

**Document No:** A345265

**Report To:** Council



**Meeting Date:** 2 May 2017

**Subject:** Progress Report: Monthly Report for Water, Sewerage and Stormwater

**Type:** Information Only

## 1.0 Purpose of Report

- 1.1 The purpose of this business paper is to provide a progress report on the three Waters activities, including contracted services.

## 2.0 Background

- 2.1 The three Waters activities (Water Supply, Wastewater and Stormwater) provide for the environmentally safe extraction, treatment and distribution of water. Collection, treatment and disposal of wastewater and the collection and disposal of storm water within Council's stated parameters.

- 2.2 Water Supply networks are provided by Council at:

- Te Kuiti
- Mokau
- Piopio
- Benneydale

- 2.3 Wastewater networks are provided by Council at:

- Te Kuiti
- Benneydale
- Piopio
- Te Waitere

- 2.4 WDC's only reticulated Stormwater disposal network is in Te Kuiti and any exceptions will be reported on for the other areas as these arise.

- 2.5 There are three activities under each of the three Waters activities:

- 1 **Planned Maintenance:** Operation and maintenance involves the planned servicing of the three waters infrastructure – reticulation, pump stations, cleaning reservoirs, replacing old water meters, hydrants and valves.

These activities are predominantly contracted out and at present are performed by Veolia Water by means of Schedule which is worked out in accordance with the operating instructions from the manufacturer or best practices.

- 2 **Emergency Repairs:** Emergency Repairs are dealt with as they occur. They are usually dealt with immediately, and at times this impacts on the delivery of Planned Maintenance and Service Requests, which is postponed to a later time.

- 3 **Service Requests:** Service Requests are initiated by Ratepayers or Businesses across the District and are phoned in, emailed or they could be provided to the Customer Services by means of walk-in. Service Requests

are logged and forwarded to the Water Services Unit to resolve with the Contractor as a resource as needed.

## **2.6 Capital Works**

2.7 Progress reporting on Capital Works will predominantly focus on Renewals and Upgrades.

## **2.8 Water Rates and Charges**

2.9 Residential and small business water rates are charged quarterly. Extraordinary water user meters are read half yearly. The two major Trade Wastewater user meters are read monthly and charged monthly.

# **3.0 Commentary**

## **3.1 Drinking Water Standards 2005 (Amended 2008)**

3.2 The Health (Drinking Water) Amendment Act 2007 amended the Health Act 1956. This impose a duty on all water suppliers to ensure their water is safe to drink.

3.3 Drinking water supplies must meet the standards as set out by the Drinking Water Standards 2005 (Amended 2008).

3.4 These Standards are to ensure a minimum safe standard for drinking water, appropriate for the level of population and compliance with statutory monitoring requirements.

## **3.5 Treatment Process and Log Reduction**

3.6 The supply of treated of drinking water is a process that takes place from the abstraction from the source through to the final consumption. To mitigate the risk for public health a number of barriers against risk of potential contaminant are introduced to eliminate, or at least minimise, the risk to acceptable levels.

3.7 There are 3 dominant levels of potential contaminants that may cause harm to public health, namely:

3.7.1 Protozoa with the standard organism determining the level of treatment being Cryptosporidium.

3.7.2 Bacteria with the standard organism determining the level of treatment being Escherichia Coli (E.Coli).

3.7.3 Pollutants that occur with specific treatment for the type of environmental, chemical or other pollutants.

*To take account of the additive effect of a series of cumulative treatment processes on the removal of protozoa, 'Log Credits' are used, Cryptosporidium being used as the reference organism. The level of treatment and the resultant "Log Credits" are detailed in the DWS NZ 2005 (2008). The log credit for a treatment process is related to the percentage of the protozoa the process can remove, by the expression:*

$$\text{log credit} = \log_{10}[1/\{1-(\text{percentage removal}/100)\}]$$

- 3.8 The Drinking Water Assessor appointed by the District Health Board assigns the Log Credits after an assessment is made of the raw water source and abstraction location.
- 3.9 The level of treatment is determined by the Log Reduction required with resulting Credits obtained to assign a score to the treatment barriers provided.
- 3.10 Treatment processes range from:
- Bores – secure, interim and non-secure.
  - Coagulation / flocculation – chemical treatment to settle out heavier contaminants by attracting particles together for easier removal.
  - Filtration - this can be through various types of filters with sand being the most common type.
  - Disinfection – can either be chemical (chlorine, ozone, etc) or by means of irradiation (ultra-violet light).
  - A combination of the above.
- 3.11 Each treatment process, or barrier, reduces the risk of harm to public health. To test for the effectiveness of the treatment, the water quality is tested and monitored for compliance both with operational and regulatory requirements. The regulatory compliance results are reported to the District Health Board.
- 3.12 The appropriate level of monitoring is determined by the population size of the drinking water scheme. The smaller the population the lower the risk of a major outbreak of disease with a resultant smaller impact. The drinking water schemes in the Waitomo District under Council's control fall in a small scale range:
- Te Kuiti – Minor (permanent population less than 5,000)
  - Benneydale – Small (permanent population less than 500)
  - Piopio – Small (permanent population less than 500)
  - Mokau – Small (permanent population less than 500)
- 3.13 The DWS NZ prescribes the number, frequency and maximum period of days between sampling for various compliance criteria. The test has to be performed to strict standards at an accredited laboratory. WDC currently send all compliance samples to Watercare Laboratories in Auckland. Operational sampling is done by means of portable analysers and on-line instrumentation.
- 3.14 **Te Kuiti Water Supply**
- 3.15 In accordance with the DWS NZ, the Te Kuiti water supply is classified as a Minor Water Supply due to Te Kuiti's permanent population being less than 5,000 residents.
- 3.16 At this time, the water treatment process cannot comply with the standard set for the Log 4 requirement due to a technicality (each water filter within the TKWTP (4) must be fitted with its own turbidity meter). Currently there is only one turbidity meter to measure the operation for the four filters, resulting in technical non-compliance for Protozoa treatment, although the physical barrier for protozoa removal is in place.

- 3.17 The Te Kuiti Water Treatment Plant upgrade project will address this in that each filter will have a separate turbidity meter. In addition the upgrade will introduce an additional contaminant barrier through the introduction of Ultra Violet disinfection to ensure protection for Protozoa contamination.
- 3.18 During this period the Te Kuiti treated reticulated water complied with bacteriological standards.
- 3.19 During this period the Ultraviolet disinfection reactors were commissioned and brought on line, adding another barrier to protozoa compliance.
- 3.20 The Te Kuiti water supply has been confirmed safe to drink and the supply is continuously monitored for compliance utilising on-line analysers for direct compliance reporting.
- 3.21 More sampling is done than the minimum required by the DWS NZ to manage any potential risk as a result of potential failure of one of the treatment processes.
- 3.22 Although technically not compliant in accordance with the New Zealand Drinking Water Standards, the treated drinking water is safe to drink, as it undergoes the following treatment barriers:
- Coagulation, sedimentation and filtration
  - Ultraviolet disinfection through multi-wave UV reactors
  - Chlorination
- 3.23 All the filters are now installed with the connecting pipe work also completed. This part of the plant is currently undergoing programming to allow automation of the filter operation.

### **3.24 Te Kuiti Wastewater**

- 3.25 The effluent exceeded the allowable nitrogen discharge limit. This can be attributed to the very heavy rain that was experienced during May and April.
- 3.26 During the two very heavy rain events limited sewer overflows occurred.
- 3.27 Hospital Road experienced a surge as the river level rose to a point higher than the manholes. This caused the normal gravity sewers to drain very slowly and a backing up occurred, causing limited overflowing at a property in Hospital Road.
- 3.28 This is being further investigated and CCTV work is scheduled to, amongst other things, identify possible blockages and infiltration points.
- 3.29 An overflow occurred at the Centennial Park Primary School that was traced back to storm water inflow at the landfill.
- 3.30 The manholes in the fill area were raised in time for the arrival of Hurricane Cook and no further problems were evident.
- 3.31 A flow controlling valve will be installed in the pipe to control landfill storm water into the sewer. This will control the rate of flow that will prevent a surge of storm water flooding into the sewer, causing overflows.

### **3.32 Te Kuiti Storm Water**

- 3.33 The Waitomo District again received a heavy rain event with the arrival of Hurricane Cook. The event was identified as a 1:20 year. WDC has a storm water system sufficient for a 1:2 year event and is holding up well with higher intensity events.

- 3.34 This time there was some problem with flooding along Waitete Road.
- 3.35 The Waitete Road storm water catchment originates from farmland, already heavily saturated by the previous heavy rain, that channels underneath the railway line by means of a 1,200 mm diameter storm water pipe.
- 3.36 At Farmlands it reduces to a 600 mm pipe under Waitete Road and creates backflow due to a deficiency in capacity that exits storm water manholes upstream of Farmlands and combines with storm water from farmland runoff in the vicinity of the Balance property.
- 3.37 This volume of water stagnates and floods the area.
- 3.38 The 600 mm pipe then discharges into a 1,200 mm storm water pipe to the river.
- 3.39 This area has been identified as a flooding area in the storm water network model that was commissioned and received toward the end of last year.

#### **3.40 Piopio Water Supply**

- 3.41 The water source was assessed to require treatment to Log 4 (due to the raw water source being a river/stream with a certain level of contaminants and potential disease causing organisms). There have been no issues with the Piopio water supply and the water is safe to drink.
- 3.42 The Piopio Water Supply is classed as a Small Water Supply.
- 3.43 Piopio's treated reticulation water supply complies with the Log 4 treatment requirements.
- 3.44 The Piopio treated reticulation water supply is compliant with the bacteriological requirements and is safe to drink.
- 3.45 A Backwash Water Discharge Resource Consent change has been lodged with the Waikato Regional Council to bring the backwash discharge into line with the current (new) plant operation. The plant operated under the existing Resource Consent that is no longer valid due to operational changes to the plant.

#### **3.46 Piopio Wastewater**

- 3.47 The heavy rain has inundated the Piopio Waste Water treatment Plant with storm water flooding the whole area.
- 3.48 From inflow records it can be assumed that the inlet chamber was under water for a period of time.
- 3.49 The on-site septic tank lids are at ground level and usually at the lowest part of the property to allow draining under gravity. During heavy rains, as experienced recently and also in quick succession, the properties were flooded allowing storm water to enter the tanks.
- 3.50 The Piopio WWTP discharge was not compliant in terms of the Waikato Regional Council discharge consent due to the volume discharged during the extreme heavy rain events.

#### **3.51 Benneydale Water Supply**

- 3.52 The water source was assessed to require treatment to Log 3 (due to the raw water source being a river/stream with a certain level of contaminants and potential disease causing organisms).
- 3.53 The Benneydale Water Supply is classed as a Small Water Supply.
- 3.54 The current configuration of the treatment process does not allow this Log reduction to be achieved. WDC is in discussion with the Waikato District Health Board to address certain restrictions that currently prevent the Plants compliance with the required barrier arrangements. These restrictions are technical in nature that prevents log credits being obtained for treatment barriers in place.
- 3.55 The Benneydale reticulated treated water supply is compliant for bacteriological requirements and is tested safe to drink.
- 3.56 There were no problems with the Benneydale water supply.

### **3.57 Benneydale Wastewater**

- 3.58 During the very heavy rain that the district has experienced, the discharge volume was non-compliant with the Discharge Consent.

### **3.59 Mokau Water Supply**

- 3.60 The water source was assessed to require treatment to Log 4 (due to the raw water source being a river/stream with a certain level of contaminants and potential disease causing organisms)
- 3.61 Water quality of Mokau is good and within limits of the Drinking Water Standards.
- 3.62 The Mokau Water Supply is classed as a Small Water Supply.
- 3.63 Although the WTP is currently non-compliant for Log 4 treatment, the plant incorporates both chlorine and Ultra-Violet disinfection treatment processes to disinfect the treated water that allows safe drinking water to the community. The source water has a high concentration of iron and the plant is not designed for iron removal. This causes the water to be aesthetically affected by colour, taste and odour.
- 3.64 Good progress has been made with the WTP modifications.
- 3.65 Although work is on-going, reports from residents have been positive with many residents commenting that the water taste and odour problems are a thing of the past.
- 3.66 The high level tanks will soon be in operation.
- 3.67 Investigation into the permanent filtration solution has begun.
- 3.68 One option is to replace the DE filter with a cartridge filter to remove suspended particles. This option will incur regular cartridge replacement costs that are to be determined during a filter performance trial. No chemicals should be required, however only a trial will determine this.
- 3.69 The other option is to install a tank that acts as an up-flow settling tank to trap the suspended particles. This is currently the temporary solution that has had success with the turbidity (measure of clarity) and taste and odour issues. On-going cost will be incurred due to the dosing of a coagulant in small doses.

**3.70 Te Waitere Wastewater**

- 3.71 Te Waitere Wastewater pump stations operated without any faults and the pump operation is monitored remotely.
- 3.72 The Te Waitere Waste Water Discharge Consent is due for renewal and the process has begun to apply for this.
- 3.73 The renewal application has been received by the Waikato Regional Council.

## 4.0 Capital Projects

All projects suffered construction progress due to the two hurricane events that the district experienced. Besides the actual days when it rained heavily, the water logged ground made earthworks type work very difficult and most works were suspended due to this, resulting in an extension of the project construction periods.

The very wet summer that the region has experienced has had a profound effect on the summer construction period. The new raw water intake project at the Te Kuiti Water Treatment Plant has been postponed until next year due to this.

### 1. Water

Description of Project	Estimate	Project Start	Progress	Current Expenditure
Water Treatment Plant Upgrade – Pipe Work Installation	\$850,000 (Engineer Estimate - \$737,311 original estimate) plus variations to date \$775,784	August 2015	Work has been delayed due to the replacement of the filters. This contract can now resume. The commissioning of the UV disinfection units is scheduled to be completed before the end of February 2017.	\$812,709.51
Water Treatment Plant Upgrade Electrical, SCADA & Telemetry	Tender plus variations \$1,324,379	April 2015	Progress is maintained as civil works progress	\$1,232,794.80
Hetet Street water main replacement	\$60,000	May 2017	Tenders received and evaluation in progress.	\$3,005.00
Awakino / Blackmans water main replacement	\$35,000	March 2017	Tenders received and evaluation in progress.	\$3,005.00
Henderson / Earl Street water ring main	\$35,000	April 2017	Tenders received and evaluation in progress.	\$1,995.00

### 2. Wastewater

Description of Project	Estimate	Project Start	Progress	Current Expenditure
Te Kuiti River Crossing	\$95,000	March 2017	Tenders received and evaluation in progress.	\$8,079.00
Carroll Street Pipe Insertion	\$45,000	April 2017	Tenders received and evaluation in progress	\$17,879.00
Nettie Street Pipe Reroute	18,000	March 2017	Tender received and evaluation in progress.	\$4,087.50
Benneydale Sewer Rehabilitation	\$35,000	Due to current work load this has been delayed and will be completed before the end of April 2017	One pipe bridge requires repairs and 3 minor faults are to be rectified	\$21,485.00

### 3. Stormwater

Description of Project	Estimate	Project Start	Progress	Current Expenditure
Edwards Street 450 mm	\$80,000	March 2017	Substantially completed. Awaiting payment claim	\$5,292.50
Hill Street Storm Water	\$42,000	April 2017	Tenders received and evaluation in progress	\$1,500.00

**Suggested Resolution**

The Progress Report: Monthly Report for Water, Sewerage and Stormwater be received.

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**KOBUS DU TOIT**  
**GROUP MANAGER - ASSETS**

April 2017

Document No: A347932		File No: qA551	
<b>Report To: Council</b>			
	Meeting Date:	2 May 2017	
	Subject:	Progress Report: WDC Resource Consent – Compliance Monitoring	
	Information Only		

## 1.0 Purpose of Report

- 1.1 The purpose of this business paper is to brief Council on compliance reporting against Resource Consent conditions.

## 2.0 Local Government Act S.11A Considerations

- 2.1 Section 11A of the LGA reads as follows:

**11A Core services to be considered in performing role**

*In performing its role, a local authority must have particular regard to the contribution that the following core services make to its communities:*

- (a) network infrastructure:
- (b) public transport services:
- (c) solid waste collection and disposal:
- (d) the avoidance or mitigation of natural hazards:
- (e) libraries, museums, reserves, and other recreational facilities and community amenities.

- 2.2 Compliance and monitoring against Resource Consent conditions is consistent with Section 11A of the Local Government Act 2002.

## 3.0 Risk Considerations

- 3.1 This is a progress report only, and as such no risks have been identified in regards to the information contained in this business paper.

## 4.0 Commentary

- 4.1 WDC is required to report on Resource Consent compliance to the Waikato Regional Council (WRC) in accordance with the conditions that regulate the various Resource Consents held by WDC.
- 4.2 The following tables set out details of the compliance reporting requirements for WDC's Resource Consents.

RESOURCE CONSENT	REPORT DUE
<b>Monthly</b>	
No. 112639 - Te Kuiti Wastewater Treatment Plant Conditions 7 to 19 (Discharge) Condition 30 (Reasonable Mixing)	Monthly
No. 116844 - Benneydale Water Treatment Plant Condition 9 (Surface Water Take)	Monthly
No. 117290 - Piopio Wastewater Treatment Plant Condition 26 (Discharge)	Monthly
<b>Quarterly</b>	
No. 101753 - Rangitoto Quarry Landfill, William Street, Te Kuiti Condition 11 TEKLR 20	February, May, August, November
No. 124718 - Rangitoto Quarry Landfill, William Street, Te Kuiti Conditions 7 and 14 (SW2) TEKLR 32	February, May, August, November
<b>Six Monthly</b>	
No. 133317 - Te Kuiti Water Treatment Plant Condition 11 (Water Take)	January/July
No. 118813 - Benneydale Wastewater Treatment Plant Condition 16 to 23	January/July
No. 120048 - Te Kuiti Wastewater Treatment Plant Condition 6 (Groundwater b1 to b7)	February and August <i>(also include in Annual Report 30th September)</i>
No. 117945 - Benneydale Water Treatment Plant (Backwash)	April/October
No. 124718 - Te Kuiti Landfill (William Street) Condition 6 and 14 DH2/3/4/7 (Oct to March, April to Nov)	April/October
No. 107477 - Piopio Water Treatment Plant Conditions 6 and 9 (Water Take) (Nov-April, May-Oct)	May/November
No. 107478 - Piopio Water Treatment Plant (Backwash) (Nov-April, May-Oct)	May/November
No. 101753 - Rangitoto Quarry Landfill, William Street, Te Kuiti Condition 10 TEKLR10 (*)	May/October

RESOURCE CONSENT	REPORT DUE
<b>Annually</b>	
No. 118813 - Benneydale Wastewater Treatment Plant Condition 26 (Discharge to Land and Water)	31st March
No. 124718 - William Street, Te Kuiti Conditions 7 & 14 (SW1,SW2, SW3, SW4, SW5)	April or May
No. 120340 - Mokau Closed Landfill Condition 3, 6 & 10	May
No. 113038 - Te Kuiti Water Treatment Plant Conditions 1 & 2 (Ground Water Take)	1st of May
No. 105054/55/56/57/58/59/60 - Waitomo Stormwater Schedule A (22) Conditions 4,5 & 6	31st May
No. 105054 - Te Kuiti Stormwater Condition 6	31st May
No. 116274 - Benneydale Water Treatment Plant Conditions 2, 3, 4 & 7 (Groundwater Take)	1st of June
No. 113544 - Mokau Water Treatment Plant (Water Take)	July
No. 113545 - Mokau Water Treatment Plant (Backwash)	July
No. 101753, 101754 and 124718 - Rangitoto Quarry Landfill, William Street, Te Kuiti Annual Report Condition Schedule 1(5) and 13	1st August
No. 101753, 101754 - Rangitoto Quarry Landfill, William Street, Te Kuiti Annual Report Consents Schedule 1 (6) <b><i>Independent Peer Reviewer</i></b>	1st September
No. 112639 - Te Kuiti Wastewater Treatment Plant Condition 20 (Discharge)	September 30th
No. 103287, 103288 and 103289 - Te Kuiti Walker Road - Closed Landfill Discharge to Land, Air and Divert (Nov, Jun)	November ( <i>within two months of sampling</i> )
No. 103193 - Benneydale Closed Landfill SH30 Conditions 2, 3 and 5	November ( <i>within two months of sampling</i> )
No. 103194 - Conditions 2 and 3	

RESOURCE CONSENT	REPORT DUE
No. 103196 - Piopio Closed Landfill Condition 2, 3 and 4	November <i>(within two months of sampling)</i>
No. 103198 - Aria Closed Landfill Conditions 2 and 4	November <i>(within two months of sampling)</i>
<b>Biennial</b>	
No. 120048 - Te Kuiti Wastewater Treatment Plant Condition 7 (Groundwater b1 to b7)	December 2016
No. 117290 - Piopio Wastewater Treatment Plant Condition No 7 and 9 (Discharge) (Operations and Management)	September 2014, 2016, 2018, etc.
No. 112639 - Te Kuiti Wastewater Treatment Plant Condition 24	June 2015 <i>(and every two years after)</i>
No. 118813 - Benneydale Wastewater Treatment Plant Condition 27 (Management Plan Review)	from 2010 every two years
<b>Other</b>	
No. 112639 - Te Kuiti Wastewater Treatment Plant Condition 28 (after 3 years Fish Passage/Migration Barrier Assessment)	Monday, 18 December 2017
No. 133317 - Te Kuiti Water Treatment Plant Condition 10 (Telemeter)	1st July 2018

4.3 The following Resource Consent Compliance Reports have been made to WRC:

1. RC 116844 – Benneydale WTP – Surface Water take – February 2017 (Doc A343073)
  - Compliance Achieved.
2. RC 116844 – Benneydale WTP – Surface Water take – March 2017 (Doc A346334)
  - Compliance Achieved.
3. RC 116844 – Benneydale WTP – Surface Water take, manual meter readings – July 2016 to January 2017 (Doc A344523)
  - Compliance Achieved.
4. RC 118813 – Benneydale WWTP Discharge – January 2016 to December 2016 (Doc A346550). Annual report
  - Total Ammoniacal Nitrogen presented several exceedances during 2016. These constant exceedances showed the need of an upgrade in the process as part of the remedial actions to improve and comply with the concentrations of nitrogen compounds in the Discharge.
  - Total Suspended Solids exceeded its trigger levels in November 2016 at 76 mg/l; this value was a temporary reflection of the upgrading process that was being carried out during that month on the wetland.
  - During November and beginning of December 2016, Waitomo District Council upgraded the final stage of the process, fully replacing the Wetland with a brand new improved system with a new liner and new vegetation. The results improve rapidly with the new Wetland system, not exceeding any parameters immediately after setting the new wetland on line.
5. RC 112639 - Te Kuiti WWTP – Monthly Report for February 2017 (Doc A343334).
  - Compliance Achieved.
6. RC 112639 - Te Kuiti WWTP – Monthly Report for March 2017 (Doc A347761).
  - The Total Nitrogen trigger limits were breached three times during the month of March 2017, as a consequence of three major rain events.
  - In Summary, considering that all parameters apart from Total Nitrogen have been well within limits, and taking into account the dilution factor into the stream, the operations team considered adequate to increase the discharge volumes regardless the exceedance in Total Nitrogen in order to cope with the rain volumes received during the month of March 2017 and beginning of April 2017.
7. RC 120048 - Te Kuiti WWTP, Discharge to land (via seepage) – August 2016 to January 2017 (Doc A343087).
  - Compliance achieved.

**Suggested Resolution**

The Progress Report: Resource Consent – Compliance Monitoring be received.

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KOBUS DU TOIT  
**GROUP MANAGER – ASSETS**

Document No: A347681

**Report To: Council**



Meeting Date: 2 May 2017

Subject: Progress Report: Solid Waste Activity

## 1.0 Purpose of Report

1.1 The purpose of this business paper is to brief Council on Solid Waste operations, maintenance and capital development activities. This business paper is set out under the following headings:

- 1.0 Purpose of Report
- 2.0 Local Government Responsibilities
- 3.0 Risk Considerations
- 4.0 Introduction
- 5.0 Background
- 6.0 Service Requests / Complaints
- 7.0 Te Kuiti

## 2.0 Local Government Responsibilities

- 2.1 The Waste Minimisation Act encourages a reduction in the quantity of waste generated and disposed of in landfills, with the aim of reducing the environmental harm of waste while providing economic, social and cultural benefits.
- 2.2 WDC is meeting its obligations under the 2008 Waste Minimisation Act and the Solid Waste (asset) Management and Minimisation Plan (SWaMMP), by providing a weekly Kerbside Refuse and Recyclables Collection Service and disposal thereof in parts of the district and Transfer station for the remainder of the district.

## 3.0 Risk Considerations

- 3.1 This is a progress report only, and as such no risks have been identified in regards to the information contained in this business paper.

## 4.0 Introduction

- 4.1 This business paper focuses on the operations of the Solid Waste activity, refuse and recyclable collection and disposal, and the promotion of recycling.

## 5.0 Background

- 5.1 Solid Waste Management is the combination of asset management, financial, engineering and technical practices to reduce and dispose of general refuse and the promotion of waste minimisation.

5.2 The Solid Waste Activity provides for education on waste minimisation, collection and separation of recyclables, and the disposal of residual waste to landfill.

### 5.3 Solid Waste Services

5.4 WDC is meeting its obligation under the 2008 Waste Minimisation Act and SWaMMP by providing:

1 **Weekly Kerbside Refuse and Kerbside Recyclables Collection Services** for the communities of -

- Te Kuiti
- Piopio
- Mokau
- Waitomo Village
- that part of the Rural Ward between Te Kuiti and Waitomo Village

2 **Waste Transfer Stations** in the communities of –

- Benneydale
- Piopio
- Marokopa
- Kinohaku
- Mokau/ Awakino

3 **Street Side Recycling Stations** at –

- Waitomo Village
- Piopio
- Mokau
- Marokopa

### 5.5 Management of Solid Waste Services

5.6 Collection Services (both Refuse and Recyclables) are carried out under contract. The present Contractor is Envirowaste.

5.7 Management of the refuse at **Te Kuiti Landfill** is carried out under contract. Envirowaste also holds this contract.

5.8 **Piopio Litter Bins** are serviced by WDC's Internal Services Unit on Mondays and Fridays.

5.9 **Te Kuiti and Waitomo Village Litter Bins** are serviced through WDC's Road Maintenance Contract.

5.10 **Mokau Litter Bins** are serviced under contract with a private person.

5.11 **Marokopa Litter Bins** are serviced by the Marokopa Community Trust under a long standing agreement with WDC.

5.12 **Benneydale Litter Bins** are serviced by the Council Transfer station operator.

## 6.0 Service Requests / Complaints

- 6.1 Service requests are initiated by ratepayers or businesses across the District. The Service Requests are then followed up by WDC staff.
- 6.2 It must be noted that almost all Service Request complaints received for kerbside refuse or recyclables not being collected are due to the person placing the bag or recycle bin out too late.
- 6.3 Service Requests or complaints relating to Solid Waste operations and/or Solid Waste Assets for 2016/2017 include:

Description	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016
Kerbside Refuse not collected	1	1	2	2	0	0
Landfill Complaint	0	0	0	2	0	0
Transfer Station Complaint	0	0	0	0	0	0
Litter Bins not being emptied	1	0	0	2	1	0
Request for additional service					1	0

Description	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017
Kerbside Refuse not collected	0	3	0			
Landfill Complaint	0	0	0			
Transfer Station Complaint	0	0	0			
Litter Bins not being emptied	0	1	1			
Request for additional service	1	1	0			

## 7.0 Te Kuiti

- 7.1 The Waitomo District Landfill has a consented volume of 232,000 tonne and the Resource Consent expires in 2032.

### 7.2 Emissions Trading Scheme

- 7.3 The Government has started on a review of New Zealand's carbon footprint and this may have a more significant impact on the cost of disposing rubbish in the future.

- 7.4 The impact of this review will be taken into account during the assessment of the future of the Landfill in preparation of the next LTP.

### 7.5 Landfill Volumes

- 7.6 Landfill Consented Volume: 232,000 Tonnes

Description	Tonnes Deposited July 2016	Tonnes Deposited Aug 2016	Tonnes Deposited Sept 2016	Tonnes Deposited Oct 2016	Tonnes Deposited Nov 2016	Tonnes Deposited Dec 2016
Deposited to Date	172,293.78	173,114	173,970	174,823.41	175,694.21	176,536.76
WDC Bags Collected	1.95	1.94	1.98	1.72	1.51	2.70
Total over Weighbridge	806.91	890.68	933.01	912.02	913.80	899.43
Less Diverted Recycle	-21.53	30.40	52.67	30.14	33.44	38.68
Less Stock out Gate	-28.33	42.03	26.32	30.16	11.07	20.90
Total To Landfill	759.00	<b>820.19</b>	<b>856.00</b>	<b>853.44</b>	<b>870.80</b>	<b>842.55</b>
Tonnage Space Available	59,706.22	<b>58,886.03</b>	<b>58,030.03</b>	<b>57,176.59</b>	<b>56,305.79</b>	<b>55,463.24</b>

Description	Tonnes Deposited Jan 2017	Tonnes Deposited Feb 2017	Tonnes Deposited Mar 2017	Tonnes Deposited Apr 2017	Tonnes Deposited May 2017	Tonnes Deposited Jun 2017
Deposited to Date	177,341.75	178101.09	178,956.19			
WDC Bags Collected	1.96	1.99	1.86			
Total over Weighbridge	936.41	810.40	962.77			
Less Diverted Recycle	120.17	39.82	64.69			
Less Stock out Gate	13.21	13.23	42.98			
Total To Landfill	804.99	759.34	855.10			
Tonnage Space Available	54,658.25	53898.91	53,043.81			

### 7.7 Recyclables

Diverted recyclables = March 2017 = 64.69 tonnes

### 7.8 Capital Projects

Description	Estimate / Budget	Actual July 2016	Actual August 2016	Actual September 2016	Actual October 2016	Actual November 2016
Development Cell 3	\$774,000.00	\$641,686.20	\$641,686.20	\$641,686.20	\$641,686.20	\$641,686.20
High Wall Safety Work	\$25,650	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00
Recycling Shed	\$	\$	\$	\$	\$	\$

Description	Actual November 2016	Actual December 2016	Actual January 2017	Actual February 2017	Actual March 2017	Actual March 2017
Development Cell 3	\$641,686.20	\$641,686.20	\$641,686.20	\$641,686.20	\$641,686.20	
High Wall Safety Work	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Recycling Shed	\$	\$	\$	\$	\$	

### 7.9 Development of the Cell 3

7.10 Development of Cell 3 is complete. A total of \$41,580.00 excl. GST has been retained for repairs. This was included as an addendum to the practical completion certificate. The contract is now in the retention period. The retention amount is \$37,704.97 excl. GST.

7.11 The final contract value for this project was \$720,971.17 excl. GST.

### 7.12 High Wall Shaping

7.13 High wall shaping involves the removal and shaping of earth above the landfill space and is carried out for safety purposes to prevent landslides and manage water ingress into the landfill area. Whilst this work has been completed and the desired outcomes have been achieved for now, the area remains unstable and future works are likely to be required to ensure ongoing safety.

### 7.14 Recycling Shed

7.15 In order to promote recycling and provide a customer friendly, all weather recycling service, a roof over the recycling area has been constructed.

7.16 This project has been completed and has been well received by the public utilising the facility.

## 8.0 Solid Waste service procurement

8.1 The current Solid Waste Activity services are provided for by three separate service contracts. These three contracts are due to expire on 1 May 2017.

8.2 Late 2016 tenders were asked for the procurement of these services. No procurement proposal was successful as reported to Council in a business paper tabled on the 29 November 2016.

8.3 At that meeting Council approved a procurement process by negotiation with the incumbent Contractor with regard to the provision of services for work streams within the new contract specifications.

8.4 WDC entered into negotiations with Envirowaste Services Ltd for the provision of Solid Waste services.

### 8.5 **Contract 500/16/038: Kerbside Collection and Transfer Station Refuse and Recycling Collection Services**

8.6 The Engineer's Estimate for the contract was \$442,858.00 per annum or \$3,100,000.00 excluding GST over a seven year term.

8.7 The proposed term for the contract was seven years consisting of a five year and two one year discretionary extensions (5+1+1).

8.8 The final price proposal offered (exclusive of GST) by Envirowaste Services Ltd was:

- Kerbside collection – \$ 1,448,449.00
- Transfer station refuse and recycling collections – \$ 1,414,611.38

8.9 The total cost for the service including the replacement of all kerbside recycling bins is \$2,863,060.43 excluding GST. This proposal was \$ 236,940.00 lower than the engineers estimate over the full term.

8.10 On 23 March 2017 the Tenders Subcommittee awarded Contract 500/16/038: Kerbside Collection and Transfer Station Refuse and Recycling Collection Services at a cost of \$2,863,060.38 excluding GST to Envirowaste Services Ltd.

### 8.11 **Contract 500/16/041: Waitomo District Landfill Operations**

8.12 WDC had discussions with and sent formal Request for Proposal information to Envirowaste Services Ltd (ESL) and Inframax Construction Ltd (ICL) in December 2016. Parties were advised that WDC required confirmation of an expression of interest and proposal details by the end of January 2016.

8.13 The Request for Proposal included detailed work specification information which outlined the scope of works and schedule of rates and prices for the operation of the Waitomo District Landfill. This information would be used to price the proposal and ensure a 'like for like' evaluation could be made.

8.14 Parties were advised that WDC will review both proposals based on its own judgment of best value, that further explanation of matters may be sought and that the right to negotiate with the preferred provider was reserved.

8.15 Expressions of interest were received from both parties. Both parties sought meetings with WDC for further discussion.

- 8.16 Further meetings were held with both parties early February to discuss work specifications and clarify council requirements. Parties were put on notice that timeframes were tight. Inframax advised that they would need more time. Formal notification that the proposal deadline would now be 4pm 3<sup>rd</sup> March 2017 was confirmed in a letter to both parties dated 10 February 2017.
- 8.17 Upon request from Inframax a further extension of time was granted to both parties until 4pm 17 March 2017. This was confirmed to parties on the 24 February 2017.
- 8.18 Proposals were received from ESL and ICL on 17 March 2017.
- 8.19 The Engineer's Estimate for the contract was \$ 2,160,000.00 (excluding GST) over a five year term.
- 8.20 Both proposal schedules were found to be complete without any mathematical errors.
- 8.21 Inframax Construction Ltd Proposal**
- 8.22 Clarification was sought from ICL who had a tag to advise that an additional \$818,000 had to be considered for the hire of a compactor. It was confirmed that this cost is included in the total proposal amount. It was also noted that the compactor will not be available until Dec 2017.
- 8.23 The price proposal offer was \$ 2,412,983.40 excluding GST.
- 8.24 Envirowaste Services Ltd Proposal**
- 8.25 The proposal for the service tabled by Envirowaste was complete and the methodology advised some improvements on current work processes.
- 8.26 Envirowaste advised that a new Cat 826C specialised landfill compactor will be brought on site to replace the old compactor. The old machine will remain on site.
- 8.27 EnviroWaste is a specialist waste company which can add value to the contract and operations of the landfill by enabling access to in-house H&S, and landfill specialists as and when required.
- 8.28 All relevant management plans, H&S, environmental and hazard management procedures were tabled in their proposal. However note this was not a requirement of the Request for Proposal.
- 8.29 The Envirowaste proposal meets all Councils requirements.
- 8.30 The price proposal offer was \$ 2,185,030.00 excluding GST
- 8.31 There were two significant concerns with the ICL proposal; price and compactor unavailability.
- 8.32 Through the evaluation process it has been determined that Envirowaste is the preferred provider.
- 8.33 On 29 March 2017 the Tenders Subcommittee advised that the Group Manager – Assets can negotiate with Envirowaste Services Ltd to finalise the procurement process of Contract 500/16/041: **Waitomo District Landfill Operations.**

- 8.34 The final price proposal of \$ 2,185,030.00 excluding GST from Envirowaste Services Ltd. for contract 500/16/041: **Waitomo District Landfill Operations over a five year term** was accepted.
- 8.35 The out of district waste acceptance agreement between WDC and Envirowaste Services Ltd. that formed part of the collections contract that is coming to term on the 1 May 2017 was negotiated separately and will be managed as a standalone agreement.

### Suggested Resolution

The Progress Report: Solid Waste Activity be received.



KOBUS DU TOIT  
**GROUP MANAGER – ASSETS**

April 2017

**Document No:** A344774

**Report To:** Council



**Meeting Date:** 2 May 2017

**Subject:** Progress Report: Monitoring Against  
2015-2025 Long Term Plan – Land  
Transport

For Information

## 1 Purpose of Report

1.1 The purpose of this business paper is –

- To brief Council on the implementation of the Work Plan for the Land Transport activity as contained in the current year of the 2015-2025 Long Term Plan (LTP)
- To establish a framework for monitoring the on-going implementation of the 2015-25 LTP as part of the Road Map Work Programme.

1.2 This business paper is set out under the following headings:

- 1 Purpose of Report
- 2 Local Government Act S.11a Considerations
- 3 Risk Considerations
- 4 Introduction
- 5 Background
- 6 Roading Subsidies
- 7 2016/2017 Maintenance Expenditures Budget
- 8 Road Safety Promotion
- 9 2016/17 Operating Expenditure
- 10 2016/17 Capital Expenditure
- 11 Summary of Network Issues
- 12 REG and the One Network Road Classification (ONRC)
- 13 RATA (Road Asset Technical Accord)
- 14 Streetlighting (LED)
- 15 The Road Maintenance Contract – Progression Report

## 2 Local Government Act S.11a Considerations

- 2.1 Waitomo District Council, in performing its role as a Local Authority, must have particular regard to the contribution that the network infrastructure makes to the community.
- 2.2 The provision and maintenance of the roading infrastructure, is consistent with section 11A Local Government Act 2002 (including amendments).

## 3 Risk Considerations

- 3.1 This is a progress report only, and as such no risks have been identified in regards to the information contained in this business paper.

## 4 Introduction

- 4.1 This business paper focuses on informing the Council on the operational and maintenance activities of the Roading division. The Roading capital works programme is reported separately, except for the Roading Capital Works budget, which is reported with this business paper.

## 5 Background

- 5.1 The scope of Land Transport activities in the Waitomo District is almost entirely related to the roading assets. This includes:
- Roads (excluding state highways),
  - Footpaths, bridges,
  - Traffic services,
  - Street lights
- 5.2 There are no passenger transport services available other than the inter-regional bus connections operating on the state highway network.
- 5.3 The nature of Council's roading activity is:
- Managing and maintaining the District's road network.
  - Undertaking road rehabilitation and upgrading of the roading structure and ancillary systems such as street lights, signs and road markings.

## 6 Roading Subsidies

- 6.1 New Zealand Transport Agency (NZTA), the national road funding authority, provides a financial assistance subsidy (currently at 63% FAR rate) for works that meet agreed subsidy criteria via the Land Transport Programme.
- 6.2 Commentaries detailing progress on activities currently subsidised by NZTA in the 2016/17 year of the LTP are provided below. (Please note that these budgets are current and differs from the budgets in the original 2012-22 LTP due to transfers from one budget to another as required.)

## 7 2016/2017 Maintenance Expenditures Budget

- 7.1 The 2016/17 FY Maintenance budget is \$5,325,000 (including Loss on Asset Disposal budget of \$100,000) and also including the total Road Safety Promotion budget of \$120,000 (The corresponding NZTA budget is \$130,000, which is the budget used for the current driver training program).

## 8 Road Safety Promotion

- 8.1 **Introduction**
- 8.2 Waitomo DC and Otorohanga DC are working together on this activity and share the allocated budget.
- 8.3 The Road Safety Promotion activities for 2015-18 are guided by the NZTA/Waikato Bay of Plenty Investment section.

8.4 At present there is no Road Safety coordinator for the Waitomo District Council. The Road Safety Action Plan is limited to the Driver License Training program. Otorohanga District Council has obtained the temporary use of a Road Safety Coordinator for specific activities they were committed to.

#### 8.5 **Road Safety Funding**

8.6 The Road Safety Promotion activity started out at a higher FAR-rate funding than the rest of the NZTA funding. It started at 100% and was reduced each year until from 1 July 2015 it is at the WDC standard FAR rate (63% for 2016/17, but changing each year if the FAR rate changes). It is noted that the ODC FAR rate is not the same as for WDC.

#### 8.7 **Future Situation**

8.8 Because the changes in the FAR funding rate required a higher local share, it was deemed opportune to review the future delivery model options in order to fit a delivery solution to best match the needs of the communities in the two councils.

- The following considerations forms part of this review: To bring all the stakeholders, both agencies and our local community together in developing a delivery plan.
- To establish stronger governance arrangements in developing programmes and in overseeing delivery.
- Assess opportunities to deliver part of the promotion effort through local providers and to target our local youth in particular.
- Assess opportunities to use a grants funding arrangement to encourage both local community engagement and targeted grass roots delivery.

8.9 WDC and ODC have developed a 3-year program with a primary focus on young driver training outcomes.

8.10 The proposal was developed by a joint WDC and ODC team, assisted by Hillary Karaitiana - the Social Sector Trials manager and also the NZTA. The primary objective is to reduce road accidents by creating the best practice model for driving training in rural New Zealand towns. A Service Delivery Agreement has been signed between the Te Kuiti Community House, WDC and ODC.

8.11 The Program is now on-going and quarterly reports will be provided by Community House as the WDC/ODC Contractor.

## 9 2016/17 Operating Expenditure

### 9.1 **Budget Update**

9.2 The over expenditure of some sub-categories in this Maintenance expenditure budget is balanced for by under expenditures on other Maintenance sub-categories.

DESCRIPTION OF SERVICE	2016/17 BUDGET	PROJECTION	EXPENDITURE TO DATE	COMMENTS
			By end of March 2017	
Total Maintenance Expenditures (excluding Loss on Asset Disposal)	\$5,325,552	5,684,736	4,078,238	Expenditure to date = 76% of original 2016/17 Budget and 72% of the Projection Budget
Road Safety Promotion 431 – 433	\$120,000	130,000	86,667	Driver Training Program is delivered under contract by Community House for WDC and ODC.
Emergency First Response 106 (GL = 730 31 715)	\$180,000	250,000	332,168	Unforeseen weather events requiring emergency first response works under this category (include trees blown down, slips, and erosion).
Environmental Maintenance 121	\$300,000	428,000	401,090	The NZTA has changed their criteria. Emergency Work is now funded under this Environmental Category. Other work includes Hazardous Trees, Pest Plant Control, Mowing, etc.
Environmental Maintenance 121 For Stock Effluent Facility	\$30,000	42,000	18,793	On-going Maintenance of the Stock Effluent facility, including water, electricity and trade waste levies.
Level Crossings	\$15,000	15,000	3,804	Kiwi Rail determines repairs and does the work required and then invoices WDC.
RBU Unit Costs	\$719,440	730,192	662,278	Salaries, overheads and some consultant fees
Routine Drainage Maintenance 113	\$380,000	440,000	264,841	Water table maintenance and Culvert maintenance.
Sealed Pavement Maintenance 111	\$1,400,000	1,400,000	1,214,576	Pre-reseal repairs and general sealed pavement maintenance.
Structures Maintenance 114	\$133,000	170,000	117,652	Routine maintenance on guardrails and bridge decks.
Traffic Services Maintenance 122	\$50,000	150,000	32,622	District wide maintenance of signs and road furniture.
Street Lights Maintenance 122	\$320,000	320,000	205,794	Cyclic maintenance and electricity costs. The maintenance of street lights are affected by the amount of lights that has to be replaced.
Unsealed Pavement Maintenance 112	\$1,000,000	1,000,000	306,841	Re-metalling of unsealed roads.
Asset Management Plans	\$15,000	0	5,710	As required every 3 <sup>rd</sup> year.
Minor events: NZTA Budget	0	0	0	NZTA Budget item, not in WDC Budget
Administration Services for Roothing	\$578,112	509,544	425,402	New item in budget.
Loss on Asset Disposal	100,000	100,000	0	This is a Finance Dept. Item

### 9.3 Spending and Budgeting Advisory

9.4 In general, it is of note that the current budget falls within the 3-Year GOP budget grouping of 2015/16 to 2017/18. This means that the NZ Transport Agency allows flexibility in the budget so that funding can be carried over between the different financial years.

- 9.5 The current budget for Emergency First Response is \$180,000 with a "Projection budget" of \$250,000 and while the emergency works cannot be forecasted due to it being responsive to weather events, we expect to spend up to about \$400,000 by the end of this financial year based on historic requirements.
- 9.6 Current budget for Environmental Maintenance is only \$300,000 with a "Projection budget" of \$428,000 and we expect to spend up to about 550,000 by the end of this financial year due to the reason that works that previously qualified under Emergency works, now has to be done under this category. The shortfall will be funded from the unspent portion of other maintenance categories like Structures Maintenance and Unsealed Pavement Maintenance and any available Emergency funds.
- 9.7 The current budget for Stock Effluent is \$30,000 with a "Projection budget" of \$42,000. The Regional Council contributes a maximum of \$15,000 to this and NZTA pays the FAR rate on the full amount.
- 9.8 The current budget for Level Crossings is \$15,000 and we expect to spend up to about \$15,000 by the end of this financial year due to Kiwirail costs for repairs which they pass on. Any shortfall will be funded from the unspent portion of other maintenance categories like Structures Maintenance and Unsealed Pavement Maintenance.
- 9.9 The current budget for Routine Drainage Maintenance is \$380,000 with a "Projection budget" of \$440,000 and we expect to spend up to about \$440,000 by the end of this financial year due to having to do more culverts cleaning.
- 9.10 The current budget for Structures Maintenance is \$133,000 with a "Projection budget" of \$170,000 and we expect to spend up to about that amount on this activity by the end of this financial year.
- 9.11 The current budget for Street Lights is \$320,000 and we expect to spend up to about that amount on this activity by the end of this financial year.
- 9.12 The current budget for Unsealed Pavement Maintenance is \$1,000,000 and we expect to spend up to about \$650,000 by the end of this financial year due to this being rated as a relatively lower maintenance priority to allow for a balance to be used to fund other higher priority maintenance categories.

## **10 2016/17 Capital Expenditure**

- 10.1 The available Capital budget for 2016/17 is \$6,500,000 (including the budget of \$820,000 for Emergency Projects), with a "Projection budget" of \$5,450,700.
- 10.2 It should be noted that although the Emergency Projects budget is fully subsidised, there are several conditions for this subsidy and the NZTA does not allocate a specific budget for the Emergency Works category. NZTA allows for subsidy of such projects as and when they are approved upon applications received on a case by case basis for "qualifying" events, which means that they are over \$100,000 per event, and meets some other approval qualification thresholds.
- 10.3 The combined budget of \$345,000 for Minor Improvements is included here, but is noted that this is separately grouped under the NZTA budget. Also included, are the two budgets for the Maraeroa Road Seal Extension (original budget = \$505,000, but the revised budget = \$843,000 plus about \$37,000 for consultants and variations) and the Oparure Road Retaining Structure (\$380,000), but we have not received separate funding for these two projects from NZTA and these

projects will have to be sharing NZTA FAR rate from other capital budgets. Since the Oparure Retaining Structure is put on hold, the corresponding budget can make up for other budgets like the increased budget of Maraeroa Seal Extension.

- 10.4 There are a number of mismatches between the WDC budget items compared with the NZTA categories. In some cases the NZTA has changed the description slightly or the budget is different. This has occurred due to the fact that the WDC budgets were finalised more than six months before NZTA finalised their budget.
- 10.5 The over-expenditure of some sub-categories in this Capital expenditure budget is balanced for by under expenditures on other Capital expenditure sub-categories.
- 10.6 A separate report to Council serves to report progress details on the Major Capital Works projects. The Reseals Project has is now under way. Some work categories like Drainage Renewals, Traffic Services Renewals and Unsealed Road Metalling had also been delayed until 1 March 2017, mostly due to a NZTA funding agreement requirement.

DESCRIPTION OF SERVICE	2016/17 BUDGET	PROJECTION	EXPENDITURE TO DATE	COMMENTS
Total Capital Expenditures (excluding Capitalisable Overheads)	<b>\$6,500,000</b>	<b>5,450,700</b>	<b>2,277,747</b>	Expenditure to date = 35% of original 2016/17 Budget and 42% of Projection Budget
Minor Safety Improvements 341	\$240,000	208,960	53,402	Identified and NZTA approved minor projects to improve hazards like sharp curves, slip prone cuttings, etc.
Preventative Maintenance 241	\$250,000	0	0	
Associated Improvements for Renewals 231	\$80,000	0	1,244	In association with Rehabs or other projects.
Drainage Renewals 213	\$400,000	315,700	126,868	Upgrading of Network wide drainage issues.
Minor Improvements 341	\$105,000	0	249	In association with other projects.
Pavement Rehabilitation 214	\$1,400,000	1,200,000	106,325	The annual Pavement Rehabilitation Contract, Totoro Rd (km 8 to 11)
Sealed Road Surfacing 212	\$1,300,000	1,300,000	1,310,946	Completed
Structures Components Replacement 215	\$300,000	300,000	57,755	Annual replacing of structural bridge components on various bridges.
Traffic Services Renewals 222	\$120,000	120,000	39,203	Annual Traffic Signs replacement and the District wide Line Remark project.
Unsealed Road Metalling 211	\$600,000	193,040	183,432	Unsealed Road Metalling is done under the Maintenance Contract, during the wet season.
Emergency Reinstatements Projects 141	\$820,000	970,000	4,867	To be prioritised as they happen.
Maraeroa Rd Seal Extension	\$505,000	880,000	149,304	ICL busy to complete the seal extension this financial year.
Structures Maintenance - Oparure Rd Ret Wall	\$380,000	0	0	New item, not for this year.
Kawhia Harbour Rd under Slips	0	150,000	199,192	Completed. NZTA FAR funding from Minor Improvements
Te Waitere Rd Slips	0	17,000	13,560	Design completed. NZTA FAR funding from Minor Improvements.
Mangatoa Rd underslip	0	200,000	9,120	Option Report completed. NZTA FAR funding from Minor Improvements.

## 11 Summary of Network Issues

- 11.1 Kawhia Harbour Road Slip Sites: - Thirteen Slip sites have been identified along this section of road. All but two of them consist of both Underslips/Washouts on the lagoon side and Fretting/Over slips on the opposite side. These sites have been inspected and measured up and prioritised. Mass concrete blocks have been

installed along some sections of the over slip sites in order to reduce the effects of continuing fretting from the cutting side. Further sections will be completed over time as funding allows. This method is proving to be effective in reducing the problem of small rocks and stones landing on the road with risk to the traffic. A slip repairs contract has been completed and is reported under the Major Capital Works Report.

- 11.2 Potentially hazardous trees are an issue. These are dealt with under the emergency reaction budget. Work is on-going on a priority basis as it is identified.
- 11.3 The Totoro Road pavement rehabilitation: Phase 1 was completed in 2014/15. Phase 2 was split in two separable portions, due to consent issues and budget considerations. This has since been resolved and Inframax has been appointed to complete both Separable Portion 1 (- between RP 8,378 and RP 9,800) and Separable Portion 2 (- between RP 9,800 and RP 11,316) as project 500/15/013. This project is currently underway.
- 11.4 The structural Bridge Maintenance Contract is being tendered.
- 11.5 The recent Stormy Weather events of 4 to 6 April 2017 and 12 to 14 April 2017 has caused extensive damages to the Network. A full assessment report is being compiled for NZTA and should be ready by the first week of May 2017. Assessments are showing a total of about 150 slip sites with a total repair cost estimate in excess of \$1.1 million. NZTA is being updated and was informed that an application for Emergency funding is being prepared. The WDC Emergency Funding budget for the current year is only \$603,000 and we are prioritising the works in order to see if the balance could be postponed to be funded from the next financial year's Emergency budget. This would ease the local share funding burden.

## **12 REG and the One Network Road Classification (ONRC)**

- 12.1 The Road Efficiency Group (REG) is a collaborative initiative by the road controlling authorities of New Zealand. Its goals are to drive value for money and improve performance in maintenance, operations and renewals throughout the country.
- 12.2 REG focuses on three key areas:
- A One Network Road Classification (ONRC) to standardize data and create a classification system which identifies the level of service, function and use of road networks and state highways
  - Best Practice Asset Management to share best practice planning and advice with road controlling authorities
  - Collaboration with the industry and between road controlling authorities to share information, staff and management practices.
- 12.3 The ONRC has three elements.
- The first element is classifying roads into categories based on their function in the national network. This was completed in December 2014.
  - The second element is the Customer Levels of Service (CLoS), defining the "fit for purpose outcomes" for each category in terms of mobility, safety, accessibility and amenity.
  - The third element is the development of the performance measures and targets, which effectively determine how the categories and customer

levels of service translate into specific maintenance, operational and investment decisions.

- 12.4 The process of applying performance measures to our network, meanwhile, is underway. WDC will need to consider the ONRC CLoS and performance measures when applied in the local context to the network, and assess current performance in relation to the REG provisional targets.
- 12.5 Definition and clarification around the meaning of "Fit for Purpose" is still being worked on by NZTA. It is expected to be implemented over the period 2015 – 2018.
- 12.6 A number of required actions have been identified over the coming three year period to ensure that the ONRC is embedded fully by 2018. This is in line with the expectation from REG that all funding applications for the 2018-2021 National Land Transport Plan will be based on a fully implemented ONRC - enabling investment in outcomes that are consistent and affordable throughout the country. The actions identified to be relevant for WDC have been documented into a preliminary "Transition Plan".
- 12.7 **Financial Status**
- 12.8 As evaluated there are no specific financial implications on the current budget other than an administrative cost for managing all of the extra activities that is required by NZTA through the likes of REG. We are in the process to measure this additional time requirements.
- 12.9 The regional roading collaboration for strategic asset management (RATA - Road Asset Technical Accord) is supporting the work being undertaken to implement the ONRC within the Waikato. Various work items such as the development of Emergency Procedures and Response Plan(s), Network Resilience, Maintenance, Monitoring and Priority Improvement Plan(s), benchmarking of performance measure outcomes, are anticipated as being completed by RATA with support from each participating Council.
- 12.10 **Assessment of Significance and Engagement**
- 12.11 The issues discussed in this report have a medium degree of significance because this work will affect the delivery of future levels of service on the roading network. Community feedback will be gauged as a part of embedding the ONRC into the strategic and tactical asset management planning and delivery. The purpose of the ONRC is to develop consistent levels of service across the country. This will have to be communicated with the public in order to manage expectations. The final LoS may or may not be affordable or appropriate when applied in the local context.
- 12.12 **Maintenance and renewing sealed pavements under ONRC**
- 12.13 The customer focused service levels of the ONRC require a modified approach to traditional asset management if they are to be delivered effectively and efficiently. This is because they focus effort on customers and outcomes and not on outputs, requiring outputs to be sufficient to minimise long term life cycle costs and meet service level targets.
- 12.14 The One Network Road Classification framework has customer levels of service related to:
- Effective access
  - Pavement safety
  - Ride comfort, and

- Cost effective provision.
- 12.15 The level of service targets and performance measures essentially require that there should be no pavement defects that, at the operating speed :
- Impede access
  - Are unsafe
  - Are uncomfortable
  - And that Maintenance and renewal of the surface and pavement should be cost effective and efficient.

### **13 RATA (Road Asset Technical Accord)**

- 13.1 RATA (Road Asset Technical Accord) is the Centre of excellence for road asset planning in Waikato. It is the vehicle by which Waikato's councils co-operate over roading expenditure issues. Its work is carried out under the auspices of the Waikato Mayoral Forum, involving the region's mayors and regional chair.
- 13.2 WDC is participating in the RATA Multi-Party Data Collection services contract for the core Services (Roughness Survey and RAMM Condition Rating Survey), as well as two additional Services, namely Footpath Condition Rating and Traffic Counting.
- 13.3 The RAPT report (report on road maintenance and renewal practices across the region) was first made available by January 2015. Good practical information was received based on best industry practices in road maintenance and pavement rehabilitation. A RAPT Tour was done on the 13 October 2016 with the intention to inspect our selection of roads identified for the upcoming Reseals programme and for the Pavement Rehabilitation programme. The discussions included a review of the business case approach for the selected treatments. Some recent projects were visited to "showcase" good examples of how we dealt with specific challenges.
- 13.4 In February 2015 a Road Asset manager's forum was formed under the auspices of RATA. The group is meeting once month to discuss RAMM, ONRC Transition Planning, ONRC Performance Measures (the Customer Outcome Measures, Technical Outcome Measures and Cost Efficiency Measures) and the Transition Plan. Monthly meetings are scheduled to share developments and learning about a range of topic including Seal age, ONRC, Forward Works Programmes, treatment selection decision making, Data use in asset management and RAMM.
- 13.5 WDC is participating in the RATA managed traffic counting program. This work is currently contracted to BECA. BECA has prepared program to include a list of specific sites that WDC requires to include quarry and logging sites.
- 13.6 The Business Case methodology, which the NZTA now requires the new Activity Management Plans to be prepared by mid-2017, is currently a main focus at RATA to develop understanding and best practice.
- 13.7 A new Multi-Party Funding Agreement for the next 3 Year is now in place.
- 13.8 RATA has offered the option to WDC and other councils to participate in the joint procurement of services for a Bridge Inspections Contract. This contract will include the tendering and Contract Management of the Bridge Structural Maintenance Repairs to cover all the outcomes that our current contract delivers. In light of this the tender subcommittee has approved the procurement plan as submitted by RATA for the procurement of these services. This will also ensure

the same standard is applied compared with other Districts. The current contract is up for renewal by 1 July 2017. This tender is now advertised.

## **14 Streetlighting (LED)**

- 14.1 The current Street Light Maintenance Contract was signed with Alf Downs. This document allows for the option to accommodate LED Replacements and incorporates an adjustment to allow for the expected reduced maintenance cost requirement of LED lights.
- 14.2 A business Case Report to motivate this work was presented as a separate report for a previous Council meeting.
- 14.3 The proposed upgrading to LED technology over the next financial year was recommended and accepted by Council. This option is expected to reduce costs significantly through reduced electricity consumption and reduced maintenance requirements. The main benefit of this option is that it allows for the use of a NZTA LED conversion support package to Councils with a Financial Assistance Rate of 85% available until June 2018.
- 14.4 In order to access NZTA support, a business case developed by Power Solutions Limited (PSL) was submitted to NZTA. Through co-operation with the Waikato LASS Energy Management Programme (part of the Energy Efficiency and Conservation Authority Collaboration Agreement) WDC can access funding to offset a part of the cost of the business case.
- 14.5 This LED conversion is now planned for the next Financial Year. We have had discussions with PSL and Alf Downs and other councils about the best option forward to prepare a Tender Document. We are about to start with a tender document to do the LED conversion within the next financial year.

## **15 The Road Maintenance Contract – Progression Report**

- 15.1 The new maintenance contract started on the 1<sup>st</sup> of March 2017 with the entered agreement between Inframax Contractors Limited and Waitomo District Council.
- 15.2 The maintenance contract has been divided into 24 maintenance zones. The zonal maintenance work to give an equal distribution of ratepayer funding to the entire roading network. This ensures that there is a measure of attention given to general maintenance of the entire network
- 15.3 An annual routine (zonal) road maintenance programme is based on two complete maintenance cycles of the entire network per year.
- 15.4 Monthly routine maintenance programmes will be drawn from 24 roading zones of approximately 40km each (sealed and unsealed) based on geographical sequence and asset planning data.
- 15.5 Full compliance with all the zonal requirements was not achieved (the target threshold performance scores for October and November were not met.) The main issues being the new zonal requirements for full compliance rather than the historical general physical works outcomes. The indication so far is that the new zonal format is resulting in an improving outcome on the whole.

- 15.6 An average score of 400 over the next two and a half years will be required in order for the Contractor to qualify for an extension to the Contract term. They have caught up on the zonal works program and their Service Requests achievements have improved in terms of significantly reducing the number of overdue items. Some issues are still to be improved on, for example the safety maintenance of paved sidewalks, the depth control maintenance of side drains, etc.
- 15.7 The monthly scores for the previous Road Maintenance and Reseals Contract (500/14/001) are as follows:

	2015	2016	2017
January		325	480
February		355	460
March		385	End of Contract
April		400	
May		400	
June		410	
July		410	
August		360 *	
September		460	
October	305	460	
November	315	460	
December	330	480	

\* (This lower score was a direct outcome of the funding uncertainty during this period)

- 15.8 The NZTA/Broadspectrum has asked if the WDC Road Maintenance Contractor could maintain the Kerb and Channel, the Sumps/catchpits and lead pipes and sweeping on State Highways inside the urban areas of the Waitomo District on their behalf and then WDC invoice them accordingly. A price for this work was requested from ICL.
- 15.9 NZTA is also working on a revised MOU Corridor Agreement to clarify the split of responsibilities for maintenance works on urban sections of State Highways. We have requested several changes to a draft document that they presented during a meeting at NZTA offices on 14/10/2016. NZTA is still working on the new MOU draft.

### Suggested Resolution

The Progress Report: Monitoring Against 2015-2025 Long Term Plan – Land Transport be received.



KOBUS DU TOIT  
**GROUP MANAGER – ASSETS**

**Document No:** A347679

**Report To:** Council



**Meeting Date:** 2 May 2017

**Subject:** WDC Parking Considerations

**Type:** Decision Required

### Purpose of Report

- 1.1 The purpose of this business paper is to present for consideration a detailed assessment of both the existing arrangements for car parking capacity and associated time limits within the District carried out by Zion Consulting Engineers Ltd.

### Background

- 2.1 Zion Consulting Engineers Ltd was appointed by WDC to review the existing car parking arrangements throughout the District. A copy of Zion's Review Report is attached to and forms part of this business paper.
- 2.2 The methodology used in undertaking the review consisted of a number of steps; the first being a review of all documents available to, and used by Council. These included, but were not limited to:
1. Government Position Statement (GPS)
  2. Land Transport Management Act (LTMA)
  3. Long Term Plan (LTP)
  4. Regional Land Transport Strategy (RLTS)
  5. Waitomo District Plan (WDP)
  6. Activity Management Plan (AMP)
  7. Infrastructure Technical Specifications (ITS)
  8. Waitomo Land Transport Bylaw
- 2.3 Secondly, a "snap-shot" was taken of the existing take up of levels of service within the CBD of Te Kuiti, and the car parking arrangements around Waitomo Village, Piopio, Benneydale and Mokau.
- 2.4 The third step involved the development of a set of criteria/assumptions to be used in the assessments.
- 2.5 The fourth step required an assessment of available parking capacity against current and possible future parking needs required (supply vs demand).
- 2.6 The Zion review document is attached.

## Commentary

### 3.1 Te Kuiti – Current Scenario

- 3.2 There are sufficient parking spaces provided within the Te Kuiti CBD to meet current demand. However, that parking capacity is provided at random locations and does not necessarily support the existing level of business activity and the parking capacity demands around these. Some high demand on-street parking currently has regulatory arrangements for exercising time limit controls in place, but there is no investment in enforcing the intent of those arrangements.



Figure 4 –Parking supply and distribution at the time of the investigation

- 3.3 By considering the CBD core(s) in isolation, it was clear that parking provided outside of a 100m radius from the core(s) might not contribute significantly in reducing demand pressures close to the core(s) as those parks are less attractive.



Figure 1 – Off-street parking distribution at the time of the investigation

### 3.4 District Issues Identified

- 3.5 Uncontrolled stopping and parking around the Piopio and Mokau Public Toilet facilities contributes to less effective utilisation of the available space and the subsequent incursion onto the State Highway carriageway. This in itself creates serious safety conditions for road users.
- 3.6 These observations have been brought to NZTA's attention for further consideration.
- 3.7 Uncontrolled crossing of the live carriageway by pedestrians to reach bus stops at Waitomo Village has also been identified as a potential safety issue.

### 3.8 Time Limit Restrictions

- 3.9 All vehicular journeys start and end at a point where the adequate provision of car parking capacity is required. The manner in which such provision is made is determined by demand, and the effectiveness of the provided facilities is determined by its management.
- 3.10 Car parking capacity is sometimes supplied by the private sector as well as the public sector (Council) and can be provided in the form of on-site or on-street parking. These are set out in WDC's Land Transport Bylaw 2015 (LT Bylaw).
- 3.11 There are currently 506 off-street parking bays provided within the Te Kuiti CBD area. WDC has provided an additional 539 on-street parking bays, which are distributed mainly between Rora Street, Taupiri Street, Alexandra Street, King Street and Sheridan Street.
- 3.12 Parking along the western side of Rora Street between Ward Street and Lawrence Street is subject to a time limitation of 120 minutes. Parking along the eastern side of Rora Street, King Street between Taupiri Street and Rora Street and Sheridan Street between Taupiri Street and Rora Street is subject to time limitations of 60 minutes.
- 3.13 Control over these time limit arrangements is prescribed in WDC's LT Bylaw, including enforcement under Section 9 - Offences and Penalties.
- 3.14 The District Plan review process might also influence the overall parking supply and demand equation in the Te Kuiti, Piopio and Mokau CBD areas and Waitomo Village.
- 3.15 The regulatory arrangements for WDC parking are provided for under Section 6 of WDC's LT Bylaw as follows:

#### **Section 6.0 Traffic**

*The purpose of this Part of this Bylaw is to:*

- (a) *Prohibit or otherwise restrict the stopping, standing, or parking of vehicles on any road or part of a road, or on any piece of land owned or controlled by the Council and not being a road or part of a road, including any parking place or transport station;*
- (b) *Set aside, designate or reserve any road, part of a road or any piece of land owned or controlled by the Council and not being a road or part of a road, as:*
- (i) *Stopping places or stands for a specified class, classes or types of vehicle, including bus stops, taxi stands and loading zones;*

- (ii) *Operation mobility parking spaces;*
  - (iii) *Parking places and zones;*
  - (iv) *Clearways;*
  - (v) *Reserved parking areas;*
  - (vi) *Special vehicle lanes; and*
  - (vii) *One-way roads*
- (c) *Prohibit or restrict*
- (i) *U turns*
  - (ii) *Left turns, right turns, or through movements;*
  - (iii) *Weights of vehicles or loads that may pass over bridges or culverts;*
  - (iv) *Any specified class of traffic, or any specified motor vehicle or class of motor vehicle which, by reason of its size or nature or the nature of the goods carried, is unsuitable for use on any road or roads;*
  - (v) *Parking of heavy motor vehicles or any specified class or description of heavy motor vehicles, on any specified road during such hours or exceeding such period as may be specified; and*
  - (vi) *The use of engine brakes in urban areas.*
- 3.16 The LT Bylaw provision for time restricted parking has a very clear designation for areas and time limits. These time restricted parking areas have been clearly delineated with the relevant signage, but no investment has yet been made in enforcement.
- 3.17 The source of the Council's power to enforce when someone parks a car in breach of a time restriction in the LT Bylaw is contained in the:
- Land Transport (Offences and Penalties) Regulations 1999,
  - Land Transport (Road User) Rule 2004, and
  - Land Transport Act 1998
- 3.18 This authority to enforce is prescribed in legislation and exists regardless of what is stated in the LT Bylaw about offences and penalties.
- 3.19 Clause 9.1.1 of the LT Bylaw on offences and penalties refers to section 242 of the Local Government Act 2002 (LGA). Section 242 is designed to deal with significant offending where a court prosecution is taken.
- 3.20 Clause 9.1.2 of the LT Bylaw states - "Nothing in 9.1.1 of this bylaw applies to any offence of a kind referred to in the Land Transport Act 1998".
- 3.21 The Land Transport Act 1998 defines a statutory vehicle offence as:
- Parking in any portion of a road in breach of-
  - Any Act or regulation, or
  - Any bylaw made under section 22AB(1)(m) to (o)
  - Any offence specified as a stationary vehicle offence in regulations made under this Act.
- 3.22 Section 22AB(1)(m) to (o) of the Land Transport Act allows Council to make bylaws in relation to parking.
- 3.23 Clause 3.2 of the LT Bylaw specifically states that the LT Bylaw is made under section 22AB of the Land Transport Act 1998.

- 3.24 Parking in excess of a time restriction imposed by a bylaw made under section 22AB(1)(m) to (o) of the Land Transport Act (as the LT Bylaw was) is an offence under the Land Transport Act and therefore according to the LT Bylaw is not subject to clause 9.1.1 i.e. section 242 of the LGA.
- 3.25 It is acknowledged that section 242 has been inappropriately used in parts of clause 9 of the LT Bylaw, but this does not detract nor is it relevant for offences for time restricted parking under the Land Transport Act.
- 3.26 Clause 9.1.3 of the LT Bylaw details persons not being subject to proceedings under clause 9.1 of the Bylaw, if that person is also, for the same facts, being proceeded against for a breach of the Land Transport Act 1998.
- 3.27 Clauses 9.1.2 and 9.1.3 were included in the LT Bylaw to emphasise the point that whilst WDC is able to instigate an infringement under the Land Transport Act, it would not also attempt to prosecute for that same offence through the Courts, i.e. use section 242 of the LGA.
- 3.28 In summary, no specific wording is required in the LT Bylaw to be able to use the infringement regime available under the Land Transport legislation and there is no wording in the LT Bylaw to say that WDC will not do so for offences under the Land Transport Act.

Note: Infringement notices can only be issued by WDC employees correctly appointed and warranted.

### Recommendation

- 4.1 WDC as a Road Controlling Authority under Transport Legislation has a responsibility to manage road space for various purposes, mainly for the provision of parking but also for Urban Development and Transport, Social and Recreation and Cultural wellbeing.
- 4.2 As the Review has identified that there are sufficient parking spaces provided within the Te Kuiti CBD to meet current demand, and issues identified in the Review in others parts of the District are being addressed, it is recommended that Council retain the status quo with regard to parking.

### Suggested Resolutions

- 1 The business paper on WDC Parking Considerations be received.
- 2 The Zion Consulting Engineers Ltd Parking Review be received.
- 3 Council retain the status quo with regard to District wide Parking arrangements.



KOBUS DU TOIT  
**GROUP MANAGER - ASSETS**

Attachment: Zion Report (Doc A335976)

# WAITOMO DISTRICT COUNCIL

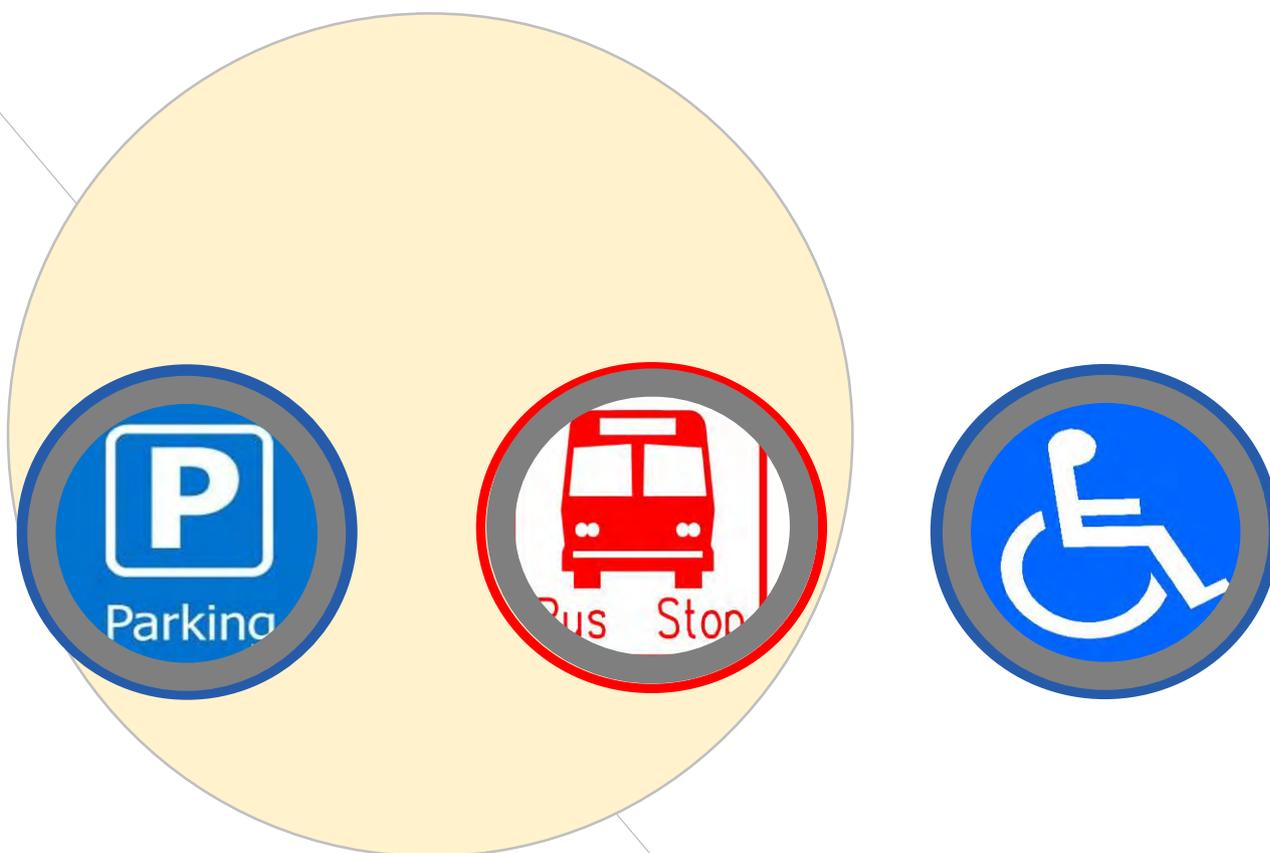
## *PARKING AND PRICING POLICY REVIEW*

- Strategic Document

Date:  
**June 2016**

Document number:  
**160402-rp-003v00**

Prepared by:  
**Zion Consulting Engineers Ltd**



## DOCUMENT CONTROL

### DISTRIBUTION LIST

The following person(s) shall receive a copy of this document upon each subsequent release:

NAME	TITLE	ORGANISATION
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Frans Krause	Director	Zion Consulting Engineers Ltd

### REVISION HISTORY

The following table outlines the revision history of this document:

REVISION	PUBLICATION DATE	COMMENTS
Revision 00	18/07/16	Draft

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## Executive Summary

This document has been prepared to provide the Council with a coordinated approach in addressing parking related issues within the district and to manage its day-to-day parking and related challenges in a robust and transparent manner. The Parking Policy, which is one of the products of this investigation, takes into account national and regional strategies and policies, in particular the Land Transport Management Act 2003(LTMA) and Government Rooding Powers Act 1989.

### Methodology

The methodology used in preparing this document consisted of a few steps; the first being a review of all documents available and used by Council which could impact on the preparation of a parking policy. These included, but are not limited to:

1. Government Position Statement (GPS)
2. Land Transport Management Act (LTMA)
3. Long Term Plan (LTP)
4. Regional Land Transport Strategy (RLTS)
5. Waitomo District Plan (WDP)
6. Waitomo Activity Management Plan (WAMP)
7. Hamilton Infrastructure Technical Specifications (ITS)
8. Waitomo Land Transport Bylaw

**Secondly, a “snap-shot” was taken of all existing activities within the CBD of Te Kuiti, the parking arrangements** around Waitomo, Piopio, Benneydale and Mokau.

The third step involved the development of criteria/assumptions to be used in the assessments.

The fourth step required a complete analysis of parking provided against parking required (supply vs demand).

The fifth step involved an attempt at predicting future demand and identifying options to supply in the future demand.

The sixth and final step involved the development and preparation of short term options to adjust the available road space to be more effectively used for the purposes identified in the hierarchical assessment of the main routes on the network.

### Current Scenario

There are currently sufficient parking spaces provided within the Te Kuiti CBD to supply in the demand. However, these parking spaces are provided at random locations and do not necessarily support the business activities and parking demands around these. Some high demand on-street parking currently has time restricted controls in place to deter all day parking.

By considering the CBD core/s in isolation, it was clear that parking provided outside of a 100m radius from the core/s, will not contribute significantly in reducing demand pressures close to the core/s as those are less attractive to the road user/client.

Uncontrolled stopping and parking around Piopio and Mokau ablution facilities contribute to less effective utilisation of the available space and the subsequent incursion on to the road carriage way. This in itself creates dangerous conditions for through traffic.

Uncontrolled crossing of the live carriage ways by pedestrians to reach bus stops at Waitomo has also been identified as a potential safety issue.

### Assumptions

It is assumed that the District plan controls are the deciding tool used in the assessment of parking needs for new buildings.

Business properties might change ownership regularly and often experience change in usage at the same time. Buildings cannot be altered easily to accommodate different car parking needs resulting from different uses, e.g. a business not requiring much parking (e.g. Car | Caravan | Boat, etc. Sales which requires only 1 carpark per 200 m<sup>2</sup> of GLA), might end up being occupied by a tenant operating a retail store requiring 1 carpark per 30m<sup>2</sup> of GLA

It is assumed that if preference is given to using more restrictive **zoning** for parking calculations to minimise future impact on supply; issues around additional parking supply will be not needing consideration. In the example above, the 1 carpark per 30m<sup>2</sup> of GLA would be considered the more restrictive calculator.

In lieu of using the more restrictive zoning, specific properties could be identified for only one usage type and only be permitted to operate with that type of business, unless the tenant is providing usable parking elsewhere. An example of this is Super Value Te Kuiti.

### Assessment | Analysis

There are currently 506 off-street parking bays provided within the Te Kuiti CBD area. In support of the Te Kuiti business fraternity, Te Kuiti District Council has provided an additional 539 on-street parking bays, which are distributed mainly between Rora Street, Taupiri Street, Alexandra Street, King Street and Sheridan Street.

Parking along the western side of Rora Street between Ward Street and Lawrence Street has a time limitation of 120 minutes. The parking along the eastern side of Rora Street, King Street between Taupiri Street and Rora Street and Sheridan Street between Taupiri Street and Rora Street have time limitations of 60 minutes.

Should the current parking allocation rate be applied to the full area of developable land within the CBD, an estimated 53,700 m<sup>2</sup> of GLA will be created and 313 more parking spaces required than what is currently been provided. Due to limitations on available road space, it is clear that this shortfall of parking will need to be taken up by the private sector during the development of the land by providing off-street parking.

Time restrictions on car park provision in Te Kuiti CBD is difficult and costly to administer and should potentially be discontinued, with other options to be investigated.

### Options and funding

Options identified include:

- a) Do Nothing
- b) Do not change anything, but improve access and signage to off-street parking
- c) Do not change anything, but provide space for workers outside of CBD
- d) Reduce current on-street parking spaces and create liveable | people space

#### Do nothing

The do nothing option rely on the situation as it exists to continue to exist in its current form. This option is relatively easy to adopt, but holds a number of hidden safety concerns, such as sight distances, impact of current car parks on pedestrian crossings, unwarranted pedestrian crossings and dangerous/unusable disability parks.

#### Do not change anything, but improve access and signage to off-street parking

This option entails the installation in collaboration with shop owners, clearly identifiable signage and markings to direct customers/staff into off-street parking facilities.

#### Do not change anything, but provide space for workers outside of CBD

This option generates off-street parking away from the CBD for the work force and also provides a peak hour shuttle to bring them from the distant car park to the work place should the walking distance be more than 400m.

#### Reduce current on-street parking spaces and create liveable | people space

This option is also the recommended option as it will improve safety along Rora Street, provide car parking in close proximity of the CBD hubs, improve people movement, create liveable space and reduce future road maintenance cost. Drawings depicting concept designs for this option has been prepared as part of the investigation.

Option #	Option	Local Share	Subsidy	Total
a	Do Nothing	\$ 0.00	\$ 0.00	\$ 0.00
b	Do not change anything, but provide signage	\$ 48,100	\$ 81,900	\$ 130,000
c	Do not change anything, but provide staff parking outside CBD	\$ 103,600	\$ 176,400	\$ 280,000
d	Reduce current on-street parking with liveable   people space	\$ 240,500	\$ 409,500	\$ 650,000

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## Introduction

This document has been prepared for the Waitomo District Council to provide the Council with a coordinated approach in addressing parking related issues within the district and to manage its day-to-day parking and related challenges in a robust and transparent manner.

Although parking is traditionally embedded within a transport strategy, it is also important in supporting and contributing to other Council strategic outcomes. In addition, the Parking Policy needs to take into account national and regional strategies and policies, in particular the Land Transport Management Act 2003(LTMA).

General vehicular parking spaces face significant competition for the limited road space where it has to compete against moving vehicles, greater space for pedestrians, bus priority measures, and requests for parking spaces to be demarcated for specific use.

## Background

All vehicular journeys start and end at a point where the provision of car parking is required.

The manner in which such provision is made is determined by demand and the effectiveness of the provided facilities is determined by its management.

Parking in the Waitomo District is supplied by the private sector as well as the public sector and could be provided as on-site or on-street parking.

At the time of the preparation of this policy, the Waitomo District Council did not have an up to date car parking policy.

The provision of on-site parking that is on land in direct association with its activities is just one component of the parking supply equation. Parking is also supplied by the public sector (Council) on-street and off-street. This policy will take an integrated approach and will consider the supply of, and demand for, parking in all the major nodes of the Waitomo District both on private and public (Council) land.

To date there has been some restricted parking in the Waitomo District and in particular the CBD area of Te Kuiti. These are promulgated in the Land Transport Bylaw of the Waitomo district council.

Whilst not the focus of this policy, parking provision inefficiencies into the future (particularly due to District Plan requirements) may be detrimental to the vibrancy of the Te Kuiti CBD in particular.

Addressing the overall parking supply and demand equation in the Te Kuiti CBD should be supportive of CBD vibrancy and the maintenance and enhancement of the CBD that is an attractive, mixed-use environment more accessible by active travel modes, such as walking and cycling, and perhaps less car-oriented.

Council aims at integrating its financial efforts and to achieve this it is envisaged that the parking policy will be a valuable tool in assisting council in the integration of its various planning, maintenance, renewal and improvement initiatives in order to optimise the benefits to be arrived from it.

## Strategic Overview

The strategic overview of the project would see the consideration of the following questions and attempt to find realistic answers thereto:

- Is there a parking problem?
- What demand will there be?
- How should we address this?
- An integrated approach

Consideration would also be given to the current distribution of all off-street parking as well as the on-street parking and compare it to the sphere of influence of the CBD hub/s.

Two activity hubs were identified and one-hundred-meter sphere of influences applied to each hub. From these, it is clear that the off-street parking currently provided, is not aligned with the activity demands and as such a large amount of pressure would be placed on Council to provide in the shortfall in demand.

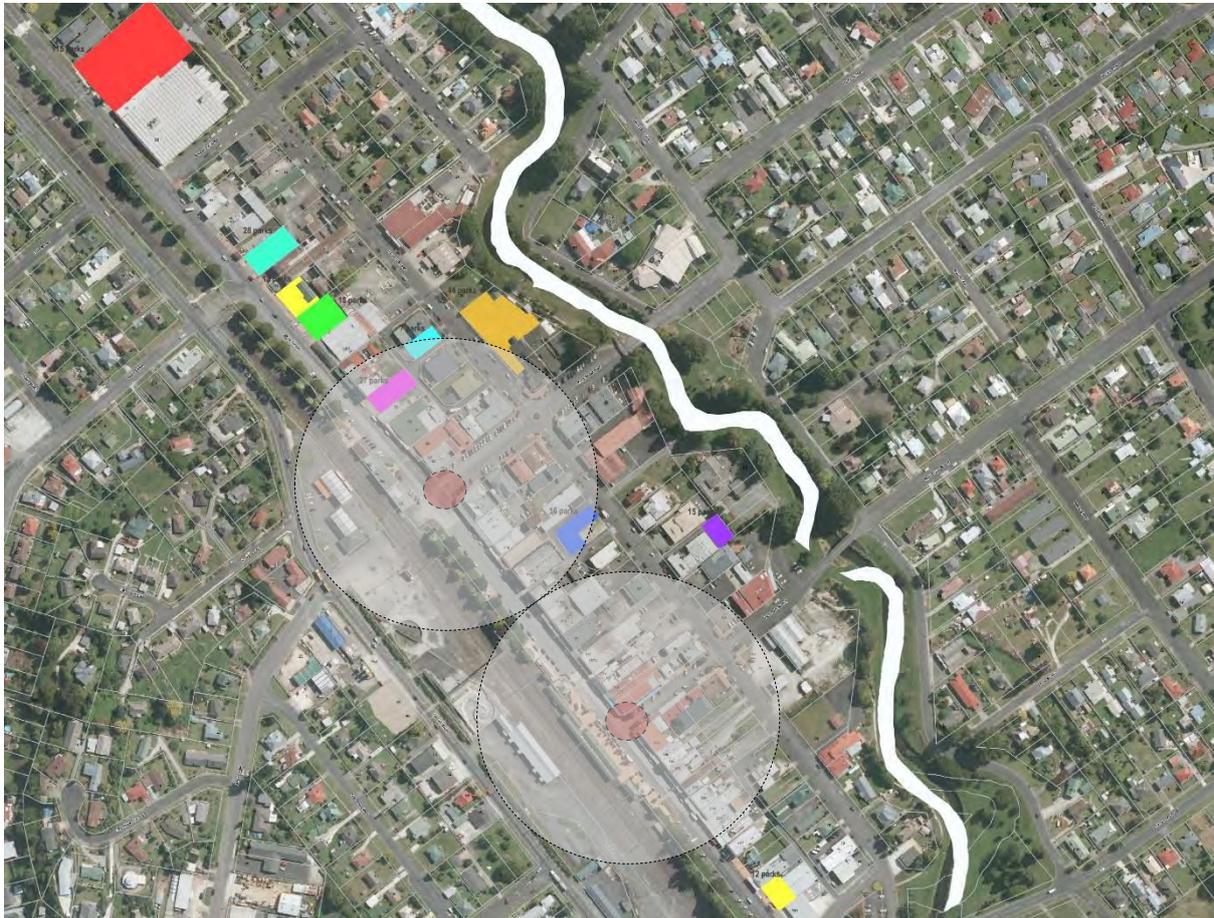


Figure 1 – Off-street parking distribution at the time of the investigation

## Objectives

The main objective of the policy is to present a sustainable parking control plan, which is simple, concise, legible, uniform, easily enforceable, efficient and cost effective.

It should also comprise the following:

- ◆ A rational approach to provide proper fit for purpose facilities and services to efficiently utilise the CBD parking supply
- ◆ Ease of management in order to reduce resource requirements and improve user quality and convenience
- ◆ Align with land use needs in order to optimise planned investments and support funding requests
- ◆ Be responsive to reflect the demand
- ◆ Correctly designed and positioned loading zones
- ◆ Clearly identifiable and functional disabled facilities
- ◆ Consistent and co-ordinated enforcement if required
- ◆ Support Public Transport facilities where required

- ◆ Pedestrian and cyclist friendly
- ◆ Safety
- ◆ Contain an ongoing update/review strategy

## Policy Context and Related Documents

A review of all available documentation which might have had an impact on the provision of parking within the Waitomo District Council area of jurisdiction has been completed. Documents found to be the most related to the parking policy were identified as the

- ◆ Waitomo District Plan
- ◆ Hamilton City Council Infrastructure Technical Specifications
- ◆ Waitomo Land Transport Bylaw

The role of Council in the total parking system can be divided into three categories, namely: -

- ◆ **Regulator**  
As Regulator, Council has the role to ensure that there is an appropriate level of parking provided off-street by developers of land and Council will use the District Plan rules to accomplish this and the Resource Consent process to manage the development of new parking spaces within the District.
- ◆ **Provider**  
As Provider within the system, Council is mainly providing on-street parking space.
- ◆ **Manager**  
Council as a Road Controlling Authority under Transport Legislation has a responsibility for managing road space for various purposes, including the provision of parking.

## Principles to be considered

The overarching principal supporting the Waitomo District Council's Parking Policy is that of a parking system which balances the demand for parking and the amount of parking spaces provided to satisfy in the needs of a variety of consumers (cyclists; disabled users; bus commuters; freight/deliveries; taxis and the private vehicle operator).

Points to consider here is the location of such parking, time of day or week it is available, pricing and time limits with corresponding enforcement mechanisms. Other principles supporting the overarching principles are:

### Economic Principles

- ◆ Parking should support the **district's** retail, commercial and tourist sectors through the provision of adequate parking spaces at appropriate times and in appropriate locations
- ◆ Users of the car park system should be provided with information on parking availability, especially for the off-street car parks
- ◆ Other uses of the public road space (outdoor seating, community parks etc.) contribute to the **district's** vibrancy and vitality and support the CBD economic base and is strongly supported.

### Environmental Principles

- ◆ Parking provision should support the efficient use of the road space resource to achieve sustainability objectives (such as allocating road space for buses at peak times on appropriate routes, identifying spaces for the use of car sharing clubs and cycle parking)

- ◆ The contribution that vehicles make to climate change is acknowledged and therefore Council supports the National Carbon Emissions Reduction Strategy by supplying suitably equipped parking spaces to enable the recharging of electric vehicles

### Urban Development and Transport

- ◆ Management of commuter parking should focus on a balanced approach, including short term parking and park and walk
- ◆ Parking should support a CBD Mall concept
- ◆ The demand for parking should be influenced by the facilitation of effective sustainable transport solutions, such as public transport, walking and cycling
- ◆ Parking areas in the CBD should be well designed to accord with the principles of the Urban Design Protocol and National Safety Guidelines such as 'Crime Prevention Through Environmental Design' (CPTED)
- ◆ Parking spaces for motorcycles and bicycles needs to be considered where possible

### Social and Recreation

- ◆ Parking plays an important role in ensuring that communities have access to social infrastructure and adequate parking spaces at community facilities should be provided
- ◆ For some users of the transport network, the car is the most, and sometimes the only viable travel mode. It is necessary to recognise this and to make spaces available close to appropriate locations for these users, for example through Mobility Parking schemes.

### Cultural Wellbeing

- ◆ Parking in general should support events, festivals, exhibitions and concerts in the district through the provision of adequate parking spaces at appropriate times and in appropriate locations.
- ◆ Needs to be balanced with using public road space to encourage the use of sustainable transport to travel to and from these events.
- ◆ Special Events Management Plans should be provided by the event organisers to Council for consideration and decision.

## Components of a Parking System

### Supply Component

- ◆ Number of car park spaces provided on-street and off-street

### Demand Component

- ◆ Location of the public and private car parks provided
- ◆ Time of day and time of week when On-street and Off-street car parks are available
- ◆ What controls or restrictions apply to the users of these car parks

## Roles and uses of the public road network

The roles identified below form a basic guide to the different uses of the public road space. However, different roads have different roles; for example, the State Highway is primarily for moving private vehicles and freight, and not for parking. This can be classified as a mobility corridor. Roads within the CBD can mainly be seen as activity corridors, which in turn supports short stay parking for retail and commercial activities. Important to note here is that the time of day and day of week is also important, as a specific road can have different priorities at peak times, non-peak times, evenings and weekends.

It is often not possible to split mobility and activity functions clearly due to the inherited design of specific roads. These roads require special management techniques as mobility and activity functions have usually a high level of conflict and can be extremely dangerous to all road users.

ROLE	EXPLANATION
<b>Movement of people and goods</b>	The availability of the road space to ensure the safe, efficient and effective movement of people and goods, especially at peak times
<b>Passenger transport</b>	The most efficient method of moving large numbers of passengers on the road network located within available road space
<b>Servicing Space (Loading and Delivery)</b>	An active community and a vibrant CBD needs to be serviced and space needs to be available on-street and off-street for goods delivery and servicing vehicles
<b>Mobility parking Taxi stands</b>	Space must be allocated for other important uses and activities that support access, such as mobility parking and taxi stands.
<b>Parking for:</b> • <b>Shoppers</b> • <b>Community facilities</b> • <b>Educational facilities</b> • <b>Residents</b> • <b>Commuters</b> • <b>Sport fields</b>	The use of on-street road space to park cars and motorbikes, be it through: • <b>short stay parking</b> to support retail, commercial and other activity • <b>residents' parking</b> • <b>coupon parking</b> (mobility parking schemes)
<b>Temporary road closures and special events parking</b>	This relates to the temporary closure of roads to support major events and community events (e.g. carnivals, local sport events, cultural events, etc.) and the use of road space for parking close to events. Parking spaces can also be temporarily removed for road maintenance and construction access etc.
<b>Permanent removal of on-street spaces</b>	The permanent removal of road space can also be considered. Examples include urban amenity facilities (such as outdoor seating, landscaping, community parks), outside certain buildings, such as embassies, for security reasons, and to provide wider footpaths where justified by pedestrian demand.

## Issues for consideration

Large format retail drawing people away from CBD e.g. New World | Warehouse

Need for toilets in CBD?

**Opening CBD "mall" as shared facility?**

Heritage considerations?

Sustainable transport options | Walking & Cycling?

District Transportation Strategy influence

Bus stop facilities and access.

Accessible disabled parking

Truck stops within Te Kuiti CBD area, Piopio and Mokaw.



Figure 2 - Stopping facility at Piopio ablation



Figure 3 – Stopping facilities at Mokaw ablation

## Assumptions

For the purpose of assessing the current distribution and parking demands, it has been assumed that:

- ◆ Business properties regularly change ownership and often experience change in usage at the same time
- ◆ Business properties might change ownership regularly and often experience change in usage at the same time. Buildings cannot be altered easily to accommodate different car parking needs resulting from different uses, e.g. a business not requiring much parking (e.g. Car | Caravan | Boat, etc. Sales which requires only 1 carpark per 200 m<sup>2</sup> of GLA), might end up being occupied by a tenant operating a retail store requiring 1 carpark per 30m<sup>2</sup> of GLA
- ◆ If preference is given to using a more restrictive **zoning** for parking calculations to minimise future impact on supply; issues around additional parking supply will be not needing consideration. In the example above, the 1 carpark per 30m<sup>2</sup> of GLA would be considered the more restrictive calculator
- ◆ In lieu of using the most restrictive zoning, specific properties could be identified for only one usage type and only be permitted to operate with that type of business, unless the tenant is providing usable parking elsewhere. An example of this is Super Value Te Kuiti.

## Methodology

The methodology for assessing the parking requirements of Te Kuit CBD and the wider Waitomo area of jurisdiction consisted of the following main features:

- ◆ Snap-shot of current parking distribution
- ◆ Assessment of possible future needs
- ◆ Identification of workable policy guidelines
- ◆ Identification of a preferred strategy and possible funding options
- ◆ Preparation of concept drawings/sketches

## Current Scenario

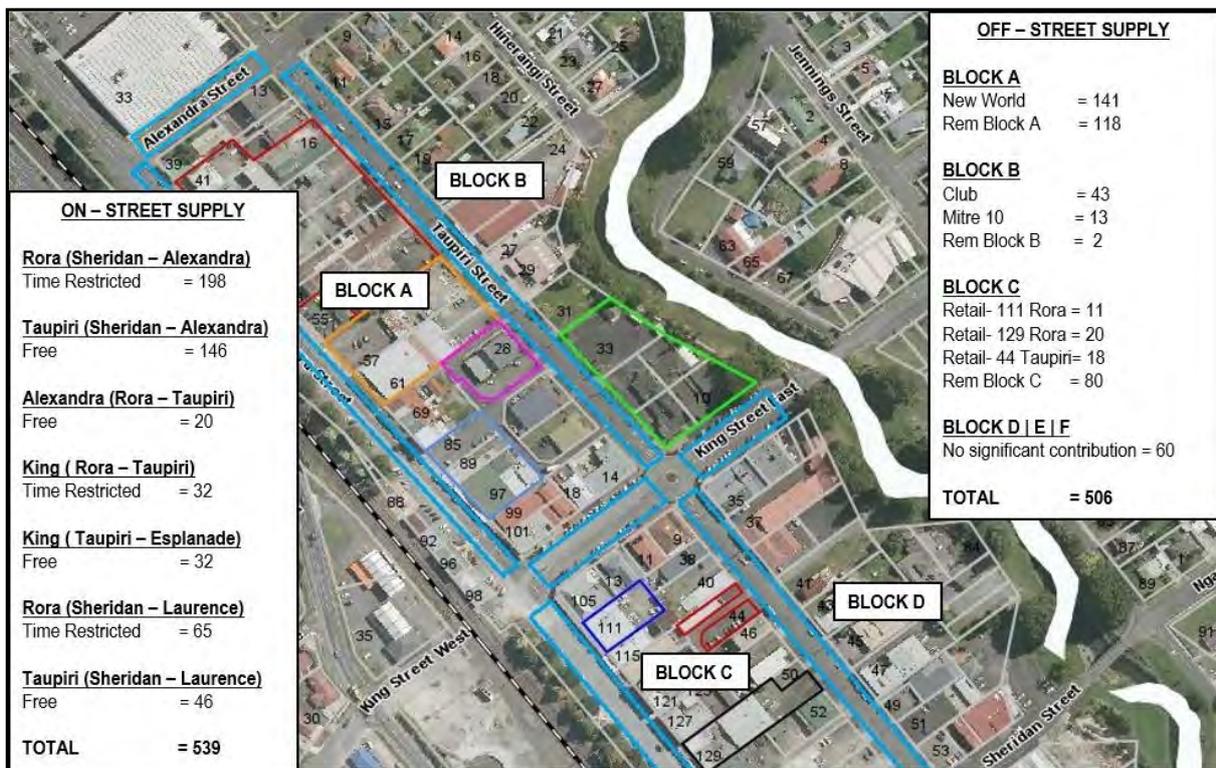


Figure 4 – Parking supply and distribution at the time of the investigation

Figure 4 (above) shows the parking supply and distribution (Te Kuiti CBD) of the on- and off-street parking as it existed at the time of the investigation.

A large number of the off-street parking bays were not clearly identifiable or even properly demarcated in order to provide guidance for vehicle movements.

There are currently 506 off-street parking bays provided within the Te Kuiti CBD area. In support of the Te Kuiti business fraternity, Te Kuiti District Council has provided an additional 539 on-street parking bays, which are distributed mainly between Rora Street, Taupiri Street, Alexandra Street, King Street and Sheridan Street.

Parking along the western side of Rora Street between Ward Street and Lawrence Street has a time limitation of 120 minutes. The parking along the eastern side of Rora Street, King Street between Taupiri Street and Rora Street and Sheridan Street between Taupiri Street and Rora Street have time limitations of 60 minutes.

Both the “Warehouse” site and the new “New World” site presented a larger number of off-street parking bays than what is legally required in terms of the District Plan. This potentially indicates that the on-street parking provided in close proximity of these sites are superfluous to requirements and could be representing unnecessary maintenance costs to the roading network.

### Possible future needs

Should all land, approximately 107,400 m<sup>2</sup> within the CBD be developed in accordance with the District Plan, a potential floor space of 53,705m<sup>2</sup> GLA will be made available.

Should the current distribution of business types be applied across the 53,705 m<sup>2</sup>, a total of 1,358 car parks will be required. This represents a shortfall in the current parking provisions in the Te Kuiti CBD area of approximately 313 car parks.

Should on the other hand, the more restrictive provision of 1 carpark per 30m<sup>2</sup> of GLA, be applied to the 53,705 m<sup>2</sup> GLA, a total of 1,790 car parks will be required. This represents a future shortfall of approximately 750 car parks.

Considering the available road space within the CBD, it is clear that Council will not be able to accommodate this shortfall within its available road space.

### Workable options

- ◆ Tighter District Plan controls to new developments and/or refurbishments to ensure the provision of adequate off-street parking which is easily accessible and clearly demarcated.
- ◆ Additional On-Street Parking to be provided by Council - by for example altering road layouts to resemble one-way systems and thus creating more road space for parking.
- ◆ Alternative Modes of Transport | Walking & Cycling – Replace the need for vehicles with alternatives thus reducing the need for parking spaces.
- ◆ By pedestrianizing the CBD Core, or changing the area into a “Mall” style shared facility, the need for parking in the immediate vicinity will be diminished, which can be coincided with Off-Site Parking and a shuttle service [works well for employees]

### Proposed Parking Policy

#### District Plan Rules

In terms of the Waitomo District Council's District Plan, the entire CBD area is zoned Business Zone. The Business Zone accommodates the main areas of commerce and retail activities in the District. The District Plan considers these areas as generally somewhat less sensitive to environmental effects than others. Therefore, there are few limitations on the range of activities permitted in this zone. Business owners are able to make their own decisions as to how to establish and operate their businesses.

This freedom is creating an issue for Council and its Officials to deal with into the future. The reason being that at the Resource Consent stage, developers of land within the CBD area, identify a specific tenant for which buildings are being designed and

constructed and on-site parking provided for. However, as businesses are entities which are sensitive to economic and other influences and often reactive to market changes, tenancies of buildings might change often.

This means that a building specifically constructed for a business not requiring much parking (e.g. Car | Caravan | Boat, etc. Sales which requires only 1 carpark per 200 m<sup>2</sup> of GLA), might end up being occupied by a tenant operating a retail store requiring 1 carpark per 30m<sup>2</sup> of GLA. A single case like this could immediately put pressure on the Council to provide for the shortfall of 6 carparks on the 200 m<sup>2</sup> of GLA within the street or immediate vicinity of that business.

To date this approach has generally provided a mix of outcomes for the CBD area and should be revised.

### Off-Street Parking

Off-street car parking within residential areas is provided through the District Plan. However, cars parked on notoriously wide residential streets act as speed calming devices and therefore contribute to safer residential communities.

Off-street parking within the CBD area of Te Kuiti and other commercial centres within the district is strongly promoted as it provides for less cars on the road network thus making the environment around retailers and recreational space more attractive.

### On-Street Parking

On-street parking within residential areas is primarily **to support residents' parking. However, this needs to be balanced with the needs of community educational institutions and recreational facilities.**

Mobility parking will be given priority in accessible locations close to key destinations.

Priority for road space on State Highways, principal, arterial, collector and sub-collector roads at peak times should be for the movement of people and goods through the inner residential areas to and from the Central Area/place of work. Parking should therefore be restricted during these times.

Servicing vehicles loading/off-loading should be encouraged outside of peak times.

In supporting the retail and commercial sectors, a 15% vacancy rate will be used as an indicator to measure effectiveness of **the Council's** management of the parking system

## Electrical Vehicles

Electrical Vehicles [EV] are usually charged over a 6-hour period at home through the relatively low household current. This charge will typically last 120km, after which further charging is required. The time required to recharge is often an obstruction and additional/rapid charging is required.

Electrical Vehicle charging stations are being introduced countrywide in a bid to provide in the demand of additional/rapid charging.

These charging sites typically draw 80A at 400V three-phase power and requires to be located close to a distribution transformer with enough capacity to support a 55kVA load.

A rapid charger can typically charge an EV in 10-25 minutes. This means that the most convenient location for EV charging stations would be shopping malls and supermarkets where one would typically park for at least 20-30 minutes anyway.

Charge.net is in the process of installing charge points throughout the country. One hundred sites have already been installed and an additional 21 sites are earmarked for the North Island (32 for the South Island) with Te Kuiti being identified as one of the 21 future sites.

## Disabled Parking

Disability vehicles are vehicles which are specially equipped to provide more mobility to the disabled and mobility impaired.

These can be presented as: -

*Rear loading vans*

*Coaches/cars with electric hoists or folding ramps*

*Vehicles with electric side-loading seats (making transferring from wheel chairs to cars easier)*  
*Vehicles that load manual wheel chairs as front passenger seats.*

**NZS4121** should generally be used when infrastructure is being provided for the disabled or mobility impaired and car parks should be clearly sign posted and managed properly to prevent its miss-use.

## Bus Stops

A bus stop is a designated place where busses stop for passengers to board or alight from a bus.

For operational purposes, there are three main kinds of stops: -

*Scheduled stops*, at which the bus should stop irrespective of demand;

*request stops* (or flag stop), at which the vehicle will stop only on request;

*hail and ride stops*, at which a vehicle will stop anywhere along the designated section of road on request.

Certain stops may be restricted to "set-down only" or "pick-up only". Some stops may be designated as "timing points", and if the vehicle is ahead of schedule it will wait there to ensure correct synchronization with the timetable. Bus stop infrastructure ranges from a simple pole and sign, to a rudimentary shelter, to sophisticated structures.

The dimensions of - and signage requirements for bus stops are contained in the Bus Stop Infrastructure Design Guidelines produced by ARTA and adopted by NZTA

## Taxi Stops

Taxi stands are normally located at high-traffic locations such as airports, hotel driveways, railway stations, subway stations, bus depots, ferry terminals, shopping centres, and major street intersections.

Usually stands are marked by simple painted signs. These can be provided on a street or on a private property where taxis line up to wait for passengers.

## Truck Stops

Truck stops are commercial facilities which provide refuelling, rest ([parking](#)), and often ready-made food and other services to motorists and truck drivers.

Smaller truck stops might consist of only a parking area in close proximity of a dairy, café, restaurant or other fast food outlet. Truck stops are usually located on or near a busy [road](#) and should be clearly demarcated as such with appropriate signage and road markings.

## On and Off Loading

Goods are transported from warehouses/suppliers to distributors. Transferring **goods from trucks/vans to the distributors'** storage facilities/shelves require specially designed and marked spaces to facilitate the activities of on-and-off loading.

These may be provided on- or off-street and should be managed to prevent miss-use thereof. Off-street loading and off-loading is encouraged. On-street loading and off-loading should only be permitted outside of peak hours | office hours.

## Special Events

Special events are large scale events such as festivals, conferences, ceremonies, formal parties, concerts, conventions or major sport events. These require proper project management techniques to create and develop the logistics and technical aspects thereof.

Council is not in a position to provide infrastructure for these as they occur sporadically and might or might not require the same infrastructure into the future.

Council will however require event organisers to provide for consideration and approval, event management plans which clearly identifies and set out transportation/parking coordination, event emergency plans and event security.

Temporary parking for these kind of events may be provided on private land (paddocks or vacant spaces) and/or public land and/or public streets. These should however be clearly sign posted and also form part of an approved Temporary Traffic Management Plan prepared in terms of **COPTTM** (Code of Practice for Temporary Traffic Management)

## Restricted Parking

Restricted parking is usually defined as parking spaces or areas designated by signs for specific purposes, such as handicapped, short term, visitor or reserved.

Handicapped parking bays are marked as such in terms of **NZS4121** and is for the exclusive use of a vehicle displaying a permit issued by the relative organisation – currently CCS Disability Action.

Short term parking spaces are usually controlled by time restrictions and do not permit the parking of a vehicle past the intended period displayed on regulatory signs.

Visitor or reserved parking bays are usually set aside for use exclusively by visitors or a vehicle/business it is reserved for.

**To use the visitor's parking bay legally, it is usually required to obtain a date stamped, visitor's permit from the controlling institution/business and display it in the vehicle window.**

To be able to use a reserved parking bay legally, the vehicle registration number or a vehicle displaying the business name in its markings must correspond with the registration number or signage displayed on the parking bay so reserved.

Enforcement of these restrictions can be through fines payable to the Waitomo District Council or through vehicle impoundment with a release fee payable before vehicles are released.

It is however counterproductive to provide restricted parking in the form of reserved or visitors parking if the support controls to manage these are not firmly in place.

## Integrated Approach Framework

### District plan controls

In order to ensure consistency across the district, it will be important to tighten up on the District Plan Controls as far as the provision of on-site parking is **concerned**. **General zonings of "Business" would require more detailed sub-descriptions** to identify applicable land as specific business types in order to maintain the parking provisions in alignment with the anticipated activities.

This effectively means that a business premise receiving consent to operate an activity which requires 1 bay per 20 m<sup>2</sup> GFA, any subsequent businesses to operate from that premise must have a similar or less restrictive parking requirement, i.e. 1 bay per 20 m<sup>2</sup> GFA or 1 bay per 30 m<sup>2</sup> GFA. In this example, a business with a parking requirement of 1 per 6 m<sup>2</sup> GFA, should not be allowed to operate from the premises, unless additional useable parking is provided to counter the shortfall.

### District Transportation Strategy [influence]

A District Transportation Strategy, which would usually inform the Regional Transport Strategy, is a valuable tool which can be used to influence the allocation of subsidised funding for strategically designed parking facilities owned and operated by Council. In the longer term, this will also contribute to the effective management of available road space.

### Walking and cycling infrastructure in CBD

Walking and Cycling (Active Transport) is a mode of transport which is closely linked to public transport infrastructure. Public Transport is not currently available within the Waitomo District, but has been mentioned as a possible future investment in the Regional Transport Strategy. Once the PT (Public transport) component is identified as a strategic project for the Waitomo Region, walking and cycling infrastructure should be integrated with it in order that a consolidated, user friendly network is established from the start. This will see the need to provide cycle racks instead of parking bays as less vehicles will be used to access popular areas.

### Funding Regime

Capital funding for projects of this nature is usually tied with strategic projects contained in the Regional Transport Plan. In order for this project to be **considered, it should be incorporated into the Council's LTP and the Waitomo District Council's District Transport Plan**. Priorities should be identified from the strategic plans and rolled out over a period of say five years

until the complete short term strategy for improving parking provision has been rolled out. Appropriate estimates needed to be prepared to assist in the exercise. It is assumed that the Waitomo District Council will be able to obtain at least 63% subsidy from NZTA.

### Options and funding

Options identified include:

- e) Do Nothing
- f) Do not change anything, but improve access and signage to off-street parking
- g) Do not change anything, but provide space for workers outside of CBD
- h) Reduce current on-street parking spaces and create liveable | people space

#### Do nothing

The do nothing option rely on the situation as it exists to continue to exist in its current form. This option is relatively easy to adopt, but holds a number of hidden safety concerns, such as sight distances, impact of current car parks on pedestrian crossings, unwarranted pedestrian crossings and dangerous/unusable disability parks.

#### Do not change anything, but improve access and signage to off-street parking

This option entails the installation in collaboration with shop owners, clearly identifiable signage and markings to direct customers/staff into off-street parking facilities.

#### Do not change anything, but provide space for workers outside of CBD

This option generates off-street parking away from the CBD for the work force and also provides a peak hour shuttle to bring them from the distant car park to the work place should the walking distance be more than 400m.

#### Reduce current on-street parking spaces and create liveable | people space

This option is also the recommended option as it will improve safety along Rora Street, provide car parking in close proximity of the CBD hubs, improve people movement, create liveable space and reduce future road maintenance cost. Drawings depicting concept designs for this option has been prepared as part of the investigation.

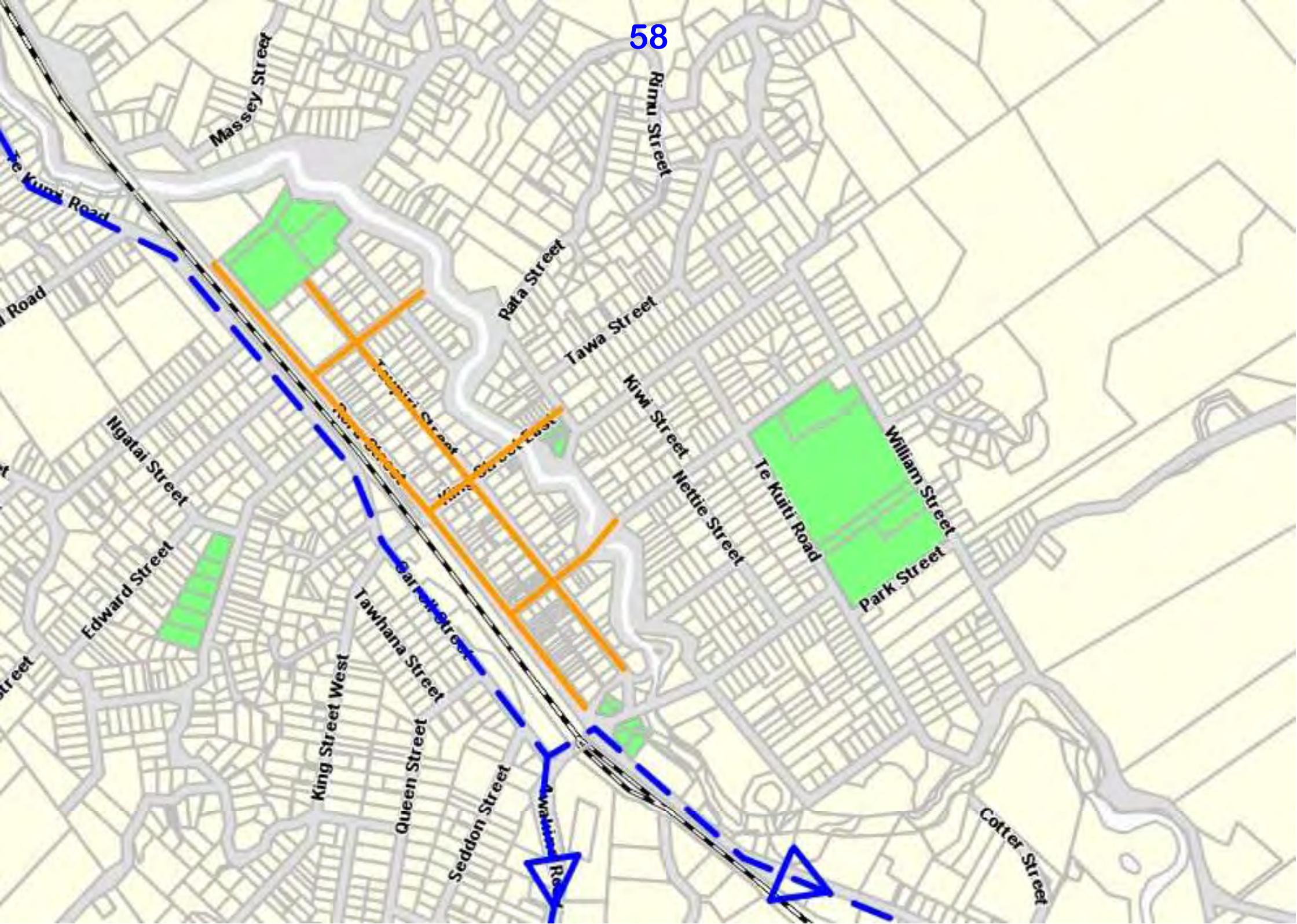
Option #	Option	Local Share	Subsidy	Total
a	Do Nothing	\$ 0.00	\$ 0.00	\$ 0.00
b	Do not change anything, but provide signage	\$ 48,100	\$ 81,900	\$ 130,000
c	Do not change anything, but provide staff parking outside CBD	\$ 103,600	\$ 176,400	\$ 280,000
d	Reduce current on-street parking with liveable   people space	\$ 240,500	\$ 409,500	\$ 650,000

APPENDICES

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Matai Street

Esplanade

Tawa Street

Kowhai Street

Rimu Street

Rata Street

Miro Street

Matarua Road

Barclay Road









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Marokopa Road

Mataoa Road

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...ha Street

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Waitomo Village Road



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Te Mahoe R

State Highway 3

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North Street

Mokau Road

Road





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Care pathway

Cotter Street

Rangitoto Road

Ahoroa Ford West

Tynan Road

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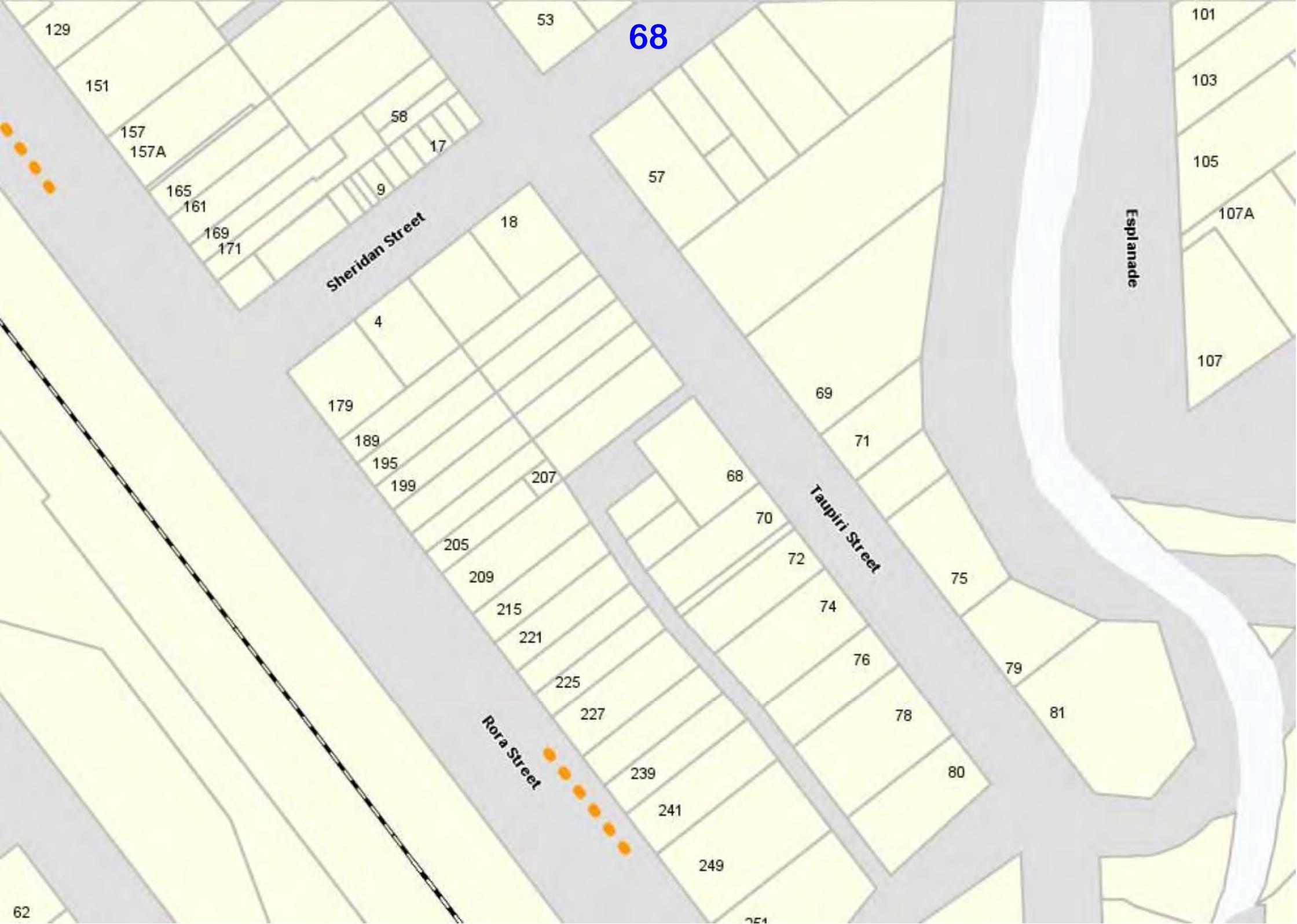
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Sheridan Street

Taupiri Street

Rora Street

Esplanade

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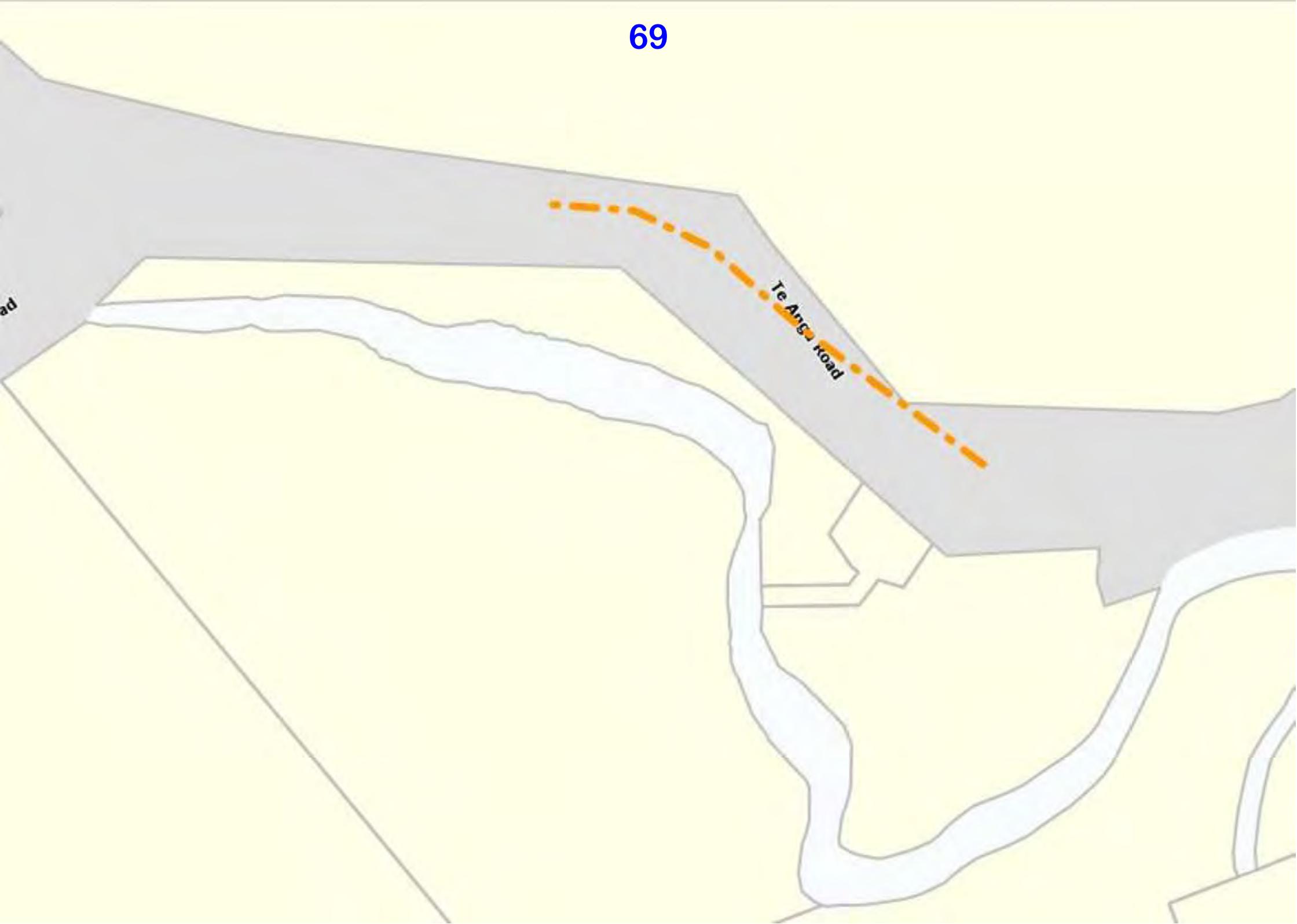
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Robin Azariah Place

John Mandeno Drive

Te Kumi Road

Colin Brook Place

Hospital Road

Eketone Street

George Street



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Rora Street

Carroll Street

Sheridan Street

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King Street East

Taupiri Street

Rora Street

Anzac Str

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Tawhana Street

Queen Street

Carroll Street

Seddon Street

Rora Street

Awakino Road

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Anzac Street

Esplanade

Sidan Street

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**Document No: A345188**

**Report To: Council**



**Meeting Date: 28 March 2017**

**Subject: Motion to Exclude the Public for the Consideration of Council Business**

## Purpose of Report

- 1.1 The purpose of this business paper is to enable the Council to consider whether or not the public should be excluded from the consideration of Council business.

## Commentary

- 2.1 Section 48 of the Local Government Official Information and Meetings Act 1987 gives Council the right by resolution to exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the grounds contained within that Section.

## Suggested Resolutions

- 1 The public be excluded from the following part of the proceedings of this meeting.
- 2 Council agree the following staff, having relevant knowledge, remain in attendance to assist Council with its decision making: ...
- 3 The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Section 48(1) grounds for this resolution
1. Progress Report: Health and Safety	7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons;	48(1)(a)
2. TerraNature Trust – Request for Re-designation of Reserve and Proposal to Lease Land	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)
3. Progress Report: Waitomo Waters	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6, Section 7 or Section 9 of the Official Information Act 1982 as the case may require are listed above.



MICHELLE HIGGIE  
**EXECUTIVE ASSISTANT**