

# MEETING – AGENDA –

Ngā Take

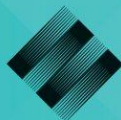


# PERFORMANCE AND MONITORING

Komiti Whakahaere

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**PM21-2**  
**Tuesday, 16 March 2021**  
**Council Chambers**  
**Barkes Corner, Tauranga**  
**9.30am**



***Western Bay of Plenty  
District Council***

# Performance and Monitoring Committee

## Membership

<b>Chairperson</b>	Cr Don Thwaites
<b>Deputy Chairperson</b>	Cr Murray Grainger
<b>Members</b>	Mayor Garry Webber Cr Grant Dally Cr Mark Dean Cr James Denyer Cr Monique Gray Cr Anne Henry Cr Kevin Marsh Cr Margaret Murray-Benge Deputy Mayor John Scrimgeour
<b>Quorum</b>	6
<b>Frequency</b>	Six weekly

## Role:

- To monitor and review the progress of the Council's activities, projects and services.

## Scope:

- To monitor the operational performance of Council's activities and services against approved levels of service.
- To monitor the effectiveness of Council, community and agency service agreements / contracts.
- To monitor the implementation of Council's strategies, plans, policies and projects as contained in the Long-Term Plan or Annual Plan.
- To monitor Community Service Contract performance, set service delivery requirements and receive annual reports from service delivery contractors.
- To review and monitor agreements between Tauranga City Council and Western Bay of Plenty District Council and recommend to the respective Councils any changes to agreements, as appropriate.
- To monitor performance against the Priority One approved contract.
- To monitor performance of Council Controlled Organisations (CCO's) against their Statement of Intent, including Tourism Bay of Plenty's Statement of Intent and make recommendations to Council on matters relating to CCO's.
- To monitor the on-going effectiveness of implemented joint projects, plans, strategies and policies with Tauranga City Council.
- To monitor performance against any Council approved joint contracts with Tauranga City Council and/or other entities.
- To monitor performance and outcomes relating to:
  - seal extensions and unsealed road maintenance
  - community halls and facilities.
- To report to Council financial outcomes and recommend any changes or variations to allocated budgets.



## **Power to Act:**

- Subject to agreed budgets and approved levels of service, to make decisions to enable and enhance service delivery performance.

## **Power to Recommend:**

- To make recommendations to Council and/or any Committee as it deems appropriate.

## **Power to sub-delegate:**

The Committee may delegate any of its functions, duties or powers to a subcommittee, working group or other subordinate decision-making body, subject to the restrictions on its delegations and provided that any sub-delegation includes a statement of purpose and specification of task.

Notice is hereby given that a Performance and Monitoring Meeting will be held in the Council Chambers, Barks Corner, Tauranga on:  
Tuesday, 16 March 2021 at 9.30am

## Order Of Business

<b>1</b>	<b>Present .....</b>	<b>5</b>
<b>2</b>	<b>In Attendance .....</b>	<b>5</b>
<b>3</b>	<b>Apologies .....</b>	<b>5</b>
<b>4</b>	<b>Consideration of Late Items .....</b>	<b>5</b>
<b>5</b>	<b>Declarations of Interest .....</b>	<b>5</b>
<b>6</b>	<b>Public Excluded Items .....</b>	<b>5</b>
<b>7</b>	<b>Public Forum.....</b>	<b>5</b>
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9.2	Schedule of Payments for the Month of January 2021 .....	88
9.3	Omanawa Falls & McLaren Falls Briefing - Tauranga City Council.....	89
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11.1	Council Contracts Awarded Or Renegotiated For The Months Of November 2020 - January 2021 .....	169
11.2	Operational Risk Report March 2021 Confidential.....	169
11.3	Te Puna - Proposed Reserve Acquisition .....	169

**1 PRESENT****2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

**6 PUBLIC EXCLUDED ITEMS****7 PUBLIC FORUM**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

**8 PRESENTATIONS**

## 9 REPORTS

### 9.1 GROUP MANAGER FINANCE AND TECHNOLOGY SERVICES REPORT

**File Number:** A4001114

**Author:** Kumaren Perumal, Group Manager Finance and Technology Services

**Authoriser:** Miriam Taris, Chief Executive Officer

#### EXECUTIVE SUMMARY

1. This report is to inform Councillors on important issues relating to Council's finances.

#### RECOMMENDATION

That the Group Manager Finance and Technology Services report dated 16 March 2021 titled 'Group Manager Finance and Technology Services Report', be received.

#### KEY FINANCIAL PERFORMANCE INDICATORS FOR THE SIX MONTHS ENDED 31 DECEMBER 2020 (ATTACHMENT 1)

##### 2. Debt

Total external debt balance at 31 December 2020 was \$110.0m, unchanged from November 2020. Council's net debt balance was \$66.4m as at 31 December 2020, which represents a \$5.91m increase from the November 2020 balance of \$60.49m. Council had a positive cash position of \$43.6m at 31 December 2020.

##### 3. Interest Rate Swaps

Council's total debt covered by interest rate swaps at 31 December 2020 was 60%, unchanged from November 2020. This level of coverage is within the required policy range of 50%-95%. At 31 December 2020, Council held interest rate swaps totalling \$96.5m. Council was in compliance with all of its key financial ratios at the end of the reporting period.

#### KEY FINANCIAL ISSUES FOR THE SIX MONTHS ENDED 31 DECEMBER 2020 (ATTACHMENT 2)

##### 4. Operating Income

Total income for the six months ended 31 December 2020 was \$74.89m. This was \$21.79m higher than the year to date year budget of \$53.10m. This increase is due to variances arising from the timing of receipts from User Fees, Other Income, Service Charge and Sundry Income. These were offset by variances from Rates, Financial Contributions, External Interest Income and Subsidies and Grants revenue streams compared to budget.

##### 5. Operating Expenditure

Total expenditure of \$42.12m was \$3.69m lower than the year to date budget of \$45.82m. The expenditure variance is due to lower than budgeted spend for operating costs, additional level of service projects and depreciation offset by higher than year to date budgeted spend for interest.

##### 6. Capital Expenditure

Capital expenditure of \$12.91m was \$7.14m lower than the year to date budget of \$20.05m. The expenditure variance is attributable to lower than budgeted spends in the transportation, water, stormwater and wastewater activities offset by higher than year to date budgeted spend in the corporate assets activity.

## 7. Financial Contributions

Financial contributions income of \$2.84m is \$2.20m lower than the year to date budget of \$5.05m. This variance is across most activities and regions of the District, including water supply, wastewater, storm water, roading, reserves and facilities and ecological.

Council has however invoiced for a large number of developments for the month of January 2021 and continue to field strong enquiries from developers looking to progress sub divisions in the near future.

## TECHNOLOGY UPDATE

### 8. CIO Technology Update

Kerbside Waste Collection Service	Providing technical advice and assistance to deliver data to the contractor and meet customer information requirements.
Three Waters Joint Maintenance Contract	Providing technical input to the system requirements and developing project structure for April commencement with the project stakeholders.
E-District Plan Implementation	Council has procured Isovist, an e-plan solution, and implementation is underway with the GIS team providing support to the project.
LTP Submission Process	Preparation of requirements for managing staff comments for LTP submissions is in progress.
Online Payments	An online payment upgrade is complete that will allow customers to pay directly from their bank account for BNZ and Westpac customers.
Insight Reporting	A review of the reporting system is being prepared with some recommendations for minor modifications to be made by the developer. Supporting projects to be displayed spatially.
ERP Replacement Project	Project preparation is underway reviewing the statement of work and sign off for a pilot of Datascope CRM.

## QUARTERLY SCORECARD UPDATE

- The quarterly scorecard report for the December 2020 quarter is attached to this report (**Attachment 3**)

## ATTACHMENTS

- Key Performance Indicators Report - 31 December 2020** [↓](#) 
- Key Financial Issues Report - 31 December 2020** [↓](#) 
- Quarterly Scorecard Report December 2020** [↓](#) 



## KEY FINANCIAL PERFORMANCE INDICATORS FOR THE SIX MONTHS ENDED 31 DECEMBER 2020

**File Number:** A3997598  
**Author:** David Jensen, Senior Financial Planner  
**Authoriser:** Kumaren Perumal, Group Manager Finance and Technology Services

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### EXECUTIVE SUMMARY

1. This report provides a high-level summary of the key financial performance indicators for the six months ended 31 December 2020.

### KEY PERFORMANCE INDICATORS

- 2.1 Council was in compliance with all of its key financial ratios.
- 2.2 Interest expense on external debt for the six months ended 31 December 2020 of \$2.39m was \$0.13m higher than year-to-date budget of \$2.26m. This is due to the timing of interest payment cashflows year to date.

### TREASURY REPORTS

- 3.1 At 31 December 2020 total external debt was \$110.0m, unchanged from November 2020. Council has a \$20.0m maturity due in May 2021.
- 3.2 Council's weighted cost of finance at 31 December 2020 was 3.55%, unchanged from November 2020.

### INTEREST RATE SWAPS

- 4.1 The valuation of Council's interest rate swaps at 31 December 2020 was a net liability of \$11.1m, a decrease of \$354k from period ending 30 November 2020.
- 4.2 At 31 December 2020 Council held interest rate swaps totalling \$96.5m. Of these \$31m were forward start interest rate swaps. Council had 60% of total debt covered by current interest rate swaps, unchanged from November 2020.
- 4.3 The current swaps to 12-month net debt ratio as at 31 December 2020 sits within the recommended policy bands.

### PROJECTED CASH BALANCES

- 5.1 At 31 December 2020 Council had a positive cash position of \$43.6m. This was comprised of \$15.7m cash and \$27.9m in short term deposits.



### INTERNAL LOAN AND CURRENT ACCOUNT BALANCES

- 6.1 Internal loan balances at 31 December 2020 totalled \$99.40m. This is \$0.34m lower than the 30 November 2020 balance of \$99.74m.
- 6.2 Current account balances totalled \$12.69m as at 31 December 2020. This is consistent with the balances of 30 November 2020.

### DEBT SUMMARY AND TREND ANALYSIS

- 7.1 The attached graphs (Attachment 1) provide details of Council's external debt from September 2015 to December 2020.
- 7.2 Net debt being external debt of \$110.0m less cash on hand of \$43.6m, was \$66.4m as at 31 December 2020. This was \$5.91m higher than the 30 November balance of \$60.49m as Council's draws down on cash balances to achieve its capital and operational budgets.

### Key Performance Indicators for the Period Ended 31 December 2020

Debt Levels & Interest Costs							
	Year to Date - 31 December 2020				Year to Date - 30 November 2020		
	Actual	Budget	Actual		Budget		
	(\$000)	(\$000)	(\$000)		(\$000)		
Loans Outstanding							
Current Account and other debt	12,689	12,617			12,617		
Internal Debt	99,404	101,437			99,743		
Total Debt	112,093	114,054	at 31 Dec 20		112,360	126,467 at 30 Nov 20	
External Debt	110,000				110,000		
Other balances	2,093	339			2,360		
External Debt							
Term	110,000				110,000		
Current (due next 12 months)	-				-		
Total External Debt	110,000	120,000	at 31 Dec 20		110,000	120,000 at 30 Nov 20	
Total Debt to Non Current Assets	7.31%				7.33%		
Unused committed Bank Facilities	30,000				30,000		
Interest Expense	2,394	2,260	Budget	☑	1,988	1,883 Budget	
Swap policy limits							
Existing debt	110,000				110,000		
New debt							
Debt repayments							
Plus expected funding for projects	-				-		
12 month debt	110,000	110,000	at 31 Dec 20		110,000	110,000 at 30 Nov 20	
Current swaps	65,500				65,500		
Forward swaps	31,000				31,000		
Total Swaps	96,500				96,500		
[Current swaps / 12mth net debt]	60%	50% - 95%		☑	60%	50% - 95%	
Weighted cost of finance	3.55%	3.80%		☑	3.55%	3.80%	
Financial Ratios							
	Year to Date - 31 December 2020				Year to Date - 30 September 2018		
	Actual	Policy Limits	Actual		Policy Limits		
	(\$000)				(\$000)		
Liquid Funds							
Ratio (with unused facilities)	14.88	1.10	☑		6.57	1.10	
Ratio (without unused facilities)	8.82	1.10	☑		4.24	1.10	
Liquidity Ratio	145%	110%	☑		154%	110%	
Working Capital Current Ratio							
Ratio (with unused facilities)	15.70	1.25	☑		6.93	1.25	
Ratio (without unused facilities)	9.63	1.25	☑		4.60	1.25	
Assets							
	Actual	Interest			Actual	Interest	
	(\$000)	Rates			(\$000)	Rates	
Fixed Assets (cost less depreciation)	1,529,287				1,528,757		
Bank & Investments Accounts							
Bank Operating Accounts	15,738				21,370		
Investments and interest rates							
A.S.B Bank	-	0.21%-0.26%			10,000	0.26%	
B.N.Z Bank	20,000	0.20-0.25%			10,000	0.25-0.26%	
A.N.Z Bank	7,893	1.00%			8,140	1.00%	
Westpac	-				-		
Total Bank & Investments	43,631		at 31 Dec 20		49,511		at 30 Nov 20
Outstanding Debtors							
Rates	(1,929)				(574)		
Water	1,609				1,223		
Other	3,193				3,547		
Total Debtors	2,873				4,196		



### TREASURY REPORT FOR WESTERN BAY OF PLENTY DISTRICT COUNCIL PERIOD ENDING 31 DECEMBER 2020

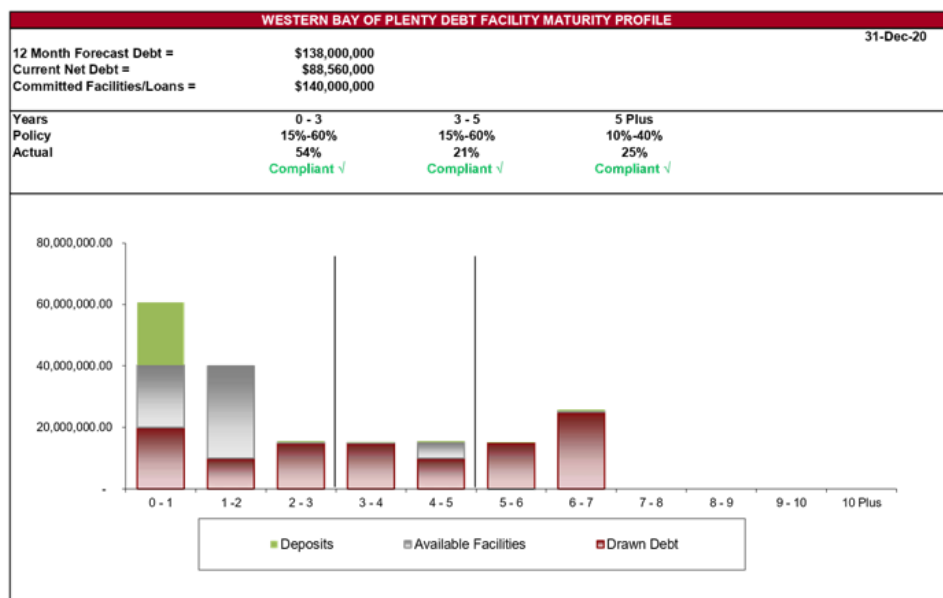
#### 1. TOTAL DEBT AND LIQUIDITY

NZD	Available Facilities	Drawn Debt Current Month	Drawn Debt Last Month	Floating Rate Current Month	Floating Rate Last Month
Debenture Stock	\$110,000,000	\$110,000,000	\$110,000,000	1.8113%	1.8113%
Committed Facility	\$30,000,000	\$0	\$0	0.0000%	0.0000%
<b>Total Facilities</b>	<b>\$140,000,000</b>	<b>\$110,000,000</b>	<b>\$110,000,000</b>	<b>1.8113%</b>	<b>1.8113%</b>

Available Headroom \$30,000,000 \$30,000,000

Monthly Weighted Average Interest Cost (Including Hedges & Margin) 3.5494% 3.5494%

#### 2. CONSOLIDATED FUNDING RISK

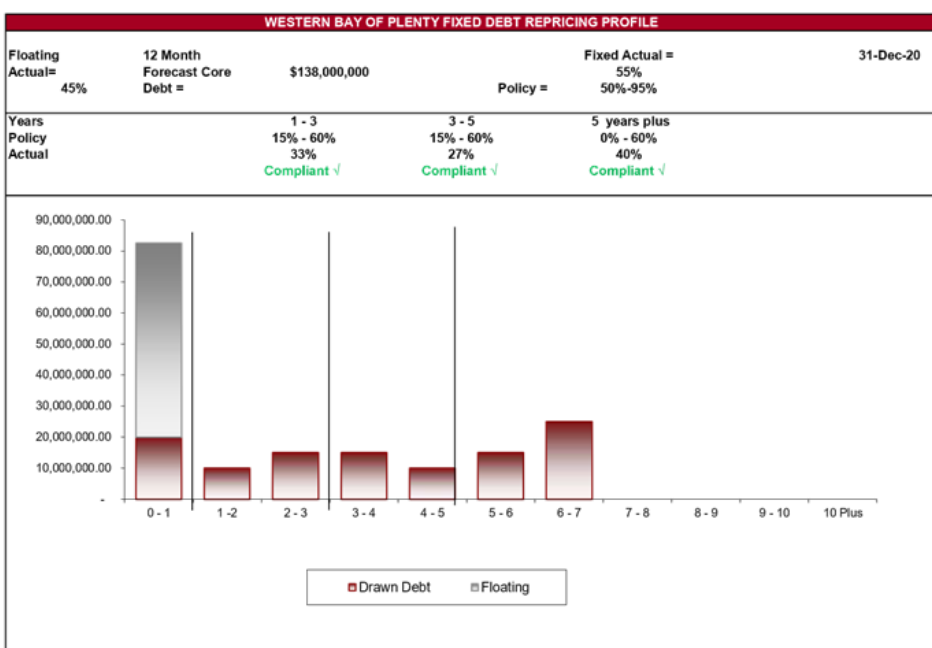


**3. NEW ZEALAND INTEREST RATE MANAGEMENT**

Type	Notional	Rate
Fixed Swaps	96,500,000	4.3044%
Floating Swaps	0	0.0000%
<b>Total</b>	<b>96,500,000</b>	

**NZD RISK PROFILE**

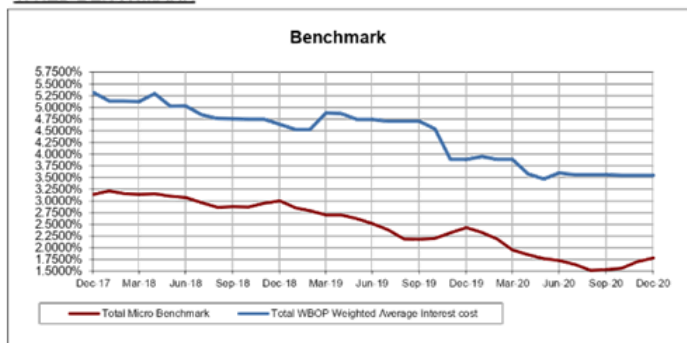
Policy NZD	Amount	Floating	Fixed 50%-95%	1 - 3 Yrs 15% - 60%	3 - 5 Yrs 15% - 60%	5 Yrs + 0% - 60%
Forecast 12 Mth Debt	\$138,000,000	45%	55%	33%	27%	40%

**4. INVESTMENTS**

Type	NZD Amount Current Month	NZD Amount Previous Month	Cpty
Short Term Operating account	\$15,501,087.62	\$16,083,960.01	ANZ
Term/Call Deposit	\$8,142,466.77	\$8,142,466.77	ANZ
Term/Call Deposit	\$20,000,000.00	\$20,000,000.00	BNZ
Term/Call Deposit	\$0.00	\$0.00	WPC
Term/Call Deposit	\$0.00	\$10,000,000.00	ASB
Term/Call Deposit	\$1,440,000.00	\$1,440,000.00	LGFA
<b>TOTAL NZD AMOUNT</b>	<b>\$45,083,554.39</b>	<b>\$55,666,426.78</b>	

**5. COUNTERPARTY EXPOSURE**

C'Party	Rating	Gross Limit MM	Swaps/Caps MM	Investments MM	Total	% of Gross Limit	C'party % of Total
ANZ	AA-	30	7.87	8.14	16.0	53.39%	39.90%
ASB	AA-	30	2.29	0.00	2.3	7.64%	5.71%
BNZ	AA-	30	1.46	20.00	21.5	71.52%	53.46%
WBC	AA-	30	0.37	0.00	0.4	1.24%	0.93%
		<b>120</b>	<b>12.0</b>	<b>28.1</b>	<b>40.1</b>	<b>33.45%</b>	<b>100.00%</b>

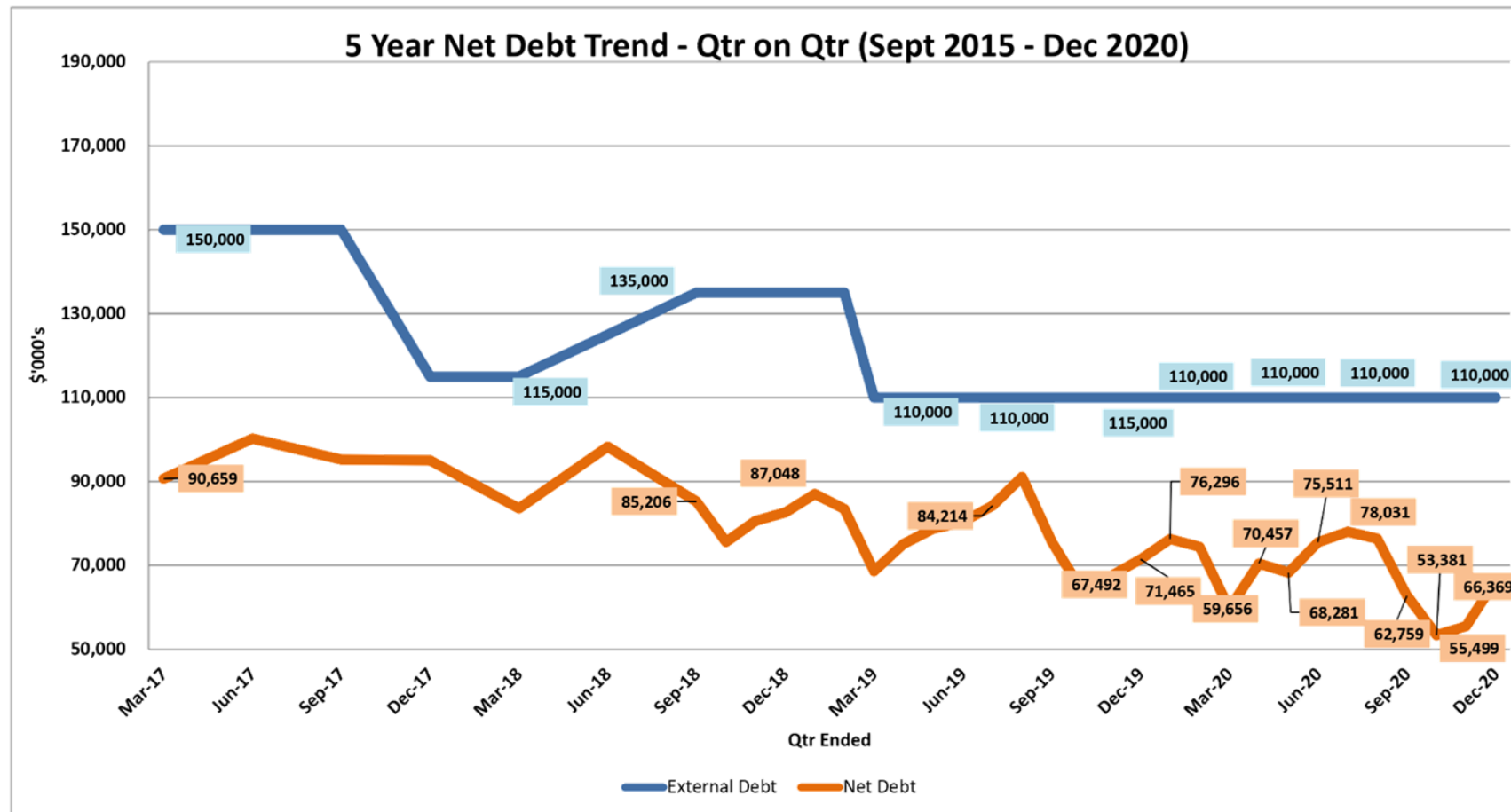
**6. NZD BENCHMARK**

	Current Month	Previous Month
WBOP Weighted Average Interest Cost (incl. Hedges)	3.5494%	3.5494%
Micro Benchmark	1.7826%	1.7038%

Composite Benchmark indicator rate	
Weighting	Rate
25%	Average 90-Day bank bill bid-rate for the reporting month
15%	5 year interest rate swap bid-rate, end of reporting month
15%	5 year interest rate swap bid-rate, 1 year ago
15%	5 year interest rate swap bid-rate, 2 years ago
15%	5 year interest rate swap bid-rate, 3 years ago
15%	5 year interest rate swap bid-rate, 4 years ago
100%	

**7. COMPLIANCE**

Western Bay of Plenty DC has no breaches of policy for the month of December 2020



## Western Bay of Plenty District Council

### Current Account & Internal Loan Balances & Movements as at December 2020

#### Current Account Balances & Movements

#### Internal Loan Balances & Movements

Cost Centre	Description	Opening Bal 1 July 2020	Current A/C Mvmt's	Closing Balance @ December 2020	Opening Bal 1 July 2020	Advances	Repayment	Closing Balance @ December 2020	Net Position
30*02*03	Community Rooding - Waihi Beach	506,778	-	506,778	-	-	-	-	506,778
30*02*04	Community Rooding - Katikati	66,414	-	66,414	-	-	-	-	66,414
30*02*05	Community Rooding - Omokoroa	214,768	-	214,768	-	-	-	-	214,768
30*02*06	Community Rooding - Te Puke	416,161	-	416,161	-	-	-	-	416,161
30*02*07	Community Rooding - Maketu	94,101	-	94,101	(25,184)	-	12,592	(12,592)	81,509
30*02*08	Structure Plans - Waihi Beach	2,178,350	-	2,178,350	-	-	-	-	2,178,350
30*02*09	Structure Plans - Katikati	328,390	-	328,390	-	-	-	-	328,390
30*02*10	Structure Plans - Omokoroa	(12,502,166)	-	(12,502,166)	-	-	-	-	(12,502,166)
30*02*11	Loc Connections - Omok Stg 2	(6,394,340)	-	(6,394,340)	-	-	-	-	(6,394,340)
30*02*12	Structure Plans - Te Puke	620,729	-	620,729	-	-	-	-	620,729
30*02*13	Regional Connections	1,812,513	-	1,812,513	-	-	-	-	1,812,513
30*02*14	Strategic Rooding	1,261,423	-	1,261,423	-	-	-	-	1,261,423
30*03*01	Asset Management	13,915,179	-	13,915,179	-	-	-	-	13,915,179
30*05*04	Cycling and Walking	(259,931)	-	(259,931)	-	-	-	-	(259,931)
40*01*01	Western Water	3,263,594	-	3,263,594	(5,458,832)	-	201,251	(5,257,581)	(1,993,987)
40*01*02	Central Water	(3,088,409)	-	(3,088,409)	(4,539,458)	-	142,877	(4,396,581)	(7,484,989)
40*01*03	Eastern Water	(7,736,840)	-	(7,736,840)	(8,545,758)	-	267,326	(8,278,432)	(16,015,272)
42*01*01	Community Development & Grants	-	-	-	-	-	-	-	-
42*02*03	Rural Fire	8,114	-	8,114	-	-	-	-	8,114
42*02*04	Western Bay Moana Rural Fire	-	-	-	-	-	-	-	-
42*03*03	Service Centre & Library - Katikati	-	-	-	(2,127,535)	-	30,063	(2,097,473)	(2,097,473)
42*03*04	Service Centre & Library - Te Puke	-	-	-	-	-	-	-	-
42*04*01	Pensioner Housing	(468,176)	-	(468,176)	(248,852)	-	8,376	(240,476)	(708,652)
42*04*03	Community Halls	64,373	-	64,373	(357,708)	-	36,114	(321,594)	(257,220)
42*06*01	Gibraltar Water Scheme	32,533	-	32,533	-	-	-	-	32,533
44*01*02	District Reserves	465,963	-	465,963	(28,744)	-	7,052	(21,692)	444,271
44*01*04	Swimming Pools	(196,571)	-	(196,571)	-	-	-	-	(196,571)
44*01*05	Reserves Catchment Protection	(943,546)	-	(943,546)	-	-	-	-	(943,546)
44*02*01	Harbour Structures	(13,157)	-	(13,157)	-	-	-	-	(13,157)
44*03*02	TECT All Terrain Park	2,681,051	-	2,681,051	-	-	-	-	2,681,051
50*03*02	Dog Control	59,870	-	59,870	-	-	-	-	59,870
60*01*01	Waihi Beach Wastewater	(2,570,413)	-	(2,570,413)	(11,587,509)	-	401,032	(11,186,477)	(13,756,890)
60*01*02	Katikati Wastewater	6,861,103	-	6,861,103	(3,858,935)	-	117,966	(3,740,970)	3,120,134
60*01*03	Omokoroa Wastewater	(12,654,683)	-	(12,654,683)	(25,786,480)	-	207,007	(25,579,473)	(38,234,156)
60*01*04	Te Puke Wastewater	10,787,707	-	10,787,707	(1,535,868)	-	40,487	(1,495,381)	9,292,326
60*01*05	Maketu Wastewater	(5,423,153)	-	(5,423,153)	(11,184)	-	222	(10,962)	(5,434,115)
60*01*06	Ongare Wastewater	(1,062,809)	-	(1,062,809)	(889,665)	-	12,187	(877,478)	(1,940,287)
60*02*02	Western Solid Waste	1,305,072	-	1,305,072	-	-	-	-	1,305,072
60*02*03	Eastern Solid Waste	796,944	-	796,944	-	-	-	-	796,944
60*02*04	Omokoroa Solid Waste	(563,181)	-	(563,181)	(6,283)	-	94	(6,189)	(569,371)
61*01*01	Stormwater Network - Growth Communities	6,043,555	-	6,043,555	(23,122,211)	-	456,048	(22,666,164)	(16,622,608)
61*01*02	Waihi Beach Coastal Protection	289,126	-	289,126	(1,145,612)	-	25,604	(1,120,008)	(830,883)
61*02*01	Stormwater Network - Small Settlements	57,150	-	57,150	(1,803,437)	-	34,713	(1,768,723)	(1,711,574)
61*03*01	Stormwater Network - Minden	14,634	-	14,634	-	-	-	-	14,634
64*01*05	Natural Environment Support	1,914	-	1,914	-	-	-	-	1,914
64*01*07	Waihi District Drainage - Drains	26,951	-	26,951	-	-	-	-	26,951
64*01*08	Waihi District Drainage - Pumps	44,994	-	44,994	-	-	-	-	44,994
70*01*01	Economic Support	506,802	-	506,802	-	-	-	-	506,802
70*02*01	Land Drainage - Drains	-	-	-	-	-	-	-	-
70*02*02	Land Drainage - Pumps	-	-	-	-	-	-	-	-
70*02*03	Community Infrastruc. Support	-	-	-	-	-	-	-	-
80*04*03	Broadlands Property	(1,091)	-	(1,091)	-	-	-	-	(1,091)
80*04*04	Emerton Rd Property	(461,290)	-	(461,290)	(0)	-	-	(0)	(461,290)
80*04*05	Capamagian Drive Property	(1,297,332)	-	(1,297,332)	-	-	-	-	(1,297,332)
80*04*06	Turnbull Property	1,253,319	-	1,253,319	-	-	-	-	1,253,319
80*04*08	Strategic Property	(12,673,561)	-	(12,673,561)	(9,176,591)	-	-	(9,176,591)	(21,850,152)
80*04*09	Te Tumu	(333,385)	-	(333,385)	-	-	-	-	(333,385)
80*06*01	Treasury Operations	-	-	-	-	-	-	-	-
		<b>(12,689,458)</b>	<b>-</b>	<b>(12,689,458)</b>	<b>(101,436,500)</b>	<b>-</b>	<b>2,032,163</b>	<b>(99,404,337)</b>	<b>(112,093,795)</b>



## KEY FINANCIAL ISSUES FOR THE SIX MONTHS ENDED 31 DECEMBER 2020

**File Number:** A3968443  
**Author:** Maria Palmer, Acting Finance Manager  
**Authoriser:** Kumaren Perumal, Group Manager Finance and Technology Services

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### EXECUTIVE SUMMARY

1. This report provides a high-level summary of the key financial statements for the six months ended 31 December 2020 and explanations for significant variances from the year to date budget, highlighting any known issues.

The financial information currently excludes budget phasing.

### INCOME

2. Total income for the six months ended 31 December 2020 was \$74.89m. This was \$21.79m higher than the year to date budget of \$53.10m. This increase is due to variances arising from the timing of receipts from User Fees \$819k, Other Income \$25.97m, Service Charges \$323k and Sundry Income \$79k. These were offset by variances from Rates \$532k, Financial Contributions \$2.20m, External Interest Income \$174k and Subsidies & Grants \$2.49m revenue streams compared to budget.

#### 2.1 The major variances were:

- Financial contributions of \$2.84m are \$2.20m lower than year to date budget of \$5.05m. This adverse variance is across most activities and regions of the District, including water supply, wastewater, stormwater, roading, reserves & facilities, and ecological. Geographically, Financial Contribution income in Waihi Beach is slightly ahead of budget in wastewater and roading, as well as district rural and strategic roading being also ahead of budget.
- Other income of \$26.86k being \$25.98m ahead of year to date budget of \$882k. This is primarily due to the processing of asset revaluation increases \$22.09m, (resulting from a change in process to revalue stormwater ponds which was not undertaken previously), unbudgeted income \$3.46m received from DIA for CIP Projects, unbudgeted settlement of 472 Old Coach Road \$223k and higher income across other activities \$197k.
- Rate income of \$32.17m being \$532k lower than year to date budget of \$32.70m.
- Service charge income of \$5.18m being \$323k higher than year to date budget of \$4.8m.
- Subsidies and grants income of \$3.37m being \$2.49m lower than year to date budget of \$5.87m due to the timing of subsidy income claims in Transportation.
- User fee income of \$4.12m is \$819k higher than year to date budget of \$3.30m. This is due to the timing of income across a number of activities including dog registration fees, subdivision, application fees, plan checking fees and non-notified fees.





- The table below provides a breakdown of the financial contributions received:

	YTD Budget 2021	YTD Actual 2021	\$ Variance to Budget	Variance to Budget
Water Supply - Western	186,462	157,374	(29,088)	(16)%
Water Supply - Central	330,060	185,427	(144,633)	(44)%
Water Supply - Eastern	285,786	73,447	(212,339)	(74)%
Wastewater - Waihi Beach	69,054	131,917	62,863	91 %
Wastewater - Katikati	216,804	66,736	(150,068)	(69)%
Wastewater - Omokoroa	502,440	199,045	(303,395)	(60)%
Wastewater - Te Puke	121,572	58,396	(63,177)	(52)%
Wastewater - Maketu/Little Waihi	8,124	0	(8,124)	
Stormwater	739,386	234,181	(505,205)	(68)%
Roading - Rural	278,268	393,539	115,271	41 %
Roading - Waihi Beach SP	9,876	38,080	28,204	286 %
Roading - Katikati SP	118,560	63,502	(55,058)	(46)%
Roading - Omokoroa SP	693,210	234,149	(459,061)	(66)%
Roading - Te Puke SP	71,982	8,498	(63,484)	(88)%
Roading - Strategic	205,626	244,497	38,871	19 %
District - Reserves & Facilities	1,102,254	713,178	(389,076)	(35)%
Ecological	109,440	45,788	(63,652)	(58)%
<b>Total</b>	<b>5,048,904</b>	<b>2,847,754</b>	<b>(2,201,150)</b>	<b>(44)%</b>

## EXPENDITURE

- Total expenditure of \$42.12m was \$3.69m lower than year to date budget of \$45.82m.

### 3.1 The major variances were;

- Additional Level of Service projects of \$1.37m were \$711k lower than year to date budget of \$2.08m. Movements by activity are included as per **(Attachment 1)**.
- Operating costs of \$16.7m being \$1.78k lower than year to date budget of \$18.48m. This relates to timing of expenses compared to budget, including lower than year to date budgeted spends on audit fees \$161k, electricity \$102k, maintenance contractor \$164k, mowing \$112k, staff training \$203k, pavement maintenance \$551k, fringe benefit tax \$127k, professional services \$282k, sewage treatment & disposal \$436k, plant/pest control \$199k and other smaller variances across other activities \$53k. These were offset in part by higher than year to date budget spending on software maintenance fees \$244k, and bad debt expenses \$368k. Some of these variances will be eliminated once the budget phasing task has been completed, this is because rather than having the year budget split evenly over the 12 months, phasing aligns the budget to timing of expected spend.
- Interest expense of \$2.39m being \$134k higher than year to date budget of \$2.26m. This is due to the timing of interest payment cashflows year to date.
- Depreciation of \$10.35m being \$1.15m lower than year to date budget of \$11.51m.



## CAPITAL EXPENDITURE

4. Total capital expenditure of \$12.91m was \$7.14m lower than year to date budget of \$20.05m. Movements by activity are included as per **(Attachment 2)**.

4.1 The major variances were;

- Transportation expenditure of \$4.71m being \$4.78m lower than year to date budget of \$9.48m. This is due to lower spends on, Omokoroa structure plans \$2.78m, and asset management \$2.18m. Offset in part by higher year to date spend than budget on cycling and walking projects \$645k.
- Stormwater expenditure of \$215k being \$1.12m lower than year to date budget of \$1.33m. This is due to current lower spending on growth community related projects including Waihi Beach 2 Mile Creek \$416k, Adela Stewart Dr \$218k, Omokoroa structure plan Stormwater \$202k, Te Puke Ohineangaanga Stream catchment screen \$25k and Te Puke Area 3 structure plan \$37k.
- Eastern Water expenditure being \$1.41m lower than year to date budget. This is due to lower spends on a number of projects including new water supply to Rangiuru Business Park \$100k and reticulation improvements \$196k, Pongakawa WTP \$241k, Pukehina Parade Trunk Water \$180k and Wilson Rd North \$519k.
- Wastewater expenditure being \$1.29m lower than year to date budget, this is due to lower spend on a number of projects, some of these variances maybe eliminated once the budget phasing task has been completed.
- Corporate assets expenditure of \$2.84m being \$2.29m higher than year to date budget of \$540k. This is mainly due to property purchases Omokoroa \$2.14m





**Western Bay of Plenty District Council**  
**Statement of Financial Performance**  
**For the 6 months ended 31 December 2020**

	Year to Date				
	Actual \$'000	Budget \$'000	Variance Fav / (Unf) \$'000	Last Year Actual \$'000	Full Year Revised Budget \$'000
<b>Costs</b>					
Additional Levels of Service	1,376	2,087	711	1,582	4,175
Operating Costs	16,702	18,480	1,778	19,722	38,544
Personnel	11,299	11,484	185	11,290	22,860
Interest Expense	2,394	2,260	(134)	3,547	4,146
Depreciation	10,353	11,512	1,159	10,692	23,025
<b>Total Costs</b>	<b>42,124</b>	<b>45,824</b>	<b>3,699</b>	<b>46,832</b>	<b>92,750</b>
<b>Income</b>					
Financial Contributions	2,848	5,049	(2,201)	1,139	10,098
Interest Income - External	32	206	(174)	138	413
Other Income	26,858	882	25,976	1,954	2,214
Rate Income	32,173	32,705	(532)	31,433	65,454
Service Charges	5,183	4,860	323	4,996	9,720
Subsidies & Grants	3,376	5,872	(2,496)	4,173	11,745
Sundry Income	304	225	79	342	450
User Fees	4,120	3,301	819	4,124	6,602
Vested Assets	0	0	0	2,679	2,240
<b>Total Revenue</b>	<b>74,893</b>	<b>53,100</b>	<b>21,793</b>	<b>50,979</b>	<b>108,934</b>
Share of Associate surplus/(deficit)	0	0	0	0	0
<b>Surplus (Deficit)</b>	<b>32,769</b>	<b>7,276</b>	<b>25,492</b>	<b>4,146</b>	<b>16,185</b>



**Western Bay of Plenty District Council**  
**Statement of Financial Position**  
**As at 31 December 2020**

	Actual 31 December 2020 \$'000	Forecast June 2021 \$'000	June 2020 \$'000
<b>EQUITY</b>			
Accumulated Funds	938,704	890,579	905,715
Restricted Reserves	280	271	280
Council-created Reserves	31,839	28,864	32,052
Asset Revaluation Reserves	439,379	502,886	431,251
<b>Total Equity</b>	<b>1,410,202</b>	<b>1,422,600</b>	<b>1,369,298</b>
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Bank	25,740	4,124	11,349
Short Term Deposits	18,130	-	23,140
Receivables and Prepayments	194	26,116	12,272
Property and Investments for Resale	3,495	-	3,495
<b>Total Current Assets</b>	<b>47,560</b>	<b>30,240</b>	<b>50,256</b>
<b>Non-current Assets</b>			
Financial Instruments	14,865	11,422	14,865
Other Non-current Assets	1,480,763	1,516,626	1,448,252
Interest in Associates	212	2,306	212
<b>Total Non-current Assets</b>	<b>1,495,841</b>	<b>1,530,354</b>	<b>1,463,330</b>
<b>Total Assets</b>	<b>1,543,401</b>	<b>1,560,594</b>	<b>1,513,586</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Payables and Accruals	6,839	15,781	17,810
Employee Entitlements	2,718	2,575	2,837
Current Portion Public Debt	-	20,000	20,000
Derivative Financial Instrument	383	465	383
Current Portion Provisions	313	313	313
<b>Total current Liabilities</b>	<b>10,254</b>	<b>39,134</b>	<b>41,343</b>
<b>Non-current Liabilities</b>			
Public Debt - Term Portion	110,000	90,000	90,000
Other Term Debt	12,945	8,518	12,945
Non-current Provisions		342	
<b>Total Non-current Liabilities</b>	<b>122,945</b>	<b>98,860</b>	<b>102,945</b>
<b>Total Liabilities</b>	<b>133,199</b>	<b>137,994</b>	<b>144,288</b>
<b>Net Assets</b>	<b>1,410,202</b>	<b>1,422,600</b>	<b>1,369,298</b>



**Western Bay of Plenty District Council**  
**Capital Expenditure Summary**  
**For the period ended 31 December 2020**

<b>Activity</b>	<b>YTD Actual \$'000</b>	<b>YTD Budget \$'000</b>	<b>YTD Variance \$'000</b>	<b>Full Year Budget \$'000</b>
Transportation	4,707	9,482	(4,775)	20,322
Solid Waste	0	0	0	50
Recreation & Leisure	3,531	2,757	774	5,784
Stormwater	215	1,332	(1,117)	2,665
Economic	4	298	(294)	662
Sustainable Development	0	0	0	0
	<b>8,457</b>	<b>13,870</b>	<b>(5,413)</b>	<b>29,483</b>
Western Water	159	456	(297)	911
Central Water	64	803	(739)	1,608
Eastern Water	40	1,446	(1,407)	2,893
<b>Water Supply</b>	<b>263</b>	<b>2,705</b>	<b>(2,442)</b>	<b>5,412</b>
Information Centres	161	236	(76)	473
Emergency Management	0	0	0	0
Community Facilities	89	115	(26)	230
<b>Communities</b>	<b>249</b>	<b>351</b>	<b>(102)</b>	<b>703</b>
Waihi Beach Wastewater	21	247	(226)	495
Katikati Wastewater	40	349	(309)	699
Omokoroa Wastewater	128	459	(331)	919
Te Puke Wastewater	188	585	(397)	1,170
Maketu Wastewater	12	40	(28)	80
Ongare Wastewater	(5)	0	(5)	0
<b>Wastewater</b>	<b>383</b>	<b>1,680</b>	<b>(1,297)</b>	<b>3,363</b>
Information Services	402	613	(211)	1,228
Corporate Assets	2,832	539	2,293	1,080
Corporate Services	319	287	32	574
<b>Corporate Services</b>	<b>3,553</b>	<b>1,439</b>	<b>2,114</b>	<b>2,882</b>
<b>Total Capital Expenditure</b>	<b>12,906</b>	<b>20,045</b>	<b>(7,140)</b>	<b>41,843</b>
		64%		31%



**Western Bay of Plenty District Council**  
**Cost of Service Summary**  
**For the period ended 31 December 2020**

<b>Activity</b>	<b>Total Operating Revenue \$'000</b>	<b>Total Operating Costs \$'000</b>	<b>Net Cost of Service Surplus / (Deficit) \$'000</b>	<b>YTD Budget Surplus / (Deficit) \$'000</b>	<b>YTD Variance Under / (Over) \$'000</b>	<b>Total Budget Surplus / (Deficit) \$'000</b>
Stormwater	2,585	1,701	884	1,030	(146)	2,361
Solid Waste	869	596	273	(121)	394	(240)
Natural Environment	325	407	(82)	(81)	(1)	(162)
Economic	161	396	(235)	(195)	(40)	(390)
Representation	215	1,099	(883)	(1,544)	661	(3,081)
Transportation	10,841	9,176	1,665	1,510	155	4,424
Recreation & Leisure	18,276	3,118	15,158	(2,620)	17,778	(4,530)
	<b>33,271</b>	<b>16,492</b>	<b>16,779</b>	<b>(2,021)</b>	<b>18,801</b>	<b>(1,618)</b>
Strategic Planning/Monitoring	0	557	(557)	(868)	310	(1,731)
Resource Management Planning	0	438	(438)	(637)	199	(1,271)
Infrastructure Planning	6	(8)	14	19	(4)	38
<b>Sustainable Development</b>	<b>6</b>	<b>987</b>	<b>(981)</b>	<b>(1,486)</b>	<b>505</b>	<b>(2,964)</b>
Western Water	6,084	1,939	4,145	746	3,399	1,594
Central Water	1,750	1,283	468	267	201	585
Eastern Water	2,391	2,189	202	779	(577)	1,609
<b>Water Supply</b>	<b>10,224</b>	<b>5,410</b>	<b>4,814</b>	<b>1,792</b>	<b>3,023</b>	<b>3,787</b>
Resource Consents	1,021	1,016	5	(442)	447	(878)
Building Services	2,126	2,197	(71)	(752)	681	(1,485)
Animal Services	626	486	139	(267)	406	(530)
Compliance & Monitoring	333	536	(203)	(561)	358	(1,118)
<b>Regulatory</b>	<b>4,110</b>	<b>4,407</b>	<b>(297)</b>	<b>(2,085)</b>	<b>1,788</b>	<b>(4,136)</b>
Information Centres	1,022	1,848	(826)	(993)	167	(1,887)
Community Development	73	940	(866)	(1,202)	336	(2,400)
Emergency Management	(47)	50	(98)	(211)	113	(422)
Community Facilities	1,817	626	1,190	(283)	1,473	(565)
<b>Communities</b>	<b>2,864</b>	<b>3,464</b>	<b>(599)</b>	<b>(2,689)</b>	<b>2,089</b>	<b>(5,274)</b>



Activity	Total Operating Revenue \$'000	Total Operating Costs \$'000	Net Cost of Service Surplus / (Deficit) \$'000	YTD Budget Surplus / (Deficit) \$'000	YTD Variance Under / (Over) \$'000	Total Budget Surplus / (Deficit) \$'000
Waihi Beach Wastewater	1,627	1,523	104	174	(70)	548
Katikati Wastewater	1,330	891	439	379	60	829
Omokoroa Wastewater	1,391	1,270	121	(398)	519	(713)
Te Puke Wastewater	1,738	554	1,184	867	317	1,734
Maketu Wastewater	289	769	(480)	(477)	(3)	(953)
Ongare Wastewater	44	78	(34)	(73)	38	(101)
<b>Wastewater</b>	<b>6,419</b>	<b>5,085</b>	<b>1,334</b>	<b>472</b>	<b>862</b>	<b>1,343</b>
Human Resource Services	0	260	(260)	(2)	(258)	0
Financial Services	315	498	(183)	232	(415)	465
Information Services	38	1,107	(1,070)	(140)	(929)	(272)
Corporate Assets	3,684	625	3,059	(466)	3,525	(904)
Corporate Services	23	2,281	(2,259)	(315)	(1,943)	(614)
<b>Corporate Services</b>	<b>4,060</b>	<b>4,772</b>	<b>(712)</b>	<b>(691)</b>	<b>(21)</b>	<b>(1,325)</b>
Treasury Operations	28	641	(613)	(53)	(560)	(105)
Rates Appropriation	13,908	867	13,042	14,047	(1,006)	26,495
<b>Rates and Treasury</b>	<b>13,936</b>	<b>1,508</b>	<b>12,429</b>	<b>13,995</b>	<b>(1,566)</b>	<b>26,390</b>
<b>Total</b>	<b>74,893</b>	<b>42,124</b>	<b>32,769</b>	<b>7,276</b>	<b>25,492</b>	<b>16,185</b>



## 1. Debtors Summary

### Rates Debtors as at 31 December 2020

	TOTAL	GEN	GEN %	MAORI	MAORI %
YEAR 3	\$ 3,000,274	\$ 293,370	9.78%	\$ 2,706,904	90.22%
YEAR 2	\$ 957,307	\$ 116,231	12.14%	\$ 841,075	87.86%
YEAR 1	\$ 1,215,742	\$ 209,041	17.19%	\$ 1,006,701	82.81%
Current	\$ 2,424,808	\$ 1,567,343	64.64%	\$ 857,465	35.36%
TOTAL	\$ 7,598,131	\$ 2,185,985	28.77%	\$ 5,412,146	71.23%
CREDIT	\$ 13,880,610				
WATER	\$ 655,417				

### 2019/20

	TOTAL	GEN	GEN %	MAORI	MAORI %
YEAR 3	\$ 2,757,705	\$245,051.52	8.89%	\$2,512,653	91.11%
YEAR 2	\$ 942,573	\$95,431.32	10.12%	\$847,142	89.88%
YEAR 1	\$ 1,138,496	\$221,381.05	19.45%	\$917,115	80.55%
Current	\$ 2,356,959	\$1,202,986.01	51.04%	\$1,153,973	48.96%
TOTAL	\$ 7,195,733	\$1,764,849.90	24.53%	\$5,430,883	75.47%
CREDIT	\$12,858,380				
WATER	\$329,924				

The above tables show the percentage make up between General land and multiple owned Maori land for rates debt owing to Council, as at December 2020 compared to the December period last year.



## 2. Aged Debtors

### Aged Debtors as at 31 December 2020

Department Description	Current	30 days	60 days	90 days	120 days +	TOTAL
BUILD REGISTER					600.00	600.00
BUILDING CONSENTS	103,160.25	100,751.43	6,719.00	23,391.75	91,081.70	325,104.13
CUSTOMER SERVICES	720.00	625.00	190.00	150.00	573.91	2,258.91
DEMOCRACY					15.00	15.00
DOG/ANIMAL CONTROL					40.80	40.80
EMERGENCY MANAGEMENT					25,630.19	25,630.19
ENGINEERING SERVICES	59,693.05				79,904.83	139,597.88
FINANCE	1,629.16	239.58	382,928.53	239.58	19,027.50	404,064.35
KATIKATI SERVICE CENTRE	400.00		985.00	235.00	80,854.96	82,474.96
LIM	3,620.00	2,220.00	2,195.00	2,290.00	6,675.00	17,000.00
LIQUOR LICENCE	3,979.70	264.50	316.25	1,098.95	529.99	6,189.39
PENSIONER RENTS	124.00	-	-	-	-	124.00
PROPERTY	16,030.28	10,000.00	-	12,261.30	3,717.17	42,008.75
PROPERTY LEASES	899.18			46.00	51,875.00	52,820.18
RATES				1,026.95		1,026.95
REG OF PREMISES	2,477.00	852.00	1,280.00	2,160.00	19,040.94	25,809.94
REGULATORY/BUILDING/HEALTH	1,960.00	88,655.00	1,400.00	840.00	9,783.26	102,638.26
RESERVES AND FACILITIES LEASES	1,736.46	285.34	-	-	7,918.85	5,897.05
RESERVES FEES & CHARGES	2,117.50	8,403.42	-	-	2,703.00	13,223.92
RESOURCE CONSENT MONITORING	3,211.45	3,150.00			11,286.11	17,647.56
RURAL FIRE					1,423.29	1,423.29
SUNDRY DEBTORS	- 140.00	1,224.00		1,704.00	118,724.00	121,512.00
SUPPORT SERVICES	5,974.25			-	2.85	5,971.40
TRANSPORTATION			29,723.00	369.00	2,831.39	32,923.39
Unallocated cash/credits	- 25,371.18	- 13,290.36	- 8,916.86	- 10,458.07	- 410,467.82	- 468,504.29
UTILITIES		2,928.29	2,275.90	15,182.39	45,733.58	66,120.16
WATER ACCOUNTS	11,480.72	1,710.18		41.35	25.99	13,258.24
<b>Grand Total</b>	<b>193,701.82</b>	<b>208,018.38</b>	<b>419,095.82</b>	<b>50,578.20</b>	<b>153,688.09</b>	<b>1,025,082.31</b>



**ADDITIONAL LEVELS OF SERVICE**

Financial Year 2020/21	For the 6 months ended 31 December 2020	Actual Year to date	Budget Year to date	Variance Year to date (Under)/Over	Annual Plan Full Year Revised
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**Additional Levels of Service****REPRESENTATION**

250401 001	Triennial Elections	-	37,716	(37,716)	75,430
284801 001	Elected Members induction	(1,600)	-	(1,600)	-
296101 001	Recruitment of CEO	13,838	37,500	(23,663)	75,000
<b>11 01 01 0090</b>	<b>Elected Members</b>	<b>12,238</b>	<b>75,216</b>	<b>(62,979)</b>	<b>150,430</b>

**PLANNING FOR THE FUTURE**

151107 001	Reserve Mngt Plans / Concept Plan Reviews	6,092	7,728	(1,636)	15,452
175910 001	Policy Review & Development	-	4,998	(4,998)	10,000
293002 001	Bylaw Review and Development	8,475	4,998	3,477	10,000
339201 001	s17A Review Pensioner Housing	1,557	14,544	(12,987)	29,083
346201 001	Te Ara Mua Implementation	-	15,402	(15,402)	30,800
151102 001	Reserve Management Plans - Te Puke/Maketu	8,985	-	8,985	-
151103 001	Reserve Management Plans - Katikati/Waihi Beach	-	9,870	(9,870)	19,739
175602 001	LTCCP Development and Adoption	25,757	49,998	(24,241)	100,000
287702 001	Solid Waste Action Plan Review	-	4,998	(4,998)	10,000
289102 001	Strategy Review - Economic	-	10,002	(10,002)	20,000
295002 001	Wairoa River Valley Strategy	-	10,002	(10,002)	20,000
296301 001	Monitoring Reports (CO & SOE)	35,956	53,904	(17,948)	107,805
<b>13 01 01 0090</b>	<b>Strategic Planning Management</b>	<b>86,823</b>	<b>186,444</b>	<b>(99,621)</b>	<b>372,879</b>
294208 001	Structure Plan Reviews	58,236	35,502	22,734	71,000
346401 001	Natural Hazards Collaborative Planning	-	5,502	(5,502)	11,000
252208 001	Smartgrowth Implemn - Coordination Share	-	49,998	(49,998)	100,000
<b>13 02 01 0090</b>	<b>Resource Management Planning</b>	<b>58,236</b>	<b>91,002</b>	<b>(32,766)</b>	<b>182,000</b>

**TRANSPORTATION**

293206 001	Network Upgrades - Investigate Katikati Bypass - JOG	-	25,002	(25,002)	50,000
<b>30 02 13 0090</b>	<b>Regional Connections</b>	<b>-</b>	<b>25,002</b>	<b>(25,002)</b>	<b>50,000</b>
324009 001	Strategic Roading - Opex - e.g. Traffic Modelling	3,479	49,998	(46,519)	100,000
324013 001	Transport - Service relocation	-	67,500	(67,500)	135,000
324014 001	Sub Regional Transport Centre	-	62,502	(62,502)	125,000
<b>30 02 14 0090</b>	<b>Strategic Roading</b>	<b>3,479</b>	<b>180,000</b>	<b>(176,521)</b>	<b>360,000</b>
279202 001	Property purchases roading	58,404	49,998	8,406	100,000
305113 001	Community Event Traffic Management	435	-	435	-
<b>30 03 01 0090</b>	<b>Asset Management</b>	<b>58,839</b>	<b>49,998</b>	<b>8,841</b>	<b>100,000</b>
152301 001	Safety Administration Programme	-	25,002	(25,002)	50,000
<b>30 05 03 0090</b>	<b>Road Safety</b>	<b>-</b>	<b>25,002</b>	<b>(25,002)</b>	<b>50,000</b>

**WATER SUPPLY**



Financial Year 2020/21	For the 6 months ended 31 December 2020	Actual Year to date	Budget Year to date	Variance Year to date (Under)/Over	Annual Plan Full Year Revised
243636 001	WSZ - Water demand management	-	27,498	(27,498)	55,000
287214 001	Water Investigations - Silica Composition Trials	-	15,000	(15,000)	30,000
310601 001	Asset Validation - Western Water	-	4,998	(4,998)	10,000
<b>40 01 01 0090</b>	<b>Western Water</b>	<b>-</b>	<b>47,496</b>	<b>(47,496)</b>	<b>95,000</b>
243320 002	CSZ - Additional Bore	3,896	-	3,896	-
243333 001	CSZ - Water demand management	5,830	12,498	(6,668)	25,000
310701 001	Asset Validation	11,500	10,002	1,498	20,000
<b>40 01 02 0090</b>	<b>Central Water</b>	<b>24,081</b>	<b>22,500</b>	<b>1,581</b>	<b>45,000</b>
287117 001	ESZ - Water demand management	1,380	25,002	(23,622)	50,000
310801 001	Asset Validation - Eastern Water	-	10,002	(10,002)	20,000
<b>40 01 03 0090</b>	<b>Eastern Water</b>	<b>1,380</b>	<b>35,004</b>	<b>(33,624)</b>	<b>70,000</b>
<b>COMMUNITIES</b>					
148809 001	Community Grants - Te Puke/Maketu	7,500	16,998	(9,498)	34,000
148810 001	Community Grants - Waihi Beach/Katikati	-	16,998	(16,998)	34,000
148811 001	Community Grants - Kaimai	-	16,998	(16,998)	34,000
315401 001	WBOP Sub-Regional Arts & Culture Strategy Contribution	-	30,000	(30,000)	60,000
336101 001	Museum facilities - Katikati	71,400	34,998	36,402	70,000
341002 001	Implementation of the Housing Needs Assessment	5,930	12,702	(6,772)	25,400
341901 001	Feasibility study for Maketu Community Hub	(5,000)	-	(5,000)	-
345501 001	Welcoming Communities Contract	-	15,300	(15,300)	30,600
345502 001	Migrant Support	9,708	7,650	2,058	15,300
351201 001	Communities - Katikati Community and Town Centre Plan Review	33,915	-	33,915	-
148805 001	Katikati Open Air Art Grant (Murals)	8,160	4,080	4,080	8,160
<b>42 01 01 0090</b>	<b>Community Development &amp; Grants</b>	<b>131,613</b>	<b>155,730</b>	<b>(24,117)</b>	<b>311,460</b>
323201 001	Papakainga Development	-	55,002	(55,002)	110,000
323201 002	Fee Abatement	3,306	-	3,306	-
331001 001	Supporting Iwi and Hapu Management	-	49,998	(49,998)	100,000
334801 001	Marae maintenance	-	52,686	(52,686)	105,377
334802 001	Marae Toolkit	10,000	11,622	(1,622)	23,250
<b>42 01 02 0090</b>	<b>Cultural Development Support</b>	<b>13,306</b>	<b>141,798</b>	<b>(128,492)</b>	<b>283,627</b>
156302 001	Lifeline Facilities study	-	4,998	(4,998)	10,000
<b>42 02 01 0090</b>	<b>Emergency Management</b>	<b>-</b>	<b>4,998</b>	<b>(4,998)</b>	<b>10,000</b>
248801 002	Hastie Bequest Grant (Opex)	2,144	-	2,144	-
<b>42 03 04 0090</b>	<b>Service Centre &amp; Library - Te Puke</b>	<b>2,144</b>	<b>-</b>	<b>2,144</b>	<b>-</b>
330902 001	APNK (Aotearoa Peoples Network Kaharoa) - opex	-	10,998	(10,998)	22,000
<b>42 03 07 0090</b>	<b>District Library Services</b>	<b>-</b>	<b>10,998</b>	<b>(10,998)</b>	<b>22,000</b>
280832 001	Katikati Hall improvements	-	15,414	(15,414)	30,824
280801 001	Katikati Hall improvements	105,358	22,926	82,432	45,850
280803 001	Ohauti Hall Improvements	5,331	6,798	(1,468)	13,600
280804 001	Omanawa Hall improvements	3,577	5,652	(2,075)	11,300
280805 001	Omokoroa Hall Improvements	3,742	5,808	(2,066)	11,615
280806 001	Oropi Hall improvements	-	11,922	(11,922)	23,847
280808 001	Otamarakau Hall Improvements	(72)	-	(72)	-
280809 001	Paengaroa Hall Improvements	-	1,626	(1,626)	3,250

Financial Year 2020/21	For the 6 months ended 31 December 2020	Actual Year to date	Budget Year to date	Variance Year to date (Under)/Over	Annual Plan Full Year Revised
280810 001	Pyes Pa Hall improvements	-	2,826	(2,826)	5,650
280811 001	Te Puke Hall Improvements	-	13,002	(13,002)	26,000
280812 001	Te Puna CC Hall Improvements	-	15,390	(15,390)	30,780
280813 001	Te Puna WM Hall Improvements	38,911	3,612	35,299	7,220
280815 001	Community Hall - Waihi Beach	30,109	15,504	14,605	31,010
280816 001	Kaimai Hall	-	2,118	(2,118)	4,236
280819 001	Pukehina Beach Comm Centre Improvements	685	1,632	(947)	3,268
280820 001	Te Ranga Hall Improvements	2,932	1,248	1,684	2,500
280822 001	Whakamaramara Hall Improvements	5,105	5,142	(37)	10,280
280830 001	Te Puke Hall Improvements Loan	-	32,088	(32,088)	64,172
<b>42 04 03 0090</b>	<b>Community Halls</b>	<b>195,678</b>	<b>162,708</b>	<b>32,970</b>	<b>325,402</b>
<b>RESERVES &amp; FACILITIES</b>					
213404 001	Asset Management Plan	8,638	25,002	(16,365)	50,000
<b>44 01 01 0090</b>	<b>Reserves &amp; Facilities Mngmt</b>	<b>8,638</b>	<b>25,002</b>	<b>(16,365)</b>	<b>50,000</b>
212914 002	Moore Park Katikati - Opex	5,139	-	5,139	-
265808 002	KK foreshore reserves walkway extension Opex	3,665	-	3,665	-
265840 001	Highfields SW Pond Development Trial	9,800	-	9,800	-
312501 002	District Signage - Opex	65	-	65	-
336701 001	Opureora Marae Toilet - Service Delivery Contract	3,827	2,502	1,325	5,000
349502 002	Omokoroa CB Reserves and Facilities Projects	6,834	-	6,834	-
312502 001	District Signage - Operating	-	4,998	(4,998)	10,000
320801 002	District Reserves Asset Renewals (operational)	915	-	915	-
330801 002	Panepane Point Reserve Development (operational)	81,859	-	81,859	-
<b>44 01 02 0090</b>	<b>District Reserves</b>	<b>112,103</b>	<b>7,500</b>	<b>104,603</b>	<b>15,000</b>
326104 001	Te Puke Aquatic Centre - painting	17,562	49,998	(32,436)	100,000
326105 001	Te Puke Aquatic Centre - repairs & maint	20,998	10,002	10,996	20,000
163503 001	Te Puke Aquatic Centre Service Del Contract	70,823	49,998	20,825	100,000
165401 001	Dave Hume Swimming Pool Service Del Contract	59,000	51,000	8,000	102,000
<b>44 01 04 0090</b>	<b>Swimming Pools</b>	<b>168,383</b>	<b>160,998</b>	<b>7,385</b>	<b>322,000</b>
322003 001	Tauranga Harbour Recreation Strategy Harbour Forum	-	498	(498)	1,000
322004 001	Tauranga Harbour Recreation Strategy Monitoring	-	2,502	(2,502)	5,000
<b>44 02 01 0090</b>	<b>Harbour Structures</b>	<b>-</b>	<b>3,000</b>	<b>(3,000)</b>	<b>6,000</b>
289835 001	TECT All Terrain Park - Plans and Assessments	243	10,002	(9,759)	20,000
<b>44 03 02 0090</b>	<b>TECT All Terrain Park</b>	<b>243</b>	<b>10,002</b>	<b>(9,759)</b>	<b>20,000</b>
<b>REGULATORY</b>					
278002 001	Dog Park Options	-	4,800	(4,800)	9,600
<b>50 03 02 0090</b>	<b>Dog Control</b>	<b>-</b>	<b>4,800</b>	<b>(4,800)</b>	<b>9,600</b>
336201 001	Development Code Update	-	62,502	(62,502)	125,000
<b>50 05 02 0090</b>	<b>Regulatory Development Engineering</b>	<b>-</b>	<b>62,502</b>	<b>(62,502)</b>	<b>125,000</b>
<b>WASTEWATER</b>					
310902 001	Waihi Beach Asset Validation	-	3,000	(3,000)	6,000
<b>60 01 01 0090</b>	<b>Waihi Beach Wastewater</b>	<b>-</b>	<b>3,000</b>	<b>(3,000)</b>	<b>6,000</b>

Financial Year 2020/21	For the 6 months ended 31 December 2020	Actual Year to date	Budget Year to date	Variance Year to date (Under)/Over	Annual Plan Full Year Revised
311002 001	Katikati Asset Validation	-	3,000	(3,000)	6,000
<b>60 01 02 0090</b>	<b>Katikati Wastewater</b>	<b>-</b>	<b>3,000</b>	<b>(3,000)</b>	<b>6,000</b>
338601 001	Omokoroa Asset Validation	-	3,000	(3,000)	6,000
<b>60 01 03 0090</b>	<b>Omokoroa Wastewater</b>	<b>-</b>	<b>3,000</b>	<b>(3,000)</b>	<b>6,000</b>
225634 001	Rangiorua Business park to Te Puke Wastewater Treatment Plant review - externally	6,280	100,002	(93,722)	200,000
311102 001	Te Puke Asset Validation	-	3,000	(3,000)	6,000
323602 001	Te Puke Infiltration Investigation	16,466	15,000	1,466	30,000
<b>60 01 04 0090</b>	<b>Te Puke Wastewater</b>	<b>22,746</b>	<b>118,002</b>	<b>(95,256)</b>	<b>236,000</b>
331803 001	Ongare Point Wastewater System - Preliminary Costs 2016	8,791	-	8,791	-
<b>60 01 06 0090</b>	<b>Ongare Wastewater</b>	<b>8,791</b>	<b>-</b>	<b>8,791</b>	<b>-</b>
253303 001	District Solid Waste Feasibility Kerbside Collection	20,415	-	20,415	-
318601 000	Waste Minimisation Funding Pool	25,701	64,998	(39,297)	130,000
318606 001	Envirohub	20,000	20,202	(202)	40,400
319902 001	District Wide Trade Waste Implementation	-	-	-	-
<b>60 02 01 0090</b>	<b>District Solid Waste</b>	<b>77,893</b>	<b>85,200</b>	<b>(7,307)</b>	<b>170,400</b>
348503 001	Rural Recycling Drop Off Points	-	3,252	(3,252)	6,500
<b>60 02 05 0090</b>	<b>Kerbside Waste</b>	<b>-</b>	<b>3,252</b>	<b>(3,252)</b>	<b>6,500</b>
<b>STORMWATER</b>					
226422 002	Katikati Highfields Subdivision Pond Conversion	1,700	10,000	(8,300)	20,000
311302 001	Stormwater Asset Validation	-	25,002	(25,002)	50,000
<b>61 01 01 0090</b>	<b>Stormwater Network - Growth Communities</b>	<b>1,700</b>	<b>35,002</b>	<b>(33,302)</b>	<b>70,000</b>
332630 001	Pukehina Stormwater Contribution to Waihi Drainage Society	-	4,998	(4,998)	10,000
<b>61 02 01 0090</b>	<b>Small Communities</b>	<b>-</b>	<b>4,998</b>	<b>(4,998)</b>	<b>10,000</b>
306403 001	Tahataharaa Longer Term Wetland Restoration	(20,000)	4,998	(24,998)	10,000
<b>64 01 05 0090</b>	<b>Natural Environment Support</b>	<b>(20,000)</b>	<b>4,998</b>	<b>(24,998)</b>	<b>10,000</b>
244606 001	Coastcare Materials	9,450	7,500	1,950	15,000
<b>64 01 06 0090</b>	<b>Coastcare</b>	<b>9,450</b>	<b>7,500</b>	<b>1,950</b>	<b>15,000</b>
299302 001	Te Puke Promotion Service Delivery Contract - Cviic	16,243	16,242	1	32,486
336501 001	Waihi Beach Promotion Service Delivery Contract	25,500	25,500	-	51,000
299301 001	Te Puke Promotion Service Delivery Contract - TP Edge	70,855	35,436	35,419	70,875
299401 001	Town Centre Promotion KK	58,788	38,718	20,070	77,432
<b>70 01 03 0090</b>	<b>Town Centre Promotion</b>	<b>171,386</b>	<b>115,896</b>	<b>55,490</b>	<b>231,793</b>
327901 001	Business Process Review - online services	20,154	75,000	(54,846)	150,000
340401 001	Business Process Review - Resource Consents	8,580	25,002	(16,422)	50,000
341201 001	Reporting and Analysis project	17,400	12,000	5,400	24,000
341502 001	Information Technology - Digital Enablement Programme	96,884	23,748	73,136	47,497
<b>80 03 01 0090</b>	<b>Information Technology</b>	<b>143,018</b>	<b>135,750</b>	<b>7,268</b>	<b>271,497</b>
341101 001	Digitising Permanent Archive Records	-	-	-	-
<b>80 03 03 0090</b>	<b>Information Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



Financial Year 2020/21	For the 6 months ended 31 December 2020	Actual Year to date	Budget Year to date	Variance Year to date (Under)/Over	Annual Plan Full Year Revised
350103 001	Resilience Fund - COVID 19	43,150	-	43,150	-
<b>80 05 01 0090</b>	<b>Chief Executive Officer</b>	<b>43,150</b>	<b>-</b>	<b>43,150</b>	<b>-</b>
312301 001	Business & process Improvement	201	10,002	(9,801)	20,000
<b>80 05 02 0090</b>	<b>Financial Services - Management</b>	<b>201</b>	<b>10,002</b>	<b>(9,801)</b>	<b>20,000</b>
351901 001	Water Reform Readiness	25,000	-	25,000	-
312202 001	Business & Process Improvement	9,858	10,002	(144)	20,000
<b>80 05 03 0090</b>	<b>Infrastructure Services - Group Manager</b>	<b>34,858</b>	<b>10,002</b>	<b>24,856</b>	<b>20,000</b>
312102 001	Business & Process Improvement	1,657	10,002	(8,345)	20,000
339101 001	Customer Experience	-	30,000	(30,000)	60,000
<b>80 05 06 0090</b>	<b>Customer &amp; Community Services - Management</b>	<b>1,657</b>	<b>40,002</b>	<b>(38,345)</b>	<b>80,000</b>
333301 001	Business Excellence Initiatives	-	10,002	(10,002)	20,000
<b>80 05 19 0090</b>	<b>Financial Services - Corporate Development</b>	<b>-</b>	<b>10,002</b>	<b>(10,002)</b>	<b>20,000</b>
312402 001	Business & Process Improvement - Policy & Planning	4,128	10,002	(5,874)	20,000
<b>80 05 20 0090</b>	<b>Policy Planning &amp; Regulatory - Management</b>	<b>4,128</b>	<b>10,002</b>	<b>(5,874)</b>	<b>20,000</b>
	<b>TOTAL ADDITIONAL LEVELS OF SERVICE</b>	<b>1,376,160</b>	<b>2,087,308</b>	<b>(711,148)</b>	<b>4,174,588</b>

## CAPEX

Financial Year 2020/21	For the 6 months ended 31 December 2020	Actual Year to date	Budget Year to date	Variance Year to date (Under)/Over	Annual Plan Full Year Revised Budget
<b>TRANSPORTATION</b>					
283202 001	Rural Community Roding	27,758	114,396	(86,638)	228,792
<b>30 02 02 8901</b>	<b>Loc Connections - Rural</b>	<b>27,758</b>	<b>114,396</b>	<b>(86,638)</b>	<b>228,792</b>
282702 001	Waihi Beach roading projects	147,718	72,450	75,268	144,900
<b>30 02 03 8901</b>	<b>Community Roding - Waihi Beach</b>	<b>147,718</b>	<b>72,450</b>	<b>75,268</b>	<b>144,900</b>
282802 001	Katikati roading projects	1,733	81,222	(79,490)	162,444
<b>30 02 04 8901</b>	<b>Community Roding - Katikati</b>	<b>1,733</b>	<b>81,222</b>	<b>(79,490)</b>	<b>162,444</b>
282902 001	Omokoroa roading projects	60,439	48,426	12,013	96,855
<b>30 02 05 8901</b>	<b>Community Roding - Omokoroa</b>	<b>60,439</b>	<b>48,426</b>	<b>12,013</b>	<b>96,855</b>
283002 001	Te Puke roading projects	18,373	144,900	(126,527)	289,800
<b>30 02 06 8901</b>	<b>Community Roding - Te Puke</b>	<b>18,373</b>	<b>144,900</b>	<b>(126,527)</b>	<b>289,800</b>
283102 001	Maketu community roading	126,528	20,520	106,008	41,035
<b>30 02 07 8901</b>	<b>Community Roding - Maketu</b>	<b>126,528</b>	<b>20,520</b>	<b>106,008</b>	<b>41,035</b>
303003 282	Omokoroa Roding SP - Rural	11,975	218,711	(206,736)	437,424
303004 001	Omokoroa Roding SP - Strategic	-	420,840	(420,840)	841,682
303005 001	Omokoroa Roding SP - Rates	2,203	356,069	(353,867)	712,140
303009 001	Omokoroa Roding SP - Catchment - Cycle and Walkways	160,628	117,168	43,460	234,336
303010 001	Omokoroa Roding SP - Southern Industrial Area	-	-	-	1,357,424
303011 001	Omokoroa Rd Urbainisation Western Ave to Tralee	261,915	-	261,915	-
303012 001	CIP1A - Omokoroa SP - Prole Rd Urbanisation - Omokoroa to Hamurana	104,346	-	104,346	-
303014 001	CIP2A - Western Ave Urbanisation - Omokoroa to north of Gane PI	(545)	-	(545)	-
303016 001	CIP3A - Omokoroa SP - Sthn Industrial Rd - Design	5,913	-	5,913	-
303018 001	CIP4A - Omokoroa SP - Omokoroa Rd Urbanisation - Westrn Ave to Margaret Drive	336,545	-	336,545	-
303024 001	CIP5D - Omokoroa SP - Omokoroa Rd Urbanisation - Neil Group to Railway Line	24,297	-	24,297	-
303012 001	CIP1A - Omokoroa SP - Prole Rd Urbanisation - Omokoroa to Hamurana	(356,000)	-	(356,000)	-
303001 001	Omokoroa Roding SP - Catchment	248,903	2,213,684	(1,964,781)	4,427,394
303011 002	Omokoroa Roding Urbainisation Prole Rd	38,270	-	38,270	-
<b>30 02 10 8901</b>	<b>Structure Plans - Omokoroa</b>	<b>838,449</b>	<b>3,326,472</b>	<b>(2,488,023)</b>	<b>8,010,400</b>
283423 001	Pavement Surfacing - Reseals (PBC)	-	894,210	(894,210)	1,788,421
283426 001	Pavement Unsealed Strength (PBC)	-	305,808	(305,808)	611,621
283429 001	Pavement Rehabilitation (PBC)	-	552,294	(552,294)	1,104,585
283430 001	Drainage Improvements (PBC)	9,889	-	9,889	-
283432 001	Drainage Improvements (PBC)	-	15,414	(15,414)	30,823
283435 001	Ancillary Improvements (PBC)	-	7,434	(7,434)	14,873
283438 001	Rural Road Improvements	-	373,464	(373,464)	746,933
283441 001	Pavement Seal Widening (PBC) - @ 3km pa	-	499,998	(499,998)	1,000,000
342601 001	LED Lighting Conversion	270,911	760,996	(490,085)	1,522,000
283408 002	Seal extension @ 3km pa 10 year designs	630	514,284	(513,654)	1,028,571
283499 001	BOP West Renewals Contra	1,455,226	-	1,455,226	-
<b>30 03 01 8901</b>	<b>Asset Management</b>	<b>1,736,657</b>	<b>3,923,902</b>	<b>(2,187,245)</b>	<b>7,847,827</b>

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210411 001	Minor Safety Projects	440,326	-	440,326	-
210413 001	Minor Safety Projects	-	1,500,000	(1,500,000)	3,000,000
210416 001	Transport - Clarke Rd Calming - Externally Funded by TePuna Rd Industrial Owners	(140,225)	-	(140,225)	-
210407 001	Minor Safety Projects	554,295	-	554,295	-
<b>30 05 03 8901</b>	<b>Road Safety</b>	<b>854,396</b>	<b>1,500,000</b>	<b>(645,604)</b>	<b>3,000,000</b>
307604 001	District Walking - Offroad	615,494	25,002	590,492	50,000
337702 002	Sections 5 ECMT railway bridge harbour crossing	3,108	-	3,108	-
337702 003	Sections 6-7	(20,000)	-	(20,000)	-
337702 005	Section 10 ECMT railway bridge harbour crossing	69,116	-	69,116	-
337702 007	Sections 16-19 Lochhead Road to ECMT Railway	3,644	-	3,644	-
337702 009	Section 24 Wairoa Bridge river crossing	171,975	-	171,975	-
337702 010	Preliminary / Contract Administration	44,352	-	44,352	-
307601 001	Walking & Cycling - Rural	6,400	210,000	(203,600)	420,000
307601 002	Urban footpath development	-	15,000	(15,000)	30,000
337701 001	Tauranga Moana Coastal Cycle Trail - Waihi to Waihi Beach	538	-	538	-
337701 002	Tauranga Moana Coastal Cycle Trail - Omokoroa to Tauranga	701	-	701	-
<b>30 05 04 8901</b>	<b>Cycling and Walking</b>	<b>895,328</b>	<b>250,002</b>	<b>645,326</b>	<b>500,000</b>
<b>WATER SUPPLY</b>					
243310 026	Bore pump controls and replacement	15,601	-	15,601	-
243619 021	WSZ - Site Security and Intruder Alarms	(1,751)	-	(1,751)	-
243622 121	Katikati Structure Plan - Watermains	-	2,574	(2,574)	5,150
243624 001	WSZ Bulk Flow Meters	(214)	23,502	(23,716)	47,003
243625 003	WSZ - Water - District Wide Site Fencing	-	1,452	(1,452)	2,899
243625 005	Athenree Reservoir	-	15,000	(15,000)	30,000
243625 006	Athenree Bore Electrical Control Cabinet	-	106,998	(106,998)	214,000
243625 007	Athenree Reservoir Cliff Face	-	69,498	(69,498)	139,000
287213 001	Western Water Land Purchase	4,276	-	4,276	-
337201 001	WSZ Water Modelling Calibration	-	2,502	(2,502)	5,000
348601 001	Water SCADA Project	129,291	121,260	8,031	242,520
243619 001	Western Water Reticulation improvements	11,635	2,958	8,677	5,918
243619 006	Western Water Supply Zone - Bridge & Stream Crossing Renewals - FMECA	-	29,694	(29,694)	59,388
243619 007	Western Water Supply Zone - Water Treatment Plant Upgrades & Improvements	-	-	-	-
243619 009	Western Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	-	40,122	(40,122)	80,250
243619 018	WSZ - Water - Retic Analytical Monitoring	-	29,424	(29,424)	58,850
243619 020	WSZ - Water - District Wide Site Fencing	-	5,352	(5,352)	10,700
243619 022	WSZ - Water - Western Water Reticulation General	-	5,352	(5,352)	10,700
<b>40 01 01 8901</b>	<b>Western Water</b>	<b>158,836</b>	<b>455,688</b>	<b>(296,852)</b>	<b>911,378</b>
243210 001	Omokoroa Stage 2 Water Reticulation	-	22,500	(22,500)	45,000
243307 001	Omokoroa Supply - Industrial Rd Watermain	11,351	60,000	(48,649)	120,000
243310 023	CSZ WTPGenerator and Shed	8,640	-	8,640	-
243320 001	CSZ - Additional Bore	8,615	246,510	(237,895)	493,025
243335 001	CSZ Construct Additional Reservoir	33,782	112,235	(78,453)	224,467
243337 001	Omokoroa Road Water Upgrade - Western to Tralee rider main	-	132,498	(132,498)	265,000
243338 001	Central Supply Zone Source and Storage Improvements	-	18,498	(18,498)	37,000
243339 001	Central Water Supply Zone - Road Projects - Area Wide - 50%/50% Cost Sharing - Road Management Plan Driven	-	75,000	(75,000)	150,000
243340 003	CSZ - Water - District Wide Site Fencing	-	15,000	(15,000)	30,000
243340 004	CSZ - Water - Site Security and Electrical Intruder alarms	513	-	513	-
340601 001	CSZ Water Modelling Calibration	-	19,998	(19,998)	40,000
243310 001	Reticulation Improvements	1,226	69,156	(67,930)	138,314



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243310 013	Central Supply Zone Source and Storage Improvements	-	32,598	(32,598)	65,200
<b>40 01 02 8901</b>	<b>Central Water</b>	<b>64,127</b>	<b>803,993</b>	<b>(739,866)</b>	<b>1,608,006</b>
225635 001	Rangiorua Business Park share of the contribution towards the cost of the treatment plant upgrade.	-	100,001	(100,001)	200,000
243002 024	ESZ - SH2 Trunk Main Renewal	3,800	-	3,800	-
243028 001	Wilson Road North Watermain	15,490	-	15,490	-
243029 003	ESZ - District Wide Fencing	-	15,000	(15,000)	30,000
243029 006	ESZ - Pongakawa / Muttons Underground Chemical Containment	-	45,000	(45,000)	90,000
243031 001	ESZ - Reservoir Imps	-	46,500	(46,500)	93,000
287112 001	Pongakawa WTP enhancement / Stage 2	9,397	250,476	(241,079)	500,958
287118 001	Te Puke Infrastructure areas 3 + 4	-	93,000	(93,000)	186,001
340701 001	ESZ Water Modelling Calibration	-	2,502	(2,502)	5,000
350026 001	Rangiorua Business Park - New Water Supply	-	-	-	-
350027 001	Rangiorua Business Park - New Pipeline	-	-	-	-
243002 001	Eastern Water Reticulation improvements	2,133	198,378	(196,245)	396,760
243002 007	Eastern Water Supply Zone - Water Treatment Plant Upgrades & Improvements	-	-	-	-
243002 013	Eastern Supply Zone Source and Storage Improvements	-	-	-	-
243002 014	EWS Zone - Pukehina Parade Trunk Water	(3,749)	176,844	(180,593)	353,690
243002 015	Eastern Water Supply Zone - No3 Road & Bayliss Road	(20,000)	-	(20,000)	-
243002 017	SH2 Bulk Renewal Rangiorua to Kaituna Br	23,723	-	23,723	-
243002 018	ESZ - Retic Analytical Monitoring	9,117	-	9,117	-
243002 022	ESZ - Wilson Rd North	-	518,783	(518,783)	1,037,570
<b>40 01 03 8901</b>	<b>Eastern Water</b>	<b>39,911</b>	<b>1,446,484</b>	<b>(1,406,573)</b>	<b>2,892,979</b>
<b>COMMUNITIES</b>					
248801 001	Audio Visual - Hastie Grant	-	6,000	(6,000)	12,000
<b>42 03 04 8901</b>	<b>Service Centre &amp; Library - Te Puke</b>	<b>-</b>	<b>6,000</b>	<b>(6,000)</b>	<b>12,000</b>
282105 001	District Library Book Purchases New	2,777	29,346	(26,569)	58,697
318501 001	Radio Frequency Identification Technology for the District Libraries	29,111	30,000	(889)	60,000
282103 001	District Library Book Purchases - Renewals	128,618	171,084	(42,466)	342,175
<b>42 03 07 8901</b>	<b>District Library Services</b>	<b>160,506</b>	<b>230,430</b>	<b>(69,924)</b>	<b>460,872</b>
280001 001	Pensioner Housing Capital Requirements	84,469	25,002	59,467	50,000
<b>42 04 01 8901</b>	<b>Pensioner Housing</b>	<b>84,469</b>	<b>25,002</b>	<b>59,467</b>	<b>50,000</b>
264315 002	Sapphire Springs Cemetery / Urupa	-	4,998	(4,998)	10,000
264402 001	Te Puke Cemetery Berms	-	84,834	(84,834)	169,666
299605 001	Maketu Cemetery Rockwall	4,440	-	4,440	-
<b>42 04 02 8901</b>	<b>Cemeteries</b>	<b>4,440</b>	<b>89,832</b>	<b>(85,392)</b>	<b>179,666</b>
<b>RESERVES &amp; FACILITIES</b>					
164906 001	Waihi Beach Dam Car Park and Toilet	13,417	44,436	(31,019)	88,868
212910 001	Capital Development	-	25,500	(25,500)	51,000
212914 001	Moore Park Katikati - Council Funded	59,125	120,719	(61,594)	241,437
217805 001	Picnic tables, seating, signage and viewing platfo	-	101,688	(101,688)	203,375
217807 001	Precious Reserve & Omokoroa Golf Club JV	292,712	-	292,712	-
225403 001	District Wide Reserves Minor Works	13,289	15,084	(1,795)	30,172
237104 001	Island View Rsve (Albacore Ave) Upg toilet/carp	52,762	39,990	12,772	79,979
237109 001	Island View Reserve - BBQ & Playground	(1,021)	111,419	(112,440)	222,836
244006 001	Paengaroa - exercise equipment	-	30,000	(30,000)	60,000

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244912 001	General Reserve Acquisition	286,417	100,001	186,416	200,000
244912 003	294 Beach Rd Katikati	1,258,805	-	1,258,805	-
245601 001	Spence Ave - General Development	780	7,500	(6,720)	15,000
245809 001	Broadlands Block Path and Boardwalks	3,001	10,914	(7,913)	21,823
245906 001	Playground	-	17,850	(17,850)	35,700
260109 001	Haiku Park - Develop leased area	-	15,000	(15,000)	30,000
260409 001	Minden Te Puna Neighbourhood Park	-	51,000	(51,000)	102,000
260702 001	Athenree Foreshore Rsv landsc & minor capital	2,027	10,002	(7,975)	20,000
260720 001	Landscaping	4,748	4,998	(250)	10,000
260721 001	Seating bollards etc	4,819	4,998	(179)	10,000
260724 001	Signage and bollards	1,420	4,998	(3,578)	10,000
265808 001	KK foreshore reserves walkway extension	8,817	65,034	(56,217)	130,070
294507 001	Omokoroa Sports Ground - Council funded	25,649	121,890	(96,241)	243,780
294602 001	Omokoroa Kaylene Place to Haumarana Rd extension walkway / cycleway	-	37,500	(37,500)	75,000
294701 001	Pond 02 SHA Gully Reserve	89,087	101,232	(12,145)	202,465
295101 001	Skatepark - Jubilee Park (prev. Hayward Reserve)	-	3,066	(3,066)	6,135
295308 001	Park Road - capital development	5,614	9,870	(4,256)	19,738
320801 001	DISTRICT RESERVES ASSETS RENEWALS	315,228	285,000	30,228	570,000
321701 001	Adela Stewart Drive Reserve Hardcourts	18,231	45,498	(27,267)	91,000
322102 002	Pohutukawa Park - Pavement and interpretive panels	-	25,002	(25,002)	50,000
330701 001	Tauranga Harbour Esplanade Reserves Management Project	6,717	33,570	(26,853)	67,146
330801 001	Panepane Point Reserve Development	9,524	20,970	(11,446)	41,935
331201 001	Tauranga Harbour Margins Project	3,400	39,900	(36,500)	79,796
342001 001	District Reserves Erosion Protection Works	37,228	100,002	(62,774)	200,000
345301 001	Cycleways & Walkways - increased funding	120,397	80,471	39,926	160,939
348204 001	Waihi Beach Kiwicamp Alternative Site	54,754	-	54,754	-
349502 001	Omokoroa CB Reserves and Facilities Projects	15,666	-	15,666	-
351801 001	Reserves - Te Tawa Ki Tahataharoa Wetland Restoration	51,764	-	51,764	-
230403 001	Athenree Homestead Rsv Carparks & Toilets	27,235	-	27,235	-
260401 001	Anson Bush Reserve facilities	-	17,502	(17,502)	35,000
265803 001	Gilfillan Dr & accessway walkway new high .5km	40,000	15,000	25,000	30,000
312501 001	District Signage - Capital	126,958	21,024	105,934	42,051
<b>44 01 02 8901</b>	<b>District Reserves</b>	<b>2,948,567</b>	<b>1,736,126</b>	<b>1,212,441</b>	<b>3,477,245</b>
326103 001	Te Puke Aquatic Centre - capital	6,160	19,998	(13,838)	40,000
<b>44 01 04 8901</b>	<b>Swimming Pools</b>	<b>6,160</b>	<b>19,998</b>	<b>(13,838)</b>	<b>40,000</b>
281507 001	Omokoroa Horizontal Board Drains	-	25,002	(25,002)	50,000
295203 001	Omokoroa Boat Ramp Construction	112,764	390,323	(277,559)	780,654
321101 001	COASTAL MARINE STRUCTURES RENEWALS	-	270,498	(270,498)	541,000
347501 001	Uretara Stream/Yeoman Walkway Erosion Protection	5,600	37,500	(31,901)	75,001
<b>44 02 01 8901</b>	<b>Harbour Structures</b>	<b>118,363</b>	<b>723,323</b>	<b>(604,960)</b>	<b>1,446,655</b>
289815 001	TECT All Terrain Park - Roding (new & upgrades)	-	-	-	100,000
289823 001	TATP - Subhub & park signage	23,091	10,002	13,089	20,000
289824 001	TECT All Terrain Park - Plantings	163,371	140,000	23,371	140,000
289828 001	TECT All Terrain Park - 5 Hectare Event Space Stg2	3,591	3,000	591	58,000
289840 001	TECT All Terrain Park - Asset Renewals	1,606	-	1,606	27,540
289849 001	TECT Capital Recovery from TCC	11,451	-	11,451	-
289850 002	TECT - Water Bore	19,598	-	19,598	-
289850 009	TECT - Kiwicamp	21,199	-	21,199	-
289853 001	TECT - Water Bore Power - Forestry Funded	2,879	-	2,879	-
289855 001	TECT - Hood Rd Extension - Forestry Funded	-	-	-	-



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289856 001	TECT - Security Cameras - Forestry Funded	10,433	15,000	(4,567)	30,000
289857 001	TECT - Events Space Electricity Network Extension - Forestry Funded	11,310	-	11,310	-
289858 001	TECT - Motorsport Entrance Relocation - Forestry Funded	-	-	-	170,000
289859 001	TECT - Kiwicamp - Forestry Funded	92,624	50,000	42,624	50,000
289860 001	TECT - Events Space Fence - Forestry Funded	-	-	-	45,000
289849 001	TECT Capital Recovery from TCC	3,223	-	3,223	-
289808 001	TECT All Terrain Park Grants Infrast - trails	93,224	60,000	33,224	180,000
<b>44 03 02 8901</b>	<b>TECT All Terrain Park</b>	<b>457,599</b>	<b>278,002</b>	<b>179,597</b>	<b>820,540</b>
<b>WASTE MANAGEMENT</b>					
168603 001	Waihi Beach Wastewater Treatment Plant Renewals	31,198	153,498	(122,300)	307,000
340501 001	Wastewater Modelling	(12,146)	10,002	(22,148)	20,000
348701 001	Wastewater SCADA	-	48,672	(48,672)	97,346
226001 001	Pump Station Renewals	2,047	35,364	(33,317)	70,729
<b>60 01 01 8901</b>	<b>Waihi Beach Wastewater</b>	<b>21,098</b>	<b>247,536</b>	<b>(226,438)</b>	<b>495,075</b>
225723 001	Wastewater Pump Station Renewals	-	135,000	(135,000)	270,000
225724 002	Katikati WWTP Emergency Storage	39,700	19,998	19,702	40,000
225724 003	Katikati WWTP Power Upgrade	-	15,000	(15,000)	30,000
225724 225	Wastewater Treatment Plant Renewals	-	154,506	(154,506)	309,016
225743 001	Katikati Wastewater Infrastructure rehabilitation	-	25,002	(25,002)	50,000
<b>60 01 02 8901</b>	<b>Katikati Wastewater</b>	<b>39,700</b>	<b>349,506</b>	<b>(309,806)</b>	<b>699,016</b>
229815 001	Omokoroa Wastewater Pumpstation Renewals	91,751	59,502	32,249	119,000
317301 001	Omokoroa SP Utilities WW	22,121	325,002	(302,881)	650,000
336601 001	Omokoroa Manhole Repair	-	25,002	(25,002)	50,000
343901 001	Omokoroa Infiltration Rehabilitation	11,881	49,998	(38,117)	100,000
352601 001	Wastewater CIP Te Puna Village	2,100	-	2,100	-
<b>60 01 03 8901</b>	<b>Omokoroa Wastewater</b>	<b>127,852</b>	<b>459,504</b>	<b>(331,652)</b>	<b>919,000</b>
220104 001	Te Puke WWTP Micro Screen	37,295	-	37,295	-
220105 001	Te Puke WWTP Inlet Grit Trap	-	250,002	(250,002)	500,000
225615 001	Wastewater Pump Station Renewals	-	64,998	(64,998)	130,000
225619 001	Wastewater Treatment Plant Renewals	141,131	79,998	61,133	160,000
225632 001	Te Puke Wastewater Treatment Plant Upgrade	9,608	-	9,608	-
295703 001	TP Structure Plan Area 3 Phase 3	-	190,002	(190,002)	380,000
<b>60 01 04 8901</b>	<b>Te Puke Wastewater</b>	<b>188,034</b>	<b>585,000</b>	<b>(396,966)</b>	<b>1,170,000</b>
335003 001	Maketu WWPS Improvements	11,950	30,000	(18,050)	60,000
335005 001	Maketu Wastewater - weigh scales	-	10,002	(10,002)	20,000
<b>60 01 05 8901</b>	<b>Maketu Wastewater</b>	<b>11,950</b>	<b>40,002</b>	<b>(28,052)</b>	<b>80,000</b>
331801 001	Ongare Point wastewater system	(5,241)	-	(5,241)	-
<b>60 01 06 8901</b>	<b>Ongare Wastewater</b>	<b>(5,241)</b>	<b>-</b>	<b>(5,241)</b>	<b>-</b>
344401 001	PLACEHOLDER: Omokoroa Green Waste Facility / Recycling Centre	-	25,002	(25,002)	50,000
<b>60 02 04 8901</b>	<b>Omokoroa Solid Waste</b>	<b>-</b>	<b>25,002</b>	<b>(25,002)</b>	<b>50,000</b>
<b>STORMWATER</b>					
226332 001	Stormwater Pump Station Renewals	27,740	-	27,740	-
226353 000	Waihi Beach 2 Mile Creek West	56,687	472,499	(415,812)	945,000

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226359 000	Upgrades Adela Stewart Dr Roretana Dr	-	55,002	(55,002)	110,000
226361 000	Upgrades Adela Stewart Dr Roretana Dr	12,313	175,001	(162,688)	350,000
226523 001	Upgrade Vivian Dr (OM 5)	22,154	25,002	(2,848)	50,000
226525 001	Omokoroa Stormwater Upgrades, Omokoroa Road(OM7)	-	125,640	(125,640)	251,279
226648 001	Stormwater Open Drain Safety Improvements	(1,676)	4,998	(6,674)	10,000
317201 001	Omokoroa SP Stormwater	35,602	141,858	(106,256)	283,721
317201 004	Omokoroa SP Stormwater - Kayelen Place Pond	3,787	-	3,787	-
317203 001	Omokoroa SP SW - Kaylene Place	13,090	15,000	(1,910)	30,000
319601 001	Stormwater Network Upgrade	2,756	100,002	(97,246)	200,000
331601 001	Ohineangaanga Stream upper catchment screen devise	-	25,002	(25,002)	50,000
340001 001	Growth Communities Stormwater Infrastructure rehabilitation	8,540	8,502	38	17,000
340101 001	District Wide Stormwater Modelling	(1,835)	69,995	(71,830)	139,988
344501 001	Stormwater - Installation of Rain Gauges through out District	1,437	-	1,437	-
344701 001	Katikati Stevens Stormwater Pond embankment repair	14,138	56,280	(42,143)	112,565
226602 001	Area 3 Structure Plan	20,181	57,498	(37,317)	115,000
<b>61 01 01 8901</b>	<b>Stormwater Network - Growth Communities</b>	<b>214,914</b>	<b>1,332,279</b>	<b>(1,117,365)</b>	<b>2,664,553</b>
<b>ECONOMIC</b>					
313505 001	Waihi Beach Town Centre Development - Capital Wk Program	-	100,001	(100,001)	200,000
326804 001	Katikati Town Centre Development - Ward Funded	-	46,200	(46,200)	92,400
326805 001	Katikati Town Centre Development - Capital Wk Program	-	75,000	(75,000)	150,000
326807 001	KK Town Centre Development - Unexpected Heroes	4,046	-	4,046	-
326903 001	Omokoroa Town Centre Development - District Funded	-	109,998	(109,998)	220,000
<b>70 01 03 8901</b>	<b>Town Centre Promotion</b>	<b>4,046</b>	<b>331,199</b>	<b>(327,153)</b>	<b>662,400</b>
<b>SUPPORT SERVICES</b>					
341501 001	Information Technology - Digital Enablement Programme	-	49,998	(49,998)	100,000
157103 001	Origen application development	8,532	30,000	(21,468)	60,000
157302 001	IT application software development	53,089	138,204	(85,115)	276,415
157503 001	E-Business development	20,482	164,454	(143,972)	328,914
212302 001	IT Infrastructure Development	290,614	213,750	76,864	427,500
212302 003	IT Infrastructure Development - unbudgeted works	(5,803)	-	(5,803)	-
<b>80 03 01 8901</b>	<b>Information Technology</b>	<b>366,914</b>	<b>596,406</b>	<b>(229,492)</b>	<b>1,192,829</b>
225501 001	Aerial photography - resupply	35,353	17,502	17,851	35,000
<b>80 03 02 8901</b>	<b>GIS Operations</b>	<b>35,353</b>	<b>17,502</b>	<b>17,851</b>	<b>35,000</b>
259908 003	Minor alterations-Omokoroa	-	12,498	(12,498)	25,000
259908 004	Minor alterations-Te Puke	-	12,498	(12,498)	25,000
342200 001	Animal Shelter - Katikati	7,472	-	7,472	-
345802 001	Omokoroa Sportsground Interim Library & Service Centre	39,313	305,411	(266,098)	610,821
345802 003	Omokoroa S/Ground Interim Library & Service Ctr - Construction	552,474	-	552,474	-
259803 001	Office Furniture & Fittings	50,936	34,500	16,436	69,000
259903 001	Minor Office Alterations	21,189	124,998	(103,809)	250,000
<b>80 04 07 8901</b>	<b>Corporate Property (Non-rate)</b>	<b>671,383</b>	<b>489,905</b>	<b>181,478</b>	<b>979,821</b>
338301 001	Expenditure - Strategic Property Omokoroa Development	-	25,002	(25,002)	50,000
338301 003	Omokoroa Ind Land Purchase	3,688,424	-	3,688,424	-
338302 001	Expenditure - Strategic Property Katikati Development	12,759	25,002	(12,243)	50,000
341601 001	Expenditure - Omokoroa Special Housing Area	9,012	-	9,012	-
341601 001	Expenditure - Omokoroa Special Housing Area	(1,549,799)	-	(1,549,799)	-

Financial Year 2020/21	For the 6 months ended 31 December 2020	Actual Year to date	Budget Year to date	Variance Year to date (Under)/Over	Annual Plan Full Year Revised Budget
80 04 08 8901	Strategic Property	2,160,395	50,004	2,110,391	100,000
315701 001	Purchase of Vehicles	318,960	286,998	31,962	574,000
80 05 15 8901	Infrastructure Services - Strategic Prop Mngmt	318,960	286,998	31,962	574,000
<b>TOTAL CAPITAL EXPENDITURE</b>		<b>12,905,717</b>	<b>20,046,127</b>	<b>(7,140,410)</b>	<b>41,843,088</b>

## Attachment 6



# Performance Report

**Six months ending 31 December 2020**

## Attachment 6

## Results Summary

The following tables provide a high-level summary of Council's financial and non-financial results for the six months ending 31 December 2020.

## Long Term Plan

Page	Activity	Non Financial	Financial	Activity Result
<b>Leadership</b>				
3	Representation			
5	Planning for the Future			
<b>Building Communities</b>				
7	Communities			
12	Recreation and Leisure			
15	Regulatory			
20	Stormwater			
22	Transportation			
24	Water Supply			
<b>Protecting the Environment</b>				
26	Natural Environment			
27	Waste Management			
<b>Supporting our Economy</b>				
33	Economic			

## Corporate Plan

Page	Activity	Non Financial	Financial	Activity Result
<b>Customer Care</b>				
34	Customer Service			
35	Engagement & Communication			
<b>Internal Processes</b>				
36	Asset Management			
38	Key Business Processes			
43	Work Effectively with Others			
44	Risk Management			
<b>Learning &amp; Innovation</b>				
45	Staff Knowledge and Skills			
47	Institutional Knowledge			
49	Work Environment			

Legend

Non Financial  
Financial

MET

90 – 100% met  
Within -15% to 3%

PARTIAL MET

75 – 89% met  
Within -25% to 5%

NOT MET

0 – 74% met  
<-25% or >5%



## Attachment 6

### Leadership - Representation

#### Community Outcome:

- Elected leaders represent the views of residents and make effective decisions which improve our communities and environment, now and for the future.

Representation	Work Programme	Financial
<b>District Representation</b> <p><b>Non-financial:</b> All Governance KPIs were met for the quarter - 100% of Agenda of Minutes published within required timeframe. Relationships with Maori; following the decision of Te Arawa to form its own Kawenata as the basis for a relationship with Council, Tauranga Moana tangata whenua representatives held a wananga at Council offices before Christmas to discuss their desire for future partnership arrangements with Council. In this regard a brief position paper was provided to Council staff.</p> <p>A further wananga, this time involving Council staff, was held 26 January 2021, with a number of further actions agreed, including the desire of the members to hold a noho marae on Matakana Island to determine Terms of Reference as well as a separate paper on resourcing, professional development and orientation for new members.</p> <p>Overall, the desire of the Tauranga Moana members is to continue with regular meetings (bi-monthly) involving elected members, with the intervening month to enable the members to wananga (workshop) topics that they choose.</p> <p><b>Financial:</b> Underspends in both the governance and elected members, however these were not significant.</p>		
<b>Treasury Management</b> <p><b>Non-financial:</b> Council has met all treasury KPIs for the December quarter and continues to track towards 100% compliance for the full financial year.</p> <p><b>Financial:</b> Operational expenses are currently over budget due to the timing of interest payment cashflows (no budget phasing was performed for 2021 budgets), operational income is likely to be under budget at year end due to lower than budgeted interest rates being offered on Council's term deposits.</p>		

## Attachment 6

**Financial Summary**

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Representation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(2,062)	(2,212)	<b>Operating Costs</b>	(881)	(1,110)	229	21%
(3,353)	(3,504)	<b>Total Costs</b>	(1,402)	(1,756)	353	20%
423	423	<b>Total Direct Income</b>	215	211	4	2%
(2,931)	(3,081)	<b>Net Cost of Service</b>	(1,187)	(1,544)	357	23%
0	0	<b>Capital expenditure</b>	0	0	0	



## Attachment 6

### Leadership – Planning for the Future

#### Community Outcome:

- In consultation with our communities and guided by our sustainable development approach, we plan for the future.

Planning for the Future	Work Programme	Financial
<b>Resource Management Planning</b> <p><b>Non-financial:</b> Work continues on completing the Omokoroa Stage 3 structure plan and supporting review of the residential rules. Electronic District Plan – E-project team has been formed with key staff to work with supplier. The project team have scoped requirements and provided the necessary information to enable the creation of a test ePlan. User testing planned to commence in February.</p> <p><b>Financial:</b> The work programme is proceeding within budget.</p>		
<b>Policy &amp; Planning</b> <p><b>Non-financial:</b> Work is progressing in accordance with the work programme set by the Policy Committee. Several policy and strategy reviews are linked to the review of the Long Term Plan, and will be linked with concurrent consultation and deliberations process.</p> <p><b>Financial:</b> Activity is underspent year to date, but most expenditure is planned during quarter three and four, in relation to the costs of consultation and document production for the Long Term Plan and other concurrent consultation items.</p>		

## Attachment 6

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Policy & Planning	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,023)	(1,156)	Operating Costs	(433)	(580)	147	25%
(1,573)	(1,706)	Total Costs	(672)	(855)	183	21%
13	13	Total Direct Income	6	6	0	0%
(1,560)	(1,693)	Net Cost of Service	(666)	(849)	183	22%
0	0	Capital expenditure	0	0	0	
		Resource Management Planning				
(834)	(856)	Operating Costs	(338)	(430)	91	21%
(1,249)	(1,271)	Total Costs	(541)	(637)	97	15%
0	0	Total Direct Income	0	0	0	
(1,249)	(1,271)	Net Cost of Service	(541)	(637)	97	15%
0	0	Capital expenditure	0	0	0	

## Attachment 6

### Building Communities - Communities

#### Community Outcome:

- Social infrastructure (the community facilities, services and networks that help individuals, families, groups and communities) meets the diverse needs of communities; communities are strong and can influence their future.

Communities	Work Programme	Financial
<b>Community Development</b> <p><b>Non-financial:</b> Significant work continues to take place across the district. All contracts are managed appropriately with good progress being made by contract holders. Regular contract reviews take place and relationships maintained.</p> <p>The Community Matching Fund will commence again this year having missed a year last year. It was replaced by the Community Resilience Fund.</p> <p>Katikati has a town centre and community plan being developed, this will be excellent for the township.</p> <p>All contract holders are appreciative of the support both financial and staff advice wise from Council.</p> <p><b>Financial:</b> All on track with no issues to raise.</p>		
<b>Community Facilities</b> <p><b>Non-financial:</b> Ongoing planning for the cemetery function underway with works in the Maketu Cemetery commencing January 2021. Staff are actively involved in managing the sect17a review consultation for pensioner housing which to date is going well. With the complexities of legislation and particularly health and safety and Building Warrants of Fitness becoming more complex there is increasing assistance being provided to Hall Committees.</p> <p><b>Financial:</b> Pensioner housing. Expenditure ahead of target. Attempting to reduce costs but likely to be overspent. Pensioner Housing Income better than budget due to tenancy period greater than anticipated. Cemeteries capital works being planned so underspent to date. Procurement plan signed for works at Maketu Cemetery. Hall income journal not processed for December 2020 therefore reflects under recovery which is incorrect.</p>		

## Attachment 6

Communities	Work Programme	Financial
<b>Emergency Management</b>  <b>Non-financial:</b> The activity is progressing as per the CDEM Annual Plan. The EOC has a full roster of trained staff.  <b>Financial:</b> On track, second position being recruited.		
<b>Libraries and Service Centres</b>  <b>Non-financial:</b> No issues with these activities. Customer Contacts for the 2nd quarter were down -8% comparative same quarter last year with the largest decrease in counter (face-to-face) contacts. Assumption is that increasing customer use of online services such as Building & Resource Consents, Dog Registrations and LIMs are impacting on physical visits. 5, 489 CCRs were raised with 49% relative to Infrastructure Services activities. 26,510 calls handled by the Contact Centre team with an abandonment rate of under 1.5% and over 91% handled at the 1st point of contact. 1,032 devices are connected to Council's Antenno app with regular postings pushed out to the community and a growing number of CCRs being received via this channel.  Libraries & Service Centres continue to be well utilised with almost 2,500 people attending events over the 2nd quarter. The archives team continue to receive regular enquires and have processed a further 335 items which are now available for viewing on the online database 'Recollect'. Wi-Fi statistics are incomplete as our provider is working to retrieve some missing records from December, sessions continue to be high at 8,865 for the quarter and a drop in in-house PC usage. This is attributable to more customers bringing their own device.  Libraries Circulation shows a drop in collection figures as the annual weeding programme takes effect, this will even out as new items arrive in the country, but publishers are still dealing with the effect of COVID. Turnover across both hard and soft (e-collections) is slightly under 1 per item for the 2nd quarter although actual issues have increased by 2,300 comparative to the same quarter last year. A growing awareness of e-collections has seen an increase of 24% this quarter comparative same quarter last year, a continuation of the trend that began with COVID. Closure of our libraries (due to public holidays) for 7 days in December has had an impact on both circulation issues and foot traffic.  <b>Financial:</b> Overall business costs are less resulting in a reduced Overhead Allocation to these cost centres. The District Libraries RFID project (for new technology and gates for the Omokoroa and Te Puke libraries) is completed and under budget. The District Libraries budget is acting as the GL to receive the funding from MBIE (for the regional Digital Hub) and to pay the implementation costs for the project; currently the expenditure and the income for the current financial year appears as unbudgeted - but it will become cost-neutral.		

## Attachment 6

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Community Development & Grants	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,795)	(1,989)	Operating Costs	(843)	(996)	154	15%
(2,236)	(2,430)	Total Costs	(1,034)	(1,217)	183	15%
30	30	Total Direct Income	73	15	58	393%
(2,207)	(2,400)	Net Cost of Service	(961)	(1,202)	241	20%
0	0	Capital expenditure	0	0	0	
		Emergency Management				
(204)	(204)	Operating Costs	(6)	(102)	97	94%
(422)	(422)	Total Costs	(103)	(211)	108	51%
0	0	Total Direct Income	(47)	0	(47)	
(422)	(422)	Net Cost of Service	(150)	(211)	61	29%
0	0	Capital expenditure	0	0	0	

## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Information Centres	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(2,285)	(2,285)	<b>Operating Costs</b>	(1,269)	(1,149)	(120)	-10%
(3,723)	(3,723)	<b>Total Costs</b>	(2,094)	(1,911)	(183)	-10%
1,836	1,836	<b>Total Direct Income</b>	1,022	918	104	11%
(1,887)	(1,887)	<b>Net Cost of Service</b>	(1,072)	(993)	(79)	-8%
(377)	(473)	<b>Capital expenditure</b>	(161)	(236)	76	32%
		<b>Cemeteries</b>				
(81)	(81)	<b>Operating Costs</b>	(37)	(40)	3	8%
(241)	(241)	<b>Total Costs</b>	(79)	(120)	42	35%
75	75	<b>Total Direct Income</b>	42	38	5	13%
(166)	(166)	<b>Net Cost of Service</b>	(36)	(83)	47	56%
(75)	(180)	<b>Capital expenditure</b>	(4)	(90)	85	95%
		<b>Community Halls</b>				
(440)	(440)	<b>Operating Costs</b>	(300)	(220)	(80)	-36%
(546)	(546)	<b>Total Costs</b>	(337)	(273)	(64)	-24%
349	349	<b>Total Direct Income</b>	147	174	(28)	-16%
(197)	(197)	<b>Net Cost of Service</b>	(191)	(99)	(92)	-93%
0	0	<b>Capital expenditure</b>	0	0	0	

## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Pensioner Housing	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(389)	(389)	Operating Costs	(207)	(194)	(13)	-7%
(622)	(622)	Total Costs	(284)	(311)	27	9%
420	420	Total Direct Income	233	210	23	11%
(202)	(202)	Net Cost of Service	(51)	(101)	50	49%
(50)	(50)	Capital expenditure	(84)	(25)	(59)	-238%



## Attachment 6

**Building Communities – Recreation & Leisure****Community Outcome:**

- Recreation and leisure facilities are well planned and safe to meet the diverse and changing needs of our community.

Recreation and Leisure	Work Programme	Financial
<b>Coastal and Marine Structures</b> <p><b>Non-financial:</b> Pukehina boat ramp renewal construction timing dependent on a negotiated tender process. Procurement of other coastal asset renewals including the Kotuku Reserve rock revetment, Waitui Reserve and Athenree Inlet timber seawall replacements is underway. Omokoroa ferry landing piles and jetty/pontoon repairs have been programmed.</p> <p><b>Financial:</b> Significant expenditure is planned for the balance of the financial year.</p>		
<b>Recreation Reserves and Facilities</b> <p><b>Non-financial:</b> Planning underway or completed for a number of projects with implementation planned for the new year or in autumn when planting conditions are more favourable.</p> <p>The pools in Katikati and Te Puke have been operating during the holiday season.</p> <p><b>Financial:</b> Operating costs are greater than budget due to timing issues i.e. the budget cashflow is not aligned to actual expenditure. Capital expenditure greater than budget. This is largely due to timing of project work and the purchase of property (294 Beach Road). Income is less than budget due to a coding error. Finance have been advised and will rectify. Development Impact Fees received for reserves is less than budget.</p>		
<b>Sub Regional Reserves</b> <p><b>Non-financial:</b> TECT Park - The Park celebrated its 10 anniversary on 28 November 2020. The celebration included a successful event that was well supported by a number of user groups at the park. A night event was also held which included the screening of a Six 60 concert and a laser light show. The new Kiwicamp facility is now operational. User numbers are lower than expected, this primarily due to the reduction in overseas tourists due to Covid - 19. The Park has experienced high visitor numbers over the summer period.</p> <p>Huharua Park - Park visitor numbers are increasing due to the Omokoroa to Tauranga Cycle way going through the Park. Additional seating has recently been added along the top of the bank. The user survey suggests that an additional path maybe required to shift through cyclists out of the car park.</p>		

## Attachment 6

**Recreation and Leisure****Work  
Programme****Financial**

**Financial:** TECT Park - Income from forestry harvesting is higher than expected due to high log prices. This is ring fenced for park purposes. TCC income for Huharua yet to be invoiced. Capex actual expenditure YTD is higher than the cash flowed expenditure. Budget expenditure is on target for year end.

Huharua Park - The year to date expenditure is below the forecast expenditure. The forward work program includes a significant amount of site maintenance scheduled for the next few months.

**Financial Summary**

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Recreation Reserves & Facilities	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(3,993)	(3,973)	<b>Operating Costs</b>	(1,970)	(1,987)	17	1%
(5,495)	(5,475)	<b>Total Costs</b>	(2,624)	(2,851)	228	8%
2,467	2,467	<b>Total Direct Income</b>	842	1,233	(392)	-32%
(3,028)	(3,008)	<b>Net Cost of Service</b>	(1,782)	(1,618)	(164)	-10%
(2,753)	(3,512)	<b>Capital expenditure</b>	(2,980)	(1,756)	(1,224)	-70%
		<b>Coastal &amp; Marine Structures</b>				
(233)	(233)	<b>Operating Costs</b>	(64)	(117)	52	45%
(929)	(929)	<b>Total Costs</b>	(348)	(464)	116	25%
0	0	<b>Total Direct Income</b>	0	0	0	
(929)	(929)	<b>Net Cost of Service</b>	(348)	(464)	116	25%
(844)	(1,447)	<b>Capital expenditure</b>	(118)	(723)	605	84%

## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Sub-Regional Parks	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(747)	(747)	Operating Costs	(306)	(374)	68	18%
(1,064)	(1,064)	Total Costs	(431)	(548)	118	21%
471	471	Total Direct Income	428	11	417	3787%
(593)	(593)	Net Cost of Service	(3)	(537)	534	99%
(1,034)	(697)	Capital expenditure	(494)	(216)	(278)	-129%

## Attachment 6

**Building Communities – Regulatory****Community Outcome:**

- Regulatory services are delivered through a balanced compliance approach, promoting the safety and well-being of our communities and enhanced sustainability of our built and natural environments.

Regulatory	Work Programme	Financial
<p><b>Animal Control</b></p> <p><b>Non-financial:</b> Dog registration compliance is at 96.4% registered (9335/9678). The dog registration follow up programme is underway and on track for year end 98% requirement. Complaint numbers are comparable to the same period last year, with roaming and barking dogs continuing to be the cause of the majority of complaints.</p> <p>The dog wander walks and event series is underway with increased number of attendees for all walks compared to the same period last year. Council's new shelter facilities are working well, with increased capacity for impounds and office working space for field staff. This was a real benefit under COVID when staff could operate isolated from each other.</p> <p><b>Financial:</b> Direct costs are down \$130K for the operating period, based on reduced expenditure on staff salaries (down 28K) due to recruitment delays in shelter staff. The staffing shortfall was covered by animal services officers and contractors. Event expenses and printing expenditure were down due to budget phasing - event spend and dog registration mailout will occur in Q3, &amp; 4. It is predicted that year end position will continue to be favourable. Revenue was above budget for the operating period due to phasing of the dog registration income. Revenue from adoptions and infringements are below budget, (\$12K) with reduced infringement for non registration given the 48 hour period waiver if paid. Dog adoption revenue is below budget (\$8K) as Council continues to partner with local community adoption agencies. This has the benefit of reducing staff workload in promoting adopt a dogs. Impound fees are ahead of budget (\$2K) as dog numbers and capacity increases.</p> <p>It is predicted that the year end revenue will be on budget based on continuing growth in the dog population.</p>		
<p><b>Building Services</b></p> <p><b>Non-financial:</b> 682 building consents have been received for the half year to end of December. Compared to 638 applications received for the same period last year. This is an increase of 7% from the same period last year. An average of 91% of the building consents were issued within 20 working days. Approximately 57% of RFIs were issued within 15 working days. 7,282 inspections for building consents have been carried out for the half year to end of December compared to 7,453 inspections for the same period last year. 619 code compliance certificates were issued for the quarter and 99% of them were issued within 20 working days. There were a total of 50 Building Act related CCR's for the half year to end December with 45 (90%) of them dealt with within the KPI.</p>		

## Attachment 6

Regulatory	Work Programme	Financial
<p><b>Financial:</b> There is an increase in operating costs in the Applications cost centre (\$83k) and this is mainly attributed to consultant's costs. However, this has been offset by increased revenue (\$160k). Revenue received for the Inspections cost centre is more than budgeted (\$189k). Although consultant spend in this cost centre is over budget this is offset by a saving in salaries.</p>		
<p><b>Compliance &amp; Monitoring</b></p> <p><b>Non-financial:</b> Freedom camping ambassadors were recruited for the summer peak season from MBIE's responsible camping fund, to educate campers on responsible camping practices, and Council's Bylaw requirements. There has been positive camper feedback on their engagement. Results of the surveys and engagement will be presented to Council. Resource consent monitoring numbers are up, with increased monitoring volumes for activities (increase of 30% from same period 19/20 year). Complaint numbers are also at higher levels with complaints above 19/20 year by 15%. The number of complaints requiring further enforcement action (abatement notices) and escalations is also at increased levels. Staff resourcing to manage this workload is coming under considerable pressure. Work has commenced on the review of Council Food verification QMS in preparation for IANZ external assessment in Q1. Accreditation as a food verification agency is required for Council to perform food business inspections for local businesses.</p> <p><b>Financial:</b> Traffic and parking revenue is down for the 1/2 year position (\$18K down) based on staff vacancies and exemption provisions for vehicle registration and warrants due to COVID. Q2 infringement volumes and revenue is back to expected levels. This reduction in revenue was exceeded by savings in salaries (\$30K down).</p> <p>Resource consent monitoring 1/2 year position on budget shows a favourable increase in revenue (up \$21K based on initial funding from MBIE from the responsible camping fund).</p> <p>Public enquiries budget position is favourable due to budget phasing on Councils freedom camping activities noting that spend is predominantly in Q3. Liquor licensing budget position is favourable due to reduction in District Licensing Committee activities for the 1/2 year with no hearings required. (\$6K down). There has also been an increase in application volumes for licences (\$23K increase).</p> <p>The Environmental Health budget is favourable with net position \$13K up. This is due to limited spend in the consultancy budget. This will be spent prior to year end based on increased staff resource and additional costs for IANZ external assessment.</p>		

## Attachment 6

Regulatory	Work Programme	Financial
<b>Development Engineering</b>  <b>Non-financial:</b> This team processed 1179 out of 1234 RMA consent applications for Engineering issues. The balance of these figures are either deferred or currently being processed.  This team also processed 141 out 165 building act consent applications for Engineering issues. The balance of these figures are either awaiting RFI response or currently being processed.  <b>Financial:</b> No issues operating costs currently underspent by \$53k.		
<b>Resource Consents</b>  <b>Non-financial:</b> Due to the time of year and various reasons for multiple key staff being on leave at this time, we are unable to provide data for Q2.  <b>Financial:</b> Due to the time of year and various reasons for multiple key staff being on leave at this time, we are unable to provide data for Q2.		

## Attachment 6

## Financial Summary

Full Yr. Budget \$'000	Full Yr. Revised Budget \$'000	Regulatory - Resource Consents	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,230)	(1,230)	Operating Costs	(727)	(618)	(108)	-18%
(2,486)	(2,486)	Total Costs	(1,329)	(1,246)	(82)	-7%
1,609	1,609	Total Direct Income	1,021	804	217	27%
(878)	(878)	Net Cost of Service	(307)	(442)	135	30%
0	0	Capital expenditure	0	0	0	
		Regulatory - Building & Health				
(3,277)	(3,277)	Operating Costs	(1,826)	(1,648)	(178)	-11%
(4,830)	(4,830)	Total Costs	(2,544)	(2,425)	(120)	-5%
3,345	3,345	Total Direct Income	2,126	1,673	453	27%
(1,485)	(1,485)	Net Cost of Service	(419)	(752)	333	44%
0	0	Capital expenditure	0	0	0	



## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Regulatory – Animal Control	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(745)	(754)	Operating Costs	(376)	(379)	3	1%
(1,225)	(1,235)	Total Costs	(594)	(619)	25	4%
705	705	Total Direct Income	626	352	273	78%
(521)	(530)	Net Cost of Service	32	(267)	299	112%
0	0	Capital expenditure	0	0	0	
		Regulatory - Compliance				
(1,105)	(1,105)	Operating Costs	(417)	(555)	138	25%
(1,628)	(1,628)	Total Costs	(651)	(817)	165	20%
511	511	Total Direct Income	333	255	77	30%
(1,118)	(1,118)	Net Cost of Service	(318)	(561)	243	43%
0	0	Capital expenditure	0	0	0	
		Regulatory - Development Engineering				
(606)	(706)	Operating Costs	(300)	(353)	53	15%
(25)	(125)	Total Costs	(4)	(62)	58	93%
0	0	Total Direct Income	4	0	4	
(25)	(125)	Net Cost of Service	0	(62)	62	
0	0	Capital expenditure	0	0	0	

## Attachment 6

### Building Communities – Stormwater Network

#### Community Outcome:

- Stormwater networks are designed and managed to meet community and environmental needs.

Stormwater Network	Work Programme	Financial
<b>Stormwater Network</b>  <b>Non-financial:</b> Stormwater network continues to operate as expected. There have not been too many large stormwater events in the first six months of this year to put strain on the network. Various capital upgrades are underway with a number starting in Jan 2021. Two mile creek is one project that has resulted in a rethink to the design, given the original tenders received in November 20 were well over the budget.  <b>Financial:</b> Budgets for all items appear to either be on track or behind due to timing issues. With the exception of Two Mile Creek the expectation is that good progress will be made on capital and renewal projects however Two mile creek bank protection project will not meet budget this year, is subject tot he redesign and is likely to be over a two year period.		

## Attachment 6

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Stormwater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(974)	(999)	Operating Costs	(349)	(475)	125	26%
(3,880)	(3,905)	Total Costs	(1,830)	(1,928)	97	5%
6,296	6,296	Total Direct Income	26,097	2,998	23,099	770%
2,417	2,392	Net Cost of Service	24,267	1,071	23,197	2167%
(5,457)	(2,665)	Capital expenditure	(223)	(274)	51	18%
		Waihi Beach Coastal Protection				
(57)	(57)	Operating Costs	(7)	(29)	22	77%
(136)	(136)	Total Costs	(44)	(68)	24	35%
105	105	Total Direct Income	62	53	10	19%
(31)	(31)	Net Cost of Service	18	(15)	33	217%
0	0	Capital expenditure	0	0	0	

## Attachment 6

### Building Communities - Transportation

#### Community Outcome:

- Transportation networks are safe, affordable, sustainable and planned to meet our Community's needs and support economic development.

Transportation	Work Programme	Financial
<b>Roadings</b> <p><b>Non-financial:</b> The senior Transportation Engineer commenced employment early January 2021. The Roadings Engineer East has returned to full time work after a period of extended sick leave in that last quarter of 2020.</p> <p><b>Financial:</b> Corporate overheads are less than the budgeted year to date amounts. Road DIFs are being reported at 23 % below budget. NZTA subsidy received is being budget due to timing.</p>		
<b>Network Development</b> <p><b>Non-financial:</b> Delivery of the urban community roadings minor improvement works is ongoing subject to board prioritization and funding availability. Waka Kotahi consultants have started correspondence with affected land owners and invited staff to undertake a walk over/review of the Omokoroa to Te Puna four lane alignment in January 2021.</p> <p>The pavement of single lane section Long Swamp on the Te Puke Highway has been reconstructed due to safety concerns resulting from the uneven and cracking surface. The resealing of the speed restricted sites is expected to be completed once the state highway resealing in the Western Bay of Plenty has been completed in February 2021. Western Avenue to Tralee Street construction has recommenced after the holiday shut down. The Prole Road design work is ongoing. Omokoroa Stage 1 Roadings expenditure is behind schedule but is expected to catch up as Swaps advance the project.</p> <p><b>Financial:</b> No significant concerns. Delivery of the CIP projects within the time frame is a challenge.</p>		
<b>Network Optimisation</b> <p><b>Non-financial:</b> The One Network Maintenance Contract delivers the Councils levels of service by maintaining assets to extend their useful lives and then renewing or replacing roadings assets that have reached the end of their economic life. These assets include pavements, surfacings, line marking, signs, street lights, unsealed metal, structures, footpaths, culverts, kerb and channel.</p> <p>The renewals and reseals are progressing as per the planned works. Note that there are challenges to the delivery of Mountain Rd Seal extension.</p> <p><b>Financial:</b> Capital works costs are subject to construction season constraints and delivery timing.</p>		

## Attachment 6

Transportation	Work Programme	Financial
<b>Transportation Health &amp; Safety</b>  <b>Non-financial:</b> Working with Waka Kotahi concerning the LCLR funding and timing of works. Continue to support for completion of the Omokoroa to Tauranga cycleway with alternative routes being investigated. Working with Kiwirail and Iwi for the Pahoia Road to Prole Road cycleway extension. This is an additional project with \$600k funded from Waka Kotahi subject to completion by end of June. The consent for the bridge is currently being processed. Surfacing works on the Kaylene to Western Avenue shared path were completed in December 2020. Implementation of the speed limit bylaw review are planned to be installed by 29th March 2021.  <b>Financial:</b> Expenditure is under budget for LCLR due to the timing of the works. Cycleway expenditure is over budget as planned but includes a \$600k mis-coded item in a claim which is being corrected.		

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Transportation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(10,197)	(10,247)	Operating Costs	(3,847)	(5,126)	1,279	25%
(22,906)	(22,956)	Total Costs	(9,582)	(11,481)	1,899	17%
27,380	27,380	Total Direct Income	10,841	12,990	(2,149)	-17%
4,474	4,424	Net Cost of Service	1,259	1,510	(250)	-17%
(15,709)	(20,322)	Capital expenditure	(4,707)	(9,482)	4,775	50%

## Attachment 6

### Building Communities – Water Supply

#### Community Outcome:

- Water supply is provided to our Community in a sustainable manner.

Water Supply	Work Programme	Financial
<b>Council Water Supply</b>		
<b>Non-financial:</b> Operations over the last six months have seen Council maintain its levels of service across all three water zone. There have been a couple of major water breaks during this period, however customers have not been too affected. The months of November and December have seen a significant increase in consumption and the need to elevate our water signage to High level.		
No non conformance's to report from our network system. Drinking water assessor has sighted reporting information with no issues to raise. In terms of capital projects a number of the larger ones are planned to be implemented over the second half of the financial year.		
<b>Financial:</b> Operational expenditure for all three water zones are within or under budget for the year. Income for the western zone is distorted as the DIA 3 Waters credit of \$3.46m has been all credited to this account, however both central and eastern are below planned budget. Generally the overall position for the combined water supply budgets look to be on track.		
Capital expenditure is less than expected and is due in the main part to larger capital projects commencing in the second half of the financial year. Expected to be under spent at year end.		



## Attachment 6

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Western Water Supply	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,770)	(1,770)	Operating Costs	(1,170)	(869)	(301)	-35%
(3,875)	(3,875)	Total Costs	(2,140)	(1,921)	(219)	-11%
5,469	5,469	Total Direct Income	6,675	2,684	3,991	149%
1,594	1,594	Net Cost of Service	4,535	763	3,772	494%
(674)	(911)	Capital expenditure	(159)	(127)	(32)	-25%
		Central Water Supply				
(1,364)	(1,364)	Operating Costs	(619)	(681)	62	9%
(3,336)	(3,336)	Total Costs	(1,464)	(1,667)	203	12%
3,921	3,921	Total Direct Income	2,460	1,935	525	27%
585	585	Net Cost of Service	996	268	727	271%
(1,359)	(1,608)	Capital expenditure	(64)	(54)	(10)	-19%
		Eastern Water Supply				
(2,248)	(2,248)	Operating Costs	(1,088)	(1,096)	8	1%
(4,965)	(4,965)	Total Costs	(2,377)	(2,454)	77	3%
6,574	6,574	Total Direct Income	3,846	3,262	584	18%
1,609	1,609	Net Cost of Service	1,469	808	661	82%
(2,843)	(2,893)	Capital expenditure	(40)	(125)	85	68%

## Attachment 6

**Protecting the Environment – Natural Environment****Community Outcome:**

- Areas of our natural environment with important environmental, cultural and heritage values are protected.

Natural Environment	Work Programme	Financial
<b>Environmental Protection</b>  <b>Non-financial:</b> All in order, no issues to report. Contracts being managed appropriately.  <b>Financial:</b> No issues to report.		

**Financial Summary**

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Natural Environment	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(912)	(912)	Operating Costs	(435)	(456)	21	5%
(910)	(910)	Total Costs	(426)	(455)	30	7%
749	749	Total Direct Income	325	374	(49)	-13%
(162)	(162)	Net Cost of Service	(100)	(81)	(19)	-24%
0	0	Capital expenditure	0	0	0	

## Attachment 6

### Protecting the Environment – Waste Management

#### Community Outcomes:

- Wastewater services are well planned and maintained to ensure a clean and healthy environment.
- Efficient waste management practices that minimise waste to landfill and encourage efficient use of resources to reduce environmental harm.

Waste Management	Work Programme	Financial
<p><b>Wastewater</b></p> <p><b>Non-financial:</b> A temporary wastewater treatment plant at Waihi Beach was commissioned in late November in time for the influx of people into the township. This has allowed the Failed SAS Lagoon to be finally drained and for the insurance assessor to acknowledge our claim. The temporary plant appears to be managing the flows coming into the plant and the treatment process.</p> <p>Katikati waste plant has seen a de-sludge of the main treatment pond and in the new year work will be undertaken to improve the treatment process To meet discharge quality standards. Investigations are underway with trade waste customers to ensure that the trade waste effluent entering the plant is within the criteria we have agreed too. This plant has been failing some components of its discharge conditions. Staff have been monitoring these and have an action plan in place to rectify this situation.</p> <p>Omokoroa's wastewater pumping system has been operating to plan with no real issues to report.</p> <p>Te Puke treatment plant continues to operate within its resource consent conditions with no issues to report. The planned upgrades to the treatment plant is currently going through an EOI process for capacity and quality upgrades tot he treatment plant to cater fro RBP and to meet the consent conditions. Maketu wastewater plant is operating within expectations with no issues to report.</p> <p>The three waters projects are progressing with a focus on marae waste water treatment upgrades.</p> <p><b>Financial:</b> Waihi Beach wastewater plant budget is higher than expected and reflects the work that been required to put a temporary plant in place while managing the daily inflows of wastewater on a 24/7 Basis.</p> <p>The claim presented to our insurance company reflects these additional costs.</p> <p>The other treatment plants are all on track in terms of budget expenditure. Some of the lack of capital expenditure on these plants is due to the later timing of activities in the year.</p>		

## Attachment 6

Waste Management	Work Programme	Financial
<p><b>Solid Waste</b></p> <p><b>Non-financial:</b> All community recycling and green-waste centres have continued to operate without any issues of note. Extended opening hours and additional days over Christmas period were well attended by the community. Good feedback from users of the service. Sale of recycling commodities is continuing to be a challenge with revenue received on the decline. With some products it can be close to a break even. Kerbside collection services contract now in place with the implementation plan underway for starting service on 1st July 2021. Dedicated Project Manager (Fixed term) to be appointed in early 2021. Council continue to receive CCR relating to illegal dumped rubbish across the district.</p> <p><b>Financial:</b> All Budgets for the first six months of the year on track with some predicted savings for year end. Revenue income noted as being behind, this is due to timing of receipt of funds. No concerns regarding financial cost of this service. An application will be made for subsidy for the supply of recycling bins.</p>		

## Attachment 6

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Waihi Beach Wastewater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,212)	(1,212)	Operating Costs	(876)	(658)	(218)	-33%
(2,772)	(2,772)	Total Costs	(1,644)	(1,438)	(207)	-14%
3,321	3,321	Total Direct Income	1,816	1,560	256	16%
548	548	Net Cost of Service	172	123	50	40%
(230)	(495)	Capital expenditure	(21)	(30)	9	30%
		Kaikati Wastewater				
(1,136)	(1,136)	Operating Costs	(502)	(572)	70	12%
(2,226)	(2,226)	Total Costs	(989)	(1,118)	128	11%
3,055	3,055	Total Direct Income	1,710	1,493	218	15%
829	829	Net Cost of Service	721	375	346	92%
(579)	(699)	Capital expenditure	(40)	(15)	(25)	-165%

## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Te Puke Wastewater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,210)	(1,210)	Operating Costs	(321)	(542)	221	41%
(2,013)	(2,013)	Total Costs	(659)	(943)	284	30%
3,747	3,747	Total Direct Income	2,012	1,873	139	7%
1,734	1,734	Net Cost of Service	1,353	930	423	45%
(1,160)	(1,170)	Capital expenditure	(194)	(80)	(114)	-143%
		Omokoroa Wastewater				
(1,154)	(1,154)	Operating Costs	(63)	(580)	516	89%
(3,879)	(3,879)	Total Costs	(1,377)	(1,949)	571	29%
3,166	3,166	Total Direct Income	1,775	1,548	227	15%
(713)	(713)	Net Cost of Service	397	(401)	798	199%
(896)	(919)	Capital expenditure	(128)	(126)	(2)	-1%
		Maketu Wastewater				
(613)	(613)	Operating Costs	(379)	(307)	(72)	-24%
(1,501)	(1,501)	Total Costs	(838)	(750)	(87)	-12%
547	547	Total Direct Income	299	274	25	9%
(953)	(953)	Net Cost of Service	(539)	(477)	(62)	-13%
(80)	(80)	Capital expenditure	(12)	(30)	18	60%



## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Ongare Wastewater	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(35)	(35)	Operating Costs	(34)	(17)	(16)	-92%
(146)	(146)	Total Costs	(87)	(73)	(14)	-19%
44	44	Total Direct Income	44	0	44	
(101)	(101)	Net Cost of Service	(43)	(73)	30	41%
0	0	Capital expenditure	5	0	5	
		District Solid Waste				
(661)	(611)	Operating Costs	(160)	(240)	80	33%
(816)	(766)	Total Costs	(233)	(318)	86	27%
130	130	Total Direct Income	334	65	269	414%
(686)	(636)	Net Cost of Service	102	(253)	355	140%
0	0	Capital expenditure	0	0	0	
		Western Solid Waste				
(504)	(504)	Operating Costs	(218)	(253)	35	14%
(646)	(646)	Total Costs	(281)	(324)	43	13%
783	783	Total Direct Income	386	391	(6)	-1%
136	136	Net Cost of Service	105	67	37	56%
0	0	Capital expenditure	0	0	0	

## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Eastern Solid Waste	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(240)	(240)	Operating Costs	(91)	(120)	29	24%
(354)	(354)	Total Costs	(140)	(177)	38	21%
535	535	Total Direct Income	274	268	7	3%
181	181	Net Cost of Service	135	90	44	49%
0	0	Capital expenditure	0	0	0	
		Omokoroa Solid Waste				
(68)	(68)	Operating Costs	(23)	(34)	11	31%
(97)	(97)	Total Costs	(37)	(49)	12	25%
186	186	Total Direct Income	67	93	(25)	-27%
88	88	Net Cost of Service	31	44	(13)	-30%
(50)	(50)	Capital expenditure	0	0	0	

## Attachment 6

**Supporting our Economy - Economic****Community Outcome:**

- To encourage the sustainable use of local resources in a way which strengthens economic opportunities and improves social outcomes.

Economic	Work Programme	Financial
<b>Economic Development</b>  <b>Non-financial:</b> The two biggest Service Delivery Contract holders Priority One and Tourism Bay of Plenty have progressed their activities. Tourism are naturally facing some challenges with COVID impacts. A full focus on domestic tourism has been required, fortunately we are a region that has high domestic tourism anyway. Priority One, continue to work well across the sub region adding value in the Western Bay of Plenty. Town centre promotion support is provided in Te Puke, Katikati and Waihi Beach, a return of community events has been well received by these communities.  <b>Financial:</b> All on track, no issues to raise.		

**Financial Summary**

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Economic	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(666)	(666)	Operating Costs	(407)	(333)	(74)	-22%
(735)	(714)	Total Costs	(418)	(357)	(61)	-17%
324	324	Total Direct Income	161	162	(1)	-1%
(411)	(390)	Net Cost of Service	(257)	(195)	(62)	-32%
(662)	(662)	Capital expenditure	(4)	(331)	327	99%

## Attachment 6

### Customer Service

#### Council Outcome:

- Customers are provided with an environment where their needs are understood, information is accurate and user friendly, and advice and services are provided in a timely and professional manner.

Customer Service	Work Programme	Financial
<b>Service Delivery Processes &amp; Standards</b>		
<b>Non-financial:</b> Weekly Customer Contact Request summaries (CCR's) were provided regularly to SMT including a monthly rolling report on the status of the organisation's total CCRs. The customer team meet regularly to assist with the CCR close out process. A Work Programme update will follow the scoping of existing Corporate Plan projects, (taking into account Future Ready report), the identification of any changes due to Libraries & Service Centres LOS Review and new Public Libraries Strategic Framework 2020-25. The Unified Communications project is now underway, which will involved replacing the Zeacom telecommunications system. The Delegations register is currently under review, this will involve creating a database to manage the "role based delegations".		
<b>Financial:</b> On track.		

## Attachment 6

**Engagement & Communication****Council Outcome:**

- Residents and all key communities of interest are effectively engaged.

Engagement & Communication	Work Programme	Financial
<p><b>Communication</b></p> <p><b>Non-financial:</b> Quarter highlights:</p> <ul style="list-style-type: none"> <li>Council's social media strategy reviewed and updated</li> <li>Strategy and implementation of kerbside rubbish and recycling campaign - five month promotional campaign to occur (Feb-Jun 2021)</li> <li>Long Term Plan - development of Consultation Document</li> <li>Long Term Plan - Strategy and planning of Phase Three consultation (Mar-Apr 2021)</li> <li>Assistance with TECT Park 10th birthday event on 28 November 2020</li> <li>Council website home page design/imagery updated - goal to create a more user-friendly experience for staff and customers alike</li> </ul> <p><b>Financial:</b> Operating costs are within budget. Overheads recovered (\$90k) are less than budgeted (\$239k).</p> <p><b>Maori</b></p> <p><b>Non-financial:</b> Consider new opportunities to develop training in the kaupapa Māori space</p> <p><b>Financial:</b> Work needs to be done to further promote funding available to support kaupapa Māori</p> <p><b>Community Relationships</b></p> <p><b>Non-financial:</b> Significant amount of activities have taken place across the District from Have your Say events to dog events to the 10th anniversary of TECT Park. Events, activities and engagements Council are involved in are well received across the District.</p> <p><b>Financial:</b> Budgets remain on track.</p>		

## Attachment 6

**Internal Processes – Asset Management****Council Outcome:**

- Council's assets are efficiently, effectively and proactively managed.

Asset Management	Work Programme	Financial
<b>Asset Management</b>  <b>Non-financial:</b> The AMP programme of improvements and peer review is on track.  <b>Financial:</b> No issues.		
<b>Corporate Property</b>  <b>Non-Financial:</b> Front of house project consultation underway with work programmed to be undertaken in the last quarter of the year. Strategic Property acquisitions and development ongoing. Housing Affordability Forum agreement signed. Physical work expected to commence within 3 months. Key focus on the Omokoroa land required for the CIP projects. Second Tranche of vehicles arrive January 2021.  <b>Financial:</b> Property management operating expenditure second quarter recover Journal not processed. Property Management income variance relates to expected gain on assets. Journals not processed. Property management FWIP relates to Vehicles. Budget will be fully expended with final tranche of vehicles arriving in January 2021. The capex spend is reduced as capital income has been coded to this account, The operational income includes a non cash asset revaluation		



## Attachment 6

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Corporate Assets	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(769)	(769)	Operating Costs	(561)	(392)	(169)	-43%
(1,009)	(1,009)	Total Costs	(534)	(519)	(15)	-3%
106	106	Total Direct Income	70	53	17	33%
(904)	(904)	Net Cost of Service	(464)	(466)	2	1%
(1,119)	(1,080)	Capital expenditure	(2,832)	(540)	(2,292)	-424%

## Attachment 6

**Internal Processes - Key Business Processes****Council Outcome:**

- Systems and processes represent value for money and meet the business needs of the organisation.

Key Business Processes	Work Programme	Financial
<p><b>Quality Management</b></p> <p><b>Non-financial:</b> Documentation of processes is ongoing. Assessments of projects to commence in February 2021.</p> <p><b>Financial:</b> There are no financial implications for this activity.</p>		
<p><b>Information Management</b></p> <p><b>Non-financial:</b> Kerbside waste collection service providing technical advice and assistance to deliver data to the contractor and meet customer information requirements. This has included issuing approximately 230 rural id numbers to rural properties and contacting properties with more than one dwelling.</p> <p>3 Waters joint maintenance contract: Providing technical input to the system requirements and supporting contract negotiations with the preferred supplier.</p> <p>E district plan implementation Council has procured Isovist an e-plan solution and implementation is underway with the GIS team providing support to the project.</p> <p>LTP submission process: Preparation of requirements for managing staff comments for LTP submissions is in progress.</p> <p>Online payments: An online payment upgrade is in progress that will allow customers to pay directly from their bank account for BNZ and WestPac customers.</p> <p>Insight Reporting: A review of the reporting system is being prepared with some recommendations for minor modifications to be made by the developer supporting projects to be displayed spatially.</p> <p>ERP Replacement project: Project preparation is underway including business case, procurement plans and discussions for a pilot of Datascape CRM.</p> <p><b>Financial:</b> IT cost centre underspent for project and capital spend due to current priorities in the IT work programme. Operational expenditure for software may need to be analysed next quarter due to the trend to move to software as a service for licences. The GIS cost centre is on track.</p>		

## Attachment 6

Key Business Processes	Work Programme	Financial
<p><b>Procurement</b></p> <p><b>Non-financial:</b></p> <ol style="list-style-type: none"> <li>1. Staff fluctuations (parental leave and resignation) with loss of one FTE (currently only 1.6 FTEs in team) meant one person doing two roles since end of November 2020.</li> <li>2. High staff intake across Council with increased Ozone setup and PO training required.</li> <li>3. NZTA funding secured in Sep 2020 (Infrastructure projects), had knock-on impact with increased volume of tenders/procurement strategies. This is continuing into the next quarter.</li> <li>4. Procurement participation on 3-Waters Tender Evaluation Panel required significant input which took priority over other tenders. Management of internal customer expectations.</li> <li>5. New team manager (also new to the organisation) is developing understanding of role and where Procurement is at in its evolution within Council.</li> </ol> <p><b>Financial:</b> No cost centre directly allocated to Procurement activity.</p>		
<p><b>Financial Management</b></p> <p><b>Non-financial:</b></p> <p>Corporate Finance - No issues.</p> <p>Finance - Finance team heavily involved in LTP work, implementation of IBIS Breeze budget and forecasting tool, electronic time-sheeting software and BAU.</p> <p>Accounting Ops - Involved in automated OCR tool for accounts payable, and working with a contractor on streamlining reconciliation issues.</p> <p>Treasury - No issues.</p> <p>Rates Appropriation - No issues</p> <p><b>Financial:</b></p> <p>Corporate Finance - Income higher than budget YTD due to unbudgeted LGFA and Zespri dividends received.</p> <p>Finance - in line with budget.</p> <p>Accounting Ops - YTD underspends across most operating and income postcodes. Predominantly due to vacant role not yet started (salary) and budget phasing tasks yet to be carried out.</p> <p>Treasury - YTD underspends across most operating postcodes. Predominantly due to budget phasing tasks yet to be carried out. Income lower than budget due to loan swap premium.</p> <p>Rates Appropriation - YTD overspends across most operating postcodes. Predominantly due to budget phasing tasks yet to be carried out.</p>		

Attachment 6

Key Business Processes		Work Programme	Financial
Continuous Improvement			
<b>Non-financial:</b> The Future Ready Organisation research was completed and presented to Council in December. Planning and implementation of the identified initiatives will commence in the new year. Overall, work programmes are on track.			
<b>Financial:</b> No issues.			

## Attachment 6

## Financial Summary

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Financial Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(2,161)	(2,161)	Operating Costs	(896)	(1,080)	184	17%
(140)	(140)	Total Costs	(5)	(70)	65	93%
605	605	Total Direct Income	315	302	13	4%
465	465	Net Cost of Service	310	232	77	33%
0	0	Capital expenditure	0	0	0	
		Treasury Operations				
(161)	(161)	Operating Costs	(18)	(81)	63	78%
(505)	(505)	Total Costs **	(690)	(253)	(437)	-173%
400	400	Total Direct Income	49	200	(151)	-76%
(105)	(105)	Net Cost of Service	(641)	(53)	(589)	-1119%
0	0	Capital expenditure	0	0	0	

\*\* refer to page 3 for variance explanation.

## Attachment 6

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Rate appropriation	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(2,180)	(2,180)	Operating Costs	(867)	(290)	(577)	-199%
(2,180)	(2,180)	Total Costs	(867)	(290)	(577)	-199%
28,675	28,675	Total Direct Income	13,908	14,337	(429)	-3%
26,495	26,495	Net Cost of Service	13,042	14,047	(1,006)	-7%
0	0	Capital expenditure	0	0	0	



## Attachment 6

**Internal Processes – Work Effectively with Others****Council Outcome:**

- Collaboration with other organisations achieves improved community outcomes.

Work Effectively with Others		Work Programme	Financial
<b>Planning &amp; Working in Partnership</b>			
<b>Non-financial:</b> On track.			
<b>Financial:</b> No budget issues.			

## Attachment 6

**Internal Processes – Risk Management****Council Outcome:**

- Risks are identified, minimised or mitigated.

Risk Management	Work Programme	Financial
<p><b>Risk Management</b></p> <p><b>Non-financial:</b> A new Business Continuity Plan, will be presented to the Management Team at their first meeting of 2021. Once approved the plan will be promoted to all staff. Continuing to work with insurance company in regard to the Waihi Beach Wastewater Treatment Plant claim.</p> <p><b>Financial:</b> There is no separate cost centre allocated to this activity.</p> <p><b>Occupational Safety &amp; Health</b></p> <p><b>Non-financial:</b> Site safety visits and inspections were undertaken at the Te Puke Pool, Katikati Pound and a range of worksites. A range of corrective actions were noted and agreed with budget/project managers There were no new significant safety events reported within the reporting period. Contractors were monitored for safety compliance. The following safety documents and standard operating procedures were reviewed within the reporting period:</p> <ol style="list-style-type: none"> <li>1. Lone worker policy</li> <li>2. Body worn camera policy</li> <li>3. Omokoroa Hazard and risk register</li> <li>4. PPE Policy</li> <li>5. Wellness Policy and framework</li> </ol> <p><b>Financial:</b> On track</p>		

## Attachment 6

**Learning & Innovation – Staff Knowledge & Skills****Council Outcome:**

- Knowledgeable and skilled workforce enhances organisational capability and effectiveness.

Staff Knowledge & Skills	Work Programme	Financial
<p><b>Capacity &amp; Recruitment</b></p> <p><b>Non-financial:</b> Council currently employs approximately 260 FTE's with 25 new roles being approved from 1 July 2021 (Long term Plan). As at 1 July the FTE count will be approx. 285, plus casuals and fixed term employees. Recruitment continues to be steady. Voluntary turnover is currently 12.40%. Overall, staff turnover is 14% which is consistent with local government statistics. Succession and workforce planning will continue to be monitored throughout the next financial year. This includes analytics such as demographic statistics and trends, which were reviewed within the reporting period. Accrued leave continues to be higher than normal due to COVID-19 travel restrictions. This will be closely monitored.</p> <p><b>Financial:</b> On track</p>		
<p><b>Clear Accountabilities &amp; Responsibility</b></p> <p><b>Non-financial:</b> Performance management continues to be a key focus for people managers. Sixth monthly performance reviews are currently underway between people leaders and employees. The HR team are currently in the process of refining the performance review system.</p> <p><b>Financial:</b> On track.</p>		
<p><b>Training &amp; Development</b></p> <p><b>Non-financial:</b> The training budget has been reviewed as at 31 December, and is tracking well under budget, which is as expected following COVID-19 restrictions. There are a number of leadership training opportunities scheduled for 2021, along with Customer Focus, Treaty Training, Excel, Word, report writing, governance and meetings training and other application specific training. There is a strong emphasis on ICT related training, due to the number of Council related system and technology enhancements being implemented.</p> <p><b>Financial:</b> Under budget due to COVID-19 restrictions</p>		

## Attachment 6

**Financial Summary**

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Human Resource Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(1,307)	(1,307)	<b>Operating Costs</b>	(525)	(655)	130	20%
0	0	<b>Total Costs</b>	0	(2)	2	
0	0	<b>Total Direct Income</b>	0	0	0	
0	0	<b>Net Cost of Service</b>	0	(2)	2	
0	0	<b>Capital expenditure</b>	0	0	0	

**Note:** Operating costs for this activity are recovered through overhead allocations, therefore total costs are \$nil.

## Attachment 6

**Learning & Innovation – Institutional Knowledge****Council Outcome:**

- Institutional knowledge is captured, shared and utilised.

Institutional Knowledge	Work Programme	Financial
<p><b>Knowledge Management</b></p> <p><b>Non-financial:</b> On hold</p> <p><b>Financial:</b> There are no financials directly allocated to this activity.</p>		
<p><b>Information Utilisation</b></p> <p><b>Non-financial:</b> The information services activity is on track with processes and projects for the year. They are providing support for the boundary adjustments with Tauranga City to transfer information to them as well as rural numbering for the properties without numbers issued for the kerbside waste collection contract. The team are preparing information on the use of files and information currently stored outside Object for a report to the Management Team. The archives room is being rearranged and a stocktake and recording of locations is being updated for the archives register.</p> <p><b>Financial:</b> The financials for the activity information services are on track and no issues.</p>		
<p><b>Alignment &amp; Monitoring</b></p> <p><b>Non-financial:</b> Business Plans updated to include the shovel ready projects, and work programmes provided to Managers. Monitoring and reporting is ongoing.</p> <p><b>Financial:</b> There is no financial information directly allocated to this activity.</p>		

## Attachment 6

**Financial Summary**

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Information Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(3,763)	(3,811)	<b>Operating Costs</b>	(2,115)	(1,910)	(205)	-11%
(286)	(334)	<b>Total Costs</b>	(192)	(171)	(21)	-12%
62	62	<b>Total Direct Income</b>	38	31	7	22%
(224)	(272)	<b>Net Cost of Service</b>	(155)	(140)	(14)	-10%
(1,033)	(1,228)	<b>Capital expenditure</b>	(402)	(614)	212	34%



## Attachment 6

**Learning & Innovation – Work Environment****Council Outcome:**

- The Council is recognised as a good employer that provides a motivating work environment.

Work Environment	Work Programme	Financial
<b>Motivating Environment</b>  <b>Non-financial:</b> We have now completed the two yearly staff culture survey. The HR Team are now working through recommendations for the management team to improve the low scoring areas. The HR team continue to hold staff engagement initiatives; in the reporting period the Workwell programme was introduced, including physical and mental health initiatives. Management training and corporate training was provided within the quarter, as well as report writing and governance/meetings training. The social club recently held a Christmas staff event which was well supported by staff. Collective negotiations are underway and it is expected that this will be concluded within the next month.  <b>Financial:</b> On track.		
<b>All One Team</b>  <b>Non-financial:</b> The Future Ready Organisation (FRO) project was completed and presented to Council in December 2020. This will provide a platform for development and improvement opportunities. The Corporate Plan will be updated to reflect key themes from the FRO project.  <b>Financial:</b> Financial variances due to budgets not being aligned to actual expenditure.		
<b>Being Valued</b>  <b>Non-financial:</b> A number of staff wellbeing and welfare initiatives are underway; including the Workwell and EAP Programme. Other initiatives include exercise programmes and healthy eating options.  <b>Financial:</b> On track.		

## Attachment 6

**Financial Summary**

Full Yr Budget \$'000	Full Yr Revised Budget \$'000	Corporate Services	Actual YTD \$'000	Revised Budget YTD \$'000	Variance +/-	
					\$'000	%
(8,318)	(8,406)	Operating Costs	(3,642)	(4,120)	477	12%
(922)	(1,009)	Total Costs	(334)	(423)	89	21%
395	395	Total Direct Income	23	197	(175)	-89%
(527)	(614)	Net Cost of Service	(311)	(225)	(86)	-38%
(574)	(574)	Capital expenditure	(319)	(287)	(32)	-11%

**9.2 SCHEDULE OF PAYMENTS FOR THE MONTH OF JANUARY 2021****File Number:** A3980545**Author:** Maria Palmer, Acting - Finance Manager**Authoriser:** Kumaren Perumal, Group Manager Finance and Technology Services**EXECUTIVE SUMMARY**

1. The purpose of this report is for the Elected Members to receive information on payments from ANZ Bank for the month of January 2021.

**RECOMMENDATION**

That the Acting - Finance Manager's report dated 16 March 2021 titled 'Schedule of Payments for the Month of January 2021' be received.

**BACKGROUND**

2. In accordance with the provisions of the legislation, the following payments were made during the month of January 2021. Computer printouts listing all the vouchers issued over the period will be available for inspection if required.

<b>Payment Summary – January 2021</b>	
	\$
<b>Payment of Accounts</b>	
Direct Credits and Cheques	5,708,627.64
Direct Debits (salary payments)	1,216,908.76
Investments	20,000,000.00
Direct Debits (other accounts)	186,360.15
<b>TOTAL</b>	<b>27,111,896.55</b>

**9.3 OMANAWA FALLS & MCLAREN FALLS BRIEFING - TAURANGA CITY COUNCIL****File Number:** A4014981**Author:** Tracy Harris, Executive Assistant Senior Team Administrator**Authoriser:** Gary Allis, Deputy Chief Executive**RECOMMENDATION**

That the presentation by the General Manager Community Services, Tauranga City Council, dated 16 March 2021 titled 'Omanawa Falls & McLaren Falls Briefing – Tauranga City Council' be received.

**9.4 WAKA KOTAHI - SH2 SAFETY WORKS****File Number:** A4015008**Author:** Tracy Harris, Executive Assistant Senior Team Administrator**Authoriser:** Gary Allis, Deputy Chief Executive**RECOMMENDATION**

That the presentation by Waka Kotahi (NZTA) dated 16 March 2021 titled 'Waka Kotahi – SH2 Safety Works' be received.

## 9.5 TIROHANGA ROAD SEALING

**File Number:** A4012821

**Author:** Jim Paterson, Transportation Manager

**Authoriser:** Gary Allis, Deputy Chief Executive

### EXECUTIVE SUMMARY

After the Performance and Monitoring Committee Meeting held on 2 February 2021, a decision relating to the Tirohanga Road seal extension was relayed to the submitter Mr R Rolleston. In response, residents of the area have submitted a petition (**Attachment 1**), which suggests options and alternatives in delivering the seal extension on Matakana Island. Specifically, this is to divide the Tirohanga Road seal extension length between Tirohanga Road and Matakana Point Road. They have requested that Council meet with the residents to discuss the issues that are being raised in the petition. This is the recommended approach.

### RECOMMENDATION

1. That the Transportation Manager's report dated 16 March 2021 titled 'Tirohanga Road Sealing' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Committee notes the Tirohanga Road Sealing Project is on hold.
4. That a meeting is held with the residents of Matakana Island to discuss the issues raised in the petition dated 11 February 2021.

### BACKGROUND

Council has received a submission from some Matakana Island residents raising concerns around the selection of Tirohanga Road seal extension under Council's seal extension policy and the non-selection of Matakana Point Road.

### SIGNIFICANCE AND ENGAGEMENT

The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because any decision only impacts on a small number of the community.

**ISSUES AND OPTIONS ASSESSMENT**

<p style="text-align: center;"><b>Option A</b></p> <p>That a meeting be held with the residents of Matakana Island to discuss the issues raised in the petition dated 11 February 2021.</p>	
<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	<p><b>Advantages:</b></p> <p>Will allow some of the community to discuss issues raised in their petition.</p> <p><b>Disadvantages:</b></p> <p>Will delay the planned delivery of the programme until later in the year.</p>
<p style="text-align: center;"><b>Option B</b></p> <p>That the seal extension of Tirohanga Road proceed as planned.</p>	
<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	<p><b>Advantages:</b></p> <p>Meets policy delivery expectations.</p> <p><b>Disadvantages:</b></p> <p>Does not address issues raised by the petition's signatories.</p>

**STATUTORY COMPLIANCE**

The recommendation(s) meet:

- Legislative requirements/legal requirements;
- Current council plans/policies/bylaws; and
- Regional/national policies/plans.

**ATTACHMENTS**

1. Petition Letter to the Resealing of Tirohanga Road - 11 Feb 2021  
2. Response Letter - Tirohanga Road Seal Extension - 5 Feb 2021  



11<sup>th</sup> February, 2021

Matakana Pt/Opuhi Rds Residents  
Matakana Island  
**TAURANGA 3110**

Transportation Manager  
BOP District Council  
Barkes Corner  
**TAURANGA**

**Attention:** Jim Paterson

Tena koe

Oti ra, tena ra koutou katoa I roto I nga piki me nga heke o te wa.

This letter is sent on behalf of the undersigned, who are the residents of Matakana Pt Rd. You must surely be aware that these are two of the three remaining unsealed roads on Matakana Island. On Sunday 08<sup>th</sup> February 2021, a meeting of the residents was called to discuss the matter of sealing our roads and, in particular, our collective concerns regarding your prioritising of Tirohanga Rd. Those present were updated on the developmental aspect of dialogue and subsequent correspondence with Enoke Rolleston. Much gratitude for Enoke Rolleston's interventions were expressed.

We wish to convey our disappointment that your consultation did not involve or include all the residents of Tirohanga Rd, Matakana Pt Rd and Opuhi Rd – had that been the case, we most certainly feel that the outcome would have been quite different. We would like to make it clear that this is about the process that was taken by your team to make what appears to be an arbitrary decision.

Your letter refers to the Seal Extension Policy as a means of weighting the criteria that is stipulated in the policy as a means of ranking the priority for the seal extension investment - the residents of Matakana Point Road and Opuhi Rd question the ranking and would like to add comments;

**a. Volume of traffic the road carries;**

We agree that the volume of traffic increased markedly – however this was due to the construction of the 3 kiwifruit orchards – the construction has been completed therefore, the traffic flow is back to normal but goes through a seasonal ebb and flow effect but by no means does it reach the capacity that it did during construction. There is also an Avocado Orchard on Tirohanga Rd and of course the farm. – I would like to state that percentage of traffic flow would have dropped considerably and that the traffic flow would be relatively normal and that ebbs and flows will be seasonal.

**b. Dust exposure to residence living on Tirohanga**

In terms of dust exposure – there are 2 houses that the dust on Tirohanga Rd directly affects – the other houses are not in close proximity to the road and therefore exposure to the dust is relatively minor although still an issue. By comparison, there are 3 places of residence along Matakana Pt Rd that are directly exposed to the dust – several times per day – by all traffic travelling to and from where ever their destination is – ie; the orchards, the farm, the marae and the private homes along Matakana Pt Rd and Opuhi Rd – every vehicle that travels these roads create whirlwinds of dust – including from their own vehicles. Upon looking at Matakana Point Rd and Opuhi Rd – the majority of the houses are roadside, and all these houses are affected by the dust. Our school aged children – including our college students cannot ride their bikes or walk to the bus stop – it's just too dangerous. We have a number of kaumatua – both Kuia and Kōroua who live on these roads – most of whom are active participants in the upholding of our cultural obligations within our overall community. – one of the kuia that lives on Opuhi Rd is 100 years old. Children/Students who reside on Matakana Pt Rd and Opuhi Rd must make their way to the T Intersection corner to catch the bus – the bus travels to the hill below Tirohanga farm to pick up the children/students from that area.

**c. Degree of benefit gained relative to the cost of sealing of the road;**

Benefit gained by whom? Where does the benefit to the people fit. We have 2 Avocado Orchards on Opuhi Rd and a Kiwifruit Orchard that is under construction – there is also a farm further up the road, a market garden and Marae. Granted, the marae is closed but hopefully, renovations will start sometime this year. – so again, the question remains – where does the benefit to the people fit relative to the cost of the sealing of the road relative to your rating criteria.

Matakana Point Rd leads to one of the most historically rich areas in Tauranga Moana - Te Rangihouhiri is actually the Tupuna for all the Marae that sit under the umbrella of Ngai Te Rangi.

1 of 2

**d. Impact on earnings any dust might have:**

Again the question about the impact on the safety and well being of the people springs to mind which surely far exceeds the impact on earnings.

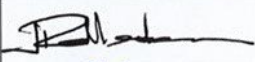
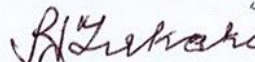
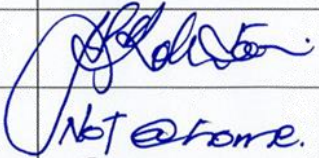
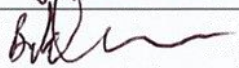

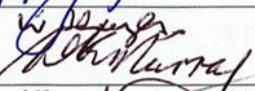
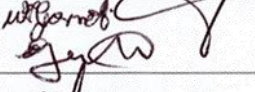


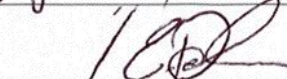
In addition, we would like to ask who wrote the report that you refer to and can we please have a copy for our information.

The irony of it all is that the Islands of Matakana and Rangiwaia Islands have developed a Hapu Management Plan which clearly outlines a process to follow when it comes to these types of issues. These types of issues can be resolved quite easily when the process outlined is followed. Hapu Management Plans are effectively policy that have been developed by Hapu to assist the council to follow a process. In terms of this process - we suggest the following options to consider as a way forward;

- Meet with residents of Tirohanga Rd, Matakana Point Rd and Opuhi Rd – we would be more than willing to coordinate such a meeting;
- Status quo remains;
- Continue with your plan to tarseal Tirohanga Rd thereby creating yet another council driven rift between the whanau on the Island – there are still residual issues that arise from the tarsealing of Waihirere Rd with no consultation whatsoever with whanau who do not reside on Waihirere Rd;
- That you do an equal sealing of the length of Tirohanga Rd and Matakana Point Rd – on side there is only 1 dwelling and an orchard area – on the other side there are 3 residential dwellings and an avocado orchard;
- If the review to complete Matakana Pt Rd is due to happen in the next 1 or 2 years – as you allude to in your letter – that you wait until that review is completed and you do both together.

We look forward to your response.

Naku Noa Na Matou Katoa.

Matakana Pt Rd		Opuhi Rd	
Ingoa	Waitohu	Ingoa	Waitohu
James/Ellauike Rolleston		Akuhata Tukaki	
Te Uta Roretana		Brian Palmer/Wendy Cairncross	
Nikora Whanau	Not @ home.	Theresa Palmer/John Raimona	JC Raimona
Enoka Rolleston/Tipene Rolleston	Rolleston	Millie Chatfield	Not @ home.
Parepikake Kana	Paul Kene	Myra Porou	pp. 
Te Arihi Whanau	agrees with letter not home to sign.	Willie Murray/Wayne Douglas	
Pauline/Reremoana Douglas	agrees with letter not home to sign.	Olive/Wayne Garrett	
Lee/Helen Douglas	Lee Douglas	Tony/Gill Palmer	
		Sheryl Palmer/Hayley Paul	
		Te Hoe Palmer/Elisha Dahm	





Head Office Barks Corner, 1484 Cameron Rd, Greerton, Tauranga  
Private Bag 12803, Tauranga Mail Centre, Tauranga 3143  
Ph 07 571 8008 (24 hours) • F 07 577 9820  
Freephone 0800 WBOPDC • 0800 926 732  
E customerservice@westernbay.govt.nz  
www.westernbay.govt.nz

5 February 2021

Mr R Rolleston  
Counter Delivery  
Matakana Island Post Centre  
Tauranga 3165

Dear Mr Rolleston

With reference to your conversation with Miriam Taris, this letter has been provided to replace the letter sent to you dated 7 January 2021.

On 24 November 2020, the Council's Performance and Monitoring Committee formally considered your request made on 13 October 2020 (meeting minutes attached) to alter the Council's seal extension delivery programme by reducing the seal extension length on Tirohanga Road and transferring 1.14km of seal extension to Matakana Point Road.

Following the Committee's deliberation and discussion concerning the Council's seal extension policy, the Elected Members resolved the following direction to staff:

*That the report dated 24 November 2020 titled 'Matakana Island – Tirohanga Road' be received.*

*2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

*3. That the seal extension on Tirohanga Road proceeds as planned.*

*And*

*4. That Matakana Point Road be assessed against the seal extension criteria in the next Seal Extension Programme setting report in the first quarter of 2021.*

The report to the Performance & Monitoring Committee and the minutes relating to this matter are attached.

### **Seal Extension Policy**

The Council has a Seal Extension Policy that utilises the four weighted criteria to rank the priority for its seal extension investment:

- The volume of traffic the road carries - 40%
- The dust exposure to residents living on the road - 25%
- The degree of benefit gained relative to the cost of sealing the road - 20%
- The impact on earnings any dust may have (such as dust on crops like kiwifruit) - 15%

Under the policy, roads with less than 50 vehicle movements per day are not eligible for seal extension works.

A3985450



Each year the Council allocates funds to the seal extension programme, which is delivered in multi-year blocks in an attempt to maximise procurement efficiencies. This usually equates to around 3km per year but this depends on the unsealed road lengths, which all vary.

The current programme is on the Councils website and is expected to be delivered this financial year ending in June 2021.

A new programme will be developed in 2021 for the Councils consideration and adoption, with delivery expected commencing in the 2021/22 construction season.

The Council will be consulting with the community early 2021 concerning it's Long Term Plan and level of investment in the seal extension programme in it.

The support of this annual investment by the residents living on unsealed roads is expected to assist the Council in its future decision making.

Yours sincerely



Jim Paterson  
Transportation Manager

**Attachments:**

1. Minutes from the Performance & Monitoring Committee dated 24 November 2020
2. Minutes from the Performance & Monitoring Committee dated 13 October 2020
3. Report to the Performance & Monitoring Committee 24 November 2020 – Matakana Island – Tirohanga Road Extension

A3985450

## 9.6 ROAD CONTROLLING AUTHORITIES (RCA) REPORT - 2019/2020 WESTERN BAY OF PLENTY DISTRICT COUNCIL

**File Number:** A4002882

**Author:** Jim Paterson, Transportation Manager

**Authoriser:** Gary Allis, Deputy Chief Executive

### EXECUTIVE SUMMARY

This is an information report to advise the Committee of the Road Efficiency Group's (REG) second annual Road Controlling Authorities (RCA) report for 2019/2020. There will be a presentation and discussion on the report data at the meeting.

### RECOMMENDATION

That the Transportation Manager's report dated 16 March 2021 titled 'Road Controlling Authorities (RCA) Report - 2019/2020 Western Bay of Plenty District Council' be received.

The REG is a collaborative initiative between the Waka Kotahi (NZTA), Local Government New Zealand and the RCA's of New Zealand. It was formed in 2012 as the authority to implement the recommendations of the broader Road Maintenance Task Force.

The REG partnership is focused on delivering change that will transform the transport sector as the New Zealand transport network transitions from private-vehicle/freight centric to a modern integrated system that includes all modes and available technologies and aligns the objectives of local, regional and central government.

REG exists to support RCAs as they work to understand the changes upon them and as described in Transport Agency Strategy and the **Government Policy Statement** (external link).

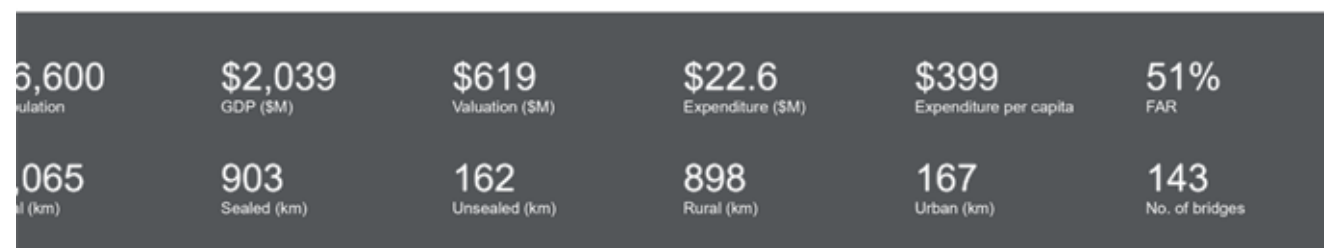
The success of the REG programme has been the combined partnership of local government and the Waka Kotahi, promoting the 'sector to support the sector', helping RCAs become 'smarter buyers' and the partnerships ability to apply constructive pressure on the sector to improve performance.

The REG has now published its second annual RCA report using available 2019/2020 data from a number of sources.

The Council programme delivery of targeting asset improvements associated with asset renewals (i.e. seal widening with pavement renewals) aims to reduce the network risk-for-death and serious injuries to road users. The provision of safe walking and cycling facilities is also expected to lower these safety risks for the users.

### ATTACHMENTS

1. 2019-20 RCA Report - Western Bay of Plenty District Council  



## Activity Management

Planning, Procurement and Data Quality

## Activity Management Planning

Planning quality



● Good  
● Room for improvement

Source: REG 2018 AMP Assessment, Waka Kotahi 2018 AMP Assessment

## Procurement

Co-investment planning quality

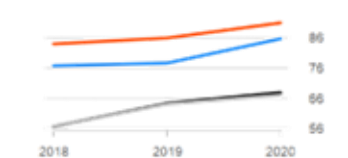


● A smart buyer  
● Limited  
● Developing Basic

Source:

## Data Quality

Asset management at expected standard (%) and Score



● TA  
● AM Score  
● National  
● Peer Group

Source: REG Annual Data Quality Assessment

## Service Performance

Non-Financial Performance Measures

## Qual Targets Achieved

	2015-25 Long Term Plan			2018-28 Long Term Plan	
	2015/16	2016/17	2017/18	2018/19	2019/20
Provision of roads and footpaths					
Road safety	●	●	●	●	●
Condition of the sealed road network	●	●	●	●	●
Maintenance of the sealed road network	●	●	●	●	●
Condition of the footpaths within the local road network	●	●	●	●	●
Response to service requests	●	●	●	●	●

Source: TA Annual Reports

● Target achieved ● Partially achieved ● Target not achieved ● Not reported

## Investor Assurance

Investment Performance

## Investment Audit (Four Grades)

Contract Management	●
Financial Management	●
Measurement	●
Professional Services	●
Previous Audit Issues	●

Source: Waka Kotahi, Audit and Assurance, Investment Audit Report Aug-19

## Technical Audit (Four Grades)

Activity Management Planning	●
Data Quality	●
Network Condition and Management	●
Road Safety	●
Previous Audit Issues	●

Source: Waka Kotahi, Audit and Assurance, Technical Audit Report

## Three grades:

● Effective  
● Improvement needed  
● Unacceptable  
● Not available

## Four grades:

● Effective  
● Some improvement needed  
● Significant improvement needed  
● Unacceptable  
● Not available

## Delivery

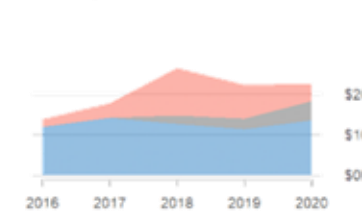
Expenditure, Funding, Cost Efficiency and Valuation

\$71.7M (62.6%)

Total 2018-21 NLTP Budget  
Total Budget Spent (%)

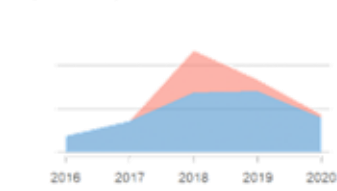
## Co-Invested Expenditure

All transport activities



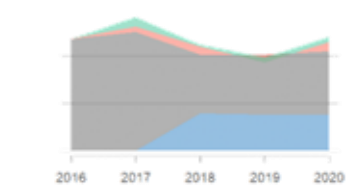
● Road maintenance ● Walking and cycling  
● Road improvement ● Other

New roads and road improvements (&gt;\$1M ea)



● Minor improvements (low cost, low risk)  
● Resilience and improvements ● Roads and bridges  
● Other

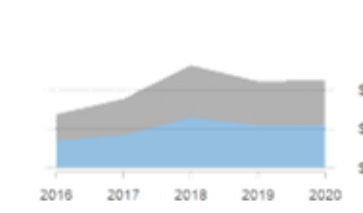
Road maintenance, operations and renewals



● Corridor, environment and drainage  
● Pavement and seal ● Emergency  
● Other

## Funding

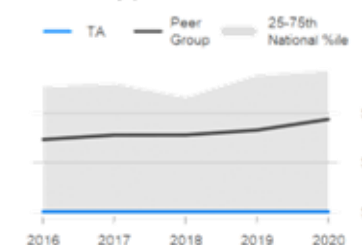
Co-invested expenditure and funding



● TA ● Waka Kotahi

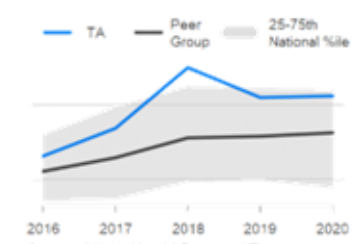
## Activity Class Expenditure

Road safety promotion



## Cost Efficiency

Total expenditure / length (\$1,000 / km)

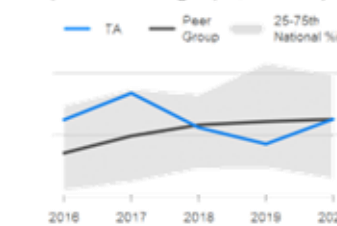


Source: Waka Kotahi Data and Tools

New and improved walking and cycling facilities (excl. low cost &lt;\$1M, low risk)



Maintenance, operations and renewals expenditure / length (\$1,000 / km)



Source: Waka Kotahi Data and Tools

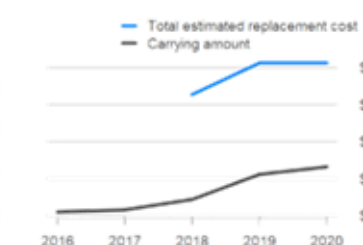
Investment management, network and property management



Source: TA Annual Reports

## Valuation

Roading assets



Source: TA Annual Reports

## Achievements

Works Completed, Amenity and Road Condition

No data Ride Quality (STE)

## Works Completed

Pavement rehabilitation (lane kms)



Pavement resurfacing (lane kms)



Percentage of network renewed



## Amenity (Sealed Roads)

Ride quality (roughness of the roads)



Source: Waka Kotahi Data and Tools

Peak and average road roughness (NAASRA) (peer group lighter)



Source: REG ONRC Performance Measure Reporting

## Road Condition (Sealed Roads)

Pavement condition



Source: Waka Kotahi Data and Tools

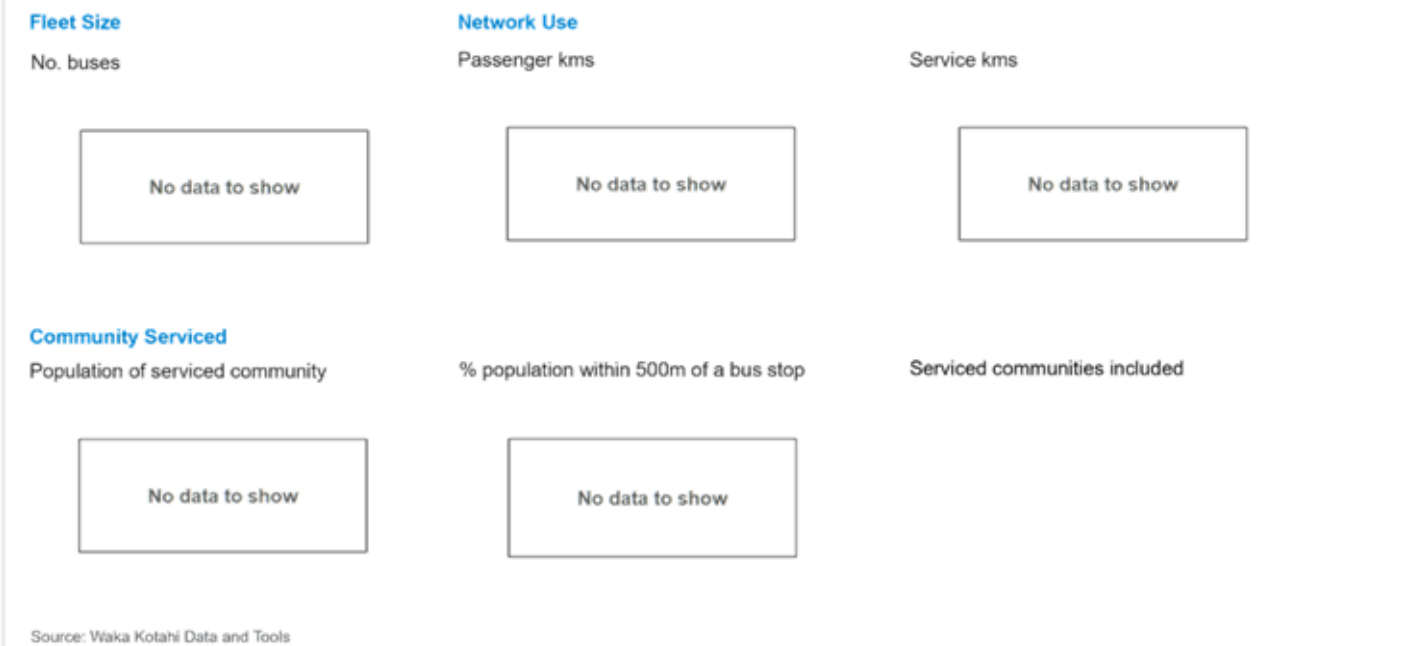
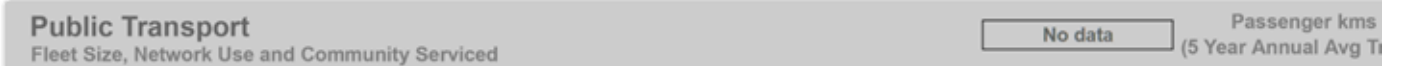
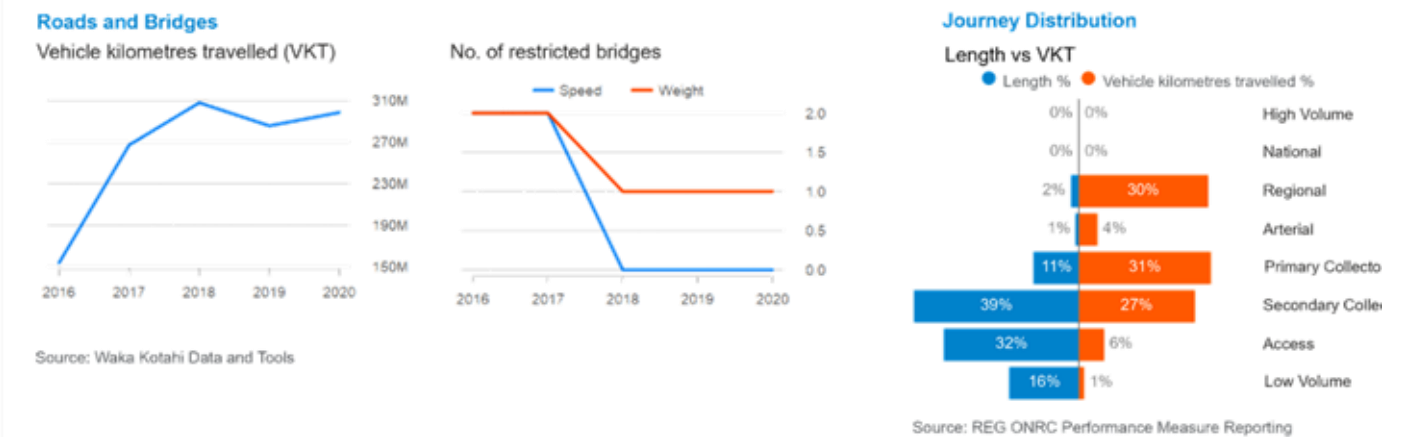
Surface condition



Source: Waka Kotahi Data and Tools



3.2 (0.3%) Network Length Growth k  
(5 Year Annual Avg)





## 9.7 ŌMOKOROA CYCLEWAY SAFETY REPORT

**File Number:** A4012680

**Author:** Jim Paterson, Transportation Manager

**Authoriser:** Gary Allis, Deputy Chief Executive

### EXECUTIVE SUMMARY

Council has procured a post construction safety audit of the Ōmokoroa to Tauranga Cycleway. The audit team follow a standard procedure to identify risks for users of the service and risks for Council's consideration and where possible, mitigation. The safety audit was a condition of funding.

#### RECOMMENDATION

1. That the Transportation Manager's report dated 16 March 2021 titled 'Ōmokoroa Cycleway Safety Report' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That staff investigate the options and costs required to address the variable path width along Borell Road.
4. That staff monitor the Ōmokoroa to Tauranga Cycleway safety concerns raised by the safety audit team concerning the path along Borell Road.

### BACKGROUND

The decision will be given to respond to the auditor's concerns with recommendations to Council for possible mitigation options. Some risks may be addressed, while others may only be reduced by further investment.

The safety audit was undertaken by qualified safety auditors in accordance with national standards. The audit was undertaken by cycle and included discussion with some residents along the route.

The process is that the audit is undertaken, the audit report is referred to the designers for comment and then to the client for decision on which items are to implemented, monitored or considered not to require addressing.

There are a number of items raised in the audit, many of a minor nature that are easily addressed.

Based on the audit and customer feedback there are two significant items:

1. The first significant item is the varying widths of the cycleway, some narrow sections have been identified, specifically along Borell Road. Staff are reviewing the options to respond to these concerns, which include replacing the path with a wider one, widen some sections, passing bays or leave as is and monitor the use and accidents. The current known constraints include above ground service, shelter belts, boundaries, drainage channels, entranceways and topography. A full reconstruction of the footpath to a 2.5m width is estimated to cost approximately \$400,000.
2. The second significant item is the incomplete section from the Wairoa Bridge to Bethlehem. This section is on hold and requiring negotiation with the Hapu, Waka Kotahi (NZTA) and Tauranga City Council (TCC). In recent days it has been agreed that TCC will take over this section of the project.

The safety audit should be read in conjunction with the user survey results presented at the Performance and Monitoring Committee meeting on 2 February 2021, where there was a very high level of user satisfaction with the cycle trail.

## SIGNIFICANCE AND ENGAGEMENT

The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because the Borell Road intervention options can be considered utilising the existing walking and cycling budgets.

## STATUTORY COMPLIANCE

The recommendation(s) meets:

- Legislative requirements/legal requirements;
- Current council plans/policies/bylaws; and
- Regional/national policies/plans.

## COMMUNICATION

The safety audit will be a public document once the meeting agenda is distributed. It will be provided to interested parties on request. There will be significant interest from the Te Puna Community.

## ATTACHMENTS

1. **Post Construction Road Safety Audit Report - Ōmokoroa to Tauranga Cycleway** [!\[\]\(609f3372828e3526d7ce4ba9a1b5248e\_img.jpg\)](#) 

# **WBOPDC – Post Construction Road Safety Audit**

Omokoroa Cycleway

**Western Bay of Plenty District  
Council**

Reference: 509788

Revision: 1

2020-08-18



# Document control record

Document prepared by:

**Aurecon New Zealand Limited**

Ground Level 247 Cameron Road  
Tauranga 3110  
PO Box 2292  
Tauranga 3140  
New Zealand

**T** +64 7 578 6183

**F** +64 7 578 6143


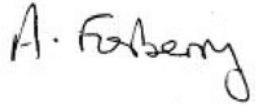
**E** tauranga@aurecongroup.com

**W** aurecongroup.com

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Approval			
Author signature		Approver signature	
Name	Waldo Posthumus	Name	Ann Fosberry
Title	Civil Transport Engineer	Title	Technical Director

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## Tables

Table 1: Risk Assessment Matrix

Table 2: Risk Categories



# 1 Background

## 1.1 Safety Audit Procedure

A road safety audit is a term used internationally to describe an independent review of a road project to identify any safety concerns that may affect the safety performance. The audit team considers the safety of all road users and qualitatively reports on road safety issues or opportunities for safety improvement.

A road safety audit is therefore a formal examination of a road project, or any type of project which affects road users (including cyclists, pedestrians, mobility impaired etc.), carried out by an independent, competent team who identify and document road safety concerns.

A road safety audit is intended to help deliver a safe road system and is not a review of compliance with standards.

The primary objective of a road safety audit is to deliver a project that achieves an outcome consistent with Safer Journeys and the Safe System approach, that is, minimisation of death and serious injury. The road safety audit is a safety review used to identify all areas of a project that are inconsistent with a safe system and bring those concerns to the attention of the client in order that the client can make a value judgement as to appropriate action(s) based on the risk guidance provided by the safety audit team.

The key objective of a road safety audit is summarised as:

*To deliver completed projects that contribute towards a safe road system that is increasingly free of death and serious injury by identifying and ranking potential safety concerns for all road users and others affected by a road project.*

A road safety audit should desirably be undertaken at project milestones such as:

- Concept Stage (part of Business Case);
- Scheme or Preliminary Design Stage (part of Pre-Implementation);
- Detailed Design Stage (Pre-implementation / Implementation); and
- Pre-Opening / Post-Construction Stage (Implementation / Post-Implementation).

A road safety audit is not intended as a technical or financial audit and does not substitute for a design check on standards or guidelines. Any recommended treatment of an identified safety concern is intended to be indicative only, and to focus the designer on the type of improvements that might be appropriate. It is not intended to be prescriptive and other ways of improving the road safety or operational problems identified should also be considered.

In accordance with the procedures set down in the NZTA Guideline "Road Safety Audit Procedures for Projects" (interim release May 2013), this is a report to the client who then refers the report to the designer. The designer should consider the report and comment to the client on each of the concerns identified, including their cost implications where appropriate, and make a recommendation to either accept or reject the safety audit report recommendation.

For each audit team recommendation that is accepted, the client shall make the final decision and brief the designer to make the necessary changes and/or additions. As a result of this instruction the designer shall action the approved amendments. The client may involve a safety engineer to provide commentary to aid with the client's decision and record why the decision has been made and the responsibility that the client has accepted.

Decision tracking is an important part of the road safety audit process. A decision tracking table is embedded into the report format at the end of each set of recommendations to be completed by the designer, safety engineer and client for each issue documenting the designer response, client decision (and asset manager's comments in the case where the client and asset manager are not one and the same) and action the taken.

A copy of the report including the designer's response to the client and the client's decision on each recommendation shall be given to the road safety audit team leader as part of the important feedback loop. The road safety audit team leader will disseminate this to team members.

## 1.2 The Safety Audit Team

The design road safety audit was carried out in accordance with the NZTA Guideline "Road Safety Audit Procedures for Projects" (interim release May 2013), by:

- Ann Fosberry (Road Safety Audit Team Leader), Technical Director, Infrastructure, Aurecon NZ Ltd;
- Waldo Posthumus (Road Safety Audit Team Member) Traffic/Road Safety Engineer, Aurecon NZ Ltd.

The report covers the post construction road safety audit of the Omokoroa Cycle Route which travels from the Omokoroa Boat Club along The Esplanade to SH2 (Wairoa River Bridge) via public road and off-road paths within reserves and on KiwiRail land.

Field inspection was undertaken on the Wednesday 29 July 2020. The weather fine and sunny day and there were both pedestrian and cycle users on the route at the time of the audit.

## 1.3 Report Format

The potential road safety problems identified have been ranked as follows:

The expected crash frequency is qualitatively assessed based on expected exposure (how many road users will be exposed to a safety issue) and the likelihood of a crash resulting from the presence of the issue. The severity of a crash outcome is qualitatively assessed based on factors such as expected speeds, type of collision, and type of vehicle involved.

Reference to historic crash rates or other research for similar elements of projects, or projects as a whole; have been drawn on where appropriate to assist in understanding the likely crash types, frequency and likely severity that may result from a particular concern.

The frequency and severity ratings are used together to develop a combined qualitative risk ranking for each safety issue using the Risk Assessment Matrix in Table 1 below. The qualitative assessment requires professional judgement and a wide range of experience in projects of all sizes and locations.

Table 1: Risk Assessment Matrix

Severity (Likelihood of Death or Serious Injury Consequence)	Frequency (Probability of a Crash)			
	Frequent	Common	Occasional	Infrequent
Very Likely	Serious	Serious	Significant	Moderate
Likely	Serious	Significant	Moderate	Moderate
Unlikely	Significant	Moderate	Minor	Minor
Very Unlikely	Moderate	Minor	Minor	Minor

While all safety concerns should be considered for action, the client or nominated project manager will make the decision as to what course of action will be adopted based on the guidance given in this ranking process with consideration to factors other than safety alone. As a guide a suggested action for each risk category is given in Table 2 below:

Table 2: Risk Categories

RISK	Suggested Action
<b>Serious</b>	A major safety concern that should be addressed and requires changes to avoid serious safety consequence.
<b>Significant</b>	Significant risk that should be addressed and requires changes to avoid injury consequence.
<b>Moderate</b>	Moderate risk that should be addressed to improve overall safety.
<b>Minor</b>	Minor risk that should be addressed where practical to improve overall safety.

In addition to the ranked safety issues it is appropriate for the safety audit team to provide additional comments with respect to items that may have a safety implication but lie outside the scope of the safety audit. A comment may include items where the safety implications are not yet clear due to insufficient detail for the stage of project, items outside the scope of the audit such as existing issues not impacted by the project or an opportunity for improved safety but not necessarily linked to the project itself. While typically comments do not require a specific recommendation, in some instance's suggestions may be given by the auditors.

## 1.4 Scope of Audit

This audit is the Post Construction Road Safety Audit of the Omokoroa Cycleway and includes the entire cycle route from Omokoroa (from the Omokoroa Boat Club along The Esplanade) to SH2 (Wairoa River Bridge) as shown below in Figure 1. The cycle route comprises a combination of on-road and off-road facilities.



Figure 1: Omokoroa Cycleway – extent of audit (WBoPDC Mapi)



## 1.5 Briefing / Plans for Audit

A briefing meeting was held on 10 July 2020.

The brief was provided by Jim Paterson and Gary Allis from the Western Bay of Plenty District Council (WBoPDC). Paul Anderson from Westlink Bay of Plenty shared further information on the project when seeking road safety audit services for this audit. The brief highlighted that the route is open to the public with the exception of the Wairoa River Bridge, which is not officially open, but users have removed the barriers.

Construction of the link between the Wairoa Bridge and Carmichael Road within Tauranga City is delayed while further liaison with local iwi is underway.

The client highlighted some concerns and additional information that either needed to be addressed or forms part of the understanding of the project. The concerns and additional information were as follow:

- Consider speed limits along sections of the route in a shared road environment (low volume roads) and whether they are 'in context';
- Check wayfinding signs along the route;
- Check bridleway route as cyclists can travel along the route at high speeds;

- Borell Road - high conflicting interactions between pedestrians and cyclists, shared path users and driveways as well as the speed of e-bikes along the shared path. Arrange to visit and talk to owners at Grower Direct;
- No lights provided at the underpasses, check if any will be required;
- No lighting at Wairoa Bridge. It is assumed that the existing streetlights will be adequate. Also, route is only considered as a recreational route therefore no lighting is required along off-road sections;
- Determine any interface issues with respect to the start and end of the facility;
- Fencing is temporary along bridleway, not yet complete;
- Lochhead Road does have an off-road design, not yet being implemented;
- Any area where conflict due to out of context speeds;
- Sightlines along route especially at driveways and intersections;
- Any signage related issues;
- Te Puna Road currently in process of speed review to 60km/h;
- Any issues with gradients, surfacing or incomplete works.

## 1.6 Disclaimer

The findings and recommendations in this report are based on an examination of available relevant plans, the specified road and its environs, and the opinions of the Road Safety Audit Team (RSAT). However, it must be recognised that eliminating safety concerns cannot be guaranteed since a road cannot be regarded as absolutely safe and no warranty is implied that all safety issues have been identified in this report. Safety audits do not constitute a design review or an assessment of standards with respect to engineering or planning documents.

Readers are urged to seek specific technical advice on matters raised and not rely solely on the report.

While every effort has been made to ensure the accuracy of the report, it is made available on the basis that anyone relying on it does so at their own risk without any liability to the safety audit team or their organisations.



## 2 Omokoroa Cycleway Safety Audit Findings

### 2.1 Clarity of use of sections of route

**Significant**

The cycle route currently starts at the Wairoa River Bridge with signage indicating that the route is a shared path. There is a crossing from the bridge to access the route running along the riverbank. The route changes from a concrete/sealed surface to a gravel route at the rail underpass along Te Puna Station Road. This section of the route comprises of shared facilities for pedestrians and cyclists and a separate bridleway which has a level difference to the shared section. The gravel route connects to Lochhead Road with no indication that the carriageway is a shared space. As the route continues along Lochhead Road onto Te Puna Road, the facility becomes a narrow footpath and is it not clear if the facility is for pedestrians with cyclists using the carriageway, or a shared path. The uncertainty carries through Borell Road and Snodgrass Road. The remainder of the route is mostly off road with limited sections shared on carriageways as shown in Figure 2.

Figure 2: Overall route with facility types



It is unclear on some sections where the user should be and observations of users during the field audit reinforced this, with some cycling on the off-road path while others used the carriageway. On sections of shared use road where the posted speed limit is above 60km/h, should a vulnerable user be hit by a vehicle travelling at speed, there is risk of death or serious injury.

For those vehicle users who are residents on the shared sections, they will be aware of the frequency of use by vulnerable road users and will generally drive accordingly. However, roads such as Lochhead Road for example, will have drivers visiting the cidery in Oikemoke Road who are unfamiliar with the level of non-motorised users.

### Recommendations

- Where off road paths are shared use, mark pedestrian and cycle symbols on the path to reinforce the legally required pole mounted signage;
- Where the route to take is unclear or confusing, such as outside the Te Puna School, provide clear route direction, such as a painted line that users are instructed to follow, similar to that provided at Auckland Airport for pedestrians to walk between the domestic and international terminals;
- Reduce the speed limit where users share the carriageway. In the interim include a speed advisory sign in conjunction with the shared use sign recommended below;
- Improve signs and markings of the route where there is shared functionality, especially along narrow road sections such as Lochhead Road, Newnham Road, Plummers Point Road by implementing "shared roads" road marking in the live lanes and road signage at both ends of the shared environment and at intersecting side road approaches.

Example signs and markings (sharrows) are provided below. Where horse riders commonly share the carriageway as well, a horse-riding symbol should be added to the sign. Options exist to include Te Reo Maori. Hamilton City Council are using sharrows on a green background to further highlight cycle use.





<b>Frequency Rating:</b>	Occasional	<b>Severity Rating:</b>	Very likely
<b>Designer Response:</b>			
WBOPDC Project Manager: First bullet: Off-road shared paths are unsealed therefore marking of pedestrian and cycle symbols would be impractical and provide little improvement. P Anderson: Agree with concern and recommendations			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<b>Action taken:</b>			
Sharrows (pavement markings) are planned for Lochhead Road			

## 2.2 Varying widths of route

Moderate

The route includes sections with significant variations in width. Most of the route has wide off-road sections or is part of a shared road environment. However, there are sections with narrow concrete paths that do not have adequate capacity as a shared pedestrian/cycle facility with bidirectional flows. These sections are on Te Puna Road and Borell Road and comprise of an original footpath with a v-drain situated between the carriage and the facility and between a fence and retaining wall at the school, as shown in Figure 3 and Figure 4. In some instances, the path travels between power poles and shelterbelts causing the path to narrow to approximately 1.2m sections. There is no capacity for shared usage and community members highlighted that cyclists expect the pedestrians to move out of their way. This results in pedestrians having to step into the drain in some instances, for cyclists to pass. The RSAT observed cyclists on Borell Road using the shoulder of the road rather than the shared path.

Figure 3: Narrow sections along Te Puna Road



Figure 4: Narrow sections along Borell Road



A narrow section between a culvert and service pole is located on Borell Road which requires careful navigation. Both approaches to this restriction are downhill, but the safety risk traveling eastbound is higher as this is the steepest approach and the path is angled causing a blind spot at the narrow section on the opposite side of the culvert as shown in Figure 5.

Figure 5: Culvert narrowing along Borell Road



### Recommendation

- Increase the width on the narrow sections of the route, and provide localised widening along the route to allow users to give way to others by moving aside;
- Investigate options to widen the timber section and move the fence to remove the visibility restriction.

### Alternatively:

- Construct a cycle path on the opposite side of the road and maintain the existing narrow path for pedestrians;

**Note:** Issues relating to path and driveway conflict on Borell Road is in section 2.3 following.



<b>Frequency Rating:</b>	Common	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: The upgrade of Borell/Te Puna Road route is being looked at for future development. Recommendations and concerns to be included when appropriate. P Anderson: Agree with concern and recommendations.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
To design and implement appropriate width improvements for Borell Road as a priority. Review property vegetation encroachments into the cycleway envelope.			
<b>Action taken:</b>			

## 2.3 Visibility at driveways

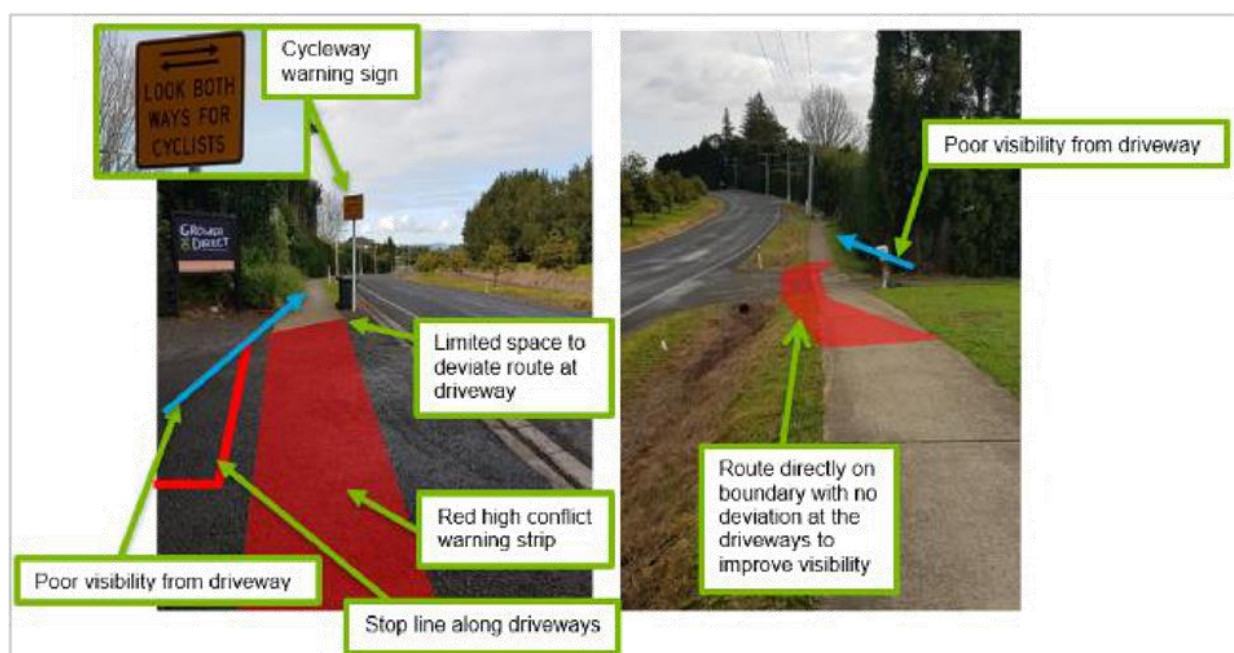
## Significant

Most of the shared route is off-road or within an environment eliminating the risk of driveway conflict. There is however a section of the route on Borell Road and Snodgrass Road where visibility of path users from driveways is very poor when exiting, with the risk of crashes. Members of the community highlighted that there have been incidents where cyclists were injured because of the limited visibility.

The existing footpath that is now a shared path is located close to the property boundary which reduces the visibility from driveway's as shown in Figure 6. There is physically no space for drivers to stop and look for path users, without their vehicle extending over the path. The majority of the private properties have shelter belts, hedges or are walled. The risk of crashes increases with the speed cyclists can achieve along Borell Road, especially with e-bikes.

Regular users such as property owners and residents will be more aware of the risk than customers and visitors. Cyclists who use the route regularly may become complacent and not slow and check at conflict points, also increasing the risk of collision.

Figure 6: Poor visibility of driveways along Borell Road



## Recommendation

- In consultation with property owners, trim trees or vegetation were possible to improve sight lines;
- Where driveways are sealed, mark a stop line at the exit prior to the path to remind drivers that they do not have right of way over the shared pedestrian cycleway;
- At driveways where berm space is available, deviate the crossing towards the carriageway (as indicated in Figure 8 right hand picture) to improve visibility, and to better indicate where the conflict points are. At 276 Snodgrass Road there is ample space within the berm to deviate the path away from the property boundary;
- Consider painting the section of the route passing driveways in a non-slip product, highlighting the high conflict areas;
- In consultation with property owners determine sites where a traffic mirror on the opposite side of the road will provide visibility of approaching path users in either direction and install these.

### Alternatively:

- Construct a cycle path on the opposite side of Borell Road and maintain the existing narrow path for pedestrians.

**Note:** The owners at Grower Direct have a desire to assist and raise awareness of the potential safety issues within the community via social media and would like to pursue the option of providing a market and toilets that path users could take advantage of as a destination on the route. Council may wish to liaise with the owners to progress this idea.

Frequency Rating:	Common	Severity Rating:	Likely
<b>Designer Response:</b>			
WBOPDC Project Manager: The upgrade of the route along Snodgrass/Borell will be progressed in the future. Recommendations and concerns to be included when appropriate. P Anderson: Agree with concern and recommendations.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Design and implement improvements. Liaise with property owners to ensure vegetation is regularly maintained to ensure sight lines from entranceways.			
<b>Action taken:</b>			

## 2.4 Concrete path separators

Minor

The section of the route along Te Puna Station Road is a sealed facility with a physical barrier separating the live lane and the cycle route as shown in Figure 7. The RSAT could lift some of the barriers indicating that they were not fixed. There is a risk that a vehicle hitting the separator could move it and enter the cycle facility causing injury to users. Most of the concrete barriers were pinned. Those that weren't, were installed more recently. The post mounted delineators must also be fixed to prevent them rotating out of alignment.

Figure 7: Concrete barrier not fixed on Te Puna Station Road



### Recommendation

- Fix all barriers and delineator to prevent them moving.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
P Anderson: Agree with concern and recommendation. Loose kerb blocks have been inspected and repaired by WestLink. Kerb block fixings and edge marker posts will be monitored on an ongoing basis as part of the routine maintenance operation.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<b>Action taken:</b>			
Loose kerb blocks have been inspected and repaired by WestLink. Kerb block fixings and edge marker posts will be monitored on an ongoing basis as part of the routine maintenance operation.			

## 2.5 Safety barrier at culverts and drop-offs

Minor

At existing barriers and fences additional warning is required on the leading edge to highlight the start of the barrier. This route is a commuter route and cycle users are travelling along it at night. There is no street lighting and the hazards adjacent to the path should be clearly delineated to minimise the risk of cyclists hitting the edge of the barrier or “snagging” their handlebars on the barrier. This is particularly important if users are passing one another at these locations.

Where achievable the fences should be extended to protect users from the drop off.



Figure 8: Barriers lacking warning strips and adequate delineation and inadequate drop off protection



The white painted wooden sight rails are not adequate for a shared path facility as shown in Figure 9. The risk remains for a cyclist to fall over the wooden barrier. The barrier does not reduce the risk of injury at the drop-offs. If it is there as a visual warning to drivers exiting Waipuna Hospice, to not drive straight across and into the river, it should be replaced with the appropriate chevron board.

Figure 9: Inadequate wooden sight rail



Some of the off-road sections contain waratah fences without caps as shown in Figure 10. This can be a safety risk as the steel rods and wires can cause injuries in an incident. There are locations where only one side of the path has a waratah fence with the same hazard being exposed on the opposite side. These fences may be temporary but remain a hazard.

Figure 10: Waratah fence near Te Puna Pony Club



### Recommendation

- Provide reflectorised delineation on the leading edge of fences and barriers that are adjacent to the path;
- Replace wooden sight rail opposite Waipuna Hospice with appropriate barrier to the drop off and install a chevron board for traffic exiting the Hospice; and
- Provide caps on all waratah fences.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Caps will be reinstated on waratahs. P Anderson: Agree with concern and recommendations to provide reflectorize delineation on the leading edge of fences and barriers. Council were invited to input into the extent of fencing. Council should consider setting a standard for route fencing and delineation for this facility consistent with other sections of the route.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
A trial of glow in the dark marking is proposed for key areas. The route design was to have appropriate riverside plantings to create "soft" a barrier between the cycleways and the river. Barriers are required where there is significant fall risk.			
<b>Action taken:</b>			



## 2.6 Vegetation Control

Minor

### 2.6.1 General Vegetation Control

Along most of the route vegetation control is required to maintain the full width of the shared path, especially along the section of the route where the path is narrow. At fences and bridges the vegetation needs to be controlled in order to maintain visibility of the warning strips and approach delineators and ensure sight lines are maintained.

### 2.6.2 Cutting and trees along Te Puna Road

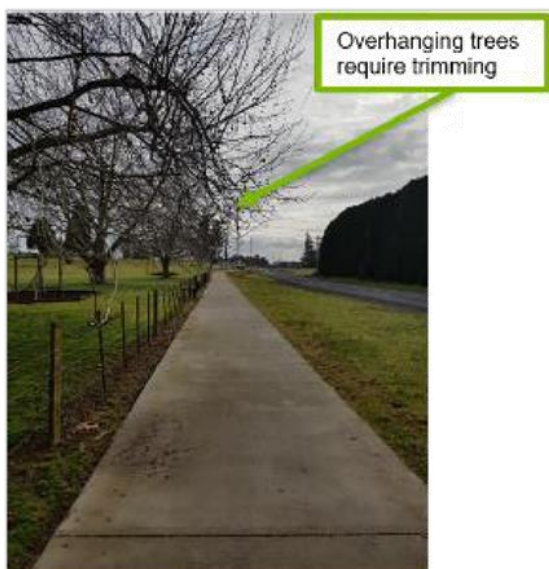
Te Puna Road has a narrow-shared path as referred to in Section 2.1.2. The shared path passes through a cutting with collection of gravel and leaves, reducing the allowable width as shown in Figure 11. The collection of gravel and leaves also adds to the risk of slipping and falling along this section of road, especially when it is wet.

Figure 11: Cutting on Te Puna Road



The section of Te Puna Road beside the rugby club currently has trees overhanging the shared path with the branches hanging at cyclist's head height, as shown in Figure 12. The branches could cause injuries to cyclists.

Figure 12: Trees overhanging the shared path along Te Puna Road



### 2.6.3 Borell Road and Snodgrass Road

The cycle route along Borell Road and Snodgrass Road have sections running of the path beside shelter belts. Overgrown shelter belts reduce the width of the facility as well as increase the risk of bikes getting caught in branches which may cause a crash. There are also some bushes, such as the rose bushes shown in Figure 13, which require trimming to clear the bushes from the route which may cause injury.

Figure 13: Bushes along Borell Road and Snodgrass Road





## Recommendation

- Ensure that ongoing maintenance activities are undertaken outside of peak use times (both footpath and road peaks) to minimise diversion impacts on users when work is being carried out; and
- Undertake regular vegetation control along the shared route.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
P Anderson: Agree with concern and recommendation. Envelope control will be carried out on sections within the road reserve as part of the routine maintenance operation.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Council and WestLink will work with property owners to reduce vegetation encroachment into the envelope and to allow path widening.			
<b>Action taken:</b>			
WestLink will undertake envelope control as part of the maintenance contract.			

## 2.7 Debris over cycle route/shared path

Minor

Due to the level of the road in relation to the shared path along Borell Road, debris is currently being deposited on the shared path as shown in Figure 14. The reseal of the road has resulted in loose chip and stones which are currently migrating to the shared path. Loose chip and stones can cause users to trip or slip which may result in injury.

Figure 14: Debris in shared path along Borell Road



## Recommendation

- Sweep to remove debris from the shared path; and
- Undertake regular sweeping as part of a maintenance regime.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
<p>P Anderson:</p> <p>Agree with concern and recommendation. Surface sweeping will be carried out as required on sections within the road reserve as part of the routine maintenance operation; however, this will be an ongoing issue where the path is constructed next to an unsealed feather edge. Consideration should be given to seal the shoulder.</p>			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
This item will be taken into consideration in the design of the Borell Road improvements.			
<b>Action taken:</b>			

## 2.8 Dropouts close to cycleway/shared path Moderate

There were three locations noted by the RSAT on Te Puna Station Road where dropouts have occurred close the cycle route as shown in Figure 15. (There may be others.) The dropouts appear recent with the one having concrete in it which might have been structural support for that specific section of road. The drop-offs close to the edge of the cycleway facility require protection to minimise the risk of path users falling to the river below.

Figure 15: Dropouts close to the cycle route





## Recommendation

- Provide adequate safety measures to protect path users from risk of falling into the river;
- Investigate and repair the dropouts to maintain the long-term stability of the route.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Likely
<b>Designer Response:</b>			
<p>P Anderson:</p> <p>Agree with concern and recommendations. A degree of settlement/scour damage was inevitable and identified by the designers during the design phase. Council agreed to a 'wait-and-see' approach in lieu of more costly geotechnical treatments. Investigations to repair the dropouts and provide long term stability will require geotechnical assessment. ROC for initial geotech assessment report - \$5k.</p>			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Investigate the installation of additional barriers or reinstatement of the drop out.			
<b>Action taken:</b>			

## 2.9 Bollards

Minor

Bollards are placed along the route where vehicles can access the cycle route, usually where the route changes facility type (for instance road to off-road) or at points where vehicles are expected such as the parking areas and access for maintenance vehicles. In most of the instances the centre bollards located in the cycleway are not adequately marked, as shown in Figure 16, which is necessary to highlight the hazard to the facility users thus reducing the risk of cyclists impacting the bollard and causing injury.

Figure 16: Bollards along cycle route



### 2.9.1 Recommendation

- Provide consistent warning markings on all bollards along the route;
- Where possible and operations permit, remove bollard hazards from the route.

<b>Frequency Rating:</b>	Occasional	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Agree. All bollards will be painted accordingly.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<b>Action taken:</b>			
WBOPDC Project Manager: Unpainted bollards have now been painted & reflectorised			

### 2.10 Car parks

Minor

There are a total of three formal car parks along the route where recreational users can park vehicles and access the route as shown in Figure 17 and Figure 18. Car park 1 below, is beside the Wairoa River on Te Puna Road and the shared route runs between the car park and the river.

At car parks 2 and 3, (Huhurua Harbour Park and Cooney Reserve) there is no route around the parking area requiring users to travel through the car park. When car park use is high and vehicles are manoeuvring, this poses a risk to cyclists with potential conflict. Providing a route around the car parks will reduce the risk of users being hit by vehicles as well as reducing the risk of cyclists hitting bollards as they enter or exit the car park.

Figure 17: Location of car parks along route (WBoPDC Mapi)





Figure 18: Layout of car parks



### Recommendation

- Provide by-pass cycle route at parking areas; and
- Delineate the locations where cyclists are meant to enter and exit to cross car parks and ensure that these locations are wide enough for safe cycle use and that the safe route through the car parks is clearly marked. To use the public toilets at Huhurua Harbour Park, cyclists will need to cross the car park.

<b>Frequency Rating:</b>	Occasional	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Agree with recommendations. Work is currently being progressed to address Cooney reserve recommendation. Options will be assessed for Te Puna Station Road and Huhurua but are currently low priority.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
A design for Cooney Reserve to create a bypass is underway and will be implemented. The additional path required for Huhurua is being investigated.			
<b>Action taken:</b>			

## 2.11 Rail Underpass

Minor

There are two rail underpasses along the cycle route. The underpass close to Te Puna Station Road has columns with a short connecting base. The fixing plate between the column and the base has protruding edges which are the height of a cyclist's legs as shown in Figure 19. There is a risk that cyclists passing one another at the underpass might sustain an injury if their leg or pedal impacts the column. The columns also require reflectorised warning strips along the leading edges to highlighting the hazard as has been done at the Jess Road underpass, providing consistency in hazard marking along the route. There is also a gap between the railway bridge bed and the bridge structure which could be used as a hideout which is a CPTED issue.

Figure 19: Rail underpass at Te Puna Station Road



The second underpass close to Jess Road has adequate warning signage for the columns and height restriction warnings as shown in Figure 20. The transition under the bridge presents risks of loss of control and the potential to hit one's head.

Figure 20: Rail underpass at Jess Road



## Recommendation

- Provide adequate warning signage on columns and steel connection plates at the Te Puna Road underpass;
- Install motion sensor solar powered lighting at the underpasses to improve CPTED related issues and to assist those users at night and in low natural lighting conditions; and
- At Jess Road install additional signage to encourage users to dismount for the transition between the bridge and metalled path.



<b>Frequency Rating:</b>	Occasional	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Intention is to add reflective tape at Te Puna Station road underpass following painting by Pirirakau. Photo-luminescent strips have been installed at both locations to assist with wayfinding/awareness of structures.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Timber frames will be installed on the post to eliminate the connector plate hazard.			
<b>Action taken:</b>			

## 2.12 Bridges

Minor

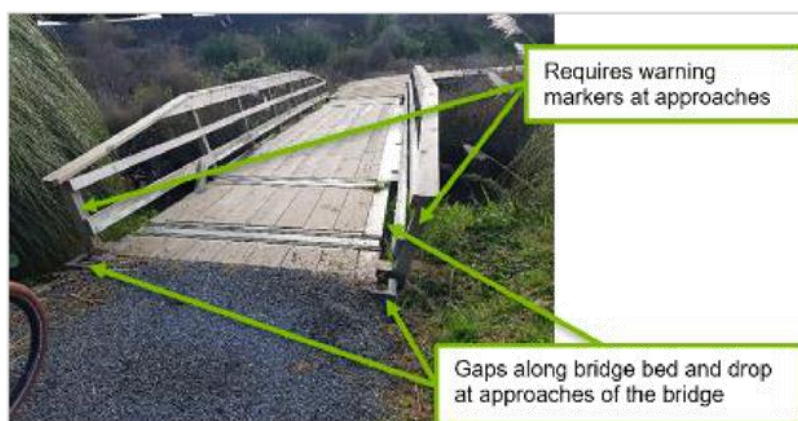
There are various bridges along the cycle route with some being large steel structures next to rail bridges and some being smaller wooden structures along the boardwalk near Omokoroa. All the bridges contain steel or timber railings to eliminate the risk of cyclists falling off the bridge. The railings on either side of the bridges need adequate reflective warning strips on the leading edges to highlight the hazard and to reduce the risk of cyclist hitting the railings as they enter the bridge as shown in Figure 21.

Figure 21: Bridge railing without adequate hazard markings



There is a wooden and steel combination bridge as the cycle route approaches the rail underpass at Te Puna Station Road as shown in Figure 22. The bridge has a wooden deck which may become slippery if wet or during winter mornings with dew or frost on the deck. The bridge bed has gaps along the edges which are large enough for a bike's wheel to get caught in if a cyclist is pushed to the side for any reason which may result in injuries to cyclists. The surface change from gravel to the bridge's wooden deck has steel protruding either side of the bridge, which also presents a hazard.

Figure 22: Bridge close to underpass at Te Puna Station Road



There is a risk that mould will grow on the wooden decks reducing the skid resistance which may cause injuries if cyclists slip and fall while travelling along the bridge and boardwalk, as shown in Figure 23.

Figure 23: Wet bridge deck and possible mould growth



The wooden bridge on the boardwalk section of the route close to Omokoroa requires additional barriers as shown in Figure 24. Traveling westbound requires a cyclist to exit the bridge on a bend while the surface changes from the wooden bridge deck to gravel with steep drops and rocks on either side of the bridge. There is a risk of cyclists, especially inexperienced cyclists, being surprised by the changing conditions and the alignment cause them to drop off the edge of the bridge onto the rocks. Figure 24 show the limited sight distance over the bridge due to the crest curve, with the upcoming horizontal alignment and drop off hazard hidden from view.



Figure 24: Wooden bridge with steep drop off at boardwalk



### Recommendation

- Provide reflective warning strips on all leading edges of fences and bridges;
- At Te Puna Station Road, fill the gaps beside the wooden deck and cover the exposed steel on the approach;
- Extend the fence/bridge rails at unprotected drop-offs;
- Undertake regular maintenance or treat the surface to reduce the risk of moss/mould growing on the wooden surfaces reducing skid resistance; or
- Add a non-slip surface to all timber decking and boardwalks.

<b>Frequency Rating:</b>	Occasional	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
<p>WBOPDC Project Manager:</p> <p>Agree with adding warning strips, Reserves team to action.</p> <p>Exposed steel on edge at Te Puna Station Road is not considered an issue. The timber deck has had plastic non-slip installed.</p> <p>Drop-offs are considered as minor. Non-slip netting/plastic will be installed on timber surfaces where required.</p>			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<p>Exposed steel on edge at Te Puna Station Road is not considered an issue. The timber deck has had plastic non-slip installed.</p> <p>Drop-offs are considered as minor. Non-slip netting/plastic will be installed on timber surfaces where required.</p>			
<b>Action taken:</b>			

## 2.13 Interface between surface changes

Minor

The cycle route includes different surfaces along the route.



These changes in surface need to be level and with minimal loose surface debris to reduce the risk of cyclists losing control as they change surface, especially from concrete/wooden or sealed surfaces to gravel surfaces as shown in Figure 25. The interface between the surfaces needs to be clear of loose material which could contribute to cyclists losing control.

Figure 25: Interface at changing surfaces



## Recommendation

- Repair, smooth, sweep and maintain all surface transitions.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Noted and will be monitored. P Anderson: Agree with concern and recommendation. Locations will need to be identified and scheduled before a cost estimate can be provided.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Undertake as a maintenance item.			
<b>Action taken:</b>			

## 2.14 Te Puna School

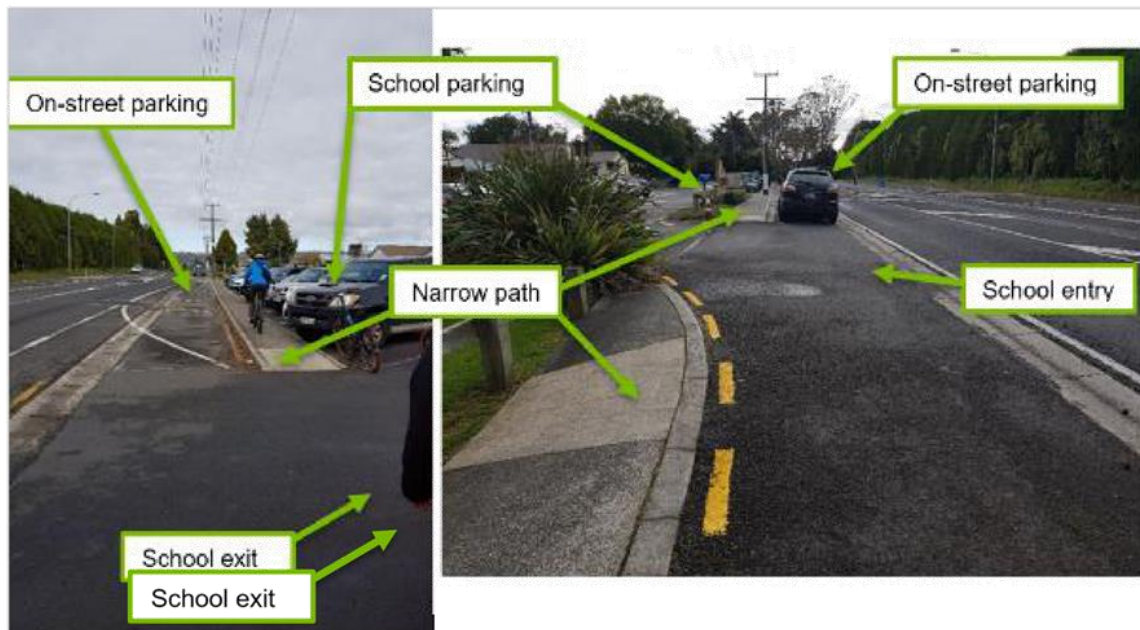
### 2.14.1 Route confusion

Minor

The interface between the cycle route and Te Puna School is not clear with no indicated route past the school. Are cyclists to use the school car park or stay on the narrow, kerbed section with a service pole in it?

This will be less of an issue during weekends when recreational cyclists will be travelling through this section encountering an empty car park with ample space to safely travel through. During weekdays during school term, cars are parked outside the school leaving a narrow section between the on-street and on-site car parking, open to travel on. Cyclists can travel through the car park or on the carriageway as an alternative option. During the audit cyclists were observed using the narrow path obstructed by a service pole.

Figure 26: Interface at Te Puna School



### Recommendation

- Improve the interface between Te Puna School and cycle route with the provision of greening on the dedicated route, or
- Provide clear route direction, such as a painted line that users are instructed to follow, similar to that provided at Auckland Airport for pedestrians to walk between the domestic and international terminals;

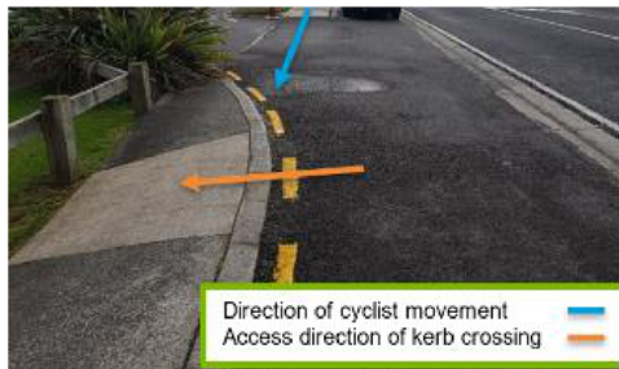
<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: The upgrade of the route here may be progressed in the future. Recommendations and concerns to be included when appropriate.			
P Anderson: Agree with concern and recommendation. A pavement marking plan and additional signs and marking could cost in the range of \$5 – 15k.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
A meeting will be held with the school to agree on the appropriate route to be painted in order to provide a clear path to cyclists.			
<b>Action taken:</b>			

### 2.14.2 Pedestrian kerb crossing angle

Minor

At Te Puna School, an existing kerb crossing to the south of the car park is not aligned with the direction of travel for cyclists (if they are to re-join the off-road path here). The manoeuvre requires cyclists to slow to execute the turn safely. Refer Figure 27. There is a risk that cyclists, especially inexperienced and e-bike users (if going too fast), will not be able to make the turn and may lose control.

Figure 27: Kerb crossing at Te Puna School



### Recommendation

- Confirm the intended cycle route and realign the kerb crossing for safe use as required.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Vey unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: The upgrade of the route here may be progressed in the future. Recommendations and concerns to be included when appropriate.			
P Anderson: Agree with concern and recommendation. Additional investigation needed to develop cost estimate.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Will be considered as part of any future upgrading.			
<b>Action taken:</b>			

## 2.15 Shared road environment

Significant

2.15 is to be read in conjunction with section 2.1.

Some sections of the route require cyclists to use the carriageway along low volume roads to connect between off-road sections as shown in Figure 28. None of the shared areas adequately warn or provide for a shared road environment. There is a risk of drivers being unaware of the change to a shared road environment and not being vigilant for cyclists, pedestrian and in some cases horse riders.

The risk of an injury crash increases with higher speeds and mixing multiple vulnerable road users with high speed traffic should avoided.



Figure 28: Shared road environment with no signage



Lochhead Road currently has a posted speed of 70km/h which the RSAT considers unsafe for the shared environment. There is a downhill section along Lochhead Road travelling northbound past Oikimoke Road in which cyclists could achieve high speeds. There is a bend at the end of the downhill section with limited visibility as shown in Figure 29. Approaching drivers may cross over the centre of the road as they travel around the bend. A head on collision could be fatal.

Figure 29: Lochhead Road's downhill section with limited visibility curve



## Recommendation

- Provide road signage at all entry points of the shared road environment indicating the shared usage as well as road markings along these sections as recommended in 2.1 above;
- Reduce the speed limit where users share the carriageway. In the interim include a speed advisory sign in conjunction with the recommended shared use signs and sharrows.

<b>Frequency Rating:</b>	Occasional	<b>Severity Rating:</b>	Very likely
<b>Designer Response:</b>			
WBOPDC Project Manager: WBOPDC proposing speed changes - Lochhead Road to 60km/h (currently 70km/h) and Newnham to 60km/h. P Anderson: Agree with concern and recommendations. Early WestLink reports refer.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Speed limits have been reduced to 60kph on Lochhead and Newnham Roads, sharrows (pavement markings) to be installed.			
<b>Action taken:</b>			

## 2.16 Desire lines not matching path provided

### 2.16.1 Te Puna Road and Lochhead Road Intersection

Minor

Some cyclists are not following the provided facilities at the intersection but are continuing along Lochhead Road up to the yield and crossing from there onto the facility along Te Puna Road as shown in Figure 30. Staying on Lochhead Road provides better visibility along Tangitu Road and the angle of the concrete path does not encourage users to access the off-road path. The angle is sharp which requires a low speed to manoeuvre from Lochhead Road to the concrete path. This low speed manoeuvring can be difficult for inexperienced cyclists or younger cyclists which may cause them to fall. From the marks on the grass berm it is evident that some users ride across the grass, cutting the corner.

The RSAT is aware that the path is likely constructed as it is to discourage riders heading towards the Wairoa River from entering the carriageway without stopping to check for traffic. Or it may be the intention for cyclists heading for Te Puna Road to stay on the Lochhead Road carriageway. There is nothing signed or marked to indicate the answer to this.

Figure 30: Te Puna Road and Lochhead Road Intersection desire lines





## Recommendation

- Consider providing additional concrete path on the desire line from Lochhead Road to Te Puna Road together with path markings to indicate that the additional desire line is for a single direction of travel toward Te Puna Road.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Very unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: The upgrade of the route here may be progressed in the future. Recommendations and concerns to be included when appropriate.			
P Anderson: Agree with concern and recommendations. Earlier Westlink reports refer.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Additional desire line path to be installed.			
<b>Action taken:</b>			

### 2.16.2 Cooney Reserve desire lines

Minor

A section of the route travels through the Cooney Reserve parking area. The access points of the route require users to travel through the parking lot with the northern access point being located on the access to the parking area from Margaret Place. Despite the direct conflict between the vehicle access and the cycle route access, adequate visibility is provided at the intersection point.

At the northern access to the route a prominent desire line was observed which is does not align with the metalled route as shown in Figure 31. Cyclists are using two different access points, one of which has a steeper incline as it travels along a small embankment. The desire line avoids the right-angle bend between the cycle path and the car park. The loose surface at the car park access and cycle route will also contribute to users picking an alternative.

Figure 31: Cooney Reserve access desire line



The desire line continues next to the metalled path for approximately 160m to the viewpoint, as shown in Figure 32, and riders are cutting corners along the route between the Cooney Reserve viewpoint and the intersection at Beach Grove.

This section of the route is metalled with wooden edging and cross members. They create an uncomfortable ride and may contribute to users preferring the grass. The corners along this section of route are unnecessarily tight and riders will use the most direct and comfortable route.

Figure 32: Cooney Reserve desire line next to route and corner cutting



### Recommendation

- Improve the access to the route from Cooney Reserve with an access in line with the desire line;
- Clean access of loose gravel and maintain the interface between the car park and cycle route;
- Fill and compact the metalled path section of the route to the same level as the edge and transverse wood strips; and
- Realign corners along this section of route to match the desire line.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Very unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Agree with recommendations and in the process of being actioned.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<b>Action taken:</b>			
WBOPDC Project Manager: Desire lines between Beach Grove and Cooney Reserve have been re-aligned as per recommendation. The section through Cooney Reserve car-park will be realigned as part of LTP reserve development works FY 2021/2022. The wooden strips will be removed.			

## 2.17 Gap in concrete

Minor

There is a gap in the concrete path on Borell Road as shown in Figure 33. Level differences along the route may cause a cyclist to lose control or pedestrians to trip. This is more likely to occur to new users or inexperienced cyclists such as children.

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Figure 33: Gap in concrete path - Borell Road



### Recommendation

- Repair the path ensuring the repair is flush with the surrounding concrete.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Agree with recommendation.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Gap to be repaired.			
<b>Action taken:</b>			

## 2.18 Parked cars blocking visibility

Minor

Although some sections are shared road environments, vehicles parked on the side of the road forces cyclists to move further into the carriageway, unnecessarily increasing the risk of a potential vehicle and cyclists' incident. Parked vehicles were present along the shared road environment on Newnham Road as shown in Figure 34. The vehicles parked parallel along the edge of the road limit the visibility of vehicles parked perpendicular along the berm and of vehicles that may be exiting driveways, which increases the risk of drivers not seeing an approaching cyclist when backing from a car park or exiting a driveway.



Figure 34: Parallel parked vehicles along edge of Newnham Road



### Recommendation

- Install shared use signs, reduce the speed limit and add sharrows as recommend in 2.1 and 2.15 above.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Very unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: WOPDC are in the process of reducing the speed limit to 60km/h. Newnham Innovation Park are currently undergoing development – all vehicles will be catered for internally, reducing requirement for on-road parking.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Speed limit reduced to 60kph, sharrows (pavement markings) to be installed. In the future, an off road path will be considered.			
<b>Action taken:</b>			

## 2.19 Steep slopes and sealed surfaces

**Moderate**

Along the gravel road sections of the route, steep grades have been chip sealed as shown in Figure 35. In most of the cases the sealed surface helps increase skid resistance, allowing cyclists to ascend the steep grade or brake as they descend. Loose chip is still evident on-site and may cause back wheels to skid under braking. This could in loss of control with cyclists falling or not being able to reduce their speed in time.

Figure 35: Loose chip on sealed surface at steep slopes



At three locations the RSAT noted that cyclists had to either dismount or were struggling to clear the incline, especially without e-bikes. These inclines could result in cyclists toppling over and continuing to travel along the slope until they come to a stop. One of these inclines is being reconstructed, close to Lynley Park Drive as shown in Figure 36.

Figure 36: Steep inclines on which cyclists struggled (near Lynley Park Drive, Jess Road and Lakeside Terrace)



## Recommendation

- Sweep sealed slopes to remove loose chip to improve the skid resistance.



<b>Frequency Rating:</b>	Common	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Agree – to be carried out by WBOPDC maintenance.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<b>Action taken:</b>			
WBOPDC Project Manager: These sections are included within Reserves maintenance contract and maintained accordingly. The gradient from Lynley Park Drive to the causeway has been reformed and the gradient reduced.			

## 2.20 Stormwater

Minor

In general, the route did not have any major stormwater related issues. There are signs of erosion between the new sealed downhill route to the rail bridge and the existing gravel access road to the bridge over the railway, as the route crosses into Jess Road as shown in Figure 37. Erosion may increase over time to the extent that it could become dangerous for users.

Figure 37: Signs of stormwater erosion



- Undertake regular maintenance to reduce the risk of worsening erosion causing a route hazard.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Very unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Noted. Situation to be monitored by WBOPDC.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Noted.			
<b>Action taken:</b>			

## 2.21 Boardwalk

Minor

The boardwalk provides adequate provision for a shared facility especially along the Omokoroa Peninsula. It is expected that the boardwalk will be accessed by residents as a recreational route or for general training activities such as jogging which may occur in the afternoon after work. The boardwalks may not be adequately marked for later afternoon/evening conditions especially during the time of the year when the sun sets earlier in the afternoons as shown in Figure 38. Pedestrians may misjudge the boardwalk width during their activity and step over the edge of the boardwalk which may result in injury.

Figure 38: Glow-in-the-dark strips along boardwalks



On some sections of the boardwalk there is no edge delineation or delineation between the metallised surface and the boardwalk and no warning of the height difference between the surfaces which may result in a trip hazard as shown in Figure 39. This could cause pedestrians or cyclists wanting to pass one another to move off the path or misjudge the available space.

Figure 39: Boardwalk approaches without adequate delineation or warning



### Recommendation

- Maintain a level interface between metallised and boardwalk surfaces;
- Improve delineation between boardwalk and metallised path interfaces;
- Ensure adequate edge delineation of boardwalk in poor light or darkness.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Level interfaces and boardwalk edge delineation to be monitored.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<b>Action taken:</b>			
WBOPDC Project Manager: These sections are included within Reserves maintenance contract. The gravel/boardwalk interface areas will be maintained accordingly. Boardwalk edge delineation will be monitored and photo-luminescent edge strips applied as a trial).			

## 2.22 Narrowing along estuary route - Omokoroa Minor

The route narrows around a corner with limited visibility of approaching cyclists or pedestrians as shown in Figure 40. The narrow section has a drop onto rocks directly below the edge of the path with no protection or warning, with a risk of users falling onto the rocks if a cyclist swings wide or a pedestrian moves out to make way for an approaching user.

Figure 40: Narrowing on corner of route



### Recommendation

- Provided protection to the drop at the edge of the route;
- Add warning on both approaches highlighting the blind corner.

<b>Frequency Rating:</b>	Infrequent	<b>Severity Rating:</b>	Unlikely
<b>Designer Response:</b>			
WBOPDC Project Manager: Noted and agree with requirement for warning signage. Edge protection not considered necessary.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
Warning signage is in place.			
<b>Action taken:</b>			



## 2.23 SH 2 interface at Wairoa Bridge

**Significant**

There are a number of safety issues at the interface due to delays in constructing the planned off-road, path that connects the Wairoa Bridge to Carmichael Road.

### Operational use

The shoulder is currently used as a bi-directional path with cyclists riding downhill in a contra-flow direction facing traffic in a 90km/h speed zone. Should a collision occur, the risk of death or serious injury is high.

The transition between the existing temporary access between the bridge and the SH 2 is sharp. Cyclists heading towards Bethlehem may pop out surprising drivers. The transition should be eased as indicated in Figure 41. This will allow for a safer transition to and from the shoulder of SH2.

Figure 41: Existing transition from the Wairoa Bridge to the shoulder of SH2



### Available shoulder width for bi-directional flow

Once the cyclists are on the shoulder of SH2 most of the remaining shoulder width up to the Wairoa Marae entrance will allow sufficient space for single direction cyclist use, except for a short section between SH2 intersections with Taniwha Place and the Wairoa Marae. This section of SH2 contains a painted median which can be reduced to achieve an adequate shoulder width for the temporary use, as shown in Figure 42.

Figure 42: Pinch point along shoulder of SH2



### Drop off behind guardrail

The section of metalled temporary path between the Wairoa Bridge and SH2 rolls off along the edge which could result in cyclists slipping off the edge - refer Figure 43. It is recommended that the edge be supported to maximise the usable width of the temporary path avoiding the hazardous roll-over edge.

Figure 43: Drop along edge of path between SH2 and Wairoa Bridge



### Unprotected guardrail bolts

Users may snag the unprotected guardrail bolts that extend beyond the timber supports as shown in Figure 44. There is also a sharp edge on the Wairoa Bridge steel name plate.



Figure 44: Snagging hazard Wairoa River bridge guardrail



### Recommendation

- Expedite construction and completion of the designed off-road path connection from the Wairoa Bridge towards Bethlehem.

#### In the interim:

- Maximise the width of the cycle path within the SH 2 shoulder by narrowing the central median;
- Physically separate the bi-directional cycle path in the shoulder, from the live lane;
- Install the approved 50km/h speed limit;
- Ease the transition from metalled path to shoulder;
- Shorten and cover the ends of the guardrail bolts that extend into the cycle path;
- Provide edge support to the temporary path behind the guardrail to maximise its usable width and without minimise the risk of cyclist rolling off the edge.

<b>Frequency Rating:</b>	Occasional	<b>Severity Rating:</b>	Very likely
<b>Designer Response:</b>			
P Anderson: Agree with concern and recommendations, but acknowledge any interim actions need to consider status of ongoing discussions with stakeholders.			
<b>Safety Engineer</b>			
<b>Client Decision:</b>			
<b>Action taken:</b>			
WBOPDC Project Manager: This section of the cycleway is within Tauranga City limits. Agreement has been reached with Waka Kotahi and Tauranga City Council for the responsibility for this section to transfer from WBOPDC to TCC to manage as an integrated TCC/NZTA project. It is unfortunate that the agreed route has not been able to proceed.			

## 2.24 Comment

### 2.24.1 Poor construction quality

Some of the concrete physical barriers along Te Puna Station Road have exposed edges where the steel rods have been placed as shown in Figure 45. The remaining concrete barriers were plastered where the rods were placed. Continue the standard of construction along Te Puna Station Road by plastering and removing the loose spalled concrete.

Figure 45: Poor finishing on concrete barriers along Te Puna Station Road



8 March 2021 Update: WestLink have undertaken remedial works to secure loose barriers.

### 2.24.2 Bark piles

There were a few piles of bark located along the section near the Pony Club, north of the rail underpass as shown in Figure 46. These piles are obstructing the bridleway which will force horse riders to use the pedestrian and cyclist section of the shared path. The RSAT understands that these are temporary while landscaping and planting are completed. Ensure that the bridle path is cleared of the bark piles.

8 March 2021 Update: Obstructing bark piles have been removed.

Figure 46: Bridleway obstructed with bark piles



### 2.24.3 Fence to shared path removed and damage to path

Along the off-road shared path close to the transition to Lochhead Road, a construction vehicle crossed the shared path damaging the bridleway and the shared path as shown in Figure 47.

The construction seems to be linked to the wetland rehabilitation works in the area which also removed the fences either side of the cycle route. Discarded fencing materials are lying beside the path. Fencing material should be removed to avoid any potential trip or tangling hazard. The contractor who damaged the path should "make good". There is nothing currently preventing people from wandering over the land adjacent to the cycle way.

8 March 2021 Update: Fence and gates have since been reinstated.

**Figure 47: Damaged to shared path and open properties**



#### 2.24.4 Blocked culverts

The culverts under driveways along Te Puna Road are blocked as shown in Figure 48. Stormwater maintenance is required in the area as this poses a localised surface flooding risk.

**Figure 48: Blocked culverts along Te Puna Road**



8 March 2021 Update: Maintenance of entrance culverts is the responsibility of the property owner.

#### 2.24.5 Post with nails

A post with exposed nails is situated on Te Puna Road directly north of Te Puna School as shown in Figure 49. This exposed hazard is a risk to school children as well as all users of the cycle route as this is one of the highlighted narrow areas of the route. Remove the exposed nails or the entire post to eliminate the risk of snagging.



Figure 49: Exposed nails to the north of Te Puna School



### 2.24.6 Way Finding

Wayfinding along the main route is generally easy to follow and well-marked.

#### Jess Road

At Jess Road, where the turn-off from the shared road environment to an off-road gravel section occurs it is easy to miss the turn. The RSAT missed it. The downhill approach allows for high speeds and the route marker is placed on the left-hand side at the access to the off-road section and is hidden behind a curve. It is suggested that a marker is installed on the opposite side of the road which will make it clear where the off-road section starts as shown in Figure 50. Although not marked at the location shown in Figure 48, users can continue, on Jess Road and re-join the off-road path at the end of Jess Road. At the end of Jess Road there is route marker that directs users onto Jess Road as an alternative to the off-road path. For consistency, Jess Road should be signed for both direction options.

8 March 2021 Update: Roadside vegetation has now been cleared to open up sight lines for both motorists and cyclists.

Figure 50: Additional way finding required



#### Tinopai Drive connection

There is a cycle route marker directing users to stairs that climbs to Tinopai Drive. A cyclist will be required to carry the bike up as shown in Figure 51. This cycle symbol should be removed.

8 March 2021 Update: This route is not designed as a cycleway connection.

Figure 51: Cycle route marker to stairs



### The Esplanade Omokoroa

The section of the route that travels from The Esplanade shared road environment to the constructed shared path in front of the on-street parking near the Omokoroa Boat Club is not marked - refer Figure 52. The RSAT continued past this location along The Esplanade. Signs or markings indicating the crossing point would reduce the chances of users missing the cross over, if this is the intended cross location.

Figure 52: Crossing on The Esplanade



8 March 2021 Update: This is not intended as a cycleway crossing point. This area is a low speed environment and cyclists ride on the road.

### Start/end points

The end of route sign is misleading at the Wairoa Bridge with the route ending and beginning at the access to the bridge which forms part of the route as shown in Figure 53. The end of the route at Omokoroa Boat Club does not clearly indicate the end or beginning of the route as shown in Figure 54. The Omokoroa end/start could also have a destination board which directs to local recreational activities and points of interest, in the immediate area, such as the café, the ferry, Omokoroa Domain, Gerald Crapp Historic Reserve and Wai Huri Pa.

8 March 2021 Update: Start and end point signage has been designed and will be installed soon.

The safety audit assessed the Omokoroa to Tauranga route as this is the section with Waka Kotahi funding. The cycling routes continue at each end as part of an integrated network and accordingly, specific start and end route signage may not be required. Additional route maps showing other routes could be more beneficial.



Figure 53: Start and end at Wairoa River Bridge



Figure 54: Start and end at Omokoroa Boat Club



### 2.24.7 Wheel Stops at Omokoroa

The wheel stops on the on-street parking along The Esplanade in Omokoroa allows vehicles to overhang into the shared path, therefore reducing the effective width of the shared path as shown in Figure 55. There is space available behind the vehicles to move the wheel stops back slightly, eliminating the impact vehicle overhang has on the width of the shared path, without affecting the traffic on The Esplanade.

Figure 55: Vehicle overhang into shared path along The Esplanade



8 March 2021 Update: Staff observation is that cyclists do not ride along this path. They prefer to ride on the road. Note that the wheel stops are positioned to provide safe clearance between the end of the vehicle and the road (particularly needed for larger vehicles and vehicles with bike racks).

## 2.24.8 No cycle racks at end of route in Omokoroa

There are no facilities for cyclists to park their bikes while they either explore the surrounding area or when they visit the café or boat club. Café staff highlighted an area where cyclists place their bikes when they visit the café as shown in Figure 56. Staff also mentioned that it is a very common question asked by all the cyclists visiting the café. They also mentioned that there could be up to 20 bikes parked outside the café over weekends.

8 March 2021 Update: New bike racks have been installed and more will be installed as part of the playground project.

Figure 56: Existing area where cyclists leave their bikes



### 2.24.9 Parking provision along Jess Road

A member of the community highlighted a section next to Jess Road which recreational users use to park their vehicle to access the route as shown in Figure 57. The informal parking area may become too small for recreational users if demand increases. Council should consider future extension of the shoulder parking area.

8 March 2021 Update: Disagree as it is contrary to staff view that parking should not be encouraged along this section. Note previous comment that vegetation clearing has now improved sight line issues.

Figure 57: Potential demand for an additional parking area



### 2.24.10 Speedhump sign with no speed humps

There is a speed hump (PW-39) sign on Lochhead Road to the southeast of the intersection between Lochhead Road and Oikimoke Road with no physical speedhump along the road as shown in Figure 58. Remove the sign as it is irrelevant.

Figure 58: Existing Speed hump warning sign (PW-39)



### 2.24.11 Works adjacent to off-road path in Omokoroa

A private property adjacent to the shared path between Beach Grove and The Esplanade has a recently constructed retaining wall and a steep slope above the off-road path as shown in Figure 59. Works are incomplete and the slope requires work to maintain a stable finish.

**A4014508** Project number 509788 File Pm21-2 - Safety Audit Report - Omokoroa Cycleway\_Designer Response - Reviewed 8 March 2021.docx, 2020-08-18 Revision 1



Figure 59: Existing slope which requires protection to avoid erosions and debris affecting the cycle path below



The slope also contains a protruding pipe, which is assumed to be subsoil drainage but could be for stormwater discharge as shown in Figure 60. At the time of the safety audit there was no erosion control in place. Ensure that all works are completed satisfactorily to avoid future erosions and stability issues. This section of Omokoroa has a history of instability.

Figure 60: Existing drainage pipe on slope




8/3/2021 Update: The bank toe debris has been cleared and works have been programmed to complete the retaining to the required specification.



### 3 Audit Statement

We certify that we have used the available plans, and have examined the specified roads and their environment, to identify features of the project we have been asked to look at that could be changed, removed or modified in order to improve safety. The problems identified have been noted in this report.

Signed:



Dated:

21/08/20

Ann Fosberry, BE(Civil) NZCE  
Technical Director Infrastructure  
Aurecon NZ Ltd

Signed:



Dated:

21/08/20

Waldo Posthumus  
Civil Transport Engineer  
Aurecon NZ Ltd

<b>Designer</b>	Name	_____	Position	_____
	Signature	_____	Date	_____
<b>Safety Engineer</b>	Name	_____	Position	_____
	Signature	_____	Date	_____
<b>Project Manager</b>	Name	_____	Position	_____
	Signature	_____	Date	_____
<b>Action Completed</b>	Name	_____	Position	_____
	Signature	_____	Date	_____

Project Manager to distribute audit report incorporating decision to designer, Safety Audit Team Leader, Safety Engineer and project file

Date:.....

**Document prepared by****Aurecon New Zealand Limited**

Ground Level 247 Cameron Road  
Tauranga 3110  
PO Box 2292  
Tauranga 3140  
New Zealand

**T** +64 7 578 6183

**F** +64 7 578 6143

**E** [tauranga@aurecongroup.com](mailto:tauranga@aurecongroup.com)

**W** [aurecongroup.com](http://aurecongroup.com)



## 9.8 TWO MILE CREEK BANK PROTECTION WORKS

**File Number:** A4008484

**Author:** Kelvin Hill, Utilities Manager

**Authoriser:** Gary Allis, Deputy Chief Executive

### EXECUTIVE SUMMARY

Council has previously approved the expenditure for the construction of creek bank protection to Two Mile Creek at Waihi Beach. A competitive tender process in late 2020 resulted in tenders being received that exceed the approved budget.

Further negotiations with the shortlisted tendering party regarding the proposed design and construction methodology revealed that potential savings could be achieved.

An alternative design has been agreed. A reduction in the tender price has now been received and requires Council to agree to the additional funding so that the project can proceed. The project is still subject to finalising land owner access and Bay of Plenty Regional Council (BOPRC) agreement that the revised design meets the conditions of consent.

### RECOMMENDATION TO COUNCIL

1. That the Utilities Manager's report dated 16 March 2021 titled 'Two Mile Creek Bank Protection Works' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council increase the budget for Two Mike Creek Bank Protection Works from \$4,000,000 to \$5,975,000, funded from a transfer from other stormwater projects, in accordance with the attached schedule.
4. That it be noted the construction period for the Two Mile Creek works will be over the 2020/21/22/23 financial years, subject to resolving land entry agreements.

### BACKGROUND

The history behind the formation of Two Mile Creek has been a long-standing community issue. The creek was originally developed back in the 1930's with the alignment running through the land of private property owners.

Considerable erosion has occurred since that time, with the creek now considerably wider and its original alignment has also changed.

This proposed project provides two important outcomes once built:

- The first outcome being the creek footprint will be fixed in terms of width and alignment. Property owners will have protection from further risk of loss of land, but also, in many cases, gain the use of land that is currently unusable.
- The second outcome being that Council has secured a pathway for the long-term management of stormwater from the upper catchment area through to the beach outlet, including a potential diversion from the Maranui Estate stormwater pond.

This is important given the low, flat nature of the surrounding terrain around the township and adjacent private properties. Note that in a large flood event the bank protection is designed to overtop.

The significant increase in development of this area from both a commercial and residential perspective will also see more stormwater having to be managed.

Without this work proceeding, Council will continue to receive negative community feedback around the management of the stormwater within the creek.

## CURRENT STATUS

The majority of the land entry agreements along Two Mile Creek have been signed and the owners are requesting updates on timing. There remain a few that are unsigned, which have matters to resolve. The project's physical works require these to be resolved before commencement.

An alternative design has been developed and costed by the preferred contractor. The design details will be provided at the meeting. This is subject to confirming BOPRC acceptance that it complies with the resource consent conditions. The contractor has the resources to commence this year, subject to resolution of the above two issues.

Confirmation of additional funding is required before the project can proceed to the next stage.

## FUTURE PLANNING

As part of the longer term planning for stormwater within the Waihi Beach region, a number of potential projects have been identified. Some of these projects are included within Council's Long Term Plan (LTP).

A review has been undertaken of the future projects in relation to this project. It is recommended that future funding is brought forward and reallocated to fund this project, as it is required as the first stage of the full catchment plan. Once implemented, a review of the options for Maranui Estate and the upper catchment will be undertaken.

The proposal is to reallocate \$1,950,000 from future stormwater projects to enable the Two Mile Creek bank protection to proceed. The reallocation is set out in **Attachment 1** and specifically relates to the Maranui Estate diversion project and the upper catchment attenuation.

## SIGNIFICANCE AND ENGAGEMENT

The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of low significance as there is sufficient funding for this stormwater activity within the LTP. Council has also followed a procurement process through a competitive tender process.

## ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication		
Name of interested parties/groups	Waihi Beach community. Private property owners adjacent to Two Mile Creek. Waihi Beach Community Board, Councillors.	Planned	Completed
Tangata Whenua	Advised previously, but will form part of the construction communications stakeholders group.		
General Public	The community has been kept informed about this project over the last ten years (expectation that works would be happening).		



**ISSUES AND OPTIONS ASSESSMENT**

<b>Option A</b>	
That Council increase the budget for Two Mike Creek Bank Protection Works from \$4,000,000 to \$5,975,000, funded from a transfer from other stormwater projects in accordance with the attached schedule.	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	<p>Provides certainty to private property owners around stopping erosion.</p> <p>Reduces risk to buildings.</p> <p>Provides Council with a recognised stormwater flow path that can be managed and maintained</p> <p>Provides a water way that enables upstream catchment management options to be reviewed.</p>
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	The tender process has provided a market price for undertaking these works.
<b>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</b>	<p>Provides solution to a long-standing community issue.</p> <p>Completes the work undertaken downstream of Dillon Street Bridge.</p>
<b>Option B</b>	
That Council <b>does not</b> increase the budget for Two Mile Creek Bank Protection Works from \$4,000,000 to \$5,975,000, funded from a transfer from other stormwater projects in accordance with the attached schedule.	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	<p>Potentially stops development of the area.</p> <p>Uncertainty for some property owners who are at risk.</p> <p>Continued loss of land due to ongoing erosion issues.</p>
<b>Costs (including present and future costs, direct, indirect and contingent costs).</b>	Ongoing maintenance and potential liability issues for Council.
<b>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</b>	<p>Unhappy stakeholders within the community – negative feeling towards Council.</p> <p>Potential legal claims.</p>

## FUNDING/BUDGET IMPLICATIONS

Refer to **Attachment 1**. Funding is brought forward and reallocated from the Maranui Estate and Upper Catchment Attenuation projects. The revised funding allocation, if approved, will be reflected in the LTP through an internal submission to formally change the budgets.

## ATTACHMENTS

1. **Waihi Beach Two Mile Creek Project - Funding** [!\[\]\(815df092dd722ee9268ef8e6d0193e3a\_img.jpg\)](#) 

Project	Project Name	Funding Source	2021 APB	2020 to 2022 C/FWDS	2022	2023	2024	2025	2026	2027
26353	Waihi Beach 2 Mile Creek West Bank	CAPLLOAN -CAPL - Internal Loan Advance	945,000	1,000,000	2,000,000	0	0	0	0	0
26353	Waihi Beach 2 Mile Creek West Bank revised budget	CAPLLOAN -CAPL - Internal Loan Advance	945,000	1,000,000	2,000,000	2,000,000	0	0	0	
26356	Waihi Beach Diversion of Maranui Flood Water	CAPLLOAN -CAPL - Internal Loan Advance	-	-	0	0	0	50,000	100,000	1,200,000
26356	Waihi Beach Diversion of Maranui Flood Water - revised budget	CAPLLOAN -CAPL - Internal Loan Advance	-	-	0	0	0	50,000	100,000	0
26358	Waihi Beach 2 Mile Creek Upper Catchment Attenuation	CAPLLOAN -CAPL - Internal Loan Advance	-	-	0	200,000	1,500,000	1,500,000	200,000	0
26358	Waihi Beach 2 Mile Creek Upper Catchment Attenuation - revised budget	CAPLLOAN -CAPL - Internal Loan Advance	-	-	0	100,000	800,000	1,500,000	200,000	0

**9.9 KERBSIDE COLLECTION IMPLEMENTATION****File Number:** A4010117**Author:** Kelvin Hill, Utilities Manager**Authoriser:** Gary Allis, Deputy Chief Executive**EXECUTIVE SUMMARY**

The purpose of this report is to provide an update on the Kerbside Collection implementation including:

- Collection area maps;
- Collection routes (provisional);
- Key customer queries;
- Collection area gaps and resolution;
- Statistics of properties: urban / rural / no collection;
- Messaging on implementation;
- Website updates;
- Contractor implementation logistics; and
- Multi Unit Dwelling (MUD) properties.

This will be provided in a presentation and discussion format at the meeting.

**RECOMMENDATION**

That the Utilities Manager's report dated 16 March 2021 titled 'Kerbside Collection Implementation' be received.



**9.10 OPERATIONAL RISK REPORT MARCH 2021****File Number:** A4012380**Author:** Gary Allis, Deputy Chief Executive**Authoriser:** Miriam Taris, Chief Executive Officer**EXECUTIVE SUMMARY**

The purpose of this report is to advise the Performance and Monitoring Committee about current items of operational risk, covering capital projects and operations.

If the risk outcome requires Committee or Council direction or approval, there will be a separate decision report for that item.

**RECOMMENDATION**

That the Deputy Chief Executive's Report dated 16 March 2021 titled 'Operational Risk Report March 2021' be received.

**BACKGROUND**

This report has been developed to provide a focus on operational risk and is separate to the risk items identified in reports to the Audit and Risk Committee.

The report does not cover the strategic and litigation risk that is reported to the Audit and Risk Committee.

The operational risk table has been developed to show:

- Project or activity;
- Brief description of the risk and why it has arisen;
- Type of risk (e.g. timing, financial, service delivery); and
- Traffic light system:
  - Green:** Operational item, for information;
  - Orange:** Potential to escalate, Council needs to be aware; and
  - Red:** High risk, Council direction may be required.

Where items are significant or require further explanation, a PowerPoint presentation will be undertaken at the meeting. An update will be provided on current projects at the meeting.

Topic and Description	Risk Type	Risk Level
<p><b>Waihi Beach Wastewater</b></p> <p>The SAS treatment pond liner has failed due to damage caused by a mechanical failure. The liner had to be removed and needs to be replaced.</p> <p>Replacement of the liner requires de-sludging the settlement ponds and shifting the aerators and stirrers.</p> <p>Constructing an additional storage pond and installing temporary pipework and electrical cabling are needed so that the wastewater can continue to be treated in this temporary location. This will allow the main SAS Lagoon to be drained and repairs carried out.</p> <p>The plant has been operating without a liner. Indicative cost is \$1M plus. Insurance claim being lodged. The insurance assessor has been appointed and meetings held. Further information is being provided.</p> <p>The plant has transitioned to the temporary ponds and has been operating at a satisfactory level over the months of December, January and February 2021. Staff are currently looking at refinements to the treatment process to ensure we meet our compliance obligations for discharge. This may involve adding extra mechanical processing equipment.</p> <p>The SAS Lagoon has been drained and the insurance assessor has visited the site and acknowledged that a claim now exists, however, there have been no discussions at this point around the quantum of claim to be paid out.</p> <p>Further information flow on costs has been requested and submitted to the insurance assessors. Late March is the expected feedback time frame to our claim.</p>	<p>Environmental breach of consent conditions.</p> <p>Financial.</p>	
<p><b>Two Mile Creek</b></p> <p>The contract was tendered in July 2020 and the responses were analysed. The tender values were significantly above budget.</p> <p>An alternative design has been developed and is currently in a price negotiation process.</p> <p>Project construction is on hold pending further negotiations. An alternative design option is being pursued that offers some savings to the overall tender price. The budget for 2020/21 will be underspent.</p> <p>Refer to separate report regarding funding.</p>	<p>Timing</p> <p>Cost</p> <p>Land Entry</p>	
<p><b>Omokoroa Industrial Road</b></p> <p>The timing of the industrial road is subject to landowner agreement, which has now been reached. Construction is planned to occur in the 2020/21/22 construction seasons as one of the Crown Infrastructure Partners (CIP) projects. However, the timing is subject to land acquisition and coordination with Waka Kotahi (NZTA) over stormwater and intersection location.</p> <p>The intersection location has been confirmed with Waka Kotahi.</p>	<p>Timing</p>	

<b>Transportation – LCLR Work Category</b> <p>The Council strategy has been to utilise the Waka Kotahi 'Low Cost Low Risk Work Improvements' (LCLR) 3-year allocation over 2 years and seek an additional allocation for year 3 (2020/2021). The application is currently under review by Waka Kotahi. If the application is unsuccessful, the 2020/2021 roading programme will be reduced and a larger portion unsubsidised. Recent advice from Waka Kotahi has stated that additional LCLR funding remains unlikely or at best very limited. This means the programme of work will be impacted.</p>	Financial Timing	
<b>Omokoroa to Tauranga Cycle trail</b> <p>The issue of pedestrian / cyclist conflicts and cyclist / vehicles at the entranceways on Borell Road and Snodgrass Road has been raised. A safety audit has been completed and remedial options being planned. User numbers on the trail are increasing. Remedial options and timing are now under review.</p>	Public Reaction Safety Cost	
<b>Seal Extension Programme</b> <p>There is a risk to the timing and delivery of the seal extension programme due to the Tangata Whenua feedback. This has the potential to affect Mountain Road and Tirohanga Road.</p> <p>Correspondence has been sent to Mr R Rolleston advising him of the Council decision to proceed as planned with the Tirohanga Road Seal Extension. Some Island residents have delivered a petition requesting a Hui to consider seal extension works on the island. A Hui is to be arranged. The project can potentially be winter work.</p> <p>The Mountain Road seal extension design and vegetation clearing methodology has been reviewed due to concerns raised by the Iwi representatives who have expressed an interest in the project. The project has commenced but will be impacted by the end of the construction season.</p> <p>The current seal extension programme is not now expected to be completed this financial year.</p> <p>A new programme will be developed for the elected members' consideration and is due for the 27 April 2021 meeting.</p>	Tangata Whenua Feedback Timing Capex expenditure not being met.	
<b>CIP and Three Waters Reform Projects</b> <p>There are a significant number of new projects for delivery over the next two years. Resourcing and consenting is a risk to delivery.</p>	Contractor, consultant and staff resources Consenting	
<b>Te Puke Wastewater Treatment Plant</b> <p>The plant requires upgrading to meet the consent conditions and to increase capacity for Rangiuru Business Park and local growth. This is the first stage of a 2-stage project. Stage 1 is around \$20M and will be delivered over three years. A Request for Proposal (RFP) for design work is due to be issued in March 2021.</p>	Design Cost Upgrade Cost Physical Works Timing	

<b>Kerbside Collection</b> The kerbside collection implementation commenced in February 2021. The process has shown that there are some information gaps and a need for further clarity in the messaging. A briefing will be provided in the meeting to outline the process, customer queries, statistics and answer questions.	Population Timing	
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**10 INFORMATION FOR RECEIPT**

**11 RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>11.1 - Council Contracts Awarded Or Renegotiated For The Months Of November 2020 - January 2021</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>11.2 - Operational Risk Report March 2021 Confidential</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>11.3 - Te Puna - Proposed Reserve Acquisition</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7