

# MEETING — AGENDA —

*Ngā Take*

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Western Bay of Plenty  
District Council

# OPERATIONS AND MONITORING COMMITTEE

*Komiti Whakahaere*

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**INFORMATION PACK**

**Pikau Korero**

**OP9**

**Thursday, 15 February 2018**



## Advice to Councillors on Use of Information Packs

Council has agreed that Information Packs will be supplied with the agendas for Council and its Committees as well as Community Boards as required. Members are to present questions in writing on contents, provided these are received 48 hours prior to the meeting (i.e. by 5.00 pm on a Monday for a Thursday meeting). A copy of the questions and written replies will be made available to all Members and will be tabled at the meeting.

Any questions received later than the 48 hour deadline will be responded to within five days with copies of both questions and answers circulated to all Members.

All questions to be **emailed** to the relevant Democracy Advisor.

In addition, should a more detailed report or presentation be required on any specific item, Councillors are invited to make an e-mail request to the Chief Executive Officer. Reports or presentations requested will be given at the first available opportunity.

Council	-	Fleur Sweeney
Community Committee	-	Michelle Parnell
Long Term and Annual Plan Committee	-	Fleur Sweeney
Operations and Monitoring Committee	-	Barbara Clarke
Policy Committee	-	Barbara Clarke
Rural Committee	-	Michelle Parnell
All Community Boards	-	Aileen Alty

Please include in any emailed questions and the following references from this Information Pack;

- Title of Item – Page reference for question.

# Open Items

## Operations and Monitoring Committee No. OP9 15 February 2018 Information Pack

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	<b>Pages</b>
<b>Schedule of Contents</b>	
<b>1. Monthly Report: One Network Maintenance Contract (ONMC) January 2018</b>	4-7
<b>2. Operations and Monitoring Committee Corporate Reports December 2017</b>	8-22
By Exception for:	
<ul style="list-style-type: none"><li>• Corporate Planning System</li><li>• Minute Action Sheets</li><li>• Service Requests</li></ul>	
<b>3. Operations and Monitoring Committee Minute Actions Reports February 2018</b>	23-39
<ul style="list-style-type: none"><li>• Minute Actions Not Complete or Under Action</li></ul>	



# Memorandum

<b>To:</b>	Operations and Monitoring Committee
<b>Copy:</b>	
<b>From:</b>	Bill Hickman – Maintenance Contract Manager (West Roads)
<b>Date:</b>	30 January 2018
<b>Subject</b>	<b>Monthly Report for the One Network Maintenance Contract (ONMC) January 2018</b>

## 1. Contract Overview

WestLink's "refresh" is now essentially complete with the new Contract Manager (Paul Howard) on board full time and a number of positions filled. The annual Partnering Workshop will be held once Paul has had time to fully familiarise himself with the Contract.

The Period 1 (2017/18) KRA Score for State Highways has been moderated by the Transport Agency to a score of "Best Practice" down from "Outstanding". The score adjustment related to claimed innovations not meeting the required standard, audit result interpretation and non delivery of a tender pledge. Councils annual KRA Score will be assessed in July 2018.

## 2. Operational Performance Measures

Operational Performance Measures (OPMs) reflect the day-to-day levels of service required under the ONMC. WestLink's performance is measured on a monthly basis and if a prescribed compliance score is exceeded the Contractor will have money deducted from their monthly payment.

OPM scores have been quite variable over the last 12 months with elevated scores following Cyclones Debbie and Cook. The previous eight months scores are as follows:

Principal	Maximum Score	Monthly OPM Compliance Score							
		May	June	July	Aug	Sep	Oct	Nov	Dec
WBoPDC	7	16	11	7.6	8.6	8.6	13.9	7.1	7.7
NZTA	21	10	11.2	20	4	4	18	3	8.0

Overall WestLink are generally achieving good OPM outcomes however there have been eight proportional adjustments for Council over the last 12 months. Deductions have ranged from \$5 to \$4,000.

## 3. Health and Safety

### 3.1 Combined Lead and Lag Indicators for State Highways and Local Roads

No Health and Safety statistics were available at the time of writing this report.



## **4. Works Programme**

The current capital Works Programme is attached but is not fully up to date.

### **4.1 Seal Extensions**

The Matakana Road project is the last of the lump sum seal extensions and was delayed due to the unavailability of a barge to cart aggregate to the island. Work is likely to commence in March.

Both the Taumata and Billing Road shape and seal, seal extensions were completed prior to Christmas.

We are still awaiting the "shape and seal" seal extension pricing for the additional seal extension sites from WestLink.

### **4.2 Rehabilitation/Renewals**

The pavement rehabilitation on Welcome Bay Road between Water Lane and Waitao Road is now complete. The section adjacent to the Addline Transport depot is programmed for the 2018/19 construction season.

The Tainui Road rehabilitation was completed prior to Christmas.

The scope of the pavement rehabilitation on Omokoroa Road between Western Avenue and Tralee Street has been expanded to include kerb and channel thus requiring additional design. Construction is now not likely until the 2018/19 construction season.

Rehabilitation on Poripori Road is in the planning stage with construction likely to commence after Christmas however the proposed widening has still not been confirmed.

Design of the Maungarangi Road rehabilitation is complete however progress has been delayed by discussion with Iwi. The Pukemapu and Rangiuuru Roads rehabilitation and widening designs are now complete.

The following roads are being investigated or being priced for rehabilitation and some include widening:

- Maniatutu Road Rehab and Widening
- Oropi Road realignment 4970-5180
- Large sections of Te Matai Road are requiring reactive rehabilitation potentially due to heavy logging traffic volumes. These sites require a archaeological consent which has delayed progress.

### **4.3 Te Puke Highway Renewals**

A sheet piling solution has been agreed for the preventative maintenance project on the Kaituna River adjacent to Pah Road however the BoPRC have queried the design and this has delayed ordering materials. Timing will also be dependent on fish migration.

The pavement rehabilitation through Waitangi commenced after Christmas and guardrail reinstatement at Rangiuuru is now complete.



#### 4.4 Emergency Works

The emergency works status is shown below:

Emergency Works 1 November 2015 to 31 October 2016			
Detail	Repair Estimate	Cost to Date	Comments
Pongakawa Bush and Valley Roads	\$ 350,000.00	\$ 350,000.00	
Roydon Downs Road Bridge	\$ 75,000.00	\$ 30,000.00	Repairs complete. Seeking retrospective BOPRC Resource Consent
Mystery Valley Road Bridge	\$ 75,000.00	\$ 18,000.00	Repairs complete. Seeking retrospective BOPRC Resource Consent
Mystery Valley Road Underslip	\$ 350,000.00	\$ 7,500.00	Geometric designs currently being progressed
Lindenmann Rd Underslip	\$ 150,000.00	\$ 7,500.00	Geometric designs currently being progressed
Various Other Emergency Works	\$ 156,700.00	\$ 156,700.00	
	\$ 1,156,700.00	\$ 569,700.00	
Emergency Works 1 November 2016 to 31st October 2017			
Campbell Rd Event 17-19th Feb 2017	\$20,000 plus	\$28,962.00	Heavy and concentrated rainfall in this catchment caused severe scour to Campbell Rd.
Woodland Road Dropout 11-12th March	125k	\$ 56,000.00	Heavy and concentrated rainfall in this catchment caused drop out on Woodland Rd and Soldiers Rd. -Woodland Rd - Completed - Access to properties at end of road was at threat.
April 2017 Events - Debbie and Cook	\$1,607,745	\$1,016,921	Two Cyclone events within 2 weeks. Very large cleanup of slips, culverts and trees. Several larger underslip signs requiring reinstatement: Sites we have completed or are in progress: -Te Puna Station Road - Reinstatement works all but completed. Road to be sealed early November. -Ford Rd - Completed - Site was unsafe and down to single lane. -Sharp Rd - Complete - Access to several properties threatened. -Woodland Rd - Completed - Access to properties at end of road was at threat.  Other sites from this years storm damage that require attention: -Reid Rd - We have draft alignment designs. Arch checks have been completed. This needs an HNZ Authority FYI. -Soldiers Rd -Stockton Rd
		\$1,101,883.00	

Design for emergency reinstatement of slips on Mystery Valley, Ford Road, Soldiers Road and Stockton Road is still in progress.

#### 4.5 Unsealed Roads – Surface Defect Index

No unsealed road surface defect index results were available at the time of writing this report.

The volume of unsealed road metal applied to date in the contract is behind the minimum cumulative quantity offered by WestLink in their tender. WestLink have reviewed the situation and the application for additional material as required is in progress.

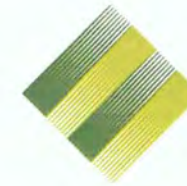
### 5 Miscellaneous

The Bell Road culvert replacement has been delayed due to a power easement issue and although this is almost resolved, construction is unlikely to commence until next summer due to high water levels.

There is approximately 2km of redundant asbestos cement watermain located on the Omokoroa Road realignment site. Asbestos fibres were found at a number of locations adjacent to the pipe and consequently defining a methodology and obtaining the necessary consent for dealing with this has caused a delay in the pavement construction.

Some pipe will remain insitu and some will be removed along with some of the surrounding soil at some locations.

The sheet pile reinstatement of the underslip at the SH36/Oropi Gorge Intersection is now essentially complete. The site was opened to two-way traffic prior to the Christmas break. A good result.



# **Operations Committee Corporate Reports December 2017**

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## **By Exception for:**

- **Corporate Planning System**
- **Minute Action Sheets**
- **Service Requests**



# WORK STATUS REPORT December 2017

## CORPORATE PLANNING SYSTEM



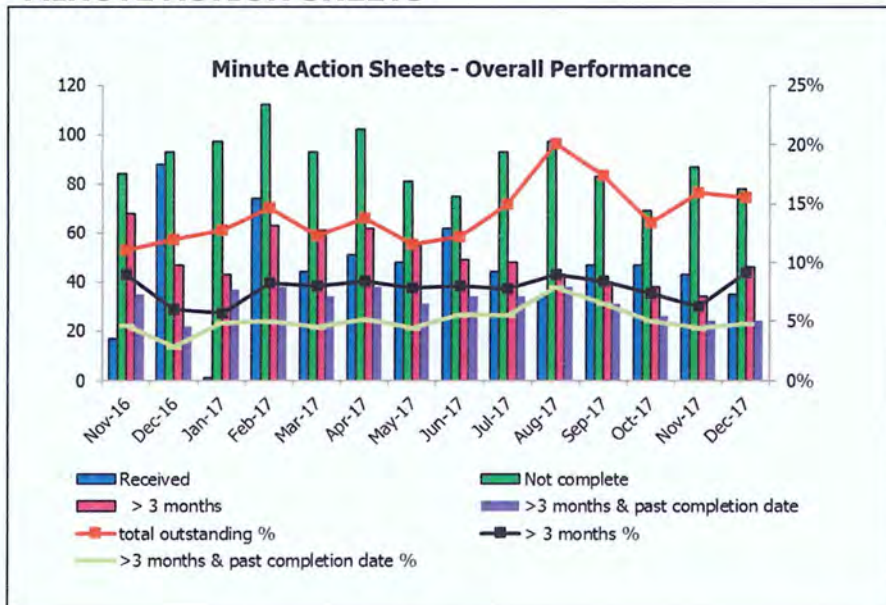
### Key Comments 😊

Total Projects and Processes scheduled for the 2017/18 year is 318

The December results are as follows:

Target Met	274 (86.2%)
Partial Met	23 (7.2%)
Not Commenced	7 (2.2%)
Not Met	5 (1.6%)
Complete	9 (2.8%)

## MINUTE ACTION SHEETS



### KPI – Timely Update

Not updated for 30-60 days

### Benchmark

NIL

### Result

0



Not updated for > 60 days

NIL

0



### KPI – Timely Resolution

% outstanding rolling total

### Benchmark

10%

### Result

15.5%



Received Y/E 30/06/18

10%

15.5%

% > 3 months rolling total and past completion date

5%

4.7%

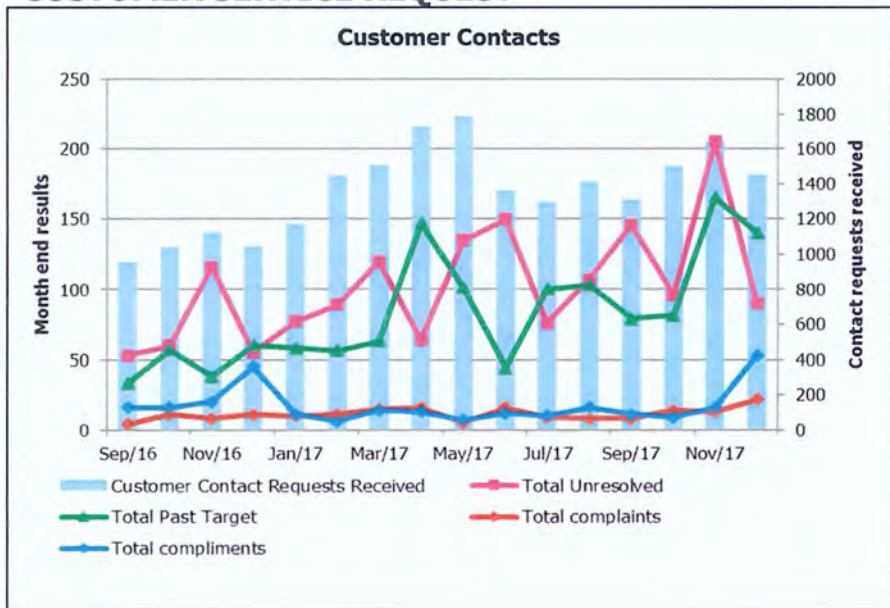


### Background Information December 2017

Received	35
Complete	29
Not Complete	78
Not Complete > 3 months	46
Not Complete > 3 months & past est. completion date	24
Rolling total received Y/E 30/06/2018	503

## WORK STATUS REPORT December 2017

### CUSTOMER SERVICE REQUEST



<b>KPI – Timely Resolution</b>	<b>Benchmark</b>	<b>Result</b>	😊
Service requests actioned within timeframes	90%	96%	
<b>KPI – Satisfaction Survey</b>	<b>Benchmark</b>	<b>Result</b>	😊
<b>December 2017</b>			
We didn't do what we said we would do	10%	1.7%	
<b>Background Information December 2017</b>			
Total received	1350		
Resolved	1224		
Resolved within target	1179		
Total Complaints	22		
Total Compliments	53		



## CORPORATE PLANNING RESULTS December 2017

<b>CPS SUMMARY</b>	<b>TOTAL</b>	
Target Met	<b>274</b>	<i>Work is achieving all projected milestones. In the case of a process, if the work is progressing as predicted, even though the work is not complete, then it should be 'Target Met'. Target Met includes completed work also.</i>
Partial Met	<b>23</b>	<i>The project is very close to meeting its projected targets. It is not on target, but is recoverable.</i>
Not Met	<b>5</b>	<i>Work is significantly behind targets or, the work has not yet started because it has been held up by another factor that is within the control of the Manager.</i>
Not Commenced	<b>7</b>	<i>The work has not started and is not scheduled to commence until later, or the work has been delayed by factors outside of the Manager's control.</i>
Complete	<b>9</b>	<i>Progress report was not required.</i>
<b>TOTAL</b>	<b>318</b>	

**CORPORATE PLANNING RESULTS  
December 2017**

**EXCEPTION REPORT – NOT MET**

<b>ID</b>	<b>Project Service Name</b>	<b>Manager</b>	<b>On Target</b>	<b>Priority</b>	<b>%</b>	<b>Progress</b>
1785	RESOURCE CONSENTS - Land Use Applications	ECM	Not Met	C	0	78.8% (134/170) non-notified land use consents processed within 20 working days statutory time.
2031	Health Service Requests	CMM	Not Met	C	0	87% (7/8) service requests completed achieved target. Administration support will be provided in coming quarter for scheduling of these complaints
2763	Environmental consents - customer satisfaction survey	ECM	Not Met	C	0	No customer satisfaction survey was undertaken. Wider Group survey review to take place as part of on-line roll-out. Wider stakeholder engagement/ reputation analysis has been undertaken as part of a wider process review for the Resource Consents function.
2783	Building - Applications & Plan Checking	BM	Not Met	C	0	98% (689/703) applications for building consent processed within 20 working days for the year to date
3339	Project Information Memorandums	ECM	Not Met	C	0	99% (178/180) PIM applications were issued within statutory timeframes for the year to date

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## CORPORATE PLANNING RESULTS December 2017

### EXCEPTION REPORT – PARTIAL MET

ID	Project Service Name	Manager	On Target	Priority	%	Progress
1787	RESOURCE CONSENTS - Subdivision Applications	ECM	Partial Met	C	0	86% (84/98) non-notified subdivision consents processed within 20 working days statutory time; and 100% (52/52) s.223 Survey Plan Approvals processed within 10 working days statutory time
2002	Democracy Services to Council Committees and Community Boards	CSM	Partial Met	C	0	92% Agenda production and 100% Minute publication.
2951	Jubilee Park skate park (prev. Hayward Reserve)	RFM	Partial Met	C	5	Stage 2 design services are currently being reviewed. Note the likelihood of this project proceeding is subject to external funding
3069	Environmental Monitoring - Protection Lots	CMM	Partial Met	C	0	42 inspections completed (includes september reporting not included in previous quarterly figures)
3076	District Footpath Development	TM1	Partial Met	C	10	The cycleway bridge tenders have been awarded. The Wairoa River bridge crossing and Tauranga City leg being developed
3150	Ecological Financial Contribution (Accumulated)	EDO	Partial Met	C	0	Matakana island monitoring contracts all finished. Money for Matching Fund environmental projects has been transferred and allocated to projects.

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**CORPORATE PLANNING RESULTS  
December 2017**

<b>ID</b>	<b>Project Service Name</b>	<b>Manager</b>	<b>On Target</b>	<b>Priority</b>	<b>%</b>	<b>Progress</b>
3172	Omokoroa Structure Plan Utilities Stormwater	UM	Partial Met	C	50	Issues with construction of road have delayed components of the storm water system.
3310	Supporting Iwi and Hapu Management	ACUDO	Partial Met	B	80	Have work shopped with relevant iwi/hapu on identified areas in their plans with some good actions coming from the work shop .
3348	Marae Maintenance	ACUDO	Partial Met	B	100	This money is still set aside for Otawhiwhi and just waiting for them.
3377	Western Bay Cycle Trail	GM1	Partial Met	B	50	Progress going well on the overall project. The Omokoroa route is subject to Kiwirail agreement and consenting for the Wairoa Bridge. The Waihi to Waihi Beach trail is on hold due to land owner negotiations stalling.
3433	Relationship management	CD	Partial Met	C	0	On track. Significant progress with Partnership Forum, relationships with primary sector and building links with new government. Professional development opportunities for councillors a work in progress, primarily related to current EM workload in relation to LTP.



**PRIORITY A PROJECTS  
December 2017**

Project ID	Project Name	Manager	Progress Report	Financial	Resources	Risk	Status/ % Complete
2368	Representation Review	CSM	<p>The project was scoped and approved by MT. A cross-organisation team has been formed and external expert advisor engaged. Two workshops for councillors and one for community boards have been held and a decision made regarding Electoral System. Initial work done on community engagement plan for Work stream 2: Maori Wards, and one council workshop held with Partnership Forum chairs present. Community Engagement Plan outline completed for representation arrangements. Work currently underway creating webpage to keep community up to date on the process: content will be utilised for staff.</p> <p>13/11/2017 Update report prepared for 21 November Council meeting re establishment of Maori Wards. Timeline prepared for next steps (council workshop and community engagement) post 21 November through to May 2018.</p> <p>8/12/2017 Resolution made</p>	First payment made to external advisor, no community engagement costs have been incurred at this stage.	No issues	Not meeting legislative deadlines for resolutions to be made.	70% Target Met

**PRIORITY A PROJECTS  
December 2017**

<b>Project ID</b>	<b>Project Name</b>	<b>Manager</b>	<b>Progress Report</b>	<b>Financial</b>	<b>Resources</b>	<b>Risk</b>	<b>Status/ % Complete</b>
			Maori Wards and publically notified. Engagement plan and discussion document underway for workshop 20 February 2018. Webpage published and up to date.				
3182	District Wide Water Metering Project – Western	UM	Well advanced with water meter installation project with Katikati area 70% complete and Waihi Beach 95% complete and rural areas 50% complete.	On track	Paul Van den Berg and Veolia.	Low	65% Target Met
3322	Katikati Library and Community Hub	SPM	Contractor on programme.	Finance still tight. Decision has been made to construct the spine walkway in anticipation of the receipt of third party funding. To delay this decision would have resulted in a price increase to the Spine.	No issues.	Not fully completing project due to fund shortfalls. Contingencies being inadequate for the project.	20% Target Met
3358	Asset Management System Implementation	ITTA	Latest version of data load tool required minor edits to our data extract scripts. These updates have now been completed and the vendor is underway building the final UAT and PROD environments.	No change to approach for final data migration payment.	No.	No.	20% Target Met



**PRIORITY A PROJECTS  
December 2017**

<b>Project ID</b>	<b>Project Name</b>	<b>Manager</b>	<b>Progress Report</b>	<b>Financial</b>	<b>Resources</b>	<b>Risk</b>	<b>Status/ % Complete</b>
3398	Unified Communications	CSM	Project not scoped – not commenced.	Not known at this point.	Not known at this point.	NA	0% Not Commenced
3399	Customer Feedback and Decisions	PSDM	Functionality of existing mechanisms that were not working have been resolved. Management Team considered a memorandum covering progress to date and next steps required to complete project and approved it. The decision story approach will be used for the Long Term Plan 2018-28.	NA	NA	NA	100% Target Met
3422	Animal Shelters	SPM	Building consent applied for. Tender process to commence prior to 31/1/2018.	No issues at this stage.	No issues at this stage.	Potential for a tender price to be too high relative to budget.	20% Target Met
3425	Electronic District Plan	RMM	Project not commenced. Delayed pending review of GIS systems.	Nil	Nil	Nil	0% Not Commenced

**MINUTE ACTION SHEETS  
December 2017**

**MINUTE ACTION SHEET REPORT – NOT COMPLETE AND > 3 MONTHS OLD AND PAST COMPLETION DATE**

Minute Action Sheets Under Action or Not Commenced since February 2001						
Minutes Number	Remit Title	Owner	Current Status	Owner Comments	Last Maintained Date	Complete by
OP22 8 Aug 18 2016	Maketu Wastewater Outstanding Connections	LEGAL PROPERTY OFFICER TRANSPORTATION & UTILITIES	UNDER ACTION	18/01/2018 - LPOT to look into options and go back to discuss with HOBEC. Not satisfied with options provided. 13/11/2017 - HOBEC advised to go down BOPRC route. Waiting to hear options on WBOPDC proceeding, issues with serving notices, waiting to be advised on alternatives. 10/10/2017 - HOBEC advised to go down BOPRC route. Waiting to hear options on WBOPDC proceeding.	18/01/2018	31/12/1967



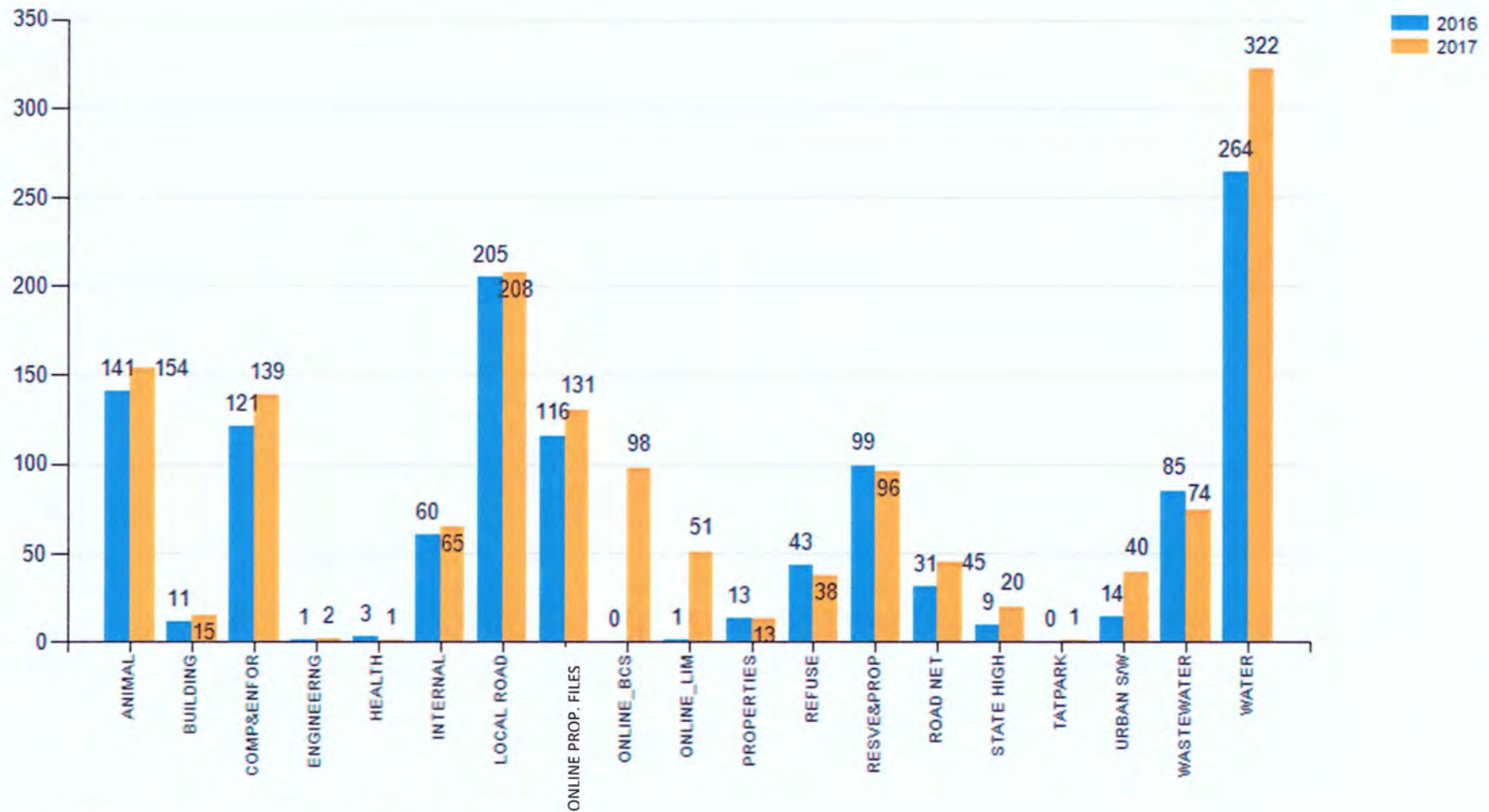
**MINUTE ACTION SHEETS  
December 2017**

**COMPLETED MINUTE ACTION SHEET REPORT**

There were no completed minute actions sheets for the Operations Committee in December 2017.

## SERVICE REQUESTS December 2017

### Total CCRs YTM Comparison December 2016/2017





















**WATER** – Lots of water shutdowns. The usual water leaks.



## SERVICE REQUESTS December 2017




















### BENCHMARK COMPARISON DECEMBER 2017

Type	Group Manager	Reference Benchmark	Total Number Of Requests	Resolved	Resolved Within Target	Still Outstanding	Benchmark Comparison	Achieved Benchmark
ANIMAL	R DAVIE	95%	154	137	136	17	99%	
BUILDING	R DAVIE	90%	15	10	10	4	100%	
COMP&ENFOR	R DAVIE	93%	139	128	123	11	96%	
ENGINEERNG	G ALLIS	94%	2	2	2	0	100%	
HEALTH	R DAVIE	92%	1	1	1	0	100%	
LOCAL ROAD	G ALLIS	90%	208	184	179	22	97%	
ONLINE PROP. FILES	E HOLTSBAUM	85%	131	127	126	0	99%	
ONLINE_LIM	R DAVIE	100%	51	39	39	10	100%	
PROPERTIES	G ALLIS	85%	13	13	13	0	100%	
REFUSE	G ALLIS	80%	38	37	37	1	100%	
RESVE&PROP	G ALLIS	85%	96	94	89	2	95%	
ROAD NET	G ALLIS	90%	45	29	29	16	100%	
STATE HIGH	G ALLIS	90%	20	19	19	1	100%	
TATPARK	P WATSON	85%	1	1	1	0	100%	
URBAN S/W	G ALLIS	80%	40	33	31	4	94%	
WASTEWATER	G ALLIS	80%	74	67	61	6	91%	
WATER	G ALLIS	80%	322	303	283	18	93%	
<b>Organisational Benchmark</b>		<b>85%</b>	<b>1350</b>	<b>1224</b>	<b>1179</b>	<b>112</b>	<b>96%</b>	



## SERVICE REQUESTS December 2017

### PERFORMANCE AGAINST BENCHMARK HISTORY FINANCIAL YEAR 2017

	2017												Benchmark Comparison		
	July		August		September		October		November		December		% Achieved	Goal	
ANIMAL	99%	176	97%	167	98%	147	99%	145	97%	155	99%	154	98.2%	95%	
BUILDING	77%	16	100%	14	100%	10	86%	10	83%	13	100%	15	89.8%	90%	
COMP&ENFOR	97%	73	98%	93	97%	88	99%	115	97%	126	96%	139	97.2%	93%	
ENGINEERNG	100%	1	100%	0	100%	2	100%	3	100%	5	100%	2	100.0%	94%	
HEALTH	83%	6	80%	5	100%	4	100%	6	50%	2	100%	1	87.5%	92%	
LOCAL ROAD	74%	281	74%	265	80%	272	86%	311	82%	281	96%	208	81.2%	90%	
ONLINE PROP. FILES	96%	189	90%	206	99%	161	97%	181	93%	224	96%	131	95.0%	85%	
ONLINE_BCS	100%	0	100%	0	0%	3	0%	18	0%	66	0%	98	0.0%	0%	
ONLINE_LIM	97%	87	95%	80	94%	69	99%	79	99%	90	95%	51	96.6%	100%	
PROPERTIES	100%	18	100%	16	92%	13	100%	17	100%	23	100%	13	99.0%	85%	
REFUSE	96%	45	100%	25	100%	40	96%	28	100%	41	100%	38	98.6%	80%	
RESVE&PROP	98%	57	87%	61	92%	60	93%	99	92%	103	95%	96	92.8%	85%	
ROAD NET	77%	39	83%	37	86%	39	87%	41	83%	47	100%	45	85.5%	90%	
RURAL FIRE	100%	0	100%	0	100%	0	100%	0	100%	1	100%	0	100.0%	83%	
STATE HIGH	76%	17	86%	29	90%	20	88%	26	88%	25	100%	20	88.2%	90%	
TATPARK	100%	3	100%	1	100%	1	100%	0	100%	1	100%	1	100.0%	85%	
URBAN S/W	100%	18	92%	27	88%	25	95%	21	86%	38	86%	40	90.0%	80%	
WASTEWATER	92%	85	83%	115	87%	127	89%	89	85%	84	90%	74	87.3%	80%	
WATER	94%	179	88%	263	89%	222	93%	304	86%	309	93%	322	90.5%	80%	
<b>Total</b>	<b>90%</b>	<b>1290</b>	<b>88%</b>	<b>1404</b>	<b>90%</b>	<b>1303</b>	<b>92%</b>	<b>1493</b>	<b>86%</b>	<b>1634</b>	<b>88%</b>	<b>1448</b>	<b>89%</b>	<b>85%</b>	



Operations & Monitoring Committee - ACTIONCOM – Actions Not Complete/Under Action at 1 February 2018

Remit Number	Remit Title	Owner	Remit Description	Owner Comments	Current Status	Last Maintained Date
OP117.2 14 Feb 2017	Waihi Beach Dune Enhancement Works Coastal Management Options	UTILITIES MANAGER	<p>1. THAT the Utilities Manager's report dated 1 February 2017 and titled Waihi Beach Dune Enhancement Works Coastal Management Options be received.</p> <p>2. THAT the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT the Operations and Monitoring Committee instruct staff to prepare a detailed business case and action plan for implementing the coastal management options as recommended in the J.L. Lumsden Consulting Engineer's Report for the following sections:</p> <ul style="list-style-type: none"> <li>• 43 Shaw Road to Elizabeth Street and</li> <li>• Elizabeth Street to Coronation Park</li> </ul> <p>and report back to the Operations and Monitoring Committee.</p>	<p>January 2018 - Decision to proceed with the 2020 review of the coastal erosion protection works earlier. This will commence in February 2018 and will form the base document for any other proposed erosion works along the coast</p> <p>December 2017 - As per comments below for November 2017.</p> <p>November 2017 - Decision to proceed with the 2020 review of the coastal erosion protection works earlier. This will commence in February 2018 and will form the base document for any other proposed erosion works along the coast.</p> <p>12/10/2017 - Review now scheduled for start in February 2018.</p> <p>September 2017 - Last month's comments still apply, but staff to look at commencing the 2020 review of the coastal works earlier.</p> <p>August 2017 - Decision taken by the Management Team to hold off report to Council in lieu of completing Council's coastal Erosion Policy decision making scheduled in August 2017. Decision to produce a report in conjunction with Policy and Planning team for the October 2017</p>	UNDER ACTION	18/01/2018



				<p>Operations &amp; Monitoring Committee meeting and possibly part of the Long Term Plan process.  30/06/2017 - Report to Council scheduled for August 2017  Operations &amp; Monitoring Committee. The report will be a business case analysis and members of the public working group will be in attendance.  April and May 2017 - The Utilities Manager is preparing a business case as per direction from the Operations &amp; Monitoring Committee at its meeting held in February 2017. Report expected to be ready by the end of May 2017.</p>		
OP1215.1 14 May 2015	Reclaimed Land Application for Land Adjacent to Allot 103 Katikati Parish, Bowentown	RESERVES AND FACILITIES MANAGER	<ol style="list-style-type: none"> <li>1. THAT the Reserve and Facilities Manager's report dated 28 April 2015 and titled "Reclaimed Land Application for Land Adjacent to Allot 103 Katikati Parish, Bowentown" be received.</li> <li>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</li> <li>3. That the initiation of an application for an interest in reclaimed Land under the Marine and Coastal Area</li> </ol>	<p>22/10/2018 - Awaiting Department of Conservation approval.  07/12/2017 - No change. Follow up has been made with Department of Conservation.  17/11/2017 - Currently waiting for DOC's approval to the reclamation process.  16/10/2017 - Survey has been completed. Lodgement to LINZ is being prepared.  15/09/2017- Resource consent has been issued by the Bay of Plenty Regional Council. A survey of the reclaimed area is currently being completed prior to lodgement of the application to and Information NZ  17/07/2017 – The resource consent</p>	UNDER ACTION	21/01/2018



			<p>(Takutai Moana) Act 2011 that adjoins Allot 103 Katikati Parish, Bowentown be approved.</p>	<p>application has been submitted for processing by the BOP Regional Council. Currently arrangements for quotes for a survey to be completed showing the additional land to be claimed.</p> <p>20/06/2017 - The resource consent application to the BOP Regional Council has been prepared to be submitted.</p> <p>27/04/2017 – The resource consent application is still being prepared.</p> <p>21/02/2017 – The resource consent application is still being drafted.</p> <p>18/01/2017 – The resource consent application to BOPRC is being prepared as required by the statutory process.</p> <p>01/12/2016 - No change</p> <p>17/11/2016 - Working on a way forward with LINZ agent.</p> <p>19/10/2016 - Further enquiries being made with LINZ about process.</p> <p>14/09/2016 - Currently considering professional advice from a Land Consultant on the possible use of the Public Works Act.</p> <p>18/08/2016 - Meeting has been held with the BOP Regional Council to discuss consenting requirements required as a part of the application to LINZ.</p> <p>02/07/2016 - Iwi have provided a letter of support for the application. The application is currently being</p>	
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				<p>finalised for submission to LINZ.  15/06/2016 - Meeting with Iwi representative scheduled for Friday 17 June 2016.  23/05/2016 - Otawhiwhi Representative is currently considering the proposal.  14/04/2016 - No change.  14/03/2016 - No change.  17/02/2016 - Arrangements being made to meet with Otawhiwhi representatives.  10/12/2015 - No change.  14/10/2015 - Draft documentation has been prepared and is being reviewed by staff before consultation is undertaken with tangata whenua.  17/09/2015 - No change.  12/08/2015 - Documentation still in progress of being prepared.  12/08/2015 - Agreement with Boating club being prepared along with draft application.</p>		
OP417.3 22 Jun 2017	Petition for Public Toilets in Waitangi	RESERVES AND FACILITES OFFICER EAST	<ol style="list-style-type: none"> <li>1. THAT the Reserves and Facilities Officer East report dated 2 June 2017 and titled Petition for public toilets in Waitangi be received.</li> <li>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</li> </ol>	<p>January 2018 - No further action at this time.  November 2017 - No further action at this time.  October 2017 - No additional information to add at this time.  June 2017 - A report has been submitted to Council in June 2017. The report was received and options are now being investigated. They include the possibility of using the Waitangi shops convenience as a</p>	UNDER ACTION	22/01/2018



			3. That the Operations and Monitoring Committee recommends that the request for a public toilet in Waitangi be referred to the Long Term Plan process for consideration.	public toilet.		
OP517.1 03 Aug 2017	Recommendatory Report from Te Puke Community Board June 2017 - Change to Te Puke Recycling Centre Hours of Operation	UTILITIES MANAGER	<ol style="list-style-type: none"> <li>1. THAT the request from Te Puke Community Board to alter the operating hours of the Te Puke Recycling Centre be declined, noting that the current Resource Consent condition does not allow changes to operating hours.</li> <li>2. THAT Council, as consent holder, apply for a change or cancellation of consent condition on the application in order to extend the operating hours from 6.00am to 8.00pm.</li> <li>3. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</li> </ol>	<p>January 2018 - Project underway with consultant preparing variation documentation for submission to Council to vary resource consent.</p> <p>December 2017 - Update provided to Operations &amp; Monitoring Committee with suggested costs of process. Continuing with process for extending hours.</p> <p>November 2017 - Report planned to go to Council regarding Te Puke resource consent variation.</p> <p>12/10/2017 - Staff received quotation to prepare document for application for extended hours via consultants. Cost of exercise approximately \$9,000. To discuss and report back before expenditure is required.</p> <p>September 2017 - Report to be produced for Council after staff investigate resource consent variations with Bay of Plenty Regional Council to facilitate new opening hours.</p>	UNDER ACTION	18/01/2018
OP517.2 03 Aug 2017	Proposal to Take Over the Showground Road Water Supply	UTILITIES MANAGER	<ol style="list-style-type: none"> <li>1. THAT the Utilities Manager's report dated 12 July 2017 and titled Proposal to Take Over the Showground Road Water Supply be received.</li> </ol>	December 2017 and January 2018 - Operational water supply being managed. Modifications and changeover to Council system planned for March	UNDER ACTION	18/01/2018



			<p>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p> <p>Recommendation to Council:</p> <p>3. THAT Council notes that the Te Puke A&amp;P Society will disconnect the supply to Showground Road houses on 1 September 2017 unless it is taken over by Council and consequently thirteen properties will be without a potable water supply.</p> <p>4. THAT the Council agrees to take over responsibility for the Showground Road water supply from the Te Puke A&amp;P Society and agrees to subsequently upgrade the reticulation as a renewal project under the district water supply budget at an estimated cost of \$65,000, consistent with Option A of this report, and on the basis that the residents agree to;</p> <ul style="list-style-type: none"> <li>• Pay a \$1,000 capital contribution to the renewal cost.</li> </ul>	<p>2018.</p> <p>14/11/2017 - Meeting held with Showground Road A&amp;P committee on 14 November 2017. Paperwork associated with Council taking over operation and maintenance completed. Letters to be sent out to current customers advising process and timeframe with installation of new supply line.</p> <p>12/10/2017 - Planned meetings with parties end of Month. Minor issues with maintenance experienced so far.</p> <p>September 2017 - Correspondence being sent to both AFFCO and Te Puke A&amp;P concerning recent discussions.</p> <p>August 2017 - Meeting to be held with AFFCO and Te Puke A&amp;P Society to update both parties on action going forward. 1<sup>st</sup> September 2017 is the suggested date to take over management and ownership of the water reticulation.</p>		
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			<ul style="list-style-type: none"> <li>• Agree to pay, on an invoice basis, the equivalent of the water UAC and meter charges in 2017/18.</li> <li>• Agree to be rated for water from 1 July 2018.</li> <li>• Agree to upgrade the internal property reticulation.</li> <li>• Will individually seek financial assistance from WINZ.</li> </ul> <p>5. THAT the Council notes that the decision is inconsistent with the Rural Water Supply Extension Policy 2014 due to:</p> <ul style="list-style-type: none"> <li>• The socioeconomic status of the area.</li> <li>• Health risks to residents should the water supply be discontinued.</li> <li>• Failure to obtain central government funding.</li> </ul> <p>In addition, the Council notes that this decision should not be considered a precedent.</p>			
OP517.4 03 Aug 2017	Ongare Point Wastewater Scheme Approval	UTILITIES MANAGER	1. THAT the Project and Design Engineer Team Leader's report dated 20 July 2017 and titled "Ongare Point Wastewater Project" be received.	December 2017 and January 2018 - All on track awaiting third party responses. The resource consent is likely now in late February 2018 from BOP Regional Council. One party provided conditional support but wanted plants being installed in	UNDER ACTION	18/01/2018

			<p>2. THAT the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT the Operations and Monitoring Committee approves proceeding with the construction of a new wastewater scheme for the Ongare Point Community.</p>	<p>private land within stream wet lands area. Council are supportive of this but cannot guarantee permission will be granted.</p> <p>November 2017 - All parts of project on track. The resource consent application was publically notified and closed on the 9 October 2017. Five positive responses with no negative response to application. Next stage of process will commence. Expect resource consent approval late December 2017.</p> <p>August 2017 - Over 75% of the community have agreed to proceed with wastewater scheme. Staff finalising plan of wastewater scheme. Anticipated construction start date early 2018, dependant on resource consent application being approved.</p>		
OP617.2 14 Sep 2017	Waihi Beach Top 10 Holiday Park Land Slip	RESERVES AND FACILITIES MANAGER	<p>1. THAT the Reserve and Facilities Manager's report dated 31 August 2017 and titled 'Waihi Beach Top 10 Holiday Park Land Slip' be received.</p> <p>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p>	<p>22/01/2018 - Design work nearing completion. Consents to be applied for in February 2018.</p> <p>17/12/2017 - Design work is being completed before applying for the necessary consents.</p> <p>07/11/2017 - Design work and construction drawings are being progressed.</p> <p>16/10/2017 - Design work underway.</p> <p>22/09/2017 - Council's Geotechnical Engineer has been</p>	UNDER ACTION	21/01/2018



			<p>3. THAT the Operations and Monitoring Committee recommends to Council that staff be directed to implement the following option:</p> <p>Option: Cost (ex GST): Funding Source: Timber Pole with \$180,000.00 General Rate inclined backslope Reserve Account</p>	<p>instructed to proceed with detailed design phase and seek the necessary consents. The adjoining residents have been notified of the Committee's decision and will be updated throughout the process.</p>		
OP617.3 14 Sep 2017	Kauri Point Reserve Road Slip	RESERVES AND FACILITIES MANAGER	<p>1. THAT the Reserve and Facilities Manager's report dated 29 August 2017 and titled 'Kauri Point Reserve - Road Slip' be received.</p> <p>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT this matter lie on the table and staff report back to the Operations and Monitoring Committee with a full proposal (including costs), of realigning of the road at Kauri Point.</p>	<p>22/01/2018 - An archaeological Authority from Heritage NZ is required before Geotech investigation can proceed. 07/12/2017 - Consultant is still working on a more detailed proposal for the realignment option. 17/11/2017 - Consultant is progressing with further investigation work for the realignment option. The Kauri Point Rate Payers Association has been provided with an update. 06/10/2017 - Offer of Service has been received and the consultant is underway with a detailed assessment of the realignment option. 22/09/2017 - Instruction has been issued to Consultant to prepare fully costed proposal for the realignment option. The Kauri Point Ratepayers Association have been</p>	UNDER ACTION	21/01/2018

				provided with an update on the Committees decision.		
OP717.3 26 Oct 2017	Traffic and Parking Enforcement Bylaw 2008 Recommendations from Community Boards 2017	ROADING ENGINEER (EAST WEST)	<ol style="list-style-type: none"> <li>1. THAT the Transportation Manager's report dated 7 September 2017 and titled Traffic and Parking Enforcement Bylaw 2008 Recommendations from Community Boards 2017 be received.</li> <li>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</li> <li>3. THAT the Operations and Monitoring Committee recommends to Council that the following changes to the Schedule of the Traffic and Parking Enforcement Bylaw 2008 - Schedule 1 Te Puke be adopted. <i>(see Minute Action Sheet for details).</i></li> <li>4. THAT the Operations and Monitoring Committee recommends to Council that the following changes to the Schedule of the Traffic and Parking Enforcement Bylaw 2008 - Schedule 2 Katikati be adopted. <i>(see Minute Action Sheet for details).</i></li> </ol>	22/01/2018 - West Link have received the signage and line marking information. Works will commence next month.	UNDER ACTION	22/01/2018



			5. THAT the Operations and Monitoring Committee recommends to Council that the following changes to the Schedule of the Traffic and Parking Enforcement Bylaw 2008 - Schedule 3 Waihi Beach be adopted. <i>(see Minute Action Sheet for details).</i>			
OP717.5 26 Oct 2017	Aongatete Lodge Road	TRANSPORTATION MANAGER	<p>1. THAT the Transportation Manager's report dated 15 September 2017 and titled Aongatete Lodge Road be received.</p> <p>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT the Operations and Monitoring Committee approves adding Aongatete Lodge Road and carpark to the 2017/18 Wright Road Seal Extension project at an estimated cost of \$33,700 for construction with a 4.0m shape and seal treatment funded from the Seal Extension budget.</p> <p>4. That the car park area located in the Kaimai Forest Park be</p>	22/01/2018 - The additional work has been included in the seal extension scope of work.	UNDER ACTION	22/01/2018

			<p>surfaced in asphalt to protect it from bus turning movements for an additional cost of \$7,400.</p> <p>5. That the Committee notes that the decision to seal the Aongatete Road and carpark:</p> <ul style="list-style-type: none"> <li>• Should not be seen as setting a precedent</li> <li>• Was cost effective while Wright Road was being sealed.</li> <li>• Supports access to the Forest Park and a community facility.</li> </ul>			
OP817.1 06 Dec 2017	Te Puke Cricket Club Clubrooms Lease Area Extension	RESERVES AND FACILITIES MANAGER	<p>1. THAT the Reserves and Facilities Manager's report dated 21 November 2017 and titled "Te Puke Cricket Club Clubrooms Lease Area Extension" be received.</p> <p>2. THAT the Operations and Monitoring Committee approves in principle the application by the Te Puke Cricket Club to lease an additional area of 26.5m2 to allow for the extension of the existing clubrooms situated on the Te Puke Domain.</p> <p>3. THAT such approval in principle must not be construed by the</p>	21/01/2018 - Public consultation currently underway before reporting back to Council with any submissions / objections.	UNDER ACTION	21/01/2018



			<p>applicant, as a guarantee that all other consents required by any policy, by-law, regulation or statute, will be forthcoming. The applicant is responsible for obtaining all required consents at its own cost.</p> <p>4. THAT staff be directed to publicly notify the proposal in terms of Section 119 of the Reserves Act 1977 and to seek the consent of the Minister of Conservation.</p> <p>5. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p>			
OP817.2 06 Dec 2017	Katikati Boating Club Proposed Lease - MacMillan Reserve Carpark	RESERVES AND FACILITIES MANAGER	<p>1. THAT the Reserves and Facilities Manager's report dated 21 November 2017 and titled "Katikati Boating Club Proposed Lease - MacMillan Reserve Carpark" be received.</p> <p>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT the Operations and Monitoring Committee approves in principle entering</p>	21/01/2018 - Public consultation currently underway before reporting back to Council with any submissions/objections	UNDER ACTION	21/01/2018

			<p>into a lease with the Katikati Boating Club for an area of Reserve land (30m<sup>2</sup>) being part of Lot 1 DPS 28448.</p> <p>4. THAT such approval in principle must not be construed by the applicant, as a guarantee that all other consents required by any policy, by-law, regulation or statute, will be forthcoming. The applicant is responsible for obtaining all required consents at its own cost.</p> <p>5. THAT staff be directed to publicly notify the proposal in terms of Section 119 of the Reserves Act 1977 and to seek the consent of the Minister of Conservation.</p>			
OS142012.7 20 Sep 2012	Matahui Esplanade Reserve - Erosion Projection Resource Consents	RESERVES AND FACILITIES MANAGER	<p>1. THAT the Reserves &amp; Facilities Manager report dated 3 September 2012 and titled Matahui Esplanade Reserve - Erosion Protection Resource Consents be received.</p> <p>2. THAT Council agrees to fund and obtain the required resource consents(s) for erosion protection works at Matahui Esplanade Reserve at an estimate cost of \$5000.</p>	<p>22/01/2018 - Meeting scheduled with residents to go over various options to deal with hydrology issues.</p> <p>07/12/2017 - Opus are working on the updated consent requirements.</p> <p>17/11/2017- Meeting has been held with the residents and consultant. It was agreed to add to the scope of work and include an assessment of hydraulic water pressures and mitigation options. The consultant is preparing an updated resource consent application which the residents have agreed to pay for.</p>	UNDER ACTION	21/01/2018



- 3. THAT the Chief Executive Officer be authorised to negotiate a "Deed of Agreement" with the adjoining land owner(s) for erosion protection works on Matahui Esplanade Reserve.
- 4. THAT the report related to an issue that was not considered significant in terms of Council's policy on Significance.

16/10/2017 - An Offer of Service has been received from Opus Consultants. A meeting is being arranged with the residents to review the offer and discuss the risks associated with the consenting process. Staff and the residents are also reviewing a notified consent application for a breakwater design further towards the tip of Matahui Peninsula.

15/09/2017 - Meeting held with BOP staff to review draft consent. BOPRC have identified some gaps in the application. Staff are currently working with our planning consultant to provide the required information requested by BOP Regional Council.

17/07/2017 – A site meeting was held on 26 June 2017. Opus Consultants have been engaged to undertake a gap analysis of draft consent. A pre- consent application meeting is being set up with BOP Regional Council Consent manager.

20/06/2017 - Site meeting with residents Deputy Mayor and staff as well as Regional Council Elected Members and Staff is scheduled on 26 June 2017.

27/04/2017 - New owners have agreed to be involved in the consenting process. A meeting has been held with one of the owners. A revised consent can now be

				<p>completed before resubmitting to BOP Regional Council.</p> <p>21/02/2017 - Letter to be sent to two new owners to ascertain whether or not they wish to be involved in the project. If they don't then the resource consent and engineering drawings will need to be modified and resubmitted to BOP Regional Council.</p> <p>18/01/2017 - No change.</p> <p>01/12/2016 - No change</p> <p>17/11/2016 - Project is currently being reviewed.</p> <p>19/10/2016 - Adjoining owners have written to local MP about consenting process. Staff are preparing a background analysis of progress to date.</p> <p>14/09/16 - Photo montage for consent has been completed and will be used in the revised Resource consent.</p> <p>15/06/2016 - Additional information for the resource consent being collated.</p> <p>23/05/2016 - Meeting held recently with adjoining owners to discuss current status of the Resource consent. One owner has sold and moved on. Discussions to be held with new owner.</p> <p>14/04/2016 - No change.</p> <p>14/03/2016 - No change.</p> <p>17/02/2016 - Detailed landscape assessment has been requested.</p>		
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				<p>BOP Regional Council Consent Officer has also advised that they are considering notifying the consent. Staff continue to work with the BOP Regional Council on the matter.</p> <p>13/01/2016 - Revised submission made to BOP Regional Council who have asked for further consultation with Tangata Whenua.</p>		
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