the consideration of facilities to divert organic waste from landfill.
- 10.12 Staff from the two councils have recently received further information on a business case for the joint operation of landfills in the region. Staff are working to further refine the analysis and prepare a report with findings for consideration. It is expected that the report will be considered by the joint waste working party in April 2013.
- 10.13 Following the award of a joint community engagement contract to the Nelson Environment Centre, staff from the Councils recently met with the contractor in February 2013 to refine the engagement strategy. Using the results of the recent composition survey, it has been decided that the primary focus in the first twelve months of the contract will be to divert paper and cardboard from landfill, particularly from the commercial sector. A secondary focus in the medium term will be diversion of food and greenwaste.
- 10.14 Regional waste trends for Nelson and Tasman are shown in Figure 10.3. Special waste trends for Tasman District have been separated out to identify long term trends.

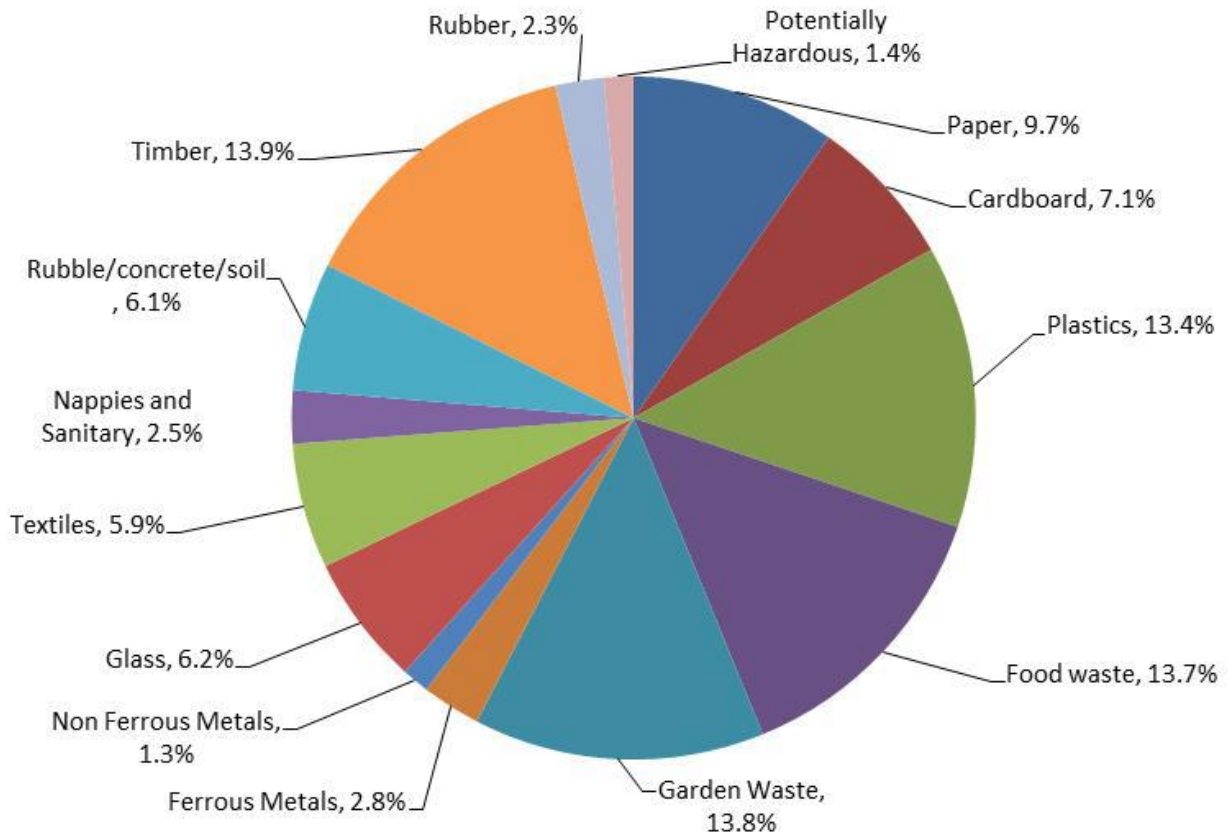


Figure 10.2 – Nelson – Tasman Regional waste composition 2012

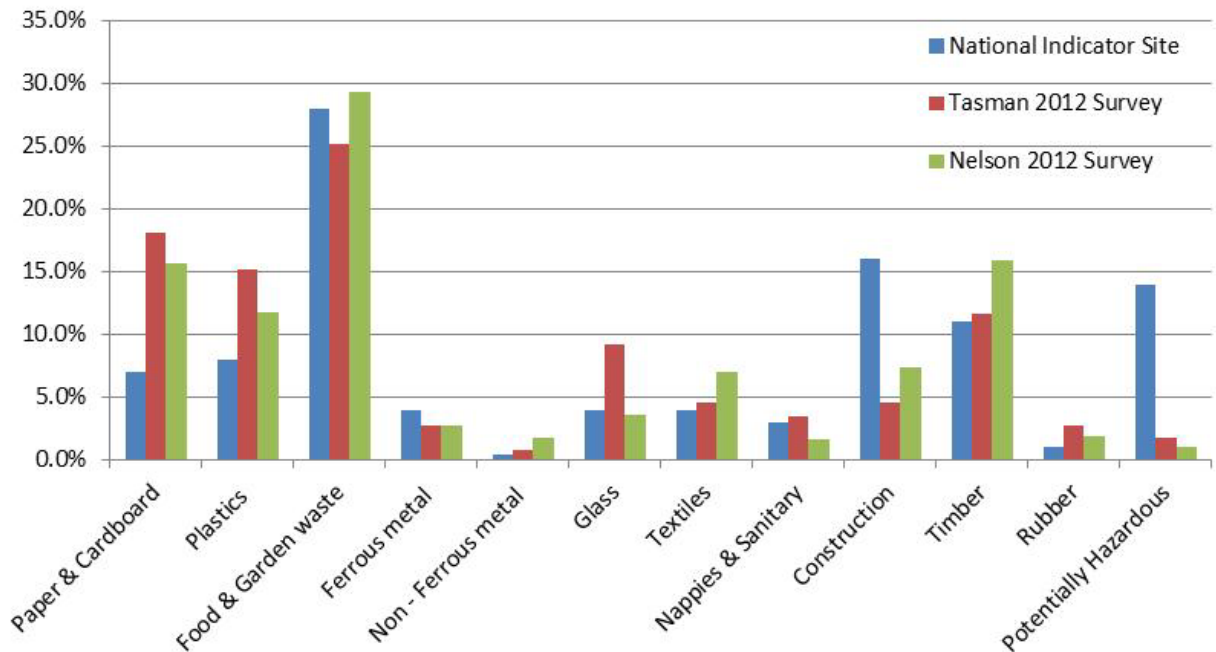


Figure 10.3 – Comparison of Nelson and Tasman waste composition with national indicator sites

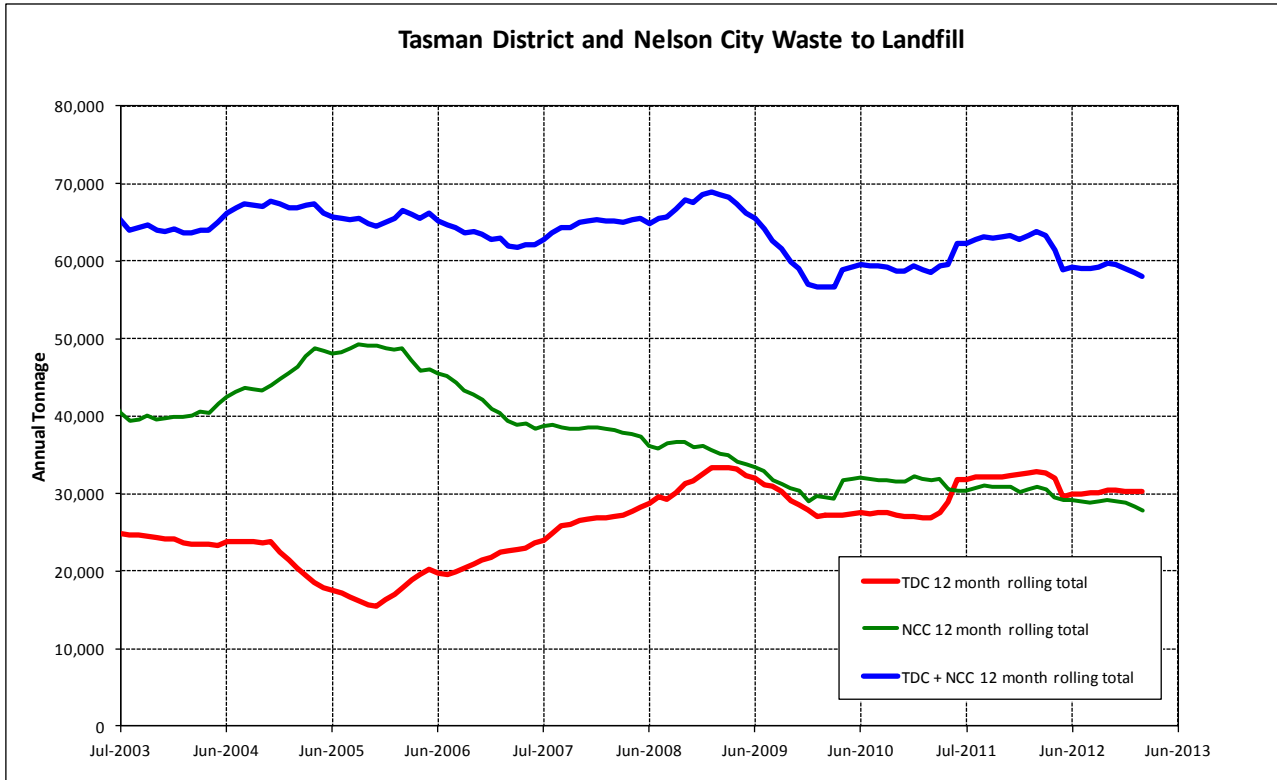


Figure 10.4 – Nelson and Tasman waste trends

8.10 MURCHISON STORMWATER - NEDS CREEK

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: David Stephenson, Utilities Asset Engineer
Report Number: RESC13-03-10
File Reference:

1 Summary

- 1.1 This report outlines recent flooding issues in Murchison, recent responses, current work and further action proposed.

2 Draft Resolution

- 2.1 That the Engineering Services Committee receives the Murchison Stormwater - Neds Creek report, RESC13-03-10.

3 Background

3.1 Neds Creek is a stream that flows east to west through Murchison into the Matakītaki River and is fed from the hills south-east of the town. The northern branch of the stream flows from south of Canton Road, parallel with Waller Street (SH6), through the Murchison Recreation Reserve and several private properties to Fairfax Street. The southern branches of the creek flow from hills in the south through private properties in Hotham, George and Hotham Streets.

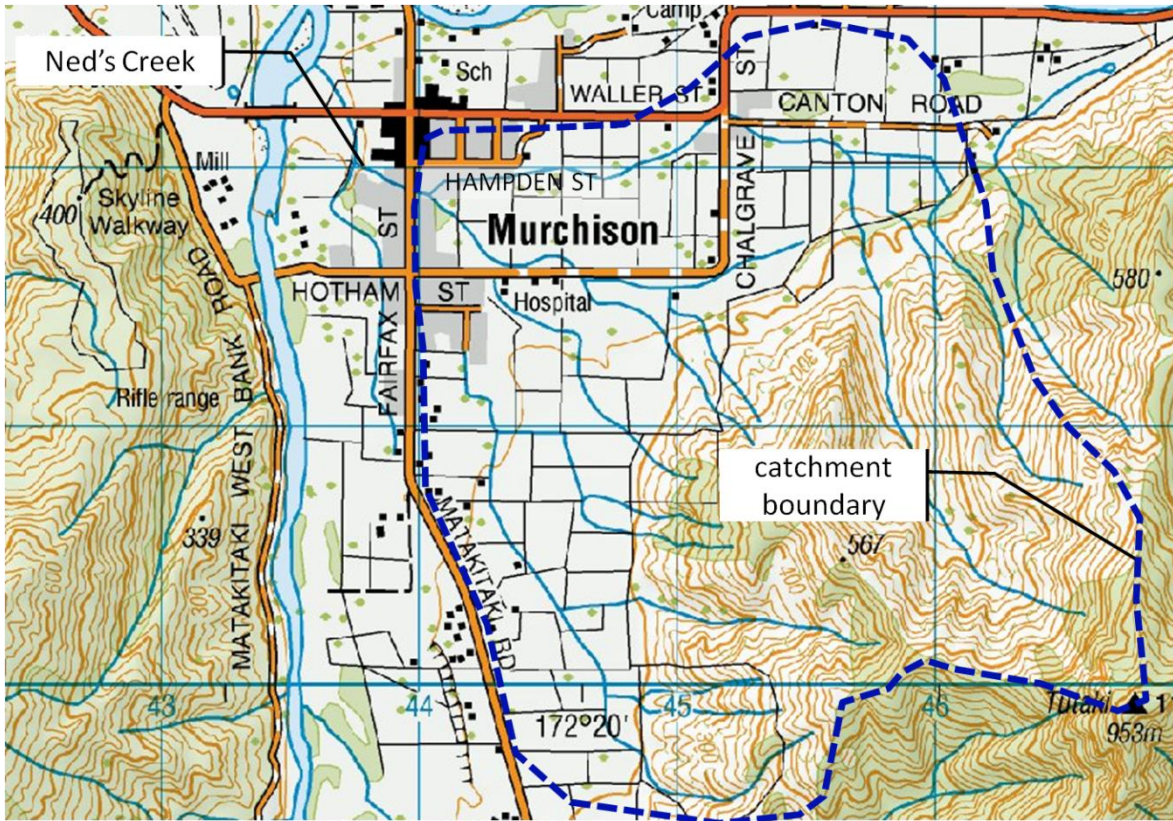


Figure 3.1 – Neds Creek: Location

3.2 Flood risk in this area has been recognised by the Council for some time, although the extent of the problem has not to date been quantified. The flooding of properties is likely due to a combination of waterway blockage (vegetation, fencing and services), insufficient channel size, insufficient culvert and bridge sizing and sedimentation from erosion upstream. In the 2012 Long Term Plan the Council identified capital budgets in years 7 and 8 (2018-2020) to address flooding in this area.

3.3 While there is some record of flooding in this area in the past, in the last year there have been three significant flood events in the catchment (April, June and July 2012). Residential buildings and outbuildings on ten properties in Hampden Street have been flooded to various extents, and in one event in June up to ten commercial and four residential buildings in Fairfax Street were also flooded or threatened by floodwaters.

3.4 Since the middle of last year, Council staff have been working to better understand and resolve flooding issues in the area, particularly in the Hampden Street area.

- 3.5 In the first instance it has been Council's view that maintenance of watercourses that flow through private property are the responsibility of each landowner. However since the flooding events of June and then August of last year Council has chosen to take a more active role in the interim. This work has been complicated by the fact that the majority of the stream channel flows through private property and the Council does not have drainage easements or access and maintenance agreements.
- 3.6 Council has undertaken some additional maintenance activity as well as bringing forward engineering assessments to better understand the cause of flooding and merits of various remedial options.

4 Recent maintenance work on site

- 4.1 The focus of initial efforts has been on private property to the south of Hampden Street, through which the stream flows. The stream margins had been planted recently with native vegetation and there was a general view that this was reducing the flow capacity of the stream.
- 4.2 Since the June event Council staff have been working with the landowner to secure a temporary right of entry to improve drainage in this property. In July, following a further rainfall event, Council moved, with the landowner's agreement, to improve drainage by removing planting on the southern side of the stream.
- 4.3 Council now has a temporary agreement with the landowner which expires in June 2013 to maintain this section of waterway. Since this agreement was signed Council has formed two open channels in the property to improve flows from the road reserve and neighbouring properties.

5 Engineering assessments

- 5.1 Following the flooding events of last year, Council staff commissioned a computer modelling study of Neds Creek. The purpose of the work is to better understand the relative effect of the causes of flooding in the area and to identify the properties likely to benefit from a given engineering solution. The work has been assisted by a recent LIDAR survey of the catchment and has been supplemented by a ground survey of the stream channel and of property floor levels.
- 5.2 Initial modelling of the existing creek has now been completed, and a preliminary assessment of options is in progress. The following figure gives a snapshot of results from the model for the April 2012 event. The following figure shows peak flood levels and depth of water in the floodplain.

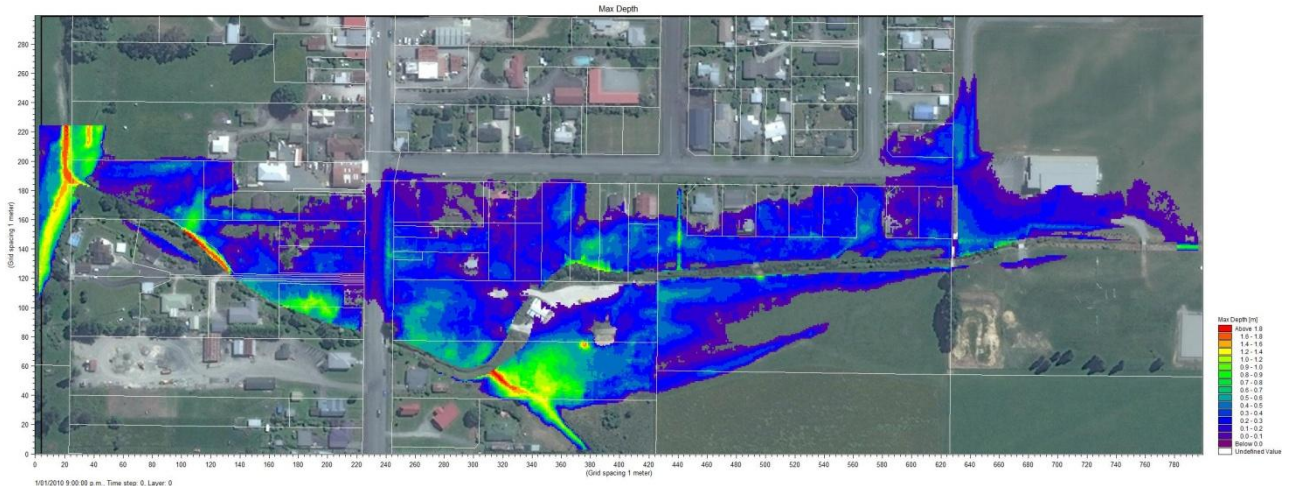


Figure 5.1 – Output of initial modelling work

5.3 The initial results of the modelling have given good information on the causes of flooding and have indicated that there is no one simple solution to flooding issues in the area. Staff will be meeting with local residents in coming weeks to discuss the results of the modelling to check that our results agree with on-the-ground observations from locals.

6 Causes of flooding

6.1 It is clear from the work completed to date that the entire drainage network in this area is significantly undersized and that some development has been in inappropriate locations. A combination of insufficient channel size, undersized culverts and local topography and restrictions are all combining to cause flooding in moderate rainfall events.

- 6.2 When considering the causes of flooding in the catchment, it is useful to separate the affected properties into four areas:
- properties on Hampden Street upstream of Milton Street
 - properties on Hampden Street between Milton and Brunner Streets
 - properties west of Brunner Street and on the eastern side of Fairfax Street, and
 - properties on the western side of Fairfax Street and below.

6.3 Properties upstream of Milton Street
 In this area of the catchment flooding is caused primarily by flood flows from the Recreation Reserve flowing into Hampden Street, although secondary flow from the creek also occurs. Flooding in the Recreation Reserve is due to a combination of a relatively small stream channel, overflows at constrictions caused by culverts and redirection of flow by landscaping bunds. Some minor works have been completed to reduce these effects, but further work in the short term would be beneficial and will be programmed.

6.4 Properties between Milton and Brunner Streets
 Flooding in this area is primarily due to the main stream channel being too small, combined with the effect of earthworks in recent times, inappropriate planting in some locations and blockages caused by fencing. While some local drainage and clearance have helped to reduce the risk of flooding in minor events, this is unlikely to significantly change flood levels in moderate or large rainfall events.

6.5 Properties between Brunner and Fairfax Street

Properties in this location are primarily flooded due to the insufficient capacity of the culvert under Fairfax Street, although flooding probably first occurs due to overflow from the stream channel and from culverts in the transport yard upstream of Fairfax Street. Flood waters in this area are also controlled by the location and level of the low point in Fairfax Street.

- 6.6 The flow through the culvert at Fairfax Street is restricted to a minor extent by power, telephone and sewer crossings and a foot bridge immediately upstream of the culvert.

6.7 Properties downstream of Fairfax Street

Flooding in this area is primarily due to flood flows crossing Fairfax Street and flowing back through residential and commercial properties to the stream. It should be noted though that the stream channel in this area is not large enough to accept flood flows and a private bridge leading to the motels downstream of Fairfax Street is likely to be causing flooding to some degree.

7 Options to reduce flooding

- 7.1 The options available to reduce flooding in Neds Creek can be broadly categorised into five categories:

- reduction or diversion of flows away from the area of flooding
- increasing channel capacity
- removal of restrictions (such as culverts, bridges and fences)
- re-contouring of problematic overland flowpaths, and
- provision of bunding or stopbanks.

These options are illustrated in the plan located in Appendix A.

- 7.2 As outlined above, it is very unlikely that any one of these approaches alone will address all flooding issues, and a comprehensive solution to all flooding issues in the catchment is likely to be a significant cost.
- 7.3 A key consideration for the Council is the role which Council wishes to take in this area (and the wider catchment to the south). Large sections of the watercourse flow through private property and to date the Council has largely maintained that the responsibility to provide adequate drainage lies with the underlying property owner. The Council does own some sections of the watercourse (such as through the recreation reserve) and where it crosses road reserve or flows through the Council network; in these locations the Council takes responsibility for providing adequate drainage.
- 7.4 To date Council's work has been to evaluate the causes of flooding in the area, to identify potential solutions and undertake urgent or emergency works where deemed necessary. Over the coming months, staff will be evaluating the effectiveness and costs of various options for consideration by the Committee at a later date. At this point the Council may wish to consider what level of involvement is appropriate by the Council in the long term.

8 Short term works

8.1 While a number of immediate actions have already been undertaken in the creek, a number of additional works have been identified that could be implemented in the short term. These include:

- Removal of local restrictions (fences, minor planting, services at Fairfax Street)
- Minor earthworks and relocation or removal of culverts in recreation reserve
- Relocation or removal of culverts in transport yard, and
- Minor improvements and formalisation of local drainage works in Hampden Street.

8.2 The responsibility for these works would likely be shared by the Council and underlying landowners, with the Council providing coordination and information where required. It is expected that some minor works will be completed this financial year, with further works programmed in the upcoming financial year.

9 Long term works

9.1 As outlined above, there is currently a significant variation between the capacity of the existing private watercourse and Council network and that required to protect commercial and residential properties. Consideration of long term works to resolve flooding are at a preliminary stage and currently include:

- Diversion of upper catchment (for example at Canton Road)
- Enlargement of the channel from the recreation reserve to beyond Fairfax Street
- Replacement or duplication of the culvert at Fairfax Street, and
- Recontouring of land and construction of bunding adjacent to properties

9.2 The majority of works identified will require resource consent and procurement of land or land access agreements. Funding requirements for these works would be considerable, and require consideration through the Annual or Long Term Plan in conjunction with consideration of private funding from landowners. For these reasons, it is likely that the earliest construction of any significant work would be in the 2014/15 financial year.

10 Next actions

10.1 Council staff will be meeting with local residents prior to and following the meeting of the committee on 28 March 2013. They will explain the current work programme, present the results of recent modelling and discuss any practical actions that landowners could take to reduce flood risk.

10.2 Following these meetings Council staff will be finalising the flood modelling work including definition of the flood risk and evaluation of options. The order of cost for each of the options will be estimated and the benefits of each evaluated. This work is expected to be completed in May 2013.

10.3 Council staff will then bring a report to the committee for consideration. This report will outline preferred options and a suggested funding plan. The significant consideration for the committee will be consideration of funding works in private property between the recreation reserve and Fairfax Street and from Fairfax Street downstream.

11 Appendices

1. Appendix A - Potential Flood Mitigation Options	91
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ORIGINAL SIZE A1 20mm DO NOT SCALE - P IN DOUBT, ASK

NOT FOR CONSTRUCTION		FOR INFORMATION	
MURCHISON DRAINAGE NED'S CREEK FLOODING		14/03/2013	
POSSIBLE FLOOD MITIGATION OPTIONS		SCALES (A1) Not to Scale	
MWH		tasman district council	
ASSET ENGINEER		ENGINEERING MANAGER	
80501276		G01 A	

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8.11 TASMAN'S GREAT TASTE TRAIL UPDATE

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Dugald Ley, Development Engineer
Report Number: RESC13-03-11
File Reference:

1 Summary

- 1.1 This report provides an update on progress with the marketing agreement for Tasman's Great Taste Trail.

2 Draft Resolution

That the Engineering Services Committee receives the Tasman's Great Taste Trail Update Report, RESC13-03-11.

3 Update

- 3.1 At its meeting on 14 October 2012 the committee approved the Nelson-Tasman Cycle Trails Trust as the preferred supplier of marketing for Tasman's Great Taste Trail subject to a formal agreement.
- 3.2 Council staff provided a final version of that agreement to the Trust on 12 February 2013 for their approval. After repeated requests a signed agreement has not been received at Council.
- 3.3 At the meeting on 14 October 2012, the committee also agreed that nominated Council representatives (Mayor Kempthorne, Cr Judene Edgar, Chris Choat and Dugald Ley) would meet with the Trust representatives on a regular basis to discuss marketing and maintenance activities.
- 3.4 The first meeting of the joint group is scheduled for 3 April 2013.
- 3.5 On 15 April 2013 the resource consent for work around the estuary margin will allow construction to commence in the Neiman Creek area. This will include pile driving. Working bees with various Rotary groups have been pre-arranged for April-May to complete the work. Soon after the Lower Queen Street temporary route will be decommissioned and signage/direction material will be removed.
- 3.6 Proposed screening material at Pearl Creek has been approved by the Council. This includes a second layer of brush material and this work will be completed within three weeks.
- 3.7 A landowner has refused consent for the trail to be created through the Chaytor Track/Dominion Flat area. This means that the route from Mapua to Motueka is being reassessed. A discussion document on the various route options is presently available for stakeholder comment.
- 3.8 Funding for this section of the trail is allocated in the current financial year. The Ministry of Business Innovation and Employment is responsible for final approval of the route. Key factors in their assessment includes ease of the trail for Grade 1-2 riders, economic growth opportunities and connection between communities.
- 3.9 It is likely a recommendation from the Nelson-Tasman Cycle Trails Trust will highlight the benefits of coastal route rather than using Tasman View Road.

8.12 ENGINEERING SERVICES REORGANISATION - UPDATE

Information Only - No Decision Required

Report To: Engineering Services Committee
Meeting Date: 28 March 2013
Report Author: Peter Thomson, Engineering Manager
Report Number: RESC13-03-12
File Reference:

1 Summary

- 1.1 The Council approved the restructuring of the Engineering Services department at its meeting on 29 November 2012. The November report included a business case which identified a list of key performance indicators covering the first year of implementation.
- 1.2 This report provides the second update on achievements against the list of key performance indicators.

2 Draft Resolution

- 2.1 **That the Engineering Services Committee receives the Engineering Services Reorganisation - Update Report, RESC13-03-12.**

3 Purpose of the Report

- 3.1 On 29 November 2012 Council approved the restructuring of the Engineering Services department in order to:
- Bring strategic and operational professional services in-house
 - Increase the engineering Services department from 21 to 39 full time equivalent staff
 - Increase associated staff resources in the Corporate Services department by two full time equivalents
 - Develop new outsourced professional services contracts primarily for capital project works
- 3.2 This report provides an update on achievements against the list of key performance indicators included in the business case for change. The KPIs cover the first year of implementation of the approved changes.

4 Discussion

- 4.1 The progress report on KPIs is included in Appendix 1. Comments have been provided as at the 21 March 2013.
- 4.2 A further verbal update may be provided for some items at the meeting.

5 Next Steps / Timeline

- 5.1 A report on progress against the key performance indicators will be presented to each successive meeting of the Engineering Services Committee, recording the measured achievements for each KPI.

6 Appendices

1. Appendix 1-Engineering Reorganisation, Key Performance Indicators 97

Activity	Key Performance Indicators	Original date	Target date (all dates are 2013 unless stated)	Measure Achieved	Status: 14 February 2013	Status: 28 March 2013	
1	<p>Recruitment</p> <p>a. Existing staff commenced work in 'mapped positions'</p> <p>b. Successful candidates for 'internally and externally advertised' positions commenced work in new roles as follows:</p> <p>i. Tier 3 by mid-March 2013</p> <p>ii. Tier 4 by end May 2013</p> <p>iii Other roles by end July 2013</p> <p>c. No successful Personal Grievance claims made by existing staff as a result of recruitment process</p>	30-Dec-12	End Feb	% positions filled	Revised Target date is mid February 2013. All staff have been mapped into new positions and were offered jobs at end of January. Six of the 39 positions (15%) are now confirmed mapped.	All existing permanent staff have been mapped into new roles, filling 18 of the 39 positions.	
		Mid March 2013	End April	% positions filled	50% (two) positions have been filled and confirmed by internal appointments	Two positions externally advertised, short-lists and interviews arranged	
		End May 2013	End May	% positions filled	NA - due to flattening of structure	NA - due to flattening of structure	
		End July 2013		% positions filled	9% filled and confirmed	To date 11 roles advertised internally & with MWH. 26% (5 of 19) positions now filled. Four offers pending. A further 5 roles will be internally advertised and close by end of March.	
				# of successful complaints	Nil claims to date	Nil claims to date	
2	Internal Work Processes	All internal work processes mapped	12-Apr-13	End April	% processes mapped	Project agreement and scope completed. Discovery phase begins in February and documentation phase is planned for March/April.	Business process mapping has completed the discovery phase. Priority processes for contractual claims and after-hours response protocols are well advanced. Other priorities are being established for further work in April.
3	Financial Information	Service Level Agreement for provision of financial information in place	End March 2013	End April	Y/N	Sub-project team with Corporate and Engineering Services staff is preparing financial task/work requirements and full budgets estimates for the final 2013/14 Annual Plan. A new Management Accountant is currently being recruited by Corporate Services to assist with delivery of financial services. Sub-project team will also develop new KPIs against which the ongoing financial performance of the in-house delivery of services can be measured against the existing contracted delivery service.	Sub-project team has developed draft documentation for Service Level Agreement. New Management Accountant recruitment is near completion.
	Financial Information	New financial information processes, including revised reporting, fully operational	1-Jul-13	1-Jul-13	% complete	Sub-project team will also develop new KPIs against which the ongoing financial performance of the in-house delivery of services can be measured against the existing contracted delivery service.	New financial reporting processes are being developed for externally contracted services. All contractual claims are now being handled through Council's Confirm software.

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Activity	Key Performance Indicators	Original date	Target date (all dates are 2013 unless stated)	Measure Achieved	Status: 14 February 2013	Status: 28 March 2013	
4	NZTA	a. NZTA approval of procurement strategy and SLA by end March 2013	End March 2013	Y/N	Revised Council procurement strategy present to the Engineering Services Committee for adoption on 28 March 2013	Revisions have been made to the existing Strategy and will be presented to the Engineering Services Committee on 2nd May 2013.	
		b. NZTA requirements incorporated into financial reporting structure and processes	End May 2013	Y/N	Managers are working with NZTA to define all financial reporting requirements, including claims.	Managers have defined all NZTA financial reporting requirements, including claims, and are developing internal processes.	
		c. NZTA claims made successfully under new structure	Jul-13	Y/N	Y - NZTA approval received December 2012 for extension of existing professional services contract to 30 June 2014.	Complete	
		d. Interim contract approved by NZTA					
5	Transition	a. Migration planning complete	End December 2012	End December 2012	Y/N	93 individual datasets have been identified for migration.	All 99 datasets have a migration plan through the transition period from June to mid-August.
		b. Transition of data complete by mid-August 2013	Mid August 2013	Mid August	Y/N	22 datasets have been moved/migrated.	
6	MWH Interim Contract	a. Final scope of interim contract agreed	Mid December 2012	Mid Dec '12	Y/N	Y - extension of professional services contract formally agreed 31 January 2013	Complete
		c. Interim contract commenced	1-Apr-13	1-Apr	Y/N	Formal extension period is from 1 April 2013 to 30 June 2014	Starts 1 April 2013.
7	New PS Contract	a. New contract tender documents complete	Jul-13	End Sept	Y/N	New contract tender documents will start to be compiled from mid-March 2013	New contract tender documents will start to be compiled from 25 March 2013.
		b. New contract awarded	1-Apr-14	1 April '14	Y/N		
		c. New contract commenced by 1 July 2014	1-Jul-14	1 July '14	Y/N		
8	Financial Forecasts	Costs and savings within the following categories are in line with the financial forecasts adopted by Council for 2012/13 and 2013/14 years, in summary:		End June 2014	Actual vs YTD forecast	Sub-project finance team will develop new KPIs against which the ongoing financial performance of the in-house delivery of services can be measured against the existing contracted delivery service. KPIs will be first reported to Council in April 2013	New KPI's for financial outcomes have been drafted and will be presented to Council for formal adoption on 9 May 2013.
9	Infrastructure Activity Management Planning	Transfer and addition of Infrastructure Activity Planning responsibilities to Engineering Services completed by end October 2013	End August 2013	End Sept	Y//N		Pending appointment of 3rd tier manager and team establishment.
10	Transportation	Transfer and addition of network management responsibilities to Engineering Services completed by:	End October 2013	End Sept	% of all responsibilities in place	A full schedule of responsibilities and tasks is being compiled by the relevant section manager.	A full schedule of tasks is being compiled by the Transportation Manager.
11	Utilities	Transfer and addition of network management responsibilities to Engineering Services completed by:	End October 2013	End Sept	% of all responsibilities in place	A full schedule of responsibilities and tasks is being compiled by the relevant section manager.	A full schedule of tasks is being compiled by the Utilities Manager.

21/03/2013 11:36 a.m.Reorg KPI Spreadsheet-2013-03-15.xlsx

Activity	Key Performance Indicators	Original date	Target date (all dates are 2013 unless stated)	Measure Achieved	Status: 14 February 2013	Status: 28 March 2013
12 Infrastructure Programme Delivery	Transfer and addition of capital project and contract management responsibilities to Engineering Services completed by:	End October 2013	End Sept	% of all responsibilities in place	A complete schedule of current project agreements is being compiled. A transition programme of new project work is being developed for the period April to November 2013.	Ongoing
13 Customer Service	<p>a. Establishment of CSR function within ES</p> <p>b. Number of CSR's: Utilities vs Transportation</p> <p>i. Received at Council – total # of ES related requests into Council Call Centre</p> <p>ii. Received in ES (by department) and handled (ie to contractor, to consultant, to staff, to other department, etc)</p> <p>iii. Resolved successfully and within required timeframes</p>		End March	<p>Y/N</p> <p>#</p> <p>Measure compared to existing #s from Customer Services</p> <p>Measure compared to existing #s from Customer Services</p>	<p>CSR functions, responsibilities and tasks have been included in the new job descriptions. A CSR sub-project team has been established to assist in the transition of these tasks back in-house.</p> <p>Data collection systems are in place to record the information that will be required for reporting below.</p>	All CSR business processes have been fully mapped by Engineering and Customer Services staff.